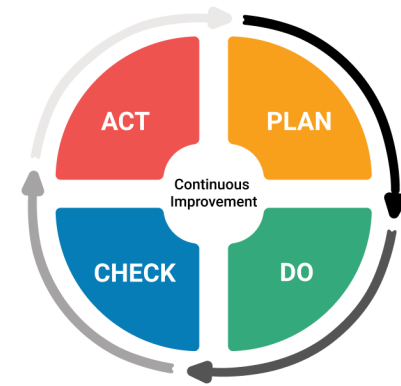


# P-D-C-A Cycle (Plan-Do-Check-Act)

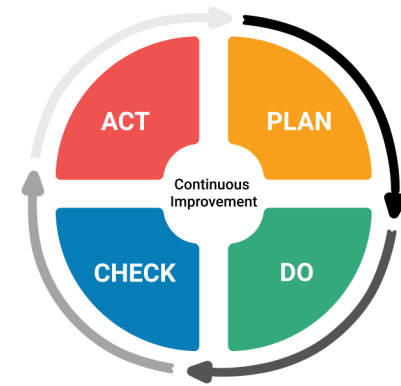
# What is PDCA?

- ▶ Process for improvement that uses a simple but proven methodology
  - Plan – propose a change
  - Do – try out the change
  - Check – measure the results
  - Act – take actions based on the results
- ▶ Like a circle, it is repeated over and over to institute continuous improvement



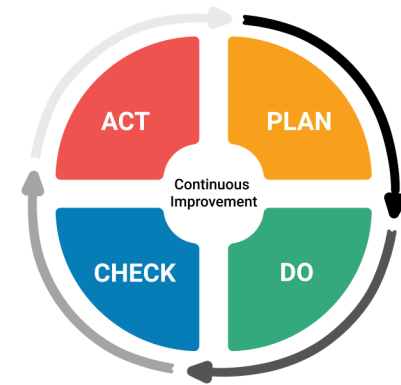
# PLAN

- ▶ Identify and understand the problem or opportunity you want to tackle
- ▶ Explore possible solutions
- ▶ Understand how you are going to measure success
- ▶ Map out the next steps



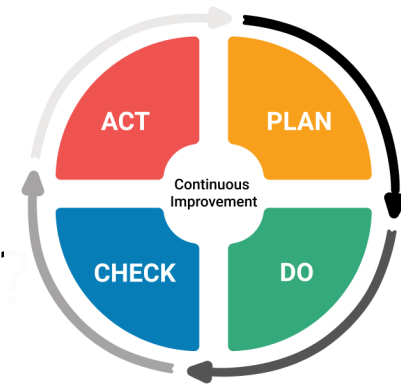
# DO

- ▶ Test your proposed solution(s) on a small-scale to see if you get the desired outcome
- ▶ Gather data to make informed decisions
- ▶ Investigate unexcepted outcomes
- ▶ You can run more than one trial at a time if you have data specific to each one



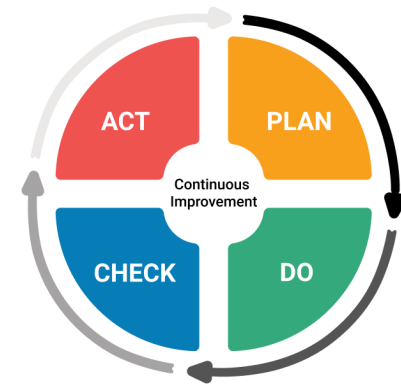
# CHECK

- ▶ Did you get the outcome you desired?
- ▶ If you have success, proceed to the ACT phase
- ▶ If you do not have success, determine what modifications need to be made and return to the PLAN phase
- ▶ You can repeat the PLAN/DO phases as many times as necessary to get a refined and full-fledged solution

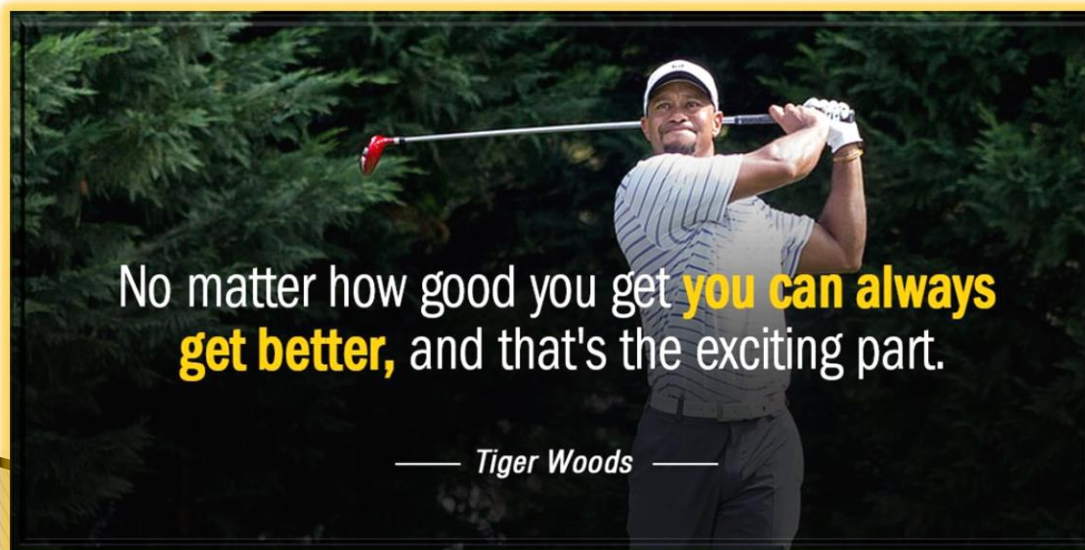


# ACT

- ▶ Make a standard practice out of what worked
- ▶ Implement your solution on a large scale

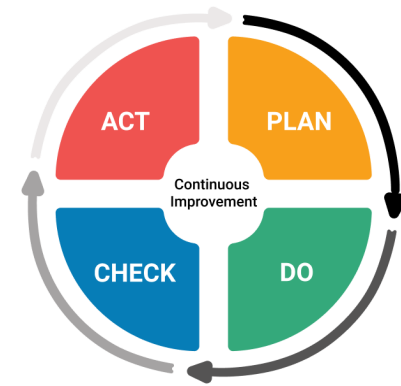


Repeat the process to continually improve



# And, Finally...

- ▶ PDCA works for anything: employee performance, process improvement, large projects, personal goals, etc.
- ▶ It helps because it breaks a large problem down into small steps that can be tested and evaluated individually
- ▶ PDCA is a continuous loop



Click on the button below to take the quiz for this session.

QUIZ

