

Front End Analysis – Worksheet

My Case			
Steps	Results		
Determine “what is.”			
Determine “what should be.”			
Examine deficit between “what is” and “should be.”			
Determine if deficit is a “problem.”			
Determine if there is a “root cause,” producing the problem.	Knowledge-Skill	Motivation	Environmental
Hypothesize remedies to root cause.	Knowledge-Skill	Motivation	Environmental
Test hypothesis remedies.			
Weigh costs and effects of each remedy.			
Select and implement best remedy.			
Evaluate gap between “what is” and “what should be.”			