



Introduction to Continuous Improvement Practical Workshop (2 Days)

Overview

The aim of the course is to introduce the foundation tools of Lean and Continuous Improvement to the learners. Using a simulated work environment allows the learners to apply what they have learned. Following the Deming cycle (Plan Do Check Action) the learners apply the 5S principles, identify waste within the process, develop standard operating procedures and use structured problem solving to identify the root cause of problems. The learners can measure their results to demonstrate the improvements made. The course is aimed at all departments and levels within your company.

Course content

Kaizen

- Small stepped approach to improvement with the involvement of all staff.
- The spirits of continuous improvement.
- Plan Do Check Action (PDCA) Improvement Cycle.
- Identifying Value Added, Non value added and waste activities.
- Measuring improvements (QCD) and developing action plans.

Workplace Organisation

- 5S stages.
- Workplace auditing and red tagging.
- Radar Charts and visual management.
- Benefits of this principle as the foundation of Continuous Improvement.

Problem Solving and Action Planning

- This covers the use of collecting data to identify the magnitude of problems
- Identifying the root cause (brainstorming, cause and effect and 5 why to identify the root cause and developing permanent corrective action.
- Additional content can include data trails (Tally/Pie charts, Pareto Analysis).

Standardisation

- Development of SOP's and their uses
- The principles of skill control with the use of the Skills Matrix.
- Analysis of cycle time, TAKT time and line balancing.

Duration

The course is delivered over two days and the content can be tailored / contextulised to suit individual company requirements.

If you would like further information please contact Rob at TACS Ltd by [email rob@tacstraining.co.uk](mailto:rob@tacstraining.co.uk)