

This accelerated 4-day workshop is designed to provide participants with a strong foundation in Lean Six Sigma principles and the practical skills needed to contribute to improvement projects. The compact schedule emphasizes active participation and application, preparing attendees for immediate implementation of the methodologies and for pursuing certification.

Day 1: Introduction and Define Phase

Morning Session: Introduction to Lean Six Sigma

- Overview of Lean and Six Sigma: Key principles, history, and benefits.
- Integration of Lean and Six Sigma: How combining both methodologies improves processes.
- Role of Green Belts: Overview of responsibilities and project involvement.

Afternoon Session: Define Phase

- **Project Identification:** Understanding customer needs and defining project objectives.
- Voice of the Customer (VOC): Techniques for capturing customer feedback.
- SIPOC Diagrams: High-level process mapping to set the project scope.

Day 2: Measure and Analyze Phases

Morning Session: Measure Phase

- Data Collection Strategies: Effective techniques for gathering process data.
- Measurement Systems Analysis (MSA): Assessing measurement accuracy and reliability.
- **Process Capability Analysis:** Evaluating current process performance.

Afternoon Session: Analyze Phase

- Root Cause Analysis: Tools for identifying the root causes of defects (Fishbone diagram, 5 Whys).
- Data Analysis: Basic statistical tools for analyzing process data.

Day 3: Improve and Control Phases

Morning Session: Improve Phase

- Generating Solutions: Brainstorming and selecting improvement ideas.
- **Pilot Testing:** Conducting small-scale tests to evaluate solutions.
- Implementation Strategies: Planning for broad implementation of improvements.

Afternoon Session: Control Phase

- Developing Control Plans: Strategies to maintain improvements.
- Statistical Process Control (SPC): Using control charts to monitor ongoing process performance.
- **Documentation:** Best practices for documenting changes and processes.

Day 4: Lean Tools, Project Application, and Certification Prep

Morning Session: Lean Tools and Techniques

- 5S, Kaizen, Poka-Yoke: Overview and application of key Lean tools for continuous improvement.
- Value Stream Mapping: Techniques for visualizing and optimizing processes.

Afternoon Session: Project Workshop and Review

- Project Application: Participants apply Lean Six Sigma tools to a case study or project, simulating the DMAIC process.
- Review and Feedback: Group presentations on projects, feedback from instructors, and discussion on practical implementation challenges.
- Wrap-Up and Next Steps
- Final Q&A session.
- Guidance on implementing Lean Six Sigma projects in the workplace.
- Steps towards certification and continuous learning opportunities.