

**Exercise #4**  
**The Five Key Ingredients to Creating an Agenda**

An Unscramble Exercise

ROPESUP = \_\_\_\_\_

FFEECCIYN = \_\_\_\_\_

MMNNIOOAUCT = \_\_\_\_\_

EERBMM SEEND = \_\_\_\_\_

GGHITEARN MISTE \_\_\_\_\_