

Project Plan

Project Activities	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec
Define Phase	■											
Measure Phase		■	■	■								
Analyze Phase				■	■							
Improve Phase					■	■	■					
Control Phase							■	■	■			
Executive Presentations						◆	1 st Presentation		◆	Final Presentation		

◆ Milestones

Expected Deliverables

Define Phase:

- Project Charter
- Project Plan
- SIPOC (General)
- Project in Orchestra
- Voice of Customer
- Risk Analysis
- Stakeholder Analysis
- Communication Plan

Measure Phase:

- Existing Baseline Process Performance
- Pareto Chart
- Validated CTQ
- Control Chart
- Data Collection Plan
- Data Quality Analysis
- Process Map (SIPOC Technical)

Analyze Phase:

- Root Cause analysis
- Validated List of Root Causes
- Graphical Representation of Analysis
- Analysis of Variance
- Hypothesis Test
- T-tests
- Chi-squared Test

Improve Phase:

- Prioritized List of Solutions
- Implementation / Change Plan
- Communication / Training Plan
- Progress Report
- Solution Risk and Mitigation

Control Phase:

- Control Charts
- Transition Plan
- Benefits Tracking
- Lessons Learned