



Introduction to Lean

Course Description

This one-day course is designed to give the attendees a basic foundation of learning in lean principles and techniques. The course engages the attendees in analyzing and using thought leadership of lean process in [proposal company] applications. Several other-company examples will also be used to help in the attendees better digest the level of change required. The students will be provided with books that include all of the slides used in the class.

Course Duration of course

This class is 8 hours in duration.

Course Detailed Content

1. The Map to World Class Performance
2. Lean Concepts
3. Introduction to Waste
 - a. Unnecessary transactions
 - b. Delays and waiting
 - c. Making More than Required
 - d. Unnecessary Internal Movement
 - e. Unnecessary External Transportation
 - f. Unneeded Inventory
 - i. Obsolescence
 - ii. Excessive
 - iii. Buffers
 - g. Yield Gaps
 - h. Human Creativity
4. Lean tools
 - i. Pull Systems
 - j. Work cells
 - k. Process understanding
 - l. Value-add versus cost add
 - m. Kaizen
 - n. SMED
5. Six Sigma "light" introduction
6. Introduction to Problem Solving Tools in Lean
 - o. Process Mapping
 - p. CEDAC
 - q. 5-Why Diagramming
 - r. Project Management
7. Metrics and Management Systems in Lean Management
8. Managing Change
9. Actions as a Result of this Class

Course Deliverables

- Team members will be prepared to start their first lean project.
- Attendees will have an understanding of lean concepts and application in [proposal company]
- A Project will be targeted as a result of the course.

Intended Audience

Supervisors
Line Managers
Middle Management
Key Employees

This course can be adjusted for various audiences from new employees to more seasoned managers by changing the depth of topics and length of course. This is a very flexible course.

Costs for Delivery

Negotiable

Normal Follow-up

Normal follow-up for a Best-in-Class implementation would include 2 days of hands-on consulting per month for the first 6 months and tapering off after that as appropriate.