



Unit: _____

Date: _____

Cycle #: _____

Plan, Do, Study, Act *Team Worksheet*

Purpose of this test of change *(hunch or idea to help accomplish Aim):*

Plan *(the change, predictions, and data collection):*

The Change

What are we testing, and who is conducting the test?

Who are we testing the change on?

When are we testing?

Where are we testing?

Predictions

What do we expect to happen?

Data Collection

What data do we need to collect?

Who will collect the data?

When will the data be collected?

Where will the data be collected?

Do *(carry out the change), collect data, and begin analysis*

What was actually tested?

What happened?

Observations:

Problems:

Study

Complete analysis of data, summarize what was learned, compare data to predictions:

Act

What changes should we make before the next test cycle?

What will the next test cycle be?

Are we ready to implement the change?