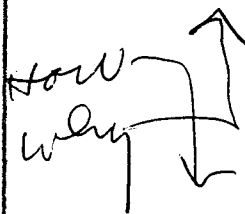


INFORMATION PHASE
STUDY NO. _____

STEP 1: GATHER, ORGANIZE AND ANALYZE DATA		
	QUANTITY	DOLLAR VOLUME
Total Contract =	-----	\$-----
Produced	-----	\$-----
Balance	-----	-----

INFORMATION NEEDED	SOURCE		ASSIGNMENT
	DEPARTMENT	CONTACT	
Blueprints Specifications Prod. Scheduling Material Cost Material Availability Process Planning Tooling & Cost Labor Cost Performance Req'ts.	Engineering Eng. Doc. Prod. Control Materials Materials Process Eng'r. Mfg. Eng'r. Mfg. Control Engineering		

STEP 2: DEFINE FUNCTIONS AND ESTABLISH FUNCTIONAL WORTH OF PRESENT ITEM						
ITEM NAME:						
HIGHER LEVEL FUNCTION:						
ITEM & ITS PARTS (PART NO'S.)	NAMES	FUNCTIONS			COSTS	FUNCTIONAL WORTH
		VERB	NOUN	TYPE		
	<div style="font-size: 2em; font-family: cursive;"> How why </div> 					

CREATIVE PHASE
FUNCTIONAL CONCEPTS (INCLUDING PRESENT)
(13)

--FOLD LINE--

EVALUATION PHASE-STEP 1 (FOLD UNDER DURING CREATIVE PHASE)				
EVALUATION CRITERIA				
COST	PERF.	SCHED.	SALE.	TOTAL
(14)	(15)	(16)	(17)	(18)

- 1 - Very Poor 4 - Good
- 2 - Poor 5 - Very Good
- 3 - Fair

EVALUATION PHASE STEP 2

1. Concept:
Rating:
Advantages:

Disadvantages:

2. Concept:
Rating:
Advantages:

Disadvantages:

3. Concept:
Rating:
Advantages:

Disadvantages:

Rating: Very Good - 10; Good - 8; Fair - 6; Poor - 4

IMPLEMENTATION PHASE

A - Establish Plan of Action: (Who & What for Approval?)

"SALES" AID	YES	NO	"SALES" AID	YES	NO
Purchased Cost?			Charts?		
Labor Cost?			Sketches?		
Tool Cost?			Break-even Point?		
Lead Time?					
Design?					
Stress Analysis?					
Prototype Parts?					
Tests?					

B - Prepare and Present a Report: (Could be a Value Engineering Change Proposal) -

C - Take required action to get decision and put into effect.

- Follow-up?
- Additional Information?
- Etc.

FOLLOW-UP PHASE

A - Was Proposal put into effect as planned?

B - What is actual value improvement?

C - Are there any problems that need additional work to develop full savings?