

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						 1 st Presentation		 Final Presentation				

 Milestones

Expected Deliverables

Define Phase:	Measure Phase:	Analyze Phase:	Improve Phase:	Control Phase:
<ul style="list-style-type: none">• Project Charter• Project Plan• SIPOC (General)• Project in Orchestra• Voice of Customer• Risk Analysis• Stakeholder Analysis• Communication Plan	<ul style="list-style-type: none">• Existing Baseline Process Performance• Pareto Chart• Validated CTQ• Control Chart• Data Collection Plan• Data Quality Analysis• Process Map (SIPOC Technical)	<ul style="list-style-type: none">• Root Cause analysis• Validated List of Root Causes• Graphical Representation of Analysis• Analysis of Variance• Hypothesis Test• T-tests• Chi-squared Test	<ul style="list-style-type: none">• Prioritized List of Solutions• Implementation / Change Plan• Communication / Training Plan• Progress Report• Solution Risk and Mitigation	<ul style="list-style-type: none">• Control Charts• Transition Plan• Benefits Tracking• Lessons Learned