# **Plan, Do, Study, Act Worksheet**

## **Plan:** Plan the test, including a plan for collecting the data. Who, What, Where, When details of change idea:

What do you think is going to happen?

How will you know if you are successful (How will you measure success)?

## **Do:** Run the test on a small scale (What happened? Did anything unexpected occur? What was seen, heard, and experienced internally by those involved in the test?).

## **Study:** Analyze the results and compare them to your predictions. Did the results of testing out the change idea and the prediction match up? Is there anything you would want to change, based upon what was learned from the test?

## **Act:** Based on what you learned from the test, make a plan for your next step. Any modifications for the next test?

**Journaling or Art Activity:**  
  
“What does Joy in Work look like to you?”  
“What does a good day at work look like for you?”