B2T Training

Checklist for Solution Completeness

Ask the following questions about your process:
☐ Does it support improvement objectives?
☐ Have we addressed customer expectations? (from Process Context Worksheet)
☐ Does it comply with all constraints? (from Process Context Worksheet)
☐ Are all capabilities included? (from Decomposition Diagram or Capability list)
☐ Can we identify the cost to implement? Is it affordable?
☐ Does it deliver target metrics? (from Process Measures Worksheet)
☐ Have upstream impacts been identified and resolved?
☐ Have downstream impacts been identified and resolved?
☐ Will the solution be accepted and implemented by team members?
☐ Does the solution provide for future growth and/or changes?