



## WORKSHOP CATALOG

<i>No.</i>	<i>Course Title</i>	<i>Description</i>	<i>No. of participants</i>	<i>Length (days)</i>
1	<b>Overview of Lean Manufacturing</b>	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 days
2	<b>Lean Manufacturing Simulation</b>	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 day
3	<b>Lean Manufacturing Tools</b>	Implementation methodology of Lean tools: 5S, Kaizen, SMED and TPM. Case study for each tool.	Max. 16	2 days
4	<b>Lean Six Sigma</b>	Intensive train-the-trainer course over viewing applications of advanced Lean and Six Sigma tools	10-12	5 days
5	<b>Lean Office Simulation</b>	Implementing Lean Management principles in an office environment.	12-14	1-2 days
6	<b>Administrative Process Improvement</b>	Mapping and improving administrative process flow	6-8	3 days
7	<b>5S</b>	Training and implementation of visual management and cleanliness in a workplace.	8-10	1-2 days
8	<b>Kaizen Blitz</b>	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	3-5 days
9	<b>SMED</b>	Setup reduction on a pilot machine	6-8	1-3 days
10	<b>TPM Overview</b>	Introduction to Total Productive Maintenance, including Focused Improvement, Planned maintenance, Autonomous Maintenance, OEE	Max. 16	1-2 days
11	<b>Autonomous Maintenance</b>	Implementation of Autonomous Maintenance on a pilot machine – involving operators in daily maintenance tasks	8-10	2 days
12	<b>Planned Maintenance</b>	Implementation of best practices in the Maintenance department: Preventive, Predictive Maintenance and Maintenance Prevention, indicators: OEE, MTBF, MTTR, analysis of root causes of breakdowns	8-12	2-3 days
13	<b>Problem Solving</b>	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 days
14	<b>Value Stream Mapping</b>	Learn how to map and improve the current Value Stream, implement Pull System, kanban, supermarket, etc.	8-10	1-3 days



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15	<b>Production process control</b>	Comparison of 3 methods of controlling a production process: MRP, Pull System and TOC (Theory of Constraints). Simulation for each system.	Max. 14	2 days
16	<b>Visual Management</b>	Using visual measures to control and improve processes, developing measures for operators to cover SQCDME areas, managing measures through cascading problem solving meetings	8-12	1 day
17	<b>FMEA</b>	Failure Modes and Analysis workshop, application to product and process	Max. 16	1 day
18	<b>Poka-Yoke</b>	Identifying assembly error possibilities, brainstorming remedies	6-8	1 day
19	<b>Process Standardization</b>	Introduction to Toyota process standardization tools in assembly operations, implementation using TWI methodology	Max. 14	1 day
20	<b>Six Sigma Overview</b>	Introduction to Six Sigma, roles in the program, DMAIC methodology	12-16	2 days
21	<b>Six Sigma Green Belt</b>	Training in implementation in DMAIC tools	8-10	8 to 10 days in 3 to 4 sessions
22	<b>Project Management</b>	Methodology for professional project management, preparation, critical project path, project reviews and follow ups, risk analysis, project life cycle, etc.,	8-12	2-3 days
23	<b>Teambuilding</b>	Foundations of good teams, phases in team forming, communication, conflict resolution, etc.	8-12	1-2 days
24	<b>Change Management</b>	Good practices of leading organizations during a change process	Max. 14	2 days
25	<b>Work sampling</b>	Methodology for analyzing work content and workloads with long cycle times	6-8	1 day