

SAW STORYBOARD MODEL

1a. Define the goal or problem

*Identify Type: I, II, or III
Does this problem or goal require storyboarding?*

1b. Identify Stakeholders

Determine and discuss DISC Style and Intent

1c. Set ground rules to use during the session

Use Basic Principles, Rules for Brainstorming, Determine Creativity, How to use Time-Outs, and Facilitator Do' and Don'ts

1d. Purpose of the session
Why?

1e. What is the non-purpose?

1f. Overall purpose

1g. History
Discuss pertinent background information

1h. Collect data.

The group inputs all of the pertinent information each individual has to contribute

Brainstorming

Lateral Thinking

1i. Restate the problem.

Based upon added data the problem is restated

1j. Show a measurable need for change

Why Change?

II. Analyze the problem

Brainstorm causes - use lateral thinking

Verify root causes

Identify root causes most responsible

Use list reduction

III. Find the solution

Brainstorm possible solutions, and Prioritize

Criteria Screen

Impact / Effort Grid

Weighted Voting

IV. Plan the solution

Select actions for prioritized solutions

Develop action plan, set dates, assign responsibilities

V. Implementation, communication, and evaluation

Get approval

Create a communication plan

Implement

Monitor and measure progress

Evaluate results and provide feedback

VI. Debrief

What went well?

How can we improve?

What lessons have we learned?

How and when will success be measured?