

PRESENTING YOUR ANALYSIS



After analysis of the data is completed, the focus should be on the “story” that the data is telling.

A **Report out Presentation** should include:

- Area of focus
- Problem statement
- What has been measured (refer to ‘Measurement Plan’)
- What the data collection sheet looks like (use an empty one or scan a completed one)
- Pareto charts
- Run charts
- Summarization of results – what “story” is the data telling

During the Analyze/Improve day, validate the data with the team to ensure everything fits the experience with measurement, run through the report out presentation with the team and do a final check for small errors or mistakes

Present the results to the project sponsor/champion and leadership at the end of the Analyze/Improve day. Tell them about the areas to improve and ensure they are supportive of permanently implementing the changes.