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MBC638  
1/10/2020

**Problem Definition Worksheet**

1. **Problem Statement**

On an average day, I am certain that I do not drink enough water. I know this is a problem because, for my size and activity level, I rarely meet the recommended minimum water intake set by the Mayo Clinic and WebMD. I most typically consume about 32oz of water per day. Ideally, I should be drinking twice that amount. While I know that it’s important, I find it difficult to remember to drink enough throughout the day and often neglect the task.

1. **Business Impact**

If I were to consistently drink enough water throughout my day, I would lead a healthier and more productive lifestyle by being less dehydrated. Even slight dehydration can lower energy levels and prompt tiredness. By increasing my water intake, I will become a more productive employee. By having more energy, I estimate that I will be able to put forth an additional hour or two of significant effort per work day. Over 5 years, this will save my company ~$82,125 ($30 x 1.5 hours x 365 days x 5 years).

1. **Goals**

My goal is to increase water consumption by at least 12% from my baseline. I will calculate my baseline by monitoring my average daily water intake over several weeks.

1. **Project Scope**

The sole process that needs fixing is the amount water I drink per day. I will not consider tea, coffee, or seltzer as water. I will not be altering my diet or my amount of exercise.

1. **Team**

I am the sole process owned. I will be the only person working to improve my water consumption habits.

1. **Project Plan**
   * **Define** – Problem definition submitted on 1/12/2020.
   * **Measure** – Record total water consumption and additional variables from 1/10/2020 – 2/7/2020.
   * **Analyze** – Determine trends in high and low intake days from 2/7/2-2 – 2/14/2020 and come up with a practical solution.
   * **Improve** – Implement solution and record results from 2/15/2020 – 2/29/2020.
   * **Control** – Continue to utilize successful strategy after 3/1/2020 and refine process improvement project.
2. **Process Map**

