

## Front Line Skills Training: Lean Six Sigma Apprentice Class



**Our Lean Six Sigma Apprentice Class** enables students to apply basic lean and six sigma principles to their work area while also preparing them for advanced Lean Six Sigma training. Organizations benefit by having a data-driven way to identify hi-potential future practitioners.

### Students will learn to:

- \* Identify critical problem areas
- \* Differentiate the eight types of waste, and begin eliminating them
- \* Construct basic process maps
- \* Apply 5S for better workflow
- \* Zero in on real root cause(s)
- \* Select and control improvements
- \* Apply standard work and visual displays

### Organizations will gain:

- A rapid way, to scale essential knowledge
- \* Consistency of methods used, to improve
- \* Data, to better identify future practitioners

### Survey results say:

- 97% recommend our courses
- 93% can apply learning to their work
- 95+% applaud our instructors

## Lean Six Sigma Apprentice Class: Activities

### e-Learning Modules\*

- Introductions: Six Sigma, Lean, Lean Office and Service
- PDCA
- Eight Wastes
- SIPOC
- Mapping the Process
- Pareto Analysis
- Cause and Effect Diagrams
- 5S
- Visual Management
- Standard Work



### Additional Activities

- Sessions: Kick-Off, End-of-Class  
Knowledge Application Questions  
Assessments  
Assignment(s)  
Class Survey  
Certificate Requirements
- Complete All Class Activities
  - Score 80 on Quizzes and Test (Unlimited Re-Takes)

Note: Custom module selection available  
\*Facilitator Aids and Recordings included



# Lean Six Sigma Apprentice Class Flow (Customizable)

The Lean Six Sigma Apprentice Class increases student access to and accountability for their own learning. The class features engaging, self-paced e-Learning integrated with facilitator-led sessions and additional activities. It is suggested that students complete all activities within a 3-week time period, so they are fully prepared for the End-of-Class session.

**Lean Six Sigma Apprentice Class**

Start Date: 2/21/2020

- Welcome to Class
- Come to Class on 4/1/2020**
- Introduction to Lean Principles
- Introduction to Lean Office and Service
- Introduction to Six Sigma
- Problem Identification Question
- PDCA
- Eight Wastes
- Eight Wastes Question
- SIPOC
- Mapping the Process**
- Pareto Analysis
- Pareto Chart Question
- Cause and Effect Diagrams
- Root Cause Question
- 5S
- 5S Question
- Visual Management
- Standard Work
- Course Completion Exam
- Come to Class on 4/25/2020**
- Final Assignment of 5 improvements made
- Final Survey

**Welcome to Class (Example Only: Customizable by Class)**

Welcome to this "Lean Six Sigma Apprentice" Class.

Upon successful completion of this course, you should be able to:

- Understand the basic concepts and tools of Lean Six Sigma
- Identify and make improvements to your work processes
- Support our organization's Lean Six Sigma initiative
- Explain what's expected of a Lean Six Sigma practitioner
- Decide if (with approval) you should seek Lean Six Sigma practitioner training (Green B

To earn course completion credit, you must meet the following requirements:

**Agenda:**  
Welcome, Objectives, Instructions

**Agenda:**  
Learnings, Knowledge Applications, Results

Student Time Commitment (Approximate)	Hours
Total e-Learning	8
Total Class Sessions	2
Total Other Activities	2
<b>Total Hours</b>	<b>12</b>

Content subject to change.

