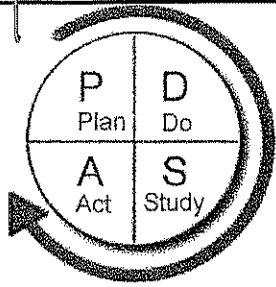


Plan, Do, Study, Act Worksheet



Name: _____

Cycle: _____ Date: _____

Objective: _____

PLAN:

Set a Goal:

How will success be measured?

What?

Who?

How?

Where?

When?

DO: Carry out the change or test on one sample; collect data.

STUDY: Describe observations; summarize successes and any problems encountered. What adjustments should we make before the next cycle?

ACT: Do another cycle; it can be an improved plan or a completely new one. What will be the next step? When will the next test cycle be? Are you ready to implement the change?

ADDITIONAL IDEAS/COMMENTS:

Setting Goals for: _____

Goal: Is it simple? Measurable? Clear?	
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