

# LEAN Process Improvement: Delivering More with Less

## Learning Objectives

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- Cite Real-World Examples of the Use of LEAN Tools
- Look at Business Problems in a New Way
- Deploy the Tools Necessary to Fix Those Problems
- Demonstrate Thought Leadership
- Use Your New Skills to Differentiate Yourself in Your Organization

## LEAN Basics

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- Define LEAN
- Identify Key Milestones and Players in LEAN
- Describe the Cost-Plus Model and LEAN
- Compare and Contrast the Cost-Plus Model Versus Lean
- Explain Six Sigma and Compare It to LEAN

## LEAN Concepts

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- Identify and Describe the Seven Types of Waste
- Define the 5Ss
- Describe Just-in-Time Manufacturing
- Explain the Difference Between Push and Pull Production Systems
- Explain the Purpose of Kanban
- Explain the Benefits of Jidoka
- Explain the Benefits of Creating a Visual Workplace with Visual Controls
- Define Poka-Yoke/Fail Safing and Describe Its Purpose and Benefits
- Calculate Rolled Throughput Yield, or RTY
- Define the Three Types of Benchmarking and Their Benefits

## Process Mapping

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- Define the Aspects of a Work Process: A Critical Work Process, Inputs and Outputs, Project Roles and Responsibilities, and Problem Statement
- Flowchart a Process
- Draft a Project Charter

## Value Stream Mapping

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- Conduct Value Stream Mapping and Describe Its Purpose and Value
- Explain the Difference Between and Identify Value-Added (VA) and Non-Value-Added (NVA) Process Steps
- Measure the Relationship Between VA and NVA Steps
- Define and Contrast Takt and Cycle Time

## Kaizen Events

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- Describe the Purpose of a Kaizen Event
- List the Components of a Kaizen Event
- Define the Roles and Responsibilities of Team Members
- Explain the Recommended Rules of Engagement

## Your Turn! Putting It All Together

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- Reduce or Eliminate Process Waste and Redesign a Process Based on LEAN Concepts
- Evaluate and Improve Cycle Time
- Identify the Cost of Change

## Communicating Success

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- Use an Executive-Level 4-Blocker to Communicate Successful Implementation of LEAN Principles
- Use a Managing-By-Fact Storyboard to Communicate Successful Implementation of LEAN Principles