**Executive Summary Instructions**

For reference, the textbook used is: Cawsey, T.F., Deszca, G. & Ingols, C.A. (2016). Organizational change: An action-oriented toolkit (3rd ed.). Thousand Oaks, CA: Sage Publications.

Please do not simply cut and paste information that has already been published or posted online; explain your information instead. Thanks in advance!

1. Read the “Executive Summary Example” that I included as a separate attachment. Next, read the following case scenario:

**Case Scenario:**

You are the Human Resources Director of an imaginary Fortune 500 company named FusionTastic. This company deals in the design and manufacturing of retro garment wear of the 70s, 80s, and 90s, for which there has been a popular cultural interest amongst millennials. The company manufactures high-end quality clothing that is mainly sold in college towns and chic boutiques. FusionTastic also maintains an Internet store that serves customers from all over the world. The company was founded by a brother and sister team, Harry and Rosalie Smith, born in the 1970s, who grew up watching all the typical television shows of the 70s, and 80s, and 90s. They serve as CEO and CFO, respectively, of the company.

The Board of Directors for your company want to acquire a small-scale costume company called Chameleon Costumery that consists of 20 costume stores located on the West Coast and whose primary revenue is generated mainly at Halloween time. FusionTastic employees and shareholders have been writing to the Board of Directors and the CEO and CFO expressing disdain over the acquisition of Chameleon Costumery. The concerns have been over FusionTastic lessening its unique reputation for niche, high-end quality garments to include an inexpensive and low-end line of costumes. There is fear that FusionTastic’s reputation and brand will be diminished with this acquisition. In addition, two long-time, 20-year employees, Josh Raymond and Griselda Lopez, have been chosen to head up the acquisition. They really do not want to see this happen because they value FusionTastic as it is. Josh is a technical and analytical type, and generally likes things to be done in a certain way. Griselda has always been considered a “hippie-type”, but is upset about the acquisition to the point that she is making herself sick and is thinking of quitting. Part of FusionTastic’s success has been due to Griselda’s creativity and vision. You believe that Harry and Rosalie want Josh and Griselda to be change leaders in the forthcoming acquisition.

1. Create 3 additional facts of your choosing to add to the above scenario for the purposes of this assignment. **Highlight these in the paper.**
2. Preparean Executive Summary for Harry and Rosalie on how you, as Human Resources Director, want to make them aware of these change issues and how you will handle the various stakeholder responses to the new anticipated change. In your Executive Summary, include the following:

Write a **700- to 1,050-word Executive Summary** in the third person voice and address the following:

* Identify the existing psychological contract for Josh Raymond and Griselda Lopez. In what ways will the change disrupt the existing psychological contracts? Given the individuals and the context, what reactions do you anticipate?
* Identify the different phases of change that Josh Raymond, Griselda Lopez, and all other stakeholders are going through and will go through.
* Identify strategies that you, as Human Resources Director, can use to help Josh Raymond, Griselda Lopez, and the other stakeholders work their way through the different phases.
* Identify strategies that change leaders have used, or could use, to help people work their way through the different phases.

Use tables, figures, models, or diagrams to aid in explaining the change issues or strategies discussed in the Executive Summary.

Use a minimum of two sources aside from *Organizational Change: An Action-Oriented Toolkit* (3rd ed.) by Cawsey, Deszca, & Ingols.