



Address: Galway Technology Centre, Mervue Business Park, Galway
Telephone: +353 91 870708, mob. +353 87 2837810, e-mail: info@leanireland.ie, web site: www.leanireland.ie

Course ID: S05
CERTIFIED LEAN YELLOW BELT (CLSSYB) COURSE

Onsite course: 2-day workshop with team project

1. What is this course about?

Lean six sigma problem solving processes are highly interactive and collaborative in nature. The objective is to enable the problem solver and team to 'find a problem, solve a problem and prevent a problem from coming back'. The 5 key problem-solving steps are Define, Measure, Analyse, Improve and Control (DMAIC). The DMAIC steps in a CLSSYB project are planned and written up on an A3 sized template. This encourages brevity and facilitates sharing of information among all stakeholders.

During this lean six sigma certified course, you participate in the workshops as a team member and learn how to use lean six sigma tools to resolve process issues on a small-scope A3 project. Your knowledge builds in a step wise fashion over two days and you will be supported and encouraged throughout your learning journey.

This course is designed to enable all participants, regardless of sector or previous education, to certify to CLSSYB level.

2. What will you achieve?

Upon completion of the CLSSYB course, you will

- be able to define customer needs for a selected process;
- understand the value of cross-functional teamwork;
- use a range of problem-solving techniques to improve process performance;
- be able to form a team and work with the team to resolve process problems, using the lean six sigma DMAIC approach to project management and problem solving, and
- be primed to support other project teams in the execution of their projects.

When you attend the full course and present your team's improvement project, you and your fellow team mates will be awarded a Lean Six Sigma Yellow Belt certificate.

3. How will you be supported?

During this course, you will

- a) work in a team to review the chosen process problems;
- b) interact with the course tutor and other participants during discussions;
- c) be able to ask questions to develop your understanding of the topic;
- d) be able to download soft copy presentation files, with data sets and case studies, for your own future use.

4. Onsite course agenda

Time	Workshop content	Format
09:00 16:30	DAY 1- Define & Measure <ul style="list-style-type: none"> ▪ Introduction to Six Sigma & A3 problem solving ▪ Customer satisfaction and critical to quality issues ▪ Process definition, flowchart and spaghetti mapping ▪ Data collection and representation: line graph, bar chart, run chart, Pareto chart 	PowerPoint Video Discussion Interactive exercise in teams Project work
09:00 16:30	DAY 2 – Analyse, Improve & Control <ul style="list-style-type: none"> ▪ Histogram data distributions & process capability ▪ The 5 Why's ▪ Cause & effects Analysis ▪ Error proofing ▪ Standard work & the visual workplace ▪ Teamwork, change management & motivation ▪ Next steps, review and close 	

Total contact hours = 2 x 7.5 hour days = 15 hours in total. The two training days are scheduled back-to-back.

The two highly interactive workshops each last one working day, and are scheduled back to back. Workshops are case-study based. Before the course starts, you will select a project on which to work during the CLSSYB course. The project scope is such that the team can complete the work within one month, whilst still doing the days job. The project will be approved by the organisation and the Lean Ireland facilitator in advance of the workshops.

5. Certification standard and process

Certification is achieved through a combination of attendance, engagement and completion of a project of the required standard. The course curriculum is based on the following ISO standard: *ISO 13053-1 Quantitative methods in process improvement – Six Sigma – Part 1: DMAIC methodology.*

The certifying project are formally evaluated by a Lean Ireland certified lean six sigma black belt. The certificate is awarded by Lean Ireland. Candidates who meet the required standard will certify as Lean Six Sigma Yellow Belts.

6. Who is this course for?

The CLSSYB course is suitable for all personnel (e.g. directors, managers, supervisors, administrators, engineers, analysts, doctors, nurses, porters, planners, product builders, buyers, plasterers, tool makers) who will be taking part in process improvement in the organization. Over time all personnel in the organisation will undergo CLSSYB training and participate in a team based continuous improvement project.

7. Contact

Bernie Rushe, Managing Director & Consultant, Lean Ireland,
 Galway Technology Centre, Mervue Business Park, Wellpark Road, Galway H91 D932.
 Tel: +353 91 870708, email: Bernie@LeanIreland.ie, web: www.LeanIreland.ie