

Fishbone Template

The Fishbone Template helps identify the contributing elements which need to come together to make the change a success. Each of these elements will describe activities and tasks required to implement the change.

For small changes, the elements might be individuals or work teams. For large changes, the elements could be departments, function, processes, equipment, etc.

Instructions to complete:

1. In the circle, write the key metric or result that describes the completed initiative.
2. In the rectangle boxes off the slanted lines, list the major categories of the result.
3. Add additional sub- lines of the categories (as needed) to drill down into more detail.

