

Your Productivity Assessment Tool Checklist

- Access the Productivity Assessment Tool at www.productivityalberta.ca/tools/assessment. If not a registered user, go to www.productivityalberta.ca/register to get your user name and password
- Select your organization's primary industry
- Answer a short series of questions which will help determine experience level
- Select either the short version or the long version of the Productivity Assessment Tool for each of the three elements:
 - Leadership and Management
 - Innovation
 - Operations
- Select **Results** to see results for each element
- Go through the Strategic Analysis checklist

Strategic Analysis

- Compare your scores with industry averages
 - For each of the three elements (Level 1 analysis)
 - For each category within each element (Level 2 analysis)
- Compare your scores with other managers or divisions within your organization
 - For each of the three elements (Level 1 analysis)
 - For each category within each element (Level 2 analysis)
- Identify your areas of relative strength and weakness to develop your strategic productivity improvement action plan
- Look at variances and correlations within your organization's results to improve your strategic productivity improvement action plan
- Look at the questions in each category to determine where your strengths and weakness lie within each of the categories (Level 3 analysis). Use this to focus specific areas for productivity improvement
- Use the above analysis process to identify areas for improvement, and then search the [Productivity Inventory](#) for resources available to assist you in your productivity improvement journey.