Project Measurement Table

AIM STATEMENT

Include here what you plan to improve, by when, the overall reason for improving, and with what tools (your aim statement).

Goal	Measure Name and Operational Definition	Data Collection					Notes
		Sample Size *(How many?)*	**How will it be collected?** *(Process & data collection instruments to be used)*	**How often?** *(Frequency)*	**When will it be collected?** *(Time period)*	**Who will collect, analyze, and graph the data?**	
	What type of measure? o Outcome o Process						
	What type of measure? o Outcome o Process						

BALANCING

Measure Name and Operational Definition	Data Collection					Notes
	Sample Size *(How many?)*	**How will it be collected?** *(Process & data collection instruments to be used)*	**How often?** *(Frequency)*	**When will it be collected?** *(Time period)*	**Who will collect, analyze, and graph the data?**	