Problem Definition Worksheet – Feedback

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		
B) **Business impact:** Is the business case quantified? Has a measure of success been identified?	2		
C) **Goals:** Clearly stated goal(s)?	1		
D) **Project scope:** Identified?	1		
E) **Team:** Identified?	1		
F) **Project plan:** Rough timeline or approximate dates/time per each DMAIC step?	1		
G) **Process map:** Has clearly identified the start of the current process? Has clearly identified the end of the process?	2		
Total possible points	10	0.00	