

Continuous Improvement Training

Overview

Continuous Improvement (CI) has been part of business practice for decades. Essentially CI is a 'change for the better'. CI training offered by Alora Consultants focuses on the most common CI methodologies including Lean, Six Sigma and Change Management. The training focuses on utilizing the most common CI tools and methodologies in the execution of problem solving.

Duration

This is a 4 day training program.

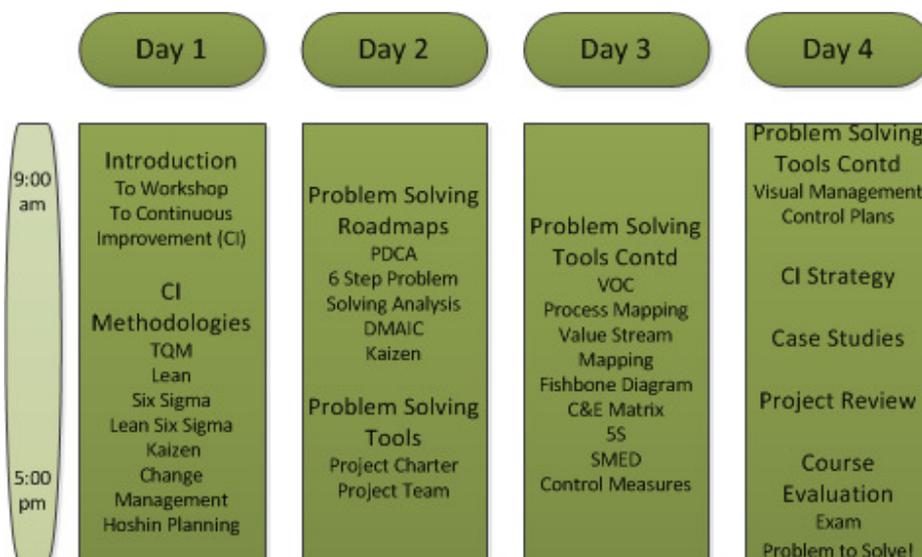
Objectives

The objectives of this training programme are that the attendees will be able to:

1. Understand CI and the different methodologies
2. Understand how to use the most important tools.
3. Identify sources of waste and variation within the business.

Content

An example of a possible agenda is outlined below.



The content of the programme would include the following:

- **Introduction** – to workshop & basic introduction to Continuous Improvement.
- **CI Methodologies** – will include TQM, Lean, Six Sigma, Kaizen, Change Management and Hoshin Planning. This will bring the attendees through the history and evolution of CI methodologies to where it is today.
- **Problem Solving Roadmaps** – Moving on from the theory to the practical side, the focus of this section is to explain the different problem solving techniques available. Plan Do Check Act (PDCA), 6 Step Problem Solving, Define Measure Analyse Improve Control (DMAIC) and Kaizen.
- **Problem Solving Tools** – Keeping with the practical element, the focus of this section will be on the tools. Examples of which are Voice of the Customer, Problem Definition, Process Mapping, Value Stream Mapping, Cause and Effect Matrix, 5S, SMED, Pull Systems, OEE and TPM.
- **CI Strategy** – This section will focus on how a CI strategy needs to tie all the different elements that are required together. Examples of possible strategies will be provided.

The format of the training will be tutor led. The training is very interactive thus there is a lot of emphasis on group dynamics and ensuring the attendees participate and interact with the trainer and each other. The training is conducted through presentations, simulations, role plays, group exercises, discussions and case studies. The examples used in training, simulations and case studies will be based on the Life Sciences industry.

To maximize the training, it is strongly recommended that each attendee would bring a project idea to the training, so they may practice the skills and methodologies learned in the training class by doing them in the project after the class training – thus ensuring 'learning by doing'.

Evaluation

The trainees will be evaluated on 2 different levels.

Level 1 – Reaction

The reaction of the trainees to the training programme will be evaluated at the end of each day through an informal feedback method and at the end of training programme through a formal feedback form. The results of the feedback will be shared with the Client.

Level 2 – Learning

The skills, knowledge and attitude of the trainees will be evaluated at the end of the programme by the completion of an examination and the completion of a simulation which involves demonstration of learning's of the training when trying to solve a problem. Results will be shared with the attendees and the Client.

Certification

Each attendee will receive a certificate of completion of the training course once they successfully pass the examination.

Who should attend?

This course is intended for those employees within a business who want to gain the skills, knowledge and attitude of Continuous Improvement. Examples are Team Leaders, Shop Floor Employees, Process Engineers, Quality Technicians and Engineers, Maintenance, Supervisors, Management, Staff, Executives and Project Managers.

For further information on Continuous Improvement Training
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