Process Improvement Project – Feedback –

Content Requirements	Possible Points	Points Earned	Comments
Project			
A) An executive summary is provided in the storyboard format including: Is the storyboard presented in 1 PowerPoint slide? Follows DMAIC? Are tools/graphs/charts used and clearly visible? Do they support findings and conclusions Are arrows, call-out boxes, etc. used to summarize, highlight questions and key learnings? Are expected results clear? And next steps noted?	5		
B) Is it a cohesive presentation opening with the business process and problem statement? The back-up slides (5-15) detail and support the storyboard content.	2		
C) Was the success measure clearly identified, operationally defined and baseline identified? (Was the data identified as continuous or discrete, includes SQL?)	3		
D) Was the data measurement plan or data stratification tree included?	1		
E) Was the data collection method identified?	1		
F) Was there rationale for the sample size taken? Use of the formula? Is there any reference to measurement error and how to minimize?	1		
G) Are at least 5 different tools and techniques clearly identified? Are the tools linked/ pertinent to the data analysis?	5		
H) Does the data analysis clearly tie to the problem conclusion? Is the "discovery" clear to the reader?	2		
Total possible 20 points	20	0.00	