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Problem Definition Worksheet

1/15/20

**A) Problem Statement:** My sedentary job along with school leads to not enough exercise during the day. I know this is a problem by having a lower HDL level and gaining weight (clothes not fitting well, feeling tired, and unable to exercise like I used to). The evidence is clear – lab results such as a lower HDL and my weight on the scale has gone up along with gaining inches when measuring my body. This has caused self-esteem issues along with a decrease in athletic levels for intramural sports.

**B) Business Impact:** I need to fix this problem in order to get healthy and lose weight. There are many estimated benefits such as my HDL level will increase, my weight will drop, and I will have increased self-esteem. I will measure success by exercising more each week (total of 10 hours per week vs previous amount of 3 hours). My problem is worth 330$ per week. My key output is exercise.

**C) Goals:** My goal is to increase the total hours of exercise per day to 1 hour. There’s 168 hours in a week. 7 hours of exercise is .04167 or .04% of my weekly hours will be spent exercising.

**D) Project Scope:** My boundaries are that exercise must occur outside of my work and study time. School and work are my highest priorities and the time required for those each week can vary. The first step of my routine is to wake up on the laid-out time each morning and the last step is to be in bed on time each night (my process map lays out each day in the week). What is not within my scope is work and studying that comes up that need’s attention outside of my standard hours I have allowed for studying and my typical hours for work.

**E) Team:** I am the process owner. I will need to work with myself to impact this process.

**F) Project plan:**(veryhigh-level): Define: Week 1 (January 13th) Measure: Weeks 2-5 (January 20th – February 10th) Analyze: Week 6 (February 17th) Improve: Week 7 (February 24th) Control: Week 8 (March 2nd)

**G) Process Map**: The steps in the process I am trying to fix are not wasting free time away from studying and work and utilizing gym time when it is available. Since free time can fluctuate each week – I have laid out my approximate schedule of when the times are that I have that availability in line with my gym time. Since my weekends are less strict there is more free time that I need to work to capitalize on.

