

**P**

**PLAN**

What is the function or goal?

**P**

**PLAN**

What changes can we make for improvement?

**D**

**DO**

Carry out design, experiment, or test and collect data.

**D**

**DO**

Carry out design, experiment, or test and collect new data.

**S**

**STUDY**

Analyze data.

**S**

**STUDY**

Compare new data to base data.  
Did the change result in an improvement?

**A**

**ACT**

What did we learn?  
Was the objective met?

Yes: Finished      No: Turn over

**A**

**ACT**

What did we learn?  
Was the objective met?

Yes: Finished      No: Repeat