

The Checklist Manifesto Book Summary (PDF) by Atul Gawande

Ready to learn the most important takeaways from The Checklist Manifesto in less than two minutes? Keep reading!



Why This Book Matters:

The Checklist Manifesto shares one surgeon's theory that checklists can lower our mistakes and boost our excellence.

The Big Takeaways:

- 1. People possess an abundance of knowledge, which can sometimes be a bad thing.**
 1. If Possessing so much knowledge forces us to evaluate what situations our experience is necessary. This opens us up to error.
- 2. Utilizing a checklist can help to avoid mistakes.**
 1. Checklists provide us with explicit instructions that we must acknowledge as they are completed, leaving us less room to make a vital mistake.
- 3. Your checklist should get straight to the point.**
 1. Your checklist should be short and concise. Nothing should be capable of being misunderstood.

4. Jobs are too complicated to be left to one person.

1. No one person will have all of the answers; thus, we must be open to utilizing teams to find the information we need.

5. Communicating as a team can be better with the help of a checklist.

1. When in a high-pressure situation, clear communication is a must. The help of a checklist can make sure that teams are hitting all of the right points during a difficult task.

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