

## INTRODUCTION TO LEAN MANUFACTURING

Short Courses



Developed by  
employers for  
employers

Led by:

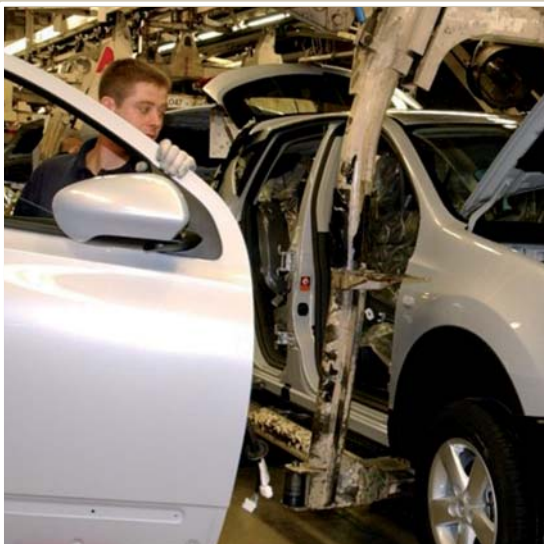


The Sector Skills Council  
for Science, Engineering and  
Manufacturing Technologies

## THE LEAN JOURNEY

**National Skills Academy for Manufacturing short courses have been designed and developed to provide focused relevant training to key personnel in the manufacturing sector.**

**The philosophy throughout is ‘Learning by Doing’ with emphasis on practical activities and delegate involvement.**



### Lean Overview – 2 day course

#### What is it all about?

Staying competitive means continually improving the way that things are done and becoming ‘leaner’ is a key part of the process. Lean is often described as a journey rather than a destination but the approach is often shrouded in a bewildering fog of terminology. The Lean Overview course takes a practical view of the available tools and techniques. Delegates will experience them in context thus gaining knowledge of the improvements that can be expected by the application of each.

### Value Stream Mapping – 2 day course

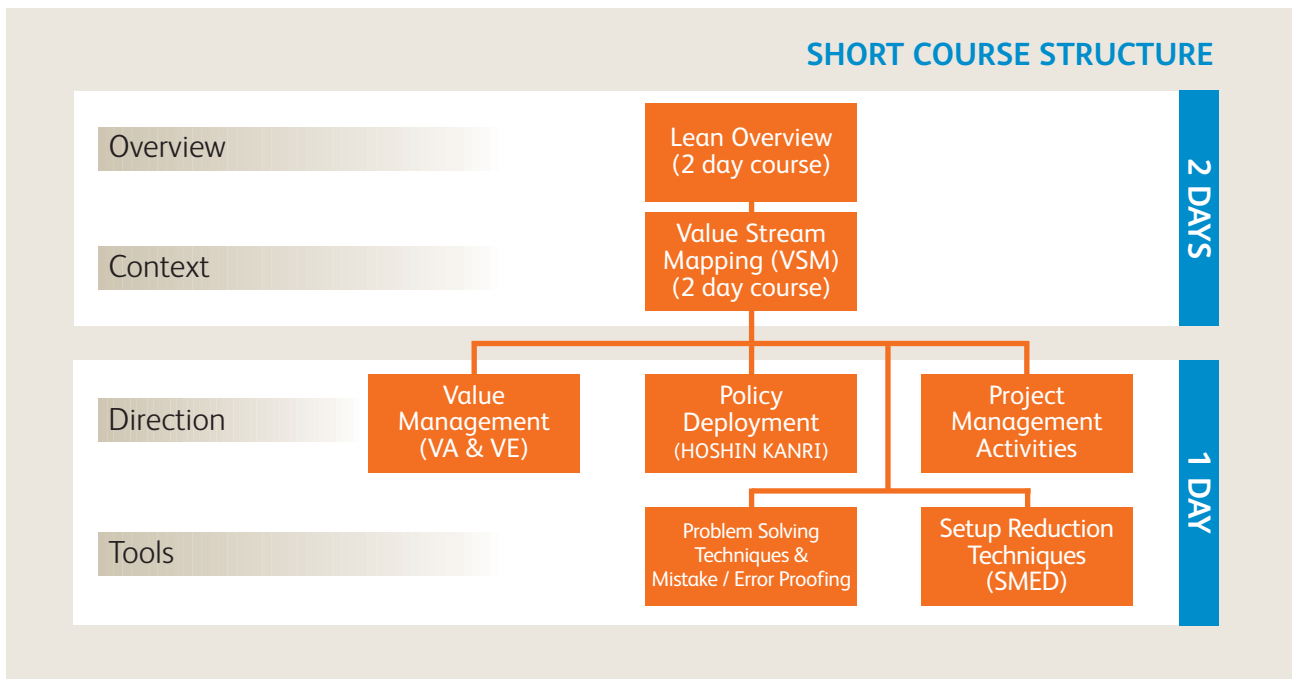
#### Where do I start?

The apparent complexity of manufacturing organisations can make the decision on where to start somewhat daunting. The structured application of lean principles through Value Stream Mapping puts the opportunities for improvement into context and presents a clear view of the problems and opportunities. The Value Stream Mapping course shows how to develop a Current State Map and identify key issues. Delegates will be taken through the steps to stabilise the Current State, challenge fixed ideas with an Ideal State and then develop the first Future State Map. A crucial part of Value Stream Mapping is actually implementing the Future State Map. The final part of the course utilises knowledge from real applications to examine the approach needed to drive and sustain improvement.

### Value Management – 1 day course

#### Using a sledge hammer to crack a nut?

The costs of a product are determined by many factors but are we burdened with unnecessary features or processes? The application of Value Analysis and Value Engineering techniques can help to identify where costs can be reduced, profitability increased and customer satisfaction improved. The Value Management course shows the stages necessary to analyse an existing product from a value perspective, identifying how functions relate to costs and customer satisfaction. Delegates will apply the approach to determine the specifications for a new product with a pre-determined market price.



### Policy Deployment – 1 day course

#### Am I a busy fool?

Organisations are faced with a wide range of tasks and targets from a variety of sources. The alignment of these potentially conflicting requirements into a cohesive plan is critical to success. This can only be realised if everyone understands the role they have to play. The Policy Deployment course demonstrates the steps through development of Vision, Strategy, Objectives, Plans and Actions. Delegates will use the approach to determine the recovery plan for a struggling business.



### Project Management – 1 day course

#### Late Again?

As customers demand shorter lead times it becomes increasingly difficult to achieve their requirements. Facing penalties for late delivery and the need to work within finite resources, organisations must have the ability to plan well and monitor progress. The Project Management course shows how to apply the main techniques to ensure that progress is structured and controlled. Delegates will experience the typical time pressures and prioritisation decisions necessary to achieve their plans.

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## Problem Solving and Mistake Proofing – 1 day course

### Wrong again?

Eliminating problems is vital if smooth and even production is to be achieved. There are many techniques to choose from and selecting the right one can be the difference between success and failure. Finding root cause is a challenge but this is only a part of the battle. Effectively containing the problem and preventing re-occurrence have to be successfully managed if customer satisfaction is to be maintained. The Problem Solving and Mistake Proofing course takes delegates through the steps required to contain the problem, identify root cause and countermeasure. The main techniques for Mistake Proofing are examined and applied to prevent re-occurrence.

## Setup Reduction – 1 day course

### I've got to wait how long?

Changeovers or Setups can be a major barrier to achieving the continuous flow required for efficient lean operation. Reducing the time taken can help to improve responsiveness, cut lead time and reduce costs. The Setup Reduction course shows how to apply the main tools and techniques of SMED as well as examining the impact of improving quality. Delegates will apply the techniques to a real process and experience the progressive reduction of Setup time.



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## Applying to join short courses

For more information on the 'Introduction to Lean Manufacturing' Short Courses or to apply for places contact:

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