

BASIC LEAN MANAGEMENT ZOOM COURSE
Class and Trial Timeline

Class 1, Apr 15
Standardize Work
Process
Process breakdown sheets

Trial 1, Apr 16-22
Prepare process breakdown sheet

Class 2, Apr 22
Assess Waste
Flow and waste
Gemba walks

Trial 2, Apr 23-29
Make gemba walk
Prepare waste assessment worksheet

Class 3, Apr 29
Stand-up meetings
Improve Flow
5S organizing events

Trials 3a/3b, Apr 30 - May 6
Hold stand-up meeting
Conduct 5S organizing event

Class 4, May 6
Visualize Work
Visual controls
Lean solutions

Trial 4, May 7-13
Prepare visual controls

Class 5, May 13
Continue Learning
Advanced techniques
Lean culture-building