Lean Process Improvement

Course Outline

Subject:

This course has been developed to enhance the knowledge and capability of people involved in the daily operation of business processes.

Objectives:

1. Understand the basics and fundamentals of Lean Methodology
2. Know and apply through all kinds of Operations
3. Basic Requirements to use the Lean Methodology to improve processes and develop productivity
4. Connection to Six Sigma
5. Methodology History
6. Lean focus
7. Why companies and organizations use Lean
8. Cost of low Quality
9. Lean Methodology Principles
10. How to describe Value understanding
11. What is Flow
12. The Pull Concept
13. The Pull effect
14. How to Follow Perfection

Outline:

- A3
- 8 wasters
- Organizational Level Process Map
- Value Stream Map (VSM)
- Swimlane Map
- Process Walk
- Spaghetti Chart
- Customer Value
- Lean Metrics
- Process Analysis

- Histogram
- Pareto Chart
- The 5 Whys – The fishbone Diagram (Root Cause Analysis)
- Singe Piece Flow & Batch Reduction
- Changeover Reduction
- Work Cell Design
- Workload Balancing and Demand Leveling
- Cross Training and Exposure
- Kanban & Supermarkets
- Standard Work
- Visual Management
- Six Sigma
- Value Stream Map Future State
- Quick Wins – Quick Hits
- Rapid Improvement Event (Kaizen Event)
- Pilots
- Multi-Phase Implementation
- Mistake Proofing (Poka Yoke)
- Leader Standard Work (LSW)
- Leader Task Boards
- A3 Coaching
- Leader Process Performance Boards
- Leader Huddle Meetings
- Leader Process Walks
- Meeting Productivity
- Stakeholder Analysis
- Communication Plan