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| **Problem Solving (A3) Report** | **Topic:** Income Manager | **Date:** January 20, 2021 |
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| **1. Identify a Problem** | **PLAN** |  | **4. Propose & Implement Countermeasures** | **PLAN/DO** |
| * Some people have problem tracking their income and how they spend it in essential and nonessential things. * This could lead to a poor decision making in how they use it and could lead to financial problems. | |  | * Create a program where the user input his income and divide their expenses into two categories, essential and nonessential, the essential part will contain things like the food, electricity, water, cellphone, internet, house, car, etc., and in the nonessential part will be every other thing that are for their entertainment, hobbies, etc. * Also, the two categories can be personalized by the user for his needs. | |
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| **2. Set the Target** | **PLAN** |  | **5. Check/Evaluate** | **CHECK** |
| * Help the people by having an easy way to see how they spend their income so they could have a healthier financial life. * Divide their expenses into two categories, essential and nonessential, the essential part will contain things like the food, electricity, water, cellphone, internet, house, car, etc., and in the nonessential part will be every other thing that its for their entertainment, hobbies, etc. | |  | ***ASK:***   * Did the countermeasures work? * Was the target achieved * Can I verify that the Root Cause was eliminated (can I turn it off & on) * If the Countermeasure was not effective, why did not it work   ***SHOW:***  The results; describe the reliability of the new process  ***TOOLS:***  Line graph, pareto | |
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| **3. Analyze the Causes** | **PLAN** |  | **6. Act and/or Standardize** | **ACT** |
| * This problem can happen because people do not have time to be organized or because they just see their financial life as income and expenses without being organized. * Sometimes people just do not even look how they spend their incomes and they just look how much they have left. | |  | ***ASK:***   * How will we ensure the process continues to work (stays solved)? * What have we learned? * Where else can we apply this learning?   ***SHOW:***  New or changed procedures, plans to apply learning in other areas  ***TOOLS:***  Standard Operating Procedures | |

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