

LEAN PRINCIPLES AGENDA

1. Introductions
2. Intro to Lean: Go Lean Video
 - a. What Increases with Lean?
 - b. What Decreases with Lean?
 - c. Insights (1,2,3)
 - d. Lean Thinking Is....
3. The 8 Wastes
 - a. Presentation (powerpoint file)
 - b. Value Added, Type 1 Muda, Type II Muda
 - c. Waste Tour and Waste Exercise
 - d. Report Backs
4. Quiz #1
5. Lean Strategy
6. Lego Transformer Simulation
 - a. Round 1: A Traditional Factory & Financial Results
 - b. Round 2: An Improved Factory & Financial Results
 - c. Round 3: A Lean Factory & Financial Results
7. Measuring a Lean Enterprise
 - a. Traditional vs. Lean
 - b. Lean Measurement Principles
 - c. The Right Measures
 - d. Measures & Targets Discussion
8. Quiz #2
9. Value Streams
 - a. VS Maps
 - b. VS Discovery
 - c. VS Management
 - d. VS Organization
 - e. Lean Toolbox
10. Quiz #3
11. Lean Office
 - a. Misconceptions
 - b. Office Wastes

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- c. Typical Office “Factory”
 - d. Office Waste Countermeasures
 - e. Continuous Flow in the Office
 - f. Office Improvement
- 12. Quiz #4
- 13. Lean Leadership
 - a. Vision
 - b. Making It Happen
 - c. Why Some Companies Fail
 - d. 8 Errors in Failing to Create Organizational Change
 - e. Creating a Sense of Urgency
- 14. Implementing Lean Thinking
 - a. Final Discussion Exercise
- 15. Lean Glossary
- 16. Homework Assignment
- 17. Next Steps Discussion