Solution

# Define Stage Deliverables

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| Define Stage Deliverable | Define Stage Activity Leading to a Deliverable | Not Part of Define Stage | Activity | |
| X |  |  | 1. | Create a project charter |
|  | X |  | 2. | Negotiate with stakeholders to determine project goals |
|  |  | X | 3. | Create a project problem statement |
| X |  |  | 4. | Identify the “Y” in the Y = f(x) equation |
|  |  | X | 5. | Identify the “f” in the Y = f(x) equation |
| X |  |  | 6. | Create a SIPOC for the process |
| X |  |  | 7. | Develop a Business Case that provides a rationale for doing the project |
|  |  | X | 8. | Collect process data to identify contributing causes |
|  |  | X | 9. | Determine a realistic improvement goal for the project |
| X |  |  | 10. | Identify subject matter expert project team members |
| X |  |  | 11. | Set preliminary milestones for the other Lean Six Sigma gate reviews |
|  | X |  | 12. | Explain the Lean Six Sigma process to stakeholders or team members who are unfamiliar with the methodology |