

LEAN TOOLS : 5S

Course Summary:

In this course, you will learn the benefits of 5S, how to begin and why a 5S process should be started in your organization. Learning how to utilize these concepts will create a more flexible workforce that can provide improved quality, production efficiency and reduce costly inventory. A set of "Action Plans" are incorporated throughout the course to engage you in the lesson. This will encourage you to think about how this method could impact your organization and job. Upon completion, you should have identified an area in need of change and made effective steps towards making this a reality to improve process and productivity.

Highlights:

- Overview of Lean
- Defining 5S
- Guideline for 5S implementation
- Applying 5S to your situation
- How to create a sustainable plan for improvement
- Worksheets to assist you through the process

Glossary Terms in this course:

5S	Metric	Sort
Check Sheet	Organize	Standardize
Customer Demand	Process	Storage
Data	Pull	Sustain
Disposal	Push	Tag System
Document Tagging	Red Tag	Visual Control
Lean	Shine	Waste

