

Plan for growth - spotting your bottleneck

	What capacity have we got? Put in as much detail as possible. Include number of units over a time period if possible	Where do we want to be? Put in as much detail as possible. Include number of units over a time period if possible	What is the gap between what we have got and where we want to be? This is your bottleneck! Eliminate, then re-run this process
Finance			
Marketing			
Human Resources			
Operations/Production			
Purchasing			
Research & Development			
Sales			