



LEAN
SOLUTIONS
ACADEMY

brought to you by:



**PATRICK
ADAMS**
CONSULTING

LEAN SIX SIGMA TRAINING

GREEN BELT

COURSE

DAY 2

Day 2

- Pull, Kanban and Flow
- Visual Management
- Poka Yoke
- Standardized Work
- SMED
- Kaizen / Kaikaku
- Define Phase
- Problem and Project Selection and Definition
- Business Case Project Charter
- Measure Phase
- Introduction to SigmaXL

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TOPIC 1: PULL, KANBAN AND FLOW

Notes:

SUMMARY

TOPIC 2: VISUAL MANAGEMENT

Notes:

SUMMARY

TOPIC 3: POKA YOKE

Notes:

SUMMARY

TOPIC 4:
 STANDARDIZED WORK

Notes:

SUMMARY

TOPIC 5: SMED

Notes:

SUMMARY

QUIZ

- *What is the standard symbol used to indicate a decision point in a Process Map ?*

- *There are 2 types of Value Stream Map. Once is a 'Current State' (as-is) map and
The other is a _____ (_____) map.*

- *Name one measurement that you would see on a Value Stream Map that you
would not see on a Process Map ?*

- *What is the Japanese name used for 'Mistake Proofing' of a process step ?*

- *FLOW is critical to any process? What needs to Flow in an Airport or Hospital ?*

- *_____ is an acronym used in Lean Manufacturing. What is a good name
this same principle when used in Service Organizations ?*

- *A fundamental concept of any Lean Process is that it has no delays, constraints,
Waiting or Queues. This Lean concept is call _____*

TOPIC 6: KAIZEN / KAIKAKU

Notes:

SUMMARY

QUIZ

- *What is a 'Gemba Walk' ?*

- *What is the benefit of having a Visual Work Place ?*

- *Give one example of a Visual Management tool or technique ?*

- *What are the key components to a good SOP (Standard Operating Procedure)?*

- *A fundamental concept of any Lean Process is that it has well defined and repeatable actions by workers. This concept is call _____ work*

TOPIC 7: DEFINE PHASE

Notes:

SUMMARY

TOPIC 8: PROBLEM AND PROJECT SELECTION AND DEFINITION

Notes:

SUMMARY

TOPIC 9: BUSINESS CASE PROJECT CHARTER

Notes:

SUMMARY

TOPIC 10: MEASURE PHASE

Notes:

SUMMARY

TOPIC 11: INTRODUCTION TO SIGMAXL

Notes:

SUMMARY

QUIZ

- *What is the framework used in Lean Six Sigma for running Lean Six Sigma projects where we are unsure of the root cause or solution ?*

- *What are the names of the 3 document deliverables in the DEFINE Phase ?*

- *What does the acronym SIPOC mean ?*

- *In the Define Phase we identify the Project Team Members and Stakeholders. Name some categories of STAKEHOLDERS to consider.*

- *What do we call a 1-page summary document showing status of your whole project?*