

Project Plan

Project Activities	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
Define Phase												
Measure Phase												
Analyze Phase												
Improve Phase												
Control Phase												
Executive Presentations												



Milestones



1st Presentation



Final Presentation

Expected Deliverables

Define Phase:

- Project Charter
- Project Plan
- SIPOC (General)
- Project in Orchestra
- Voice of Customer
- Risk Analysis
- Stakeholder Analysis
- Communication Plan

Measure Phase:

- Existing Baseline Process Performance
- Pareto Chart
- Validated CTQ
- Control Chart
- Data Collection Plan
- Data Quality Analysis
- Process Map (SIPOC Technical)

Analyze Phase:

- Root Cause analysis
- Validated List of Root Causes
- Graphical Representation of Analysis
- Analysis of Variance
- Hypothesis Test
- T-tests
- Chi-squared Test

Improve Phase:

- Prioritized List of Solutions
- Implementation / Change Plan
- Communication / Training Plan
- Progress Report
- Solution Risk and Mitigation

Control Phase:

- Control Charts
- Transition Plan
- Benefits Tracking
- Lessons Learned