
Vision to Measurements: Process Improvement Project Name

1. Define Vision

What is the vision of this Process Improvement project?

2. Create Hypothesis

The [project description] is a way to [desired outcome] for [who will benefit]

3. Agree to Expected Outcomes

How do we know we're achieving our goal? List business outcomes & leading KPIs

4. List Critical Success Factors

What are the 3 - 5 deliverables that must happen in order to be successful?

5. Identify Assumptions

List items not yet confirmed that, if wrong, will interfere with the ability to succeed.

6. Define Next Steps

Include Actions, Owners, & Timelines.