**Strukturierungshilfe: Protokoll Team**

**Datum: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Protokoll: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Zeitwächter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Moderation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Anwesende: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**1) Themenspeicher**

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| **Nr.** | **Themen** | **Priorität** | **Zeitdauer** |
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**2) Ergebnisprotokoll**

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| **Nr.** | **Thema** | **Ergebnis /****Aufgabe** | **Verant-****wortlich** | **Termin /****Vermerk** |
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**3) Offene Themen / Wiedervorlage**

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