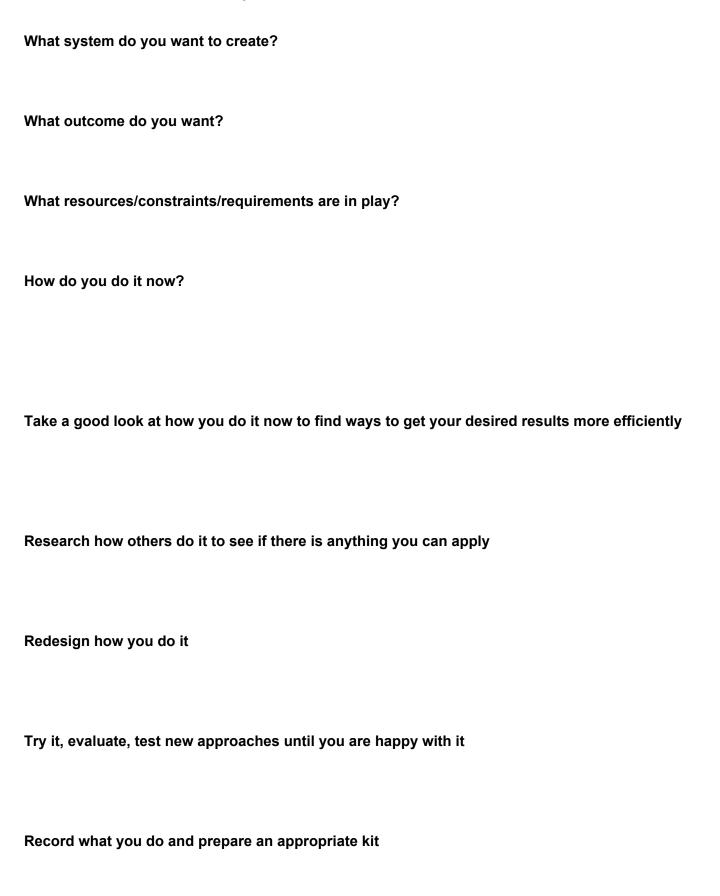
System Creation Tool



EXAMPLE:

What system do you want to create?

Morning coffee making

What outcome do you want?

Best cup of coffee with least effort

What resources/constraints/requirements are in play?

I want to try out my new Aeropress and I want to use fresh organic fair trade beans

How do you do it now?

Ground coffee in a coffee maker

Take a good look at how you do it now to find ways to get your desired results more efficiently With the aeropress I boil water and grind the beans.

Research how others do it to see if there is anything you can apply

The first while I followed the instructions that came with it. Then I watched Youtube videos of how to do it. https://www.youtube.com/watch?v=kQ8wvUKa35E

Redesign how you do it

I started using the upside down method

Try it, evaluate, test new approaches until you are happy with it

I set the kettle boiling, grind my coffee, fill, press and drink.

Record what you do and prepare an appropriate kit

I have a place in my kitchen for everything I need to make my morning coffee.

ANOTHER EXAMPLE

I used to run a bi-weekly Lunch & Learn and it would take me most of the morning to prep for it, until I set up a system. I made an index card with a checklist that included the phone numbers I needed, the steps so I could publicize on the day and the things I needed to bring. I made a kit (a box) with everything I needed to take like cups, signs, business cards etc.. Using that system, it took me only 30 minutes to prepare.

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