Simulation Design Worksheet

Pick the moment, write the decisions, and plan the debrief before you build.

This worksheet walks the article's six-step build as a scored diagnosis. Set aside 5–10 minutes, answer honestly rather than optimistically, and total your 1–5 ratings at the end.

NAME & ROLE

COMPANY / TEAM

DATE

Section 1: Pick the Moment

Rate each statement 1–5, where 1 means strongly disagree and 5 means strongly agree.

Rating: 1 = strongly disagree · 3 = neutral · 5 = strongly agree

The error I am targeting has cost us real money or safety exposure in the past year.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

The task is a decision sequence under pressure rather than a set of facts.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

The target behavior can be observed on the job within 30 days.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

Describe the single moment the simulation will rehearse: who, where, and what pressure is present.

We can name the one observable behavior this simulation must change.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

☐ The scenario will be pulled from our own incident log or near-misses.

Section 2: Design the Decisions

These items test whether the scenario itself will force real choices.

Rating: 1 = strongly disagree · 3 = neutral · 5 = strongly agree

The scenario contains three to five genuine decision points with no obviously correct path.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

Each wrong path leads to a visible, proportional consequence.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

The scenario matches the real environment: tools, time pressure and interruptions.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

List the decision points in order, with the consequence that follows each.

The debrief questions are written before the materials.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

☐ A pilot with five volunteers is scheduled before any full rollout.

Section 3: Debrief and Follow-Through

These items test whether the learning survives the week after the run.

Rating: 1 = strongly disagree · 3 = neutral · 5 = strongly agree

Our debrief asks what happened, why it happened, and what changes on Monday.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

Managers receive a two-question follow-up script for the 30-day check.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

We measure level three (behavior on the job), not just enjoyment scores.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

Name the person who owns the 30-day follow-up cadence.

We will re-run the simulation monthly if retention dips.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐

☐ We committed to the cheapest format that still makes people decide.

Section 4: Scoring & Next Steps

Total your twelve ratings, then commit to the actions below.

Your total score (add your 1–5 ratings): ___ / 60

☐ I will write the one observable behavior this simulation must change this month.

☐ I will pilot the scenario with five volunteers and time every decision point.

☐ I will book the free strategy call at funnelsthatsell.com to pressure-test my simulation plan.

How to read your score

45–60	Your moment, scenario and follow-through are strong — build the rough version and pilot it this month.
30–44	The idea is sound but decision points, consequences or the debrief need work before you spend on materials.
0–29	You have a topic, not a simulation — go back to your incident log and name the behavior first.

YOUR NEXT STEPS

1. List your three costliest on-the-job errors and write one observable behavior the simulation must change.
2. Build the rough version from a real incident, pilot it with five volunteers, and rewrite the debrief questions.
3. Book your free strategy call at funnelsthatsell.com and we will pressure-test your simulation plan for the next 90 days.

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Sources: Training magazine 2023 Training Industry Report; Kirkpatrick model (structural); Ebbinghaus forgetting curve (commonly cited); US simulation costs illustrative.

Thank you for completing this assessment — share it with a colleague who needs it.