

## LEAN SIX SIGMA INTRODUCTION - 3HOURS

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**COURSE LENGTH: 0.5 DAYS**

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.

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.

This is a practical class that is suitable for all audiences and provides people with the tools that they can apply on-the-job (and in other contexts) the very next day.

This is an instructor-led class that you can attend from home or your office.

We use secure Video Conferencing with interactive features such as live polling, screen sharing, whiteboards, live chat and breakout sessions. Please discuss your preferred platform, most commonly we use Microsoft Teams, Skype for Business, Webex or Zoom upon request.

These courses are facilitated in English, and are open to people from different industries in all countries especially across Australia, New Zealand, Singapore, Malaysia, Hong Kong and Papua New Guinea - this is a short but powerful learning experience that gives you global collaboration opportunities.

Our trainers and processes have been refined to give you a personalised learning experience where it is specifically targeted to your needs see our outcomes in the reviews.

**\*\*Please note, these classes run to a very tight schedule, please follow the invitation and join the class 10-minutes prior to commencement so you are ready to participate and don't miss a minute!**



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## LEAN SIX SIGMA INTRODUCTION - 3HOURS COURSE OUTLINE

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### 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.*

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### MODULES

#### Lesson 1: Understanding Lean

- About Six Sigma

#### Lesson 2: The Five Principles of Lean Business

- Value

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

- Value stream
- Flow
- Pull

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### Lesson 3: The Second Improvement Concept (Waste)

- Muda
- Mura
- Muri
- The New Wastes

### Lesson 4: The Improvement Toolkit

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

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## WEB LINKS

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- [View this course online](#)
- [In-house Training Instant Quote](#)