



HOW TO USE Run one improvement experiment through Plan, Do, Check, Act. One sheet per cycle. A new sheet starts where the last one ended.

Keep cycles short. If a cycle runs longer than two weeks, the experiment is too big — cut it down.

EXPERIMENT	CYCLE #	OWNER	START / END
One line.	1 of	Name	

PLAN

What is the target condition and the obstacle in the way? What exactly will you change, and what do you predict will happen? Name the measure.

P**DO**

What actually happened when you ran it. Facts and dates. Note anything that did not go as planned.

D**CHECK**

Compare the result to the prediction. Where did they differ and what does that tell you? Show the number.

C**ACT**

Adopt, adjust or abandon. If adopt: what goes into standard work and who owns it. If adjust: the next obstacle to attack.

A**NEXT CYCLE**

NEXT OBSTACLE / EXPERIMENT	OWNER	START BY
OWNER	COACH	DATE CLOSED
Name / date	Name / date	Name / date