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Course ID: S01

LEAN FUNDAMENTALS

One day onsite workshop with case study project

1. What is this course about?

Join us on this learning journey through Lean Tools and their Application. You will discover the meaning and uses of 5S workplace organization, identifying the 7 wastes and A3 problem solving. You will receive simple and effective tips for improving processes, increasing customer satisfaction and lowering costs. This practical onsite workshop takes place over one day and involves practical exercise, review of case studies and an interactive quiz at the end. The workshop is designed to be a practical and fun way to learn about lean. Following the onsite workshop, candidates have the option of working in a team to complete a simple case study A3 structured process improvement.

A Lean Practitioner, Level 1, certificate is awarded to those who have full attendance and work in a team to complete and present a case study A3 project.

Lean Ireland tutors are certified lean six sigma black belts with several years' experience in facilitating lean implementation in a wide variety of sectors.

2. What will you achieve?

Upon completion of this course, you will:

- Be able to describe the lean tool and its uses;
- Understand the advantages of using the tool;
- Understand how and where to use it, and
- Be able to use the tools to resolve a process problem in a structured A3 format.

You will also have your own soft copy record of the lean course presentation material for future use. On completion of the workshop, all participants receive a certificate of attendance.

There is an optional team-based assignment included in the course curriculum. It is a small A3 team-based project. The course is most effective when you work together in teams to complete the A3 project, selected by your organisation or based on a case study provided by Lean Ireland.

3. How will you be supported?

During this course, you will

- Ask questions and partake in discussions and interactive exercises;
- Be able to download the PowerPoint course notes and data files for future use, and
- Complete a quiz to self-assess your understanding of the topic at the end of the workshop.

The Lean Ireland tutor is available online after course completion to answer any queries you may have.

4. Workshop agenda

ID and title	Content	Duration
Morning The 7 wastes, problem definition & target setting	Introductions Learning to see Who is Tim Wood and why does he matter? The 7 wastes and continuous process improvement What's your problem? Writing a problem statement Case study review for A3 problem solving project Quiz Data collection and graphing Photographs SIPOC charting Run chart Case study data review Target setting – focusing the team effort Quiz	4 hours
Afternoon Root cause & Select a countermeasure	Why? Why? Why? Why? Why? Fishbone analysis Why do human beings make mistakes? Simple error proofing techniques Quiz Introductions Why standardize? 5S: the five pillars of workplace organization Toyota 8 step problem solving - case study review Quiz	3.5 hours
Within 2 weeks of course completion, there is an optional additional workshop for candidates wishing to certify as Lean practitioner Level 1.		
Project certification review (optional)	Team presentation of completed A3 case study 8-step projects.	60 mins

5. How do you certify (optional)?

An optional Lean Practitioner, Level 1, certificate is awarded to those who have full attendance and work in an online team to complete and present a case study A3 project. The project material is provided either by the client or Lean Ireland, whichever is best suited to the participants' needs. by Lean Ireland. This level of competency reflects the Lean Practitioner, Level 1, in ISO SO 18404:2015 Quantitative methods in process improvement — Six Sigma — Competencies for key personnel and their organizations in relation to Six Sigma and Lean implementation.

The certificate is awarded by Lean Ireland.

6. Who is this course for?

This workshop is introductory in nature and suitable for all people who are interested in learning about lean teamwork and problem solving. It is particularly suitable for those who are already participating in team based problem-solving projects in the workplace.

7. Tailoring the course for your organisation

The course content can be tailored to suit your organization, with relevant case studies, quizzes and data sets for assignments. Please contact us to discuss your needs.

8. Where can you find out more?

Please contact Bernie Rushe at Lean Ireland,
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