

## SUCCESSFUL MANAGEMENT OF KAIZEN EVENTS

### Programme Synopsis:

- Definition of Kaizen Management
- Key Questions to Ask About Kaizen Events
- Essential Skills of the Kaizen Manager
- Delegating Kaizen Tasks
- Good and Bad Reasons for Delegating Tasks
- Motivating the Kaizen Team
- Understanding Motivation within Kaizen Tasks
- The Role of the Kaizen Leader
- Hygiene Factors and Motivators
- Communicating Effectively to the Kaizen Team
- Understanding Kaizen Project Control
- The Two Stages
- Concern and Corrective Action Reporting
- Stages of a Kaizen Project
- Gantt Charts
- Measuring Successful Events
- Feedback and Objectives
- Effective Planning
- Critical Path Analysis
- Factors that Could Affect Kaizen Projects
- FMEA and Planning
- Establishing the Kaizen Team
- Reviewing and Closing the Kaizen Activity

**Duration:** Two (2) Days

**Course Code:** TSCKAIZEN

**Certification:** Training Solutions 2000