

Keys to Goal Setting



Step 4- Data Collection For Current Situation Analysis

- **What is involved?**
 - The team analyzes the current situation in order to set a goal
- **Why do this step?**
 - To ensure a thorough understanding of the problem



Step 5- Root Cause Analysis

- **What is involved?**
 - The team identifies likely causes of the problem
- **Why do this step?**
 - To ensure that all potential root causes are identified.



Step 6- Root Cause Identification

- **What is involved?**
 - To determine the true root cause(s) of the problem
- **Why do this?**
 - To ensure the circle is correcting the true root cause(s) of the problem



Step 7- Goal Setting

- The information in the preceding steps helps:
 - Establish how you will determine and display whether your CM was successful
 - Eliminate false leads which may affect your goal setting
 - Focus your attention on what causes the problem in the first place: armed with this knowledge you will set a more realistic goal



Step 7- Goal Setting

- **What is involved?**
 - The team sets a target on how much impact that it will have on the problem
- **Why do this?**
 - To ensure that the team is working towards a specific target



Step 7- Goal Setting

- **Scoring:**
 - **1 Point: Goal is identified**
 - **2 Points: SMART goal is identified**
 - **3 Points: Goal is clearly explained and shown graphically**
 - **4 Points: Clear explanation of how the goal is derived from the data collection**



Step 7- Goal Setting

- Using the “SMART” method, determine a logical goal for the team to meet:

Specific- Clearly defines expected results

Measurable- Results can be quantified

Attainable- Goal challenges but within reach

Relevant- Relates directly to the problem

Trackable- Data can be collected and
improvement monitored



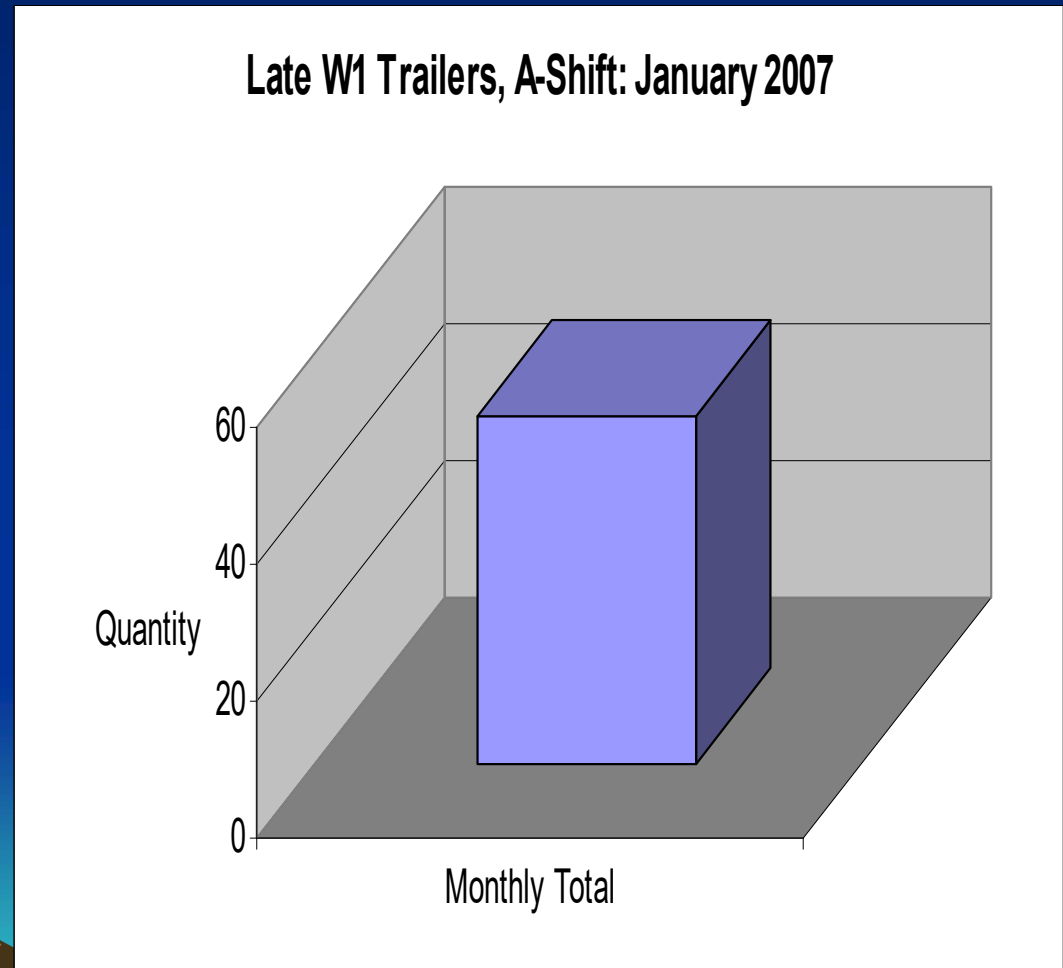
Step 7- Goal Setting

- **Example: I want to better my health**
 - S**pecific- My goal is to lose twenty pounds
 - M**easurable- I will do this in a three month period
 - A**ttainable- This will be attained by regular exercise and watching my diet
 - R**elevant- Losing weight will help prevent various diseases as well as increase my self esteem
 - T**rackable- My progress will be tracked by weighing in weekly and charting the results



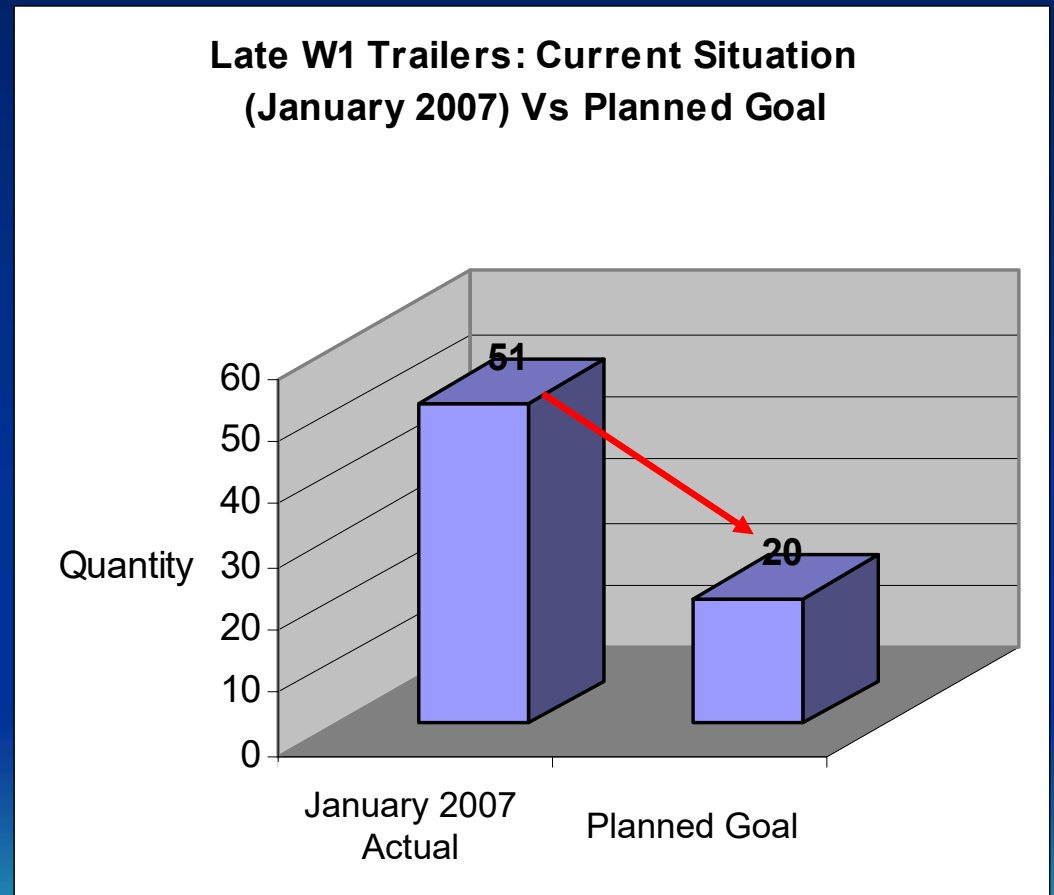
Step 7- Goal Setting

- **Set a goal based on the core data:**
 - **Visually display the current situation on a column graph**



Step 7- Goal Setting

- Once the SMART goal is determined add it to the graph that displays the core data to show the



Step 7- Goal Setting

- **Tools suitable for this step:**
 - Bar or column graphs
 - SMART method

