

1. In your co-founding team, look at the below questions and discuss your perspectives 2. Document your individual thoughts in your respective columns 3. Rate your level of agreement around each section together					
Category	Question	Co-founder 1	Co-founder 2	Level of agreement	Comment
Business Area	Problem Area				
Business Area	Idea				
Business Area	Relevant Network				
Business Area	Secret Weapon / Edge				
Conflict resolution and decisionmaking	Location and in-person or remote				
Conflict resolution and decisionmaking	What do you do to re-charge?				
Conflict resolution and decisionmaking	How do you prefer to acknowledge and resolve conflicts?				
Conflict resolution and decisionmaking	How will decisions be made? Are our voices equally valuable, or can someone outvote the other?				
Conflict resolution and decisionmaking	How do you think we should give feedback to each other (frequency, channel)?				
Funding & equity	How are you planning to split equity? Why?				
Funding & equity	What is your approach to fundraising?				
Funding & equity	What kind of exit do you have in mind?				
Roles & Responsibilities	Titles (CEO, CTO, COO, etc.)?				
Roles & Responsibilities	What are the most important deliverables or measures of accountability within each founders' role?				
Roles & Responsibilities	What are your long term focuses / roles in the organisation as it grows?				
Roles & Responsibilities	What skills & talents are you expecting your cofounder to contribute with, which you will need to rely on?				
Roles & Responsibilities	What are your weaknesses that your co-founder will need to support you with?				
Roles & Responsibilities	Are you allowed to take on any roles outside of the company?				
Skills	My top three strengths...				
Skills	My top three weaknesses...				
Skills	Our skills overlap is...				
Skills	Critical gaps in skills				
Skills	Strategy to overcome gaps				
Team	Three words best describe my ideal working culture				
Team	Is there a part of our plan that you are unwilling to change (e.g. the product being built, market addressed, industry etc)?				
Team	Why are you the right team to build this company?				
Team	Who do you think the first 5 hires will be?				
Values	Main motivations in founding a company is:				
Values	Success in 3 years, 7 years, so on:				
Values	For me to feel motivated, I must...				
Values	Working hours & life balance (#hours, patterns, weekends, late nights, etc.)				
Values	Location and in-person or remote				
Values	What is the one thing you will not compromise to build this company (i.e. priorities)?				

Areas of Responsibility (AoR) Exercise. Rank yourself in these areas (both as an individual contributor, and as a leader) on a scale of 1-10. Then rate your passion in each of the above areas on a scale of none to high. (e.g. "I'm an 8 in sales, but hate it so none"):

	Sales			Marketing			Product Strategy		
	Contributor	Leader	Passion	Contributor	Leader	Passion	Contributor	Leader	Passion
CF1									
CF2									
	Design			Engineering			Ops		
	Contributor	Leader	Passion	Contributor	Leader	Passion	Contributor	Leader	Passion
CF1									
CF2									
	Fundraising			Leadership			Company Building		
	Contributor	Leader	Passion	Contributor	Leader	Passion	Contributor	Leader	Passion
CF1									
CF2									
	Recruiting			Legal			Domain		
	Contributor	Leader	Passion	Contributor	Leader	Passion	Contributor	Leader	Passion
CF1									
CF2									

- A. Cluster AoRs based on rank and discuss how they could be assigned to individuals. (E.g. John is a 10 in product, so he gets that AoR).
 B. Break ties using the passion rating. (E.g. Nick is a 7 in sales with medium passion and Gloria is a 7 in Sales with high passion, so Gloria will take on sales)
 C. Discuss: do these clusters align with everyone's expectations, skills, and desires? Do we all agree on the areas of responsibility for the CEO, CTO, COO, etc?