



# Green Belt Foundation

## Module 1

**Suitable for:** Anyone wishing to lead Continuous Improvement projects.

### 5 Day Course

**Purpose:** To enable delegates to successfully lead improvement projects and solve problems in a structured way.

**On this training delegates will learn:** • The DMAIC method - A structured process for problem-solving  
• How to define and scope DMAIC projects • A variety of Lean Six Sigma tools to solve variability, flow and waste problems • Key project management and team working skills

### Course Content

- DMAIC methodology.
- Lean Six Sigma Tools & Principles.
- Creative thinking tools.
- Organising projects for success.

#### Define

- Project chartering, SIPOC, VOC, CTQs.
- Scoping Projects Team building, Stakeholder management, Business Case.

#### Measure

- Process Mapping, Stapling, Swim lanes, VSM, Spaghetti charts.
- Output (Y) and Input (X) Measures, Data collection, types of data, sampling.
- Variation, Control charts, SPC, Process.

#### Analyse

- Fishbone Diagrams, Root Cause Analysis.
- Overview of data analysis techniques.
- Basic graphical analysis, Affinity Diagrams.

#### Improve

- Creative thinking.
- Selection tools Pugh Matrices, Priority Matrices.
- Piloting, FMEA, Mistake proofing, 5S.

#### Control

- Process Control & Standardisation.
- Effective handover, Control Charts, Control Plans.

#### Plus – Lean tools

- 7 Wastes and 5 Lean principles.
- Concept of value - Value add / non value add
- Introduction to Flow.
- Value stream mapping.
- Lean Improvement techniques.
- Value stream mapping.
- Lean Improvement techniques.

### Course Style

- Very interactive and 'hands on'.
- Videos, exercises, case studies.
- Lean Simulation.
- Real life problems.
- Learning by doing.
- Team work focused.
- Emphasis on 'soft' & 'hard' skills.

### Course Benefits

- Improved problem solving skills.
- Improved project management skills.
- Enhanced Team working skills.
- Practical, Pragmatic and Fun!

*"Excellent course! – Lots to take in but delivered in a way that made it both enjoyable & memorable. Totally fabulous week and now looking forward to putting it into practice"*

SUSAN MCKENNA,  
CI LEADER



Our products and services are approved by the British Quality Foundation & meet their rigorous requirements