**Kotter’s Eight-Step plan for Implementing Change,**

John Kotter (1996), a Harvard Business School Professor and a renowned change expert, in his book “Leading Change”, introduced **8 Step Model of Change which he developed on the basis of research of 100 organizations which were going through a process of change**.



1. **Creating an Urgency:** 
   * Identifying and highlighting the potential threats and the repercussions which might crop up in the future.
   * Examining the opportunities which can be tapped through effective interventions.
   * Initiate honest dialogues and discussions to make people think over the prevalent issues and give convincing reasons to them.
2. **Forming Powerful Guiding Coalitions**
   * Identifying the effective change leaders in your organizations and also the key stakeholders, requesting their involvement and commitment towards the entire process.
   * Form a powerful change coalition who would be working as a team.
3. **Developing a Vision and a Strategy**
   * Determining the core values, defining the ultimate vision and the strategies for realizing a change in an organization.
4. **Communicating the Vision**
   * Communicate the change in the vision very often powerfully and convincingly. Connect the vision with all the crucial aspects like performance reviews, training, etc.
5. **Removing Obstacles**
   * Continuously check for barriers or people who are resisting change. Implement proactive actions to remove the obstacles involved in the process of change.
   * Reward people for endorsing change and supporting in the process.
6. **Creating Short-Term Wins**
   * By creating short term wins early in the change process, you can give a feel of victory in the early stages of change.
   * Create many short term targets instead of one long-term goal, which are achievable and less expensive and have lesser possibilities of failure.
7. **Build on the change**
   * Achieve continuous improvement by analyzing the success stories individually and improving from those individual experiences.
8. **Anchoring Change in the Corporate Culture**
   * Discuss the successful stories related to change initiatives on every given opportunity.
   * Ensure that the change becomes an integral part in your organizational culture and is visible in every organizational aspect.

**Disadvantages of Kotter’s Model**

* Since it is a step by step model, skipping even a single step might result in serious problems.
* The process is quite time consuming.
* The model is essentially top-down and discourages any scope for participation or co-creation.

**Seven Stage model of Change**

While Lewin’s model provides a simple and understandable representation of the organizational change process, more recent models have developed his model and extended the idea into more depth. In 1980, Edgar Huse proposed a seven-stage model based upon the original three-stage model of Lewin.

1. Scouting– Where representatives from the organization meet with the consultant to identify and discuss the need for change. The change agent and client jointly explore issues to elicit the problems in need of attention.
2. Entry– This stage involves the development of, and mutual agreement upon, both business and psychological contracts. Expectations of the change process are also established.
3. Diagnosis– Here, the consultant diagnoses the underlying organizational problems based upon their previous knowledge and training. This stage involves the identification of specific improvement goals and a planned intervention strategy.
4. Planning– A detailed series of intervention techniques and actions are brought together into a timetable or project plan for the change process.
5. Action– The intervention is carried out according to the agreed plans. Previously established action steps are implemented.
6. Stabilization & Evaluation– The stage of ‘refreezing’ the system. Newly implemented codes of action, practices and systems are absorbed into everyday routines. Evaluation is conducted to determine the success of the change process and any need for further action is established.
7. Termination – The consultant or change agent leaves the organization and moves on to another client or begins an entirely different project within the same organization.

**Workplace Spirituality**

It is quite difficult to define the term "spirituality in workplace spirituality precisely. It is like an empty container where everyone wants to fill it up to a level one desire. In effect, spirituality in workplace means different things to different people. Depending on their interest, interpretation, and discipline, scholars may define spirituality at workplaces as living the values such as integrity, probity, passion, co-operation, ethics, commitment, loyalty,   and tolerance at the workplace. For some scholars, workplace spirituality is all about employees who understand themselves as spiritual entities whose soul needs nourishment at work. For a few, it is all about defining your life purpose, values and principles, expressing it and demonstrating it to yourself and to others. Some may see spirituality in workplace as an attitude, a way of life. But spirituality in the workplace is not same as religion. There is a sharp underlying differences between both .While religion is too narrow, denominational, dogmatic, exclusive, spirituality is too broad, non-denominational, inclusive and less encumbered with ideological baggage of the religion .There can be a great deal of connectedness ,spiritedness, engagement and understanding among the employees at workplace without the feeling of religious convictions being thrust down their throat.