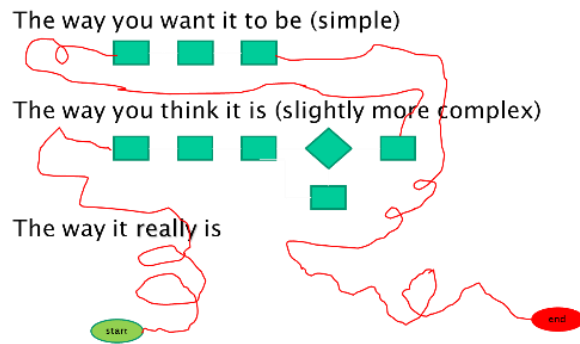


If you would like to understand what really happens on the job, documenting the real sequential flow of work provides great insight to individuals and teams. There are different methods to writing, or mapping, a process; high level maps to identify gaps and opportunities, and transactional step by step level maps to identify defects, bottlenecks, and other wastes. This “Process Mapping” course teaches process mapping at different levels of details and how to analyze your process map for value and waste.



Course Deliverables & Benefits:

- **Training** in process mapping and evaluation methods so teams can see improvements opportunities and solutions better with clearer standardized work and training
- Process mapping **practice** so participants can effectively lead teams in map creation & analysis
- One-on-one application **coaching** time
- **Membership** into a continual improvement community of practice for continued learning and sharing
- 8 hours of continued education

“I greatly benefited from the different types of process maps to get a clear view of our department.”

Course Goal:

To develop additional knowledge and skills in documenting and analyzing work processes and activities. Education and classroom practice is focused on the **process mapping methods (Value Stream Mapping, Sub Process Mapping, Information Circles)** and analyzing the value and waste of the work process.

Knowledge and Skills Gained:

- Understanding the concept of mapping levels and different types of maps
- Applying the approach and template for creating an effective value stream map, an effective sub-process map
- Understanding how to perform a waste analysis on the process and prioritizing opportunities

- Identifying the value, waste, and improvement opportunities in a work process so that improvements efforts are more focused on high impactful wasteful activities

“Going from current to future state blew my mind – you have to experience it.” kaizen team member

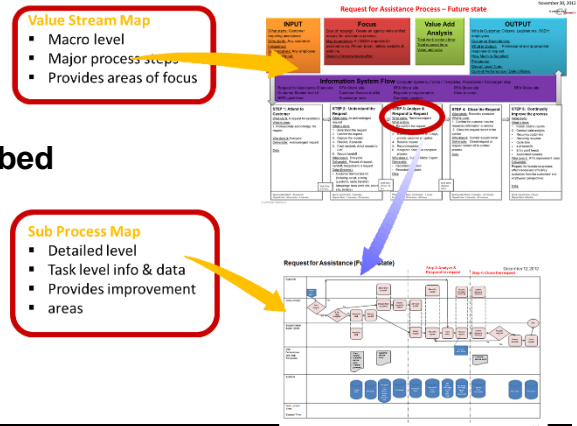
coaching

Time frame:

- 8 hour classroom training (tell, show, do, recycle framework; with application)
- Up to 2 hours of additional one-on-one

Who Should Participate:

- Improvement Champions (those specially selected to lead the effort to embed improvement in the organization)
- Individuals seeking to grow and expand in their role



Agenda:

1. What is Process Mapping
2. Value Stream Mapping (Training, Practice)
3. Information circles, spaghetti diagrams (Training)
4. Sub Process Mapping (Training, Practice)
5. Waste / Value Analysis (Training, Practice)

This course is offered in conjunction with other Improvement Champion courses so that participants can learn and immediately apply those learnings to an improvement project. The Improvement Champion training includes

- Introduction to Improvement: Seeing the Possible
- Foundational Continual Improvement
- Process Mapping
- Problem Solving and Solution Identification
- Kaizen
- Annual Improvement Planning

“The difference between flow charting and value of mapping. How all of these tools really help you identify where to focus.”

Prerequisites:

- Introduction to Improvement: “Seeing the Possible” course
- Foundational Continual Improvement course

Next Step:

- Map out a process, look for and analyze waste
- Participate in a personal improvement project
- Learn more about improvement (reading, training, conferences)
- Contact Us:
Continual Impact LLC
1-877-252-5804
www.continualimpact.com

“The value process mapping was/is so valuable to me. It helps to clarify so many things/questions. I love these processes!!!”