

## Lean Practitioner Training Programme Outline

**Summary:** A series of workshops designed to increase knowledge and skills in streamlining processes in any sector including manufacturing and service. The overview of Lean principles is complemented by practical tools for delivering deliver bottom-line business benefits. The curriculum is linked to Capella's Lean Leader programme and also complements Capella's Six Sigma Green Belt programme.

**Aimed at:** Anyone who wants to streamline processes

**Prior qualifications/experience:** No specific qualifications/experience is required

**Duration:** 2 days

**Objectives:** By the end of the programme, participants will be able to:

- Identify and visualise key processes within your organisation
- Map out the critical Value Streams
- Understand the tools available to support a Lean organisation

**Content:**

Day 1 – Lean Overview and Value Streams

Definition of Lean and Quality  
 Brief History of Lean  
 Six Sigma and Lean  
 Understanding and Mapping Process  
 Value Streams  
 Value Add versus Non-Value Add  
 Lean Measures and Concepts  
 Value Stream Mapping  
 Reducing Waste  
 Balancing Work  
 An exercise developed throughout the day to reinforce learning

Day 2 – Lean Tools

An understanding of Lean tools:

- 5S
- SMED
- TPM
- OEE

Leadership and Personal Development, Strategic Management, Lean Six Sigma & Quality Tools