VLFM
Visionary Leaders for Manufacturing

CII
Confederation of Indian Industry

Q-FSDP Analyst
USER MANUAL

Kiran Deshmukh

The Cover Design:

The cover shows the *Q-FSDP Analyst*'s logo, which has been made to accurately reflect the Quick Five-Step Discovery Process (Q-FSDP) methodology's nuanced relationship between intuition, logic, and facts.

- A balanced scale symbolizes the equilibrium between intuition and logic.
- On one side, a lightbulb represents intuition and abstract thought, floating to indicate that it is not directly linked to facts.
- Traditional balance scales, on the other side, represent logic with its direct connection to facts.
- A solid book or stack of papers underneath symbolizes the concrete facts that are the foundation of the process.

This visual articulation underscores that while intuition and logic are crucial and interdependent, they are both ultimately grounded in factual evidence, which forms the solid foundation of the Q-FSDP framework.

The image was created with the assistance of AI.

Q-FSDP Analyst
USER MANUAL

by
Kiran Deshmukh

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Dedicated to the VLFM Community

Message from Prof. Shoji Shiba

During a dinner at a teppanyaki restaurant in Tokyo in April 2023, Kiran Deshmukh shared with me the Proof of Concept for a Q-FSDP AI tool he was working on. I was delighted to see the results of his attempt to harness the power of Artificial Intelligence in creating concepts for the future, and I encouraged him to continue researching this area.

Since then, I have tracked Kiran's progress in developing the AI tool, the *Q-FSDP Analyst* GPT, which has been nothing short of remarkable. I am glad that his efforts over the last two years have resulted in an AI tool for concept creation that everyone can use.

My relationship with Kiran spans 21 years. I first met him in 2003 during his company's Deming Award ceremony, along with the late Dr. Surinder Kapur. Later, he showed a strong appetite for my concept creation methodology at the Learning Community activity. He widely implemented my techniques in his company and created many use cases. His efforts helped not only disseminate my methods in the Indian industry but also develop a faster concept creation method, the Quick Five-Step Discovery Process (Q-FSDP). Through his practice, written documents, and mentoring, Kiran has popularized my concept creation methodologies with Indian managers and practitioners for the past two decades. The development of the *Q-FSDP Analyst* is the result of pursuing this same mission.

India has over 6,000 managers trained in Q-FSDP. These managers must make informed decisions based on the changes they perceive at speeds that match the requirements of today's fast-changing, volatile world. Therefore, they need to complete their discovery processes in the shortest possible time. To accomplish this, they must learn to use the *Q-FSDP Analyst* GPT.

I believe that this AI tool will accomplish the following three objectives:

1. Help senior managers create concepts more comprehensively and quickly in their daily jobs.

2. Widen the reach of my concept creation methodologies, making them accessible to a broader pool of practitioners.

3. Introduce the managers to the immense potential of AI, particularly Generative AI.

As we navigate a rapidly evolving global landscape, the use of AI is becoming an increasingly crucial skill. I strongly encourage every VLFM graduate to equip themselves with this skill to tackle future challenges effectively.

I am wholeheartedly committed to supporting initiatives like the *Q-FSDP Analyst* GPT,

which have the potential to revolutionize the way we approach concept creation and decision-making.

I look forward to seeing the impact of this and many more such initiatives in the Indian industry.

Shoji Shiba
Tsukuba

Acknowledgements

I sincerely thank Professor Shoji Shiba, my guru, guide, and mentor for over two decades. He has instilled in his disciples like me the desire to contribute to the societal good. His inspiration was the driving force behind the creation of the *Q-FSDP Analyst*, and his wisdom has been a constant source of guidance throughout the evolution of the GPT. Without him, there would have been no Five-Step Discovery Process (FSDP), no Quick Five-Step Discovery Process (Q-FSDP), and no *Q-FSDP Analyst*.

The development of the *Q-FSDP Analyst* GPT was made possible only through the active involvement, hard work, and unique contributions of the members of the Study Group. Their individual roles were crucial in refining the user experience, creating new use cases, and fine-tuning the *Analyst*. I am deeply indebted to Sandeep Guram, Yakama Kumar, Avinash Kumar Lohia, Dr. Kalpana Narain, Senthil Raja, Nitin Sharma, M. Subburajan, V. Sudhir, and S. K. Vijay for their enthusiastic commitment and tireless efforts. Their dedication has brought to life an AI tool that empowers practitioners to harness the immense potential of Professor Shiba's Quick Five-Step Discovery Process.

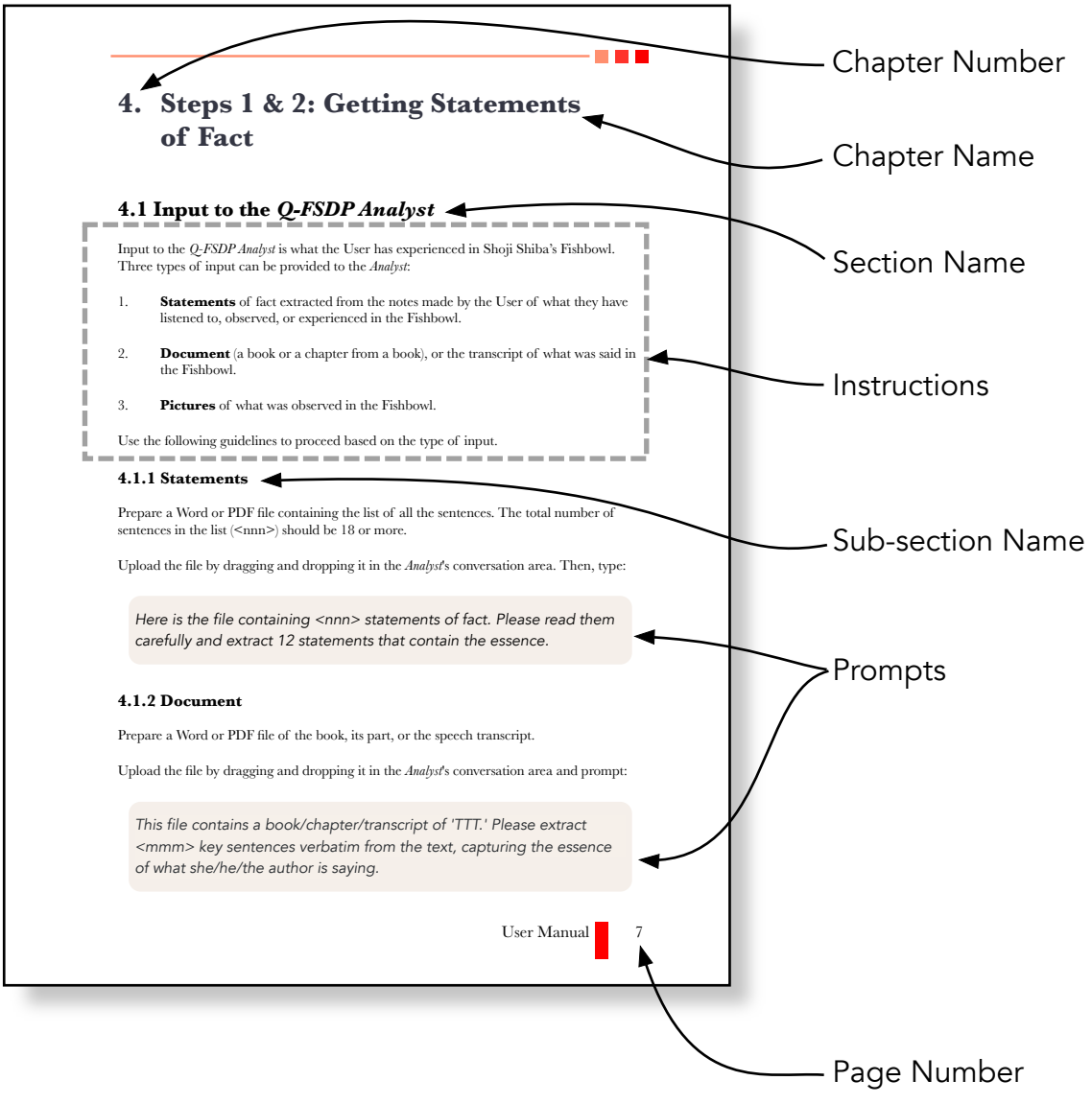
I also wish to express my heartfelt thanks to R B Singh, my long-time colleague, for his invaluable input in improving this Manual. Avinash Kumar Lohia's meticulous review of the draft and insightful suggestions were crucial in ensuring the content was error-free and compelling.

I am also grateful to S Raghupathy and Asim Charania of the Confederation of Indian Industry for their invaluable support in publishing this Manual, making it accessible to a broader audience.

Lastly, I thank the VLFM Community, whose numerous use cases were instrumental in testing and validating the *Analyst*'s effectiveness. I hope the *Analyst* and this Manual are valuable resources in enhancing productivity and enabling the practical application of the Q-FSDP tool across diverse situations.

Kiran Deshmukh
New Delhi

Structure of This Manual



Contents

1. Introduction 1

2. Invoking the *Analyst* 3

3. Setting the Theme 5

4. Steps 1 & 2: Getting Statements of Fact 7

5. Step 3: Making Symbol Words 9

6. Step 4: Creating SD Model 11

7. Step 5: Foreseeing Future by Model 15

Annexures:

A. The *Analyst*'s Additional Capabilities 17

B. Hints & Tips 19

C. Important Notes 21

D. References 23

1. Introduction

1.1 What is the *Q-FSDP Analyst*?

The *Q-FSDP Analyst* GPT (also called here the *Analyst* for brevity) is a specialized AI tool designed to assist users in analyzing and transforming data into actionable insights using the Quick Five-Step Discovery Process (Q-FSDP).

The *Q-FSDP Analyst* GPT is a Generative Pre-trained Transformer powered by OpenAI that runs on the ChatGPT Platform. It is now readily accessible to all ChatGPT users, empowering you to harness AI's potential in your concept creation process.

Powered by OpenAI

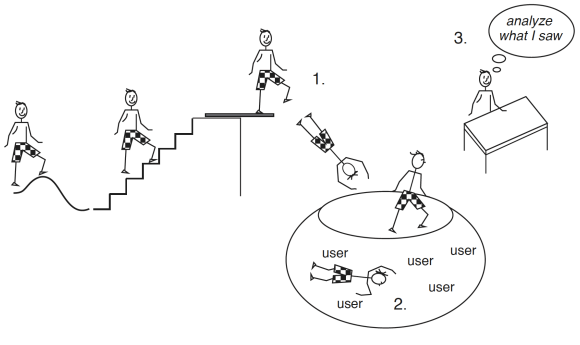
Although the *Analyst* is available to all ChatGPT users, we suggest opting for ChatGPT's Plus membership for the best user experience.

1.2 Prerequisites

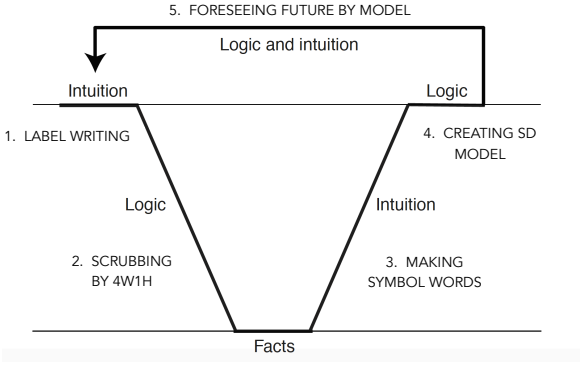
1. You must know Professor Shoji Shiba's **Fishbowl Principle** to use the *Analyst*.

2. The *Analyst* and this User Manual are designed for VLFM Community members who understand Professor Shoji Shiba's **Quick Five-Step Discovery Process** (Q-FSDP) and have the skills to apply it effectively.

3. Read Annexure C, **Important Notes** (page 21) before using the Analyst.



The Fishbowl Principle



Quick Five-Step Discovery Process

2. Invoking the *Analyst*

You can invoke the *Q-FSDP Analyst* in two ways: from ChatGPT or by using its URL.

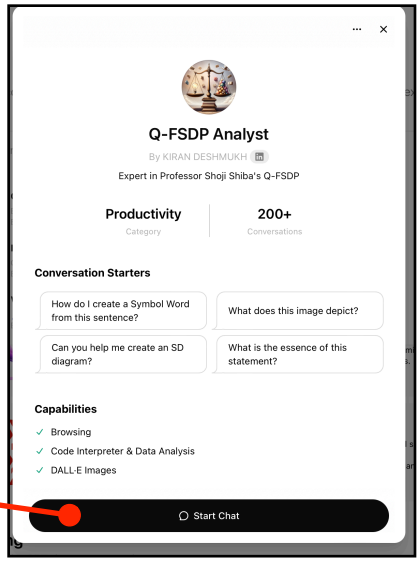
2.1 From ChatGPT:

Open ChatGPT. (You may be asked to log in.)

Depending on your ChatGPT UI, find Explore GPTs and click on it.

Click the Search icon [🔍] and enter Q-FSDP Analyst in the Search Window.

Click on Q-FSDP Analyst and then on 💬 Start Chat.



2.2 From the Browser:

Enter the following URL:

https://chatgpt.com/g/g-Wuy41ELdg-q-fsdp-analyst

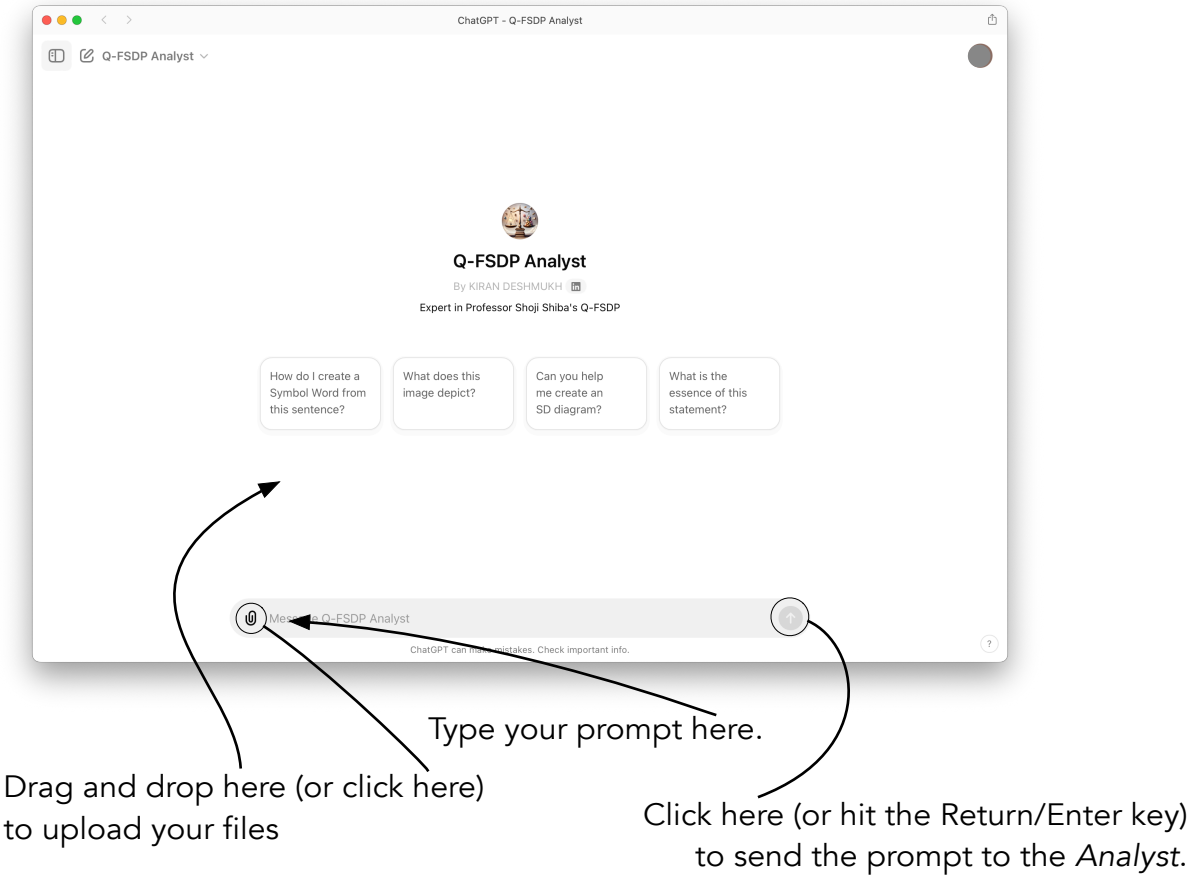
Or scan the QR Code [➔].

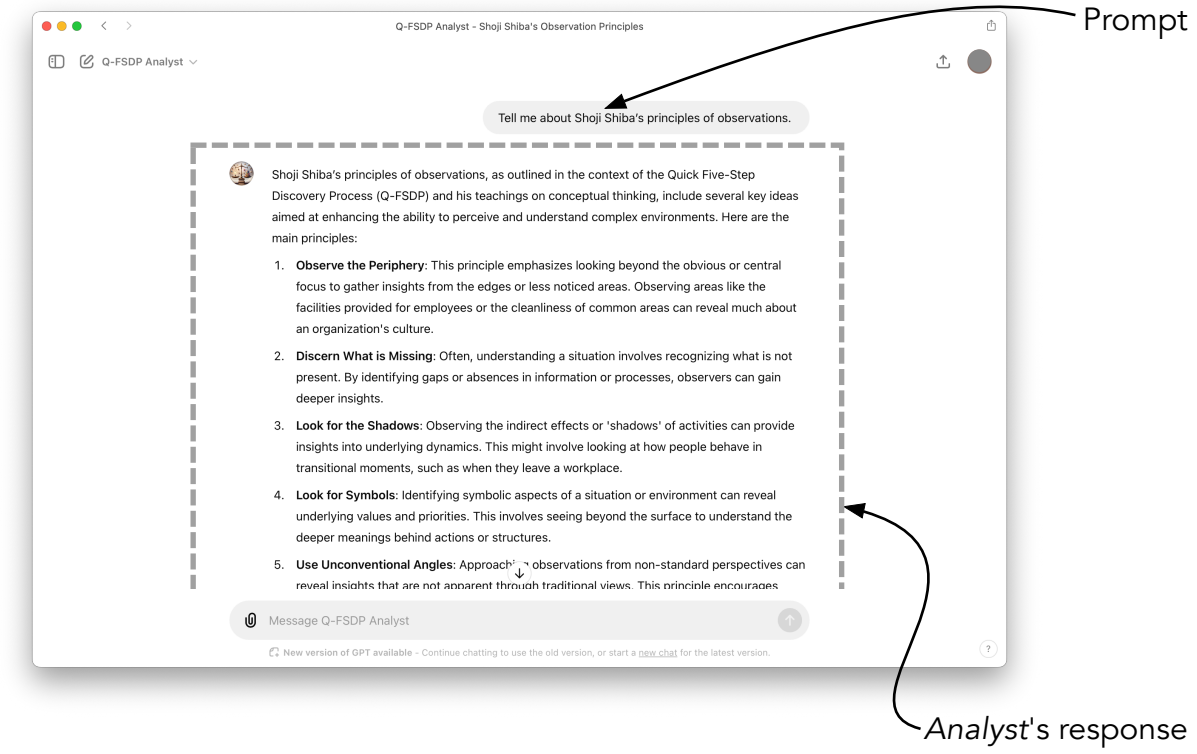
(You may be asked to log in.)

2.3 The *Q-FSDP Analyst* User Interface

Turn the page to see how the *Analyst* looks once invoked, where to enter your prompts, drop files, and get the *Analyst*'s response.

The illustration on the next page shows the *Analyst*'s User Interface (UI) on a desktop. The way the *Analyst*'s UI behaves on a smartphone is different but not difficult to understand.





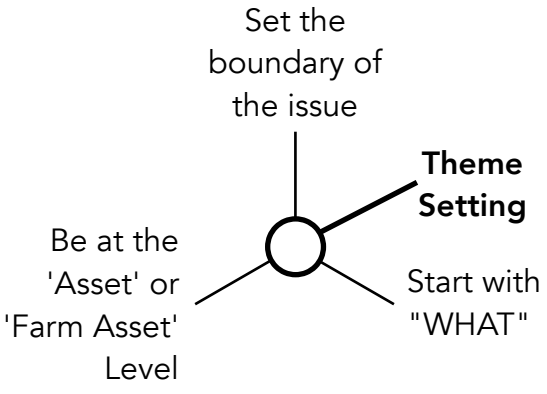
The *Q-FSDP Analyst* User Interface

3. Setting the Theme

3.1 Deciding the Foundation of the Analysis

Every Q-FSDP starts with its theme. Decide the theme of the analysis and let the *Analyst* know it. So, the first prompt to the *Q-FSDP Analyst* will be to inform it of the theme of the analysis.

Be careful when setting the theme, as the theme will determine how the *Analyst* responds to the User's prompts. Follow the guidelines given in the figure on the right.



Enter this prompt:

> *The theme of this analysis is 'What are the impressions of the XXX Plant of YYY Comapny?' I will provide you with the inputs, and you will make the analysis. Say yes if you understand this.*

Proceed to the next step after receiving a 'yes' response from the *Analyst*.

4. Steps 1 & 2: Getting Statements of Fact

4.1 Input to the *Q-FSDP Analyst*

Input to the *Q-FSDP Analyst* is what the User has experienced in Shoji Shiba's Fishbowl. Three types of input can be provided to the *Analyst*:

1. **Statements** of fact extracted from the notes made by the User of what they have listened to, observed, or experienced in the Fishbowl.

2. **Document** (a book or a chapter from a book), or the transcript of what was said in the Fishbowl.

3. **Pictures** of what was observed in the Fishbowl.

Use the following guidelines to proceed based on the type of input.

4.1.1 Statements

Prepare a Word or PDF file containing the list of all the sentences. The total number of sentences in the list (<nnn>) should be 18 or more.

Upload the file by dragging and dropping it in the *Analyst*'s conversation area. Then, type:

> *Here is the file containing <nnn> statements of fact. Please read them carefully and extract 12 statements that contain the essence.*

4.1.2 Document

Prepare a Word or PDF file of the book, its part, or the speech transcript.

Upload the file by dragging and dropping it in the *Analyst*'s conversation area and prompt:

> *This file contains a book/chapter/transcript of 'TTT.' Please extract <mmm> key sentences verbatim from the text, capturing the essence of what she/he/the author is saying.*

Note that <mmm> should be between 18 and 60, depending on the text length. Also, please select the right words from 'book/chapter/transcript' and 'he/she/the author' as appropriate.

After receiving <mmm> sentences, say:

> *Great! Now extract the twelve most critical sentences from these <mmm>.*

4.1.3 Pictures

To get the best results, you must have at least 18 images of the observations made in the Fishbowl.

First, prepare <ppp> pictures of the observations in any of these formats: JPEG (or JPG), PNG, TIFF, PSD, PDF, EPS, or RAW (where <ppp> is 18 or higher). Then, prompt as follows:

> *I will upload <ppp> images one by one. Please observe them and make a sentence of fact for each image. Say yes if you have understood this.*

Once the *Analyst* confirms with a 'yes' response, upload <ppp> images *one at a time* by dragging and dropping each into the chat with the *Analyst* and hitting 'Enter' or 'Return.'

After observing each image, the *Analyst* will provide a factual sentence.

If any sentences of observation given by the *Analyst* do not match the User's expectations of what must be noted from the image, please ask the *Analyst* to correct them with an appropriate prompt. Providing the photos individually allows you to obtain statements of fact aligned with your intentions.

Once all <ppp> files are uploaded and the <ppp>th statement is obtained from the *Analyst*, enter the following prompt:

> *Great! Now extract the twelve most critical sentences from these <ppp>.*

5. Step 3: Making Symbol Words

5.1 Extracting the Essence

Simply ask the *Analyst* to extract Symbol Words:

> *Please make twelve Symbol Words from these 12 sentences.*

5.2 Correcting (Optional)

If you are not satisfied with any Symbol Word, you can ask the *Analyst* to provide you with a few alternatives from which you can select the most appropriate Symbol Word.

> *I did not like the Symbol Word "<XXX YYY ZZZ>." Can you give me some alternative Words?*

The *Analyst* will provide you with several alternative Symbol Words. You can select the most appropriate one and ask the *Analyst* to use it.

> *That's wonderful! Please use the <gg>th alternative in the analysis.*

6. Step 4: Creating SD Model

6.1 Grouping

The next step is to group the Symbol Words by the context, arrange them in temporal or causal order, and name each group thus created. You can ask the *Analyst* to do it with a simple prompt:

> *Group the Symbol Words, name each group by its Cycle Name and arrange the Symbol Words appropriately within each group (Cycle).*

In a rare case when the *Analyst* groups too many Symbol Words in one Cycle, you might want to ask it to change the grouping:

> *There are too many Symbol Words in the Cycle <CCC>. Would you please reconsider the groupings and redo the previous step?*

6.2 Finding Missing Elements

To make a comprehensive System Dynamics (SD) Diagram, we must find missing Symbol Words, if any. Ask the *Analyst* as follows:

> *Determine if there are any missing Symbol Words from the above Groups. If you find any, please add them to the corresponding Group(s) and insert them in the appropriate position. Restate the Grouping, Cycle Names, and Symbol Words in each Cycle, including the missing Symbol Words. Identify any Symbol Word you added with an asterisk (*).*

The *Analyst* might respond that the developed model is complete and that it could not find any missing Symbol Words.

At the end of this step, you will have all the necessary information to make the SD Diagram: the Cycles and the Symbol Words within each Cycle appropriately arranged. If necessary, missing elements would have been added and marked with an asterisk (*) each.

6.3 Drawing the SD Diagram

You are now ready to create the SD Diagram using the output from the *Analyst*.

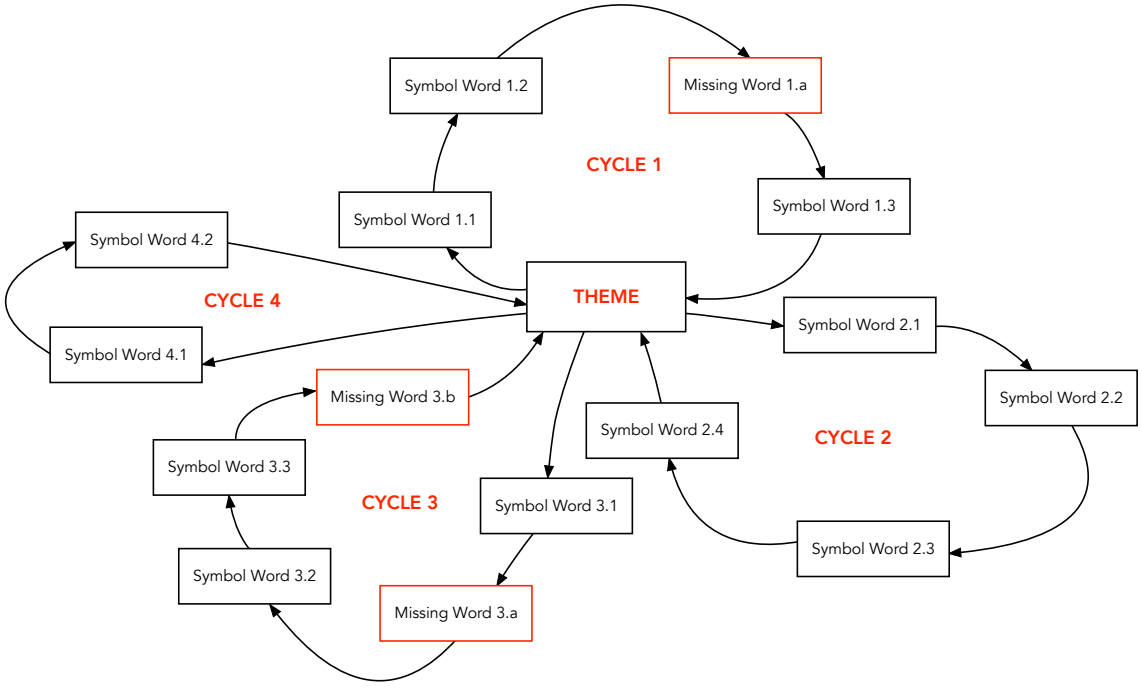
Write down the Theme in red on a label and place it in the center of the chart area. Write the Symbol Words on labels and arrange them for each Cycle in the order suggested by the *Analyst*. Draw arrows for each cycle, beginning from the Theme box to the first Symbol Word, from the first Symbol Word to the second one, and so on. Close the feedback loop by drawing an arrow from the last Symbol Word of the Cycle back to the Theme box.

Write the Cycle Name in red in the center of the loop.

Draw the arrows for every other Cycle in the same manner and write the Cycle Names.

Add a red border to the labels that the *Analyst* added as Missing Elements.

The following figure depicts a typical SD Diagram showing the placement of labels, arrows, and color conventions.



As an alternative to the manual method of drawing the SD Diagram explained above, the User can create it digitally using third-party apps or GPTs, such as Lucid Chart, Excalidraw Diagram Creator, Mermaid, and others.

Whether you prefer the hands-on approach of drawing the SD Diagram manually or the convenience of using digital tools, the choice is yours. If you opt for a third-party app or GPT, please follow the instructions provided by the maker of that software and OpenAI. Remember, if you invoke a third-party application from within the *Q-FSDP Analyst*, close it before proceeding to the next step.

7. Step 5: Foreseeing Future by Model

The future is unknown and invisible. It is unveiled by applying intuition and logic to the model developed in Step 4. In the previous chapter, the *Q-FSDP Analyst* found the missing elements (Section 6.2). The *Analyst* can foresee the future and make conclusions.

7.1 Making Conclusions

Ask the *Q-FSDP Analyst* to prepare the overall conclusions from the analysis:

> *Please draw the overall conclusions from this analysis.*

7.2 The Next Steps

Ask the *Analyst* for the next steps:

> *What should an organization do to implement what was learned from this analysis?*

Ask other follow-up questions as found fit.

A. The *Analyst*'s Additional Capabilities

The *Q-FSDP Analyst* is an expert in Prof. Shoji Shiba's theory and practice of Breakthrough Management. It excels in the five steps of the Quick Five-Step Discovery Process (Q-FSDP). Additionally, it can answer questions related to Prof. Shoji Shiba's teachings.

For example:

> *Tell me about the three eyes of Buddha.*

Below is a list of some of the questions you might ask the *Analyst*:

Explain Shoji Shiba's principles of observation to me.

What is the WV Model?

What is the Fishbowl Principle?

Tell me about Theory X, Y, and Z about human nature.

What is Systems Thinking?

Explain the ladder of abstraction.

What are the key steps in note-taking?

Tell me about Kawakita's five principles for collecting data.

Give me examples of visible, invisible, and unknown.

What is the difference between the language of report and the language of affection?

What is the MPM method?

What is the difference between the level of thought and the level of experience?

How do you group a large number of language data?

What are the differences between a superior manager and a superior leader?

Explain the different ways of managing under the conditions of control, incremental improvement, and breakthrough.

Compare Big M with small m.

The above list is not exhaustive and is meant to demonstrate the *Analyst*'s additional capabilities to the User. If you have any questions about Prof. Shoji Shiba's theory and practice of Breakthrough Management, just ask!

B. Hints & Tips

1. Always be detailed and specific in your prompts. Give sufficient context for the *Analyst* to complete the task. Describe the desired task in detail.

2. Iteratively improve your prompt. Consider why the result does not give the desired output. Refine your prompt and repeat.

3. When uploading a file, follow one of the following two approaches:

    a. Prompt the *Analyst* with details of the file you will upload and explain clearly what it should do with the information in the file. End the prompt with this sentence: "If you have understood this, say yes." Once you get the 'yes' response from the *Analyst*, upload the file.

    b. Upload the file and say in the prompt (before hitting the "Enter" key) about the file's content and what the *Analyst* should do with it in detail.

4. When prompted with a question, the model can respond in various ways far from the User's intent. The *Q-FSDP Analyst*'s quality of work depends on the prompts provided, so the User must be careful.

5. If the *Analyst* stops before completing its response due to technical reasons such as poor bandwidth or busy network, prompt it thus:

> *Continue, please.*

6. If an answer provided by the *Analyst* is incorrect, irrelevant, or absurd, it is best to prompt the *Analyst* with an appropriate response. In the rare case when your prompt cannot correct the *Analyst*, please end the conversation and start an entirely new dialogue with the *Analyst*.

C. Important Notes

1. The *Q-FSDP Analyst* GPT is a Generative Pre-trained Transformer powered by OpenAI, which runs on the ChatGPT Platform.

2. Q-FSDP and the *Q-FSDP Analyst* are tools. The *Analyst* must be used with prudence and discernment.

3. ChatGPT is still unreliable (it "hallucinates" facts and makes reasoning errors). It can also be confidently wrong in its predictions, not double-checking work when it's likely to make a mistake.

4. ChatGPT's knowledge is not up-to-date, so it is largely unaware of current events or trends.

5. Even OpenAI can't say definitively what ChatGPT does, does not know, and doesn't entirely understand when it does or does not express confidence in incorrect assertions.

6. OpenAI imposes certain usage limits depending on the type of user: Free, Plus, Team, or Enterprise.

    a. Free-tier users have limited access to the *Q-FSDP Analyst* as capacity permits. GPT-4o rate limits for free users are shared between GPTs and ChatGPT. So when you hit your text rate limit for GPT-4o, you won't be able to use the *Analyst* until your rate limit resets.

    b. There may be differences in how the *Q-FSDP Analyst* behaves using different models, making the experience of Free users less performant than on the paid tiers.

7. OpenAI may use your content to train its models when you use the services for individuals. You can opt out of training through OpenAI's privacy portal by clicking on "do not train on my content." To turn off training for your *Q-FSDP Analyst* GPT conversations, follow the instructions in OpenAI's Data Controls FAQ. Once you opt-out, new conversations will not be used to train OpenAI's models.

8. OpenAI doesn't use content from its business offerings, such as ChatGPT Team or ChatGPT Enterprise, to train its models. Please see OpenAI's Enterprise Privacy page for information on how it handles business data.

9. The creator of the *Q-FSDP Analyst* GPT cannot access user conversations with the *Analyst*. For further details and updates on data privacy, please refer to OpenAI's official Privacy Policy and Terms of Use.

10. OpenAI may change its terms, conditions, and policies anytime. As AI technology evolves, features and offerings from OpenAI might change. The points mentioned above are based on what is known on the date of publication of this document. Therefore, the User is advised to visit OpenAI's website frequently to check for the latest terms and conditions in force.

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Confederation of Indian Industry

The Confederation of Indian Industry (CII) works to create and sustain an environment conducive to the development of India, partnering Industry, Government and civil society, through advisory and consultative processes.

CII is a non-government, not-for-profit, industry-led and industry-managed organization, with around 9,000 members from the private as well as public sectors, including SMEs and MNCs, and an indirect membership of over 365,000 enterprises from 294 national and regional sectoral industry bodies.

For more than 125 years, CII has been engaged in shaping India's development journey and works proactively on transforming Indian Industry's engagement in national development. CII charts change by working closely with Government on policy issues, interfacing with thought leaders, and enhancing efficiency, competitiveness, and business opportunities for industry through a range of specialized services and strategic global linkages. It also provides a platform for consensus-building and networking on key issues.

Through its dedicated Centres of Excellence and Industry competitiveness initiatives, promotion of innovation and technology adoption, and partnerships for sustainability, CII plays a transformative part in shaping the future of the nation. Extending its agenda beyond business, CII assists industry to identify and execute corporate citizenship programmes across diverse domains including affirmative action, livelihoods, diversity management, skill development, empowerment of women, and sustainable development, to name a few.

For 2024-25, CII has identified "Globally Competitive India: Partnerships for Sustainable and Inclusive Growth" as its Theme, prioritizing 5 key pillars. During the year, it would align its initiatives and activities to facilitate strategic actions for driving India's global competitiveness and growth through a robust and resilient Indian industry.

With 70 offices, including 12 Centres of Excellence, in India, and 8 overseas offices in Australia, Egypt, Germany, Indonesia, Singapore, UAE, UK, and USA, as well as institutional partnerships with about 300 counterpart organizations in almost 100 countries, CII serves as a reference point for Indian industry and the international business community.

Confederation of Indian Industry

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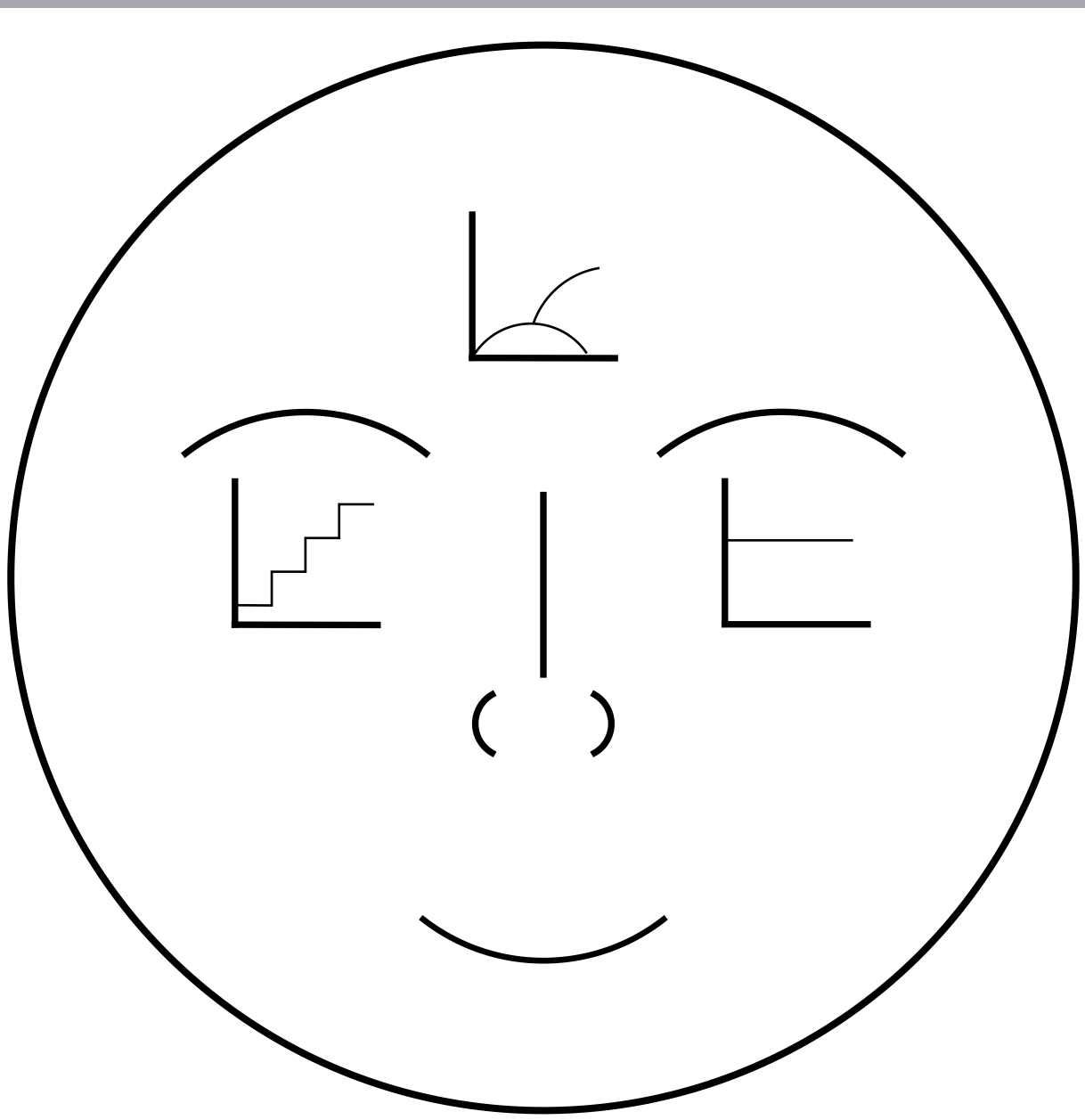

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