

Problem Definition Worksheet – Feedback –

Please note my comments before moving on to the *Measure* phase.

| Content Requirements | Possible Points | Points Earned | Comments |
|--|-----------------|---------------|----------|
| A) Problem statement: Is it clear, concise and stated as a problem? Is there evidence this is a problem? | 2.0 | | |
| B) Business impact: Is the business case quantified? Has a measure of success been identified? | 2.0 | | |
| C) Goals: Clearly stated goal(s)? | 1.0 | | |
| D) Project scope: Identified? | 1.0 | | |
| E) Team: Identified? | 1.0 | | |
| F) Project plan: rough timeline or approximate dates/time per each DMAIC step? | 1.0 | | |
| G) Process map: Has clearly identified the start of the current process? Has clearly identified the end of the process? | 2.0 | | |
| Total possible 10 points | | | |