

LEAN SIX SIGMA INTRODUCTION TRAINING

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**Lean Six Sigma
Introduction**

COURSE LENGTH: 1.0 DAYS

Lean Six Sigma uses waste-reduction and process-improvement methodologies to increase end value for customers and save resources in the process of achieving these goals. It improves processes by identifying, analysing, measuring and controlling areas of waste with the aim to improve processes, reduce costs and enhance value for customers.

The PD Training Lean Six Sigma Introduction Training Course is designed for beginners where you can develop a deeper understanding of Lean Six Sigma and its implementation. The training course creates a solid foundation in Lean Six Sigma methodologies to help you gain expertise in these concepts.

The PD Training Lean Six Sigma Introduction Training Courses, full of practical hands-on activities, are run by Lean Six Sigma experts in Auckland, Christchurch or Wellington. Ph: 0800 003150

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LEAN SIX SIGMA INTRODUCTION TRAINING COURSE OUTLINE

FOREWORD

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

The goal of this training is to:

- Increase your knowledge of Process Management, Six Sigma and Lean techniques as Business Process Improvement methodologies.
 - Increase your skills at improving the ease and performance of the processes in which you work.
 - To gain an understanding of your role as a process team member for the achievement of business success.
 - To select and improve one of the process you either own or work in.
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OUTCOMES

Obtain a working understanding of Process Management, Six Sigma and Lean

- Know and apply the basic concepts
- Demonstrate use of the terminology

Comprehend daily work as a process-oriented activity

- Understand process inputs and outputs
- Understand process flow and know what determines value add vs. non-value add
- Understand how the processes you are a part of fit into the larger set of processes needed in delivering value to the customer

Perform Process Mapping and characterisation

- Create a detailed Process Map of a process you are personally involved in.
- Prioritise significant outputs from the process and quantify their level of performance to requirements.
- Identify inputs and their relationship to the significant outputs.

Perform process improvement activities

- Improve a process you are personally involved in using Process Management, Six Sigma methods and Lean Principles to improve its performance.
- Continue to improve other processes.

Establish control mechanisms and monitoring processes to sustain an existing process and/or any improvements you make.

MODULES

Lesson 1: Understanding Lean

- About Six Sigma

Lesson 2: Liker's Toyota Way

- Philosophy

- About Lean
- History behind Lean
- Toyota Production Systems
- The Toyota Precepts

- Process
- People and Partners
- Problem Solving

Lesson 3: The TPS House

- The Goals of TPS
- The First Pillar: Just In Time (JIT)
- The Second Pillar: Jidoka (Error-Free Production)
- Kaizen (continuous improvement)
- The foundation of the house

Lesson 4: The Five Principles of Lean Business

- Value
- Value stream
- Flow
- Pull

Lesson 5: The First Improvement Concept (Value)

- Basic characteristics
- Satisfiers
- Delighters
- Applying the Kano Model

Lesson 6: The Second Improvement Concept (Waste)

- Muda
- Mura
- Muri
- The New Wastes

Lesson 7: The Third Improvement Concept (Variation)

- Common Cause
- Special Cause
- Tampering
- Structural

Lesson 8: The Fourth Improvement Concept (Complexity)

- What is complexity?
- What causes complexity?
- How to simplify?

Lesson 9: The Fifth Improvement Concept (Continuous improvement)

- The PDSA Cycle (Plan, Do, Study, Act)
- The DMAIC Method

Lesson 10: The Improvement Toolkit

- Gemba
- Genchi Genbutsu
- Womack's Principle
- Kaizen
- A Roadmap for implementation

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