WORKSHOP CATALOGUE

No.	Course Title	Description	No. of participants	Length (days)
1	**Overview of Lean Manufacturing**	Introduction to Lean Manufacturing, management philosophy, includes a Lean Manufacturing Simulation, overview of tools: 5S, Kaizen, TPM, SMED, etc., implementation of Lean in a factory	15-17	2
2	**Lean Manufacturing Simulation**	A factory simulation game that illustrates implementation of Pull System. Participants build cars from LEGO blocks and transform a production system based on JIT principles.	15-17	1
3	**Lean Manufacturing Tools**	Implementation methodology of Lean tools: 5S, Kaizen, SMED and TPM. Case study for each tool.	Max. 16	2
4	**Lean Six Sigma**	Intensive train-the-trainer course over viewing applications of advanced Lean and Six Sigma tools	10-12	5
5	**Lean Office Simulation**	Implementing Lean Management principles in an office environment.	12-14	1-2
6	**Administrative Process Improvement**	Mapping and improving administrative process flow	6-8	3
7	**5S**	Training and implementation of visual management and cleanliness in a workplace.	8-10	1 -2
8	**Kaizen Blitz**	Elimination of waste in a production cell, enabling of one piece flow, reduction of inventory, improving quality, etc. Length depends on character of pilot area	8-12	3 to 5
9	**SMED**	Setup reduction on a pilot machine	6-8	1 to 3
10	**TPM Overview**	Introduction to Total Productive Maintenance, including Focused Improvement, Planned maintenance, Autonomous Maintenance, OEE	Max. 16	1-2
11	**Autonomous Maintenance**	Implementation of Autonomous Maintenance on a pilot machine – involving operators in daily maintenance tasks	8-10	2
12	**Planned Maintenance**	Tools for the Maintenance department: Preventive, Predictive Maintenance and Maintenance Prevention, indicators: OEE, MTBF, MTTR, analysis of root causes of breakdowns	8-12	1
13	**Problem Solving**	Using a systematic problem solving methodology (PDCA, 12 steps, etc) to eliminate chronic production problems, covers 7 basic problem solving tools: Flow Chart, Ishikawa, Pareto, 5W, Scatter Diagram, Histogram, 5W2H, Impact-Effort matrix, etc.	6-8	2
14	**Value Stream Mapping**	Learn how to map and improve the current Value Stream, implement Pull System, kanban, supermarket, etc.	8-10	1 to 3

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15	**Production process control**	Comparison of 3 methods of controlling a production process: MRP, Pull System and TOC (Theory of Constraints). Simulation for each system.	Max. 14	2
16	**FMEA**	Failure Modes and Analysis workshop, application to product and process	Max. 16	1
17	**Poka-Yoke**	Identifying assembly error possibilities, brainstorming remedies	6-8	1
18	**Process Standardization**	Introduction to Toyota process standardization tools in assembly operations, implementation using TWI methodology	Max. 14	1
19	**SQCDM**	Creating process measures for operators, collecting data, their analysis and developing preventive actions	6-8	1
20	**Six Sigma Overview**	Introduction to Six Sigma, roles in the program, DMAIC methodology	12-16	2
21	**Six Sigma Green Belt**	Training in implementation in DMAIC tools	8-10	8 to 10 days in 3 to 4 sessions
22	**Teambuilding**	Foundations of good teams, phases in team forming, communication, conflict resolution, etc.	8-12	1 - 2
23	**Change Management**	Good practices of leading organizations during a change process	Max. 14	2