# CAS Lean Management («LEANMA»)

In this course you will learn how to use «Lean Thinking» and Business Agility to continuously increase competitiveness and productivity.

**Duration:** 12 days
**Price:** 6'600.–
**Course documents:** Course script

## Content

Module 1: Lean-Agile Basics (3 days)

- Lean Management – Who, how, what?!
- Agile Management – Who, how, what?!
- KAIZEN and Innovation
- Goals, characteristics and methods of lean processes
- Just-in-Time Simulation: From Push to Pull
- Structure of improvement management
- Improvement management procedures

Module 2: Value stream optimization production (2 days)

- Prerequisite for lean production
- The 6 Lean leadership rules
- The 5S method
- TPM – Total Productive Maintanance
- Teamwork • WSA – Value Stream Analysis
- VIT – Improvement in the team
- Poka Yoke
- QCPC – Quality Clinic Process Charts

Module 3: Value Stream Optimization Office (2 days online)

- From business model to business process
- Introduction process management
- 3M Model
- Start improvement initiative
- Lean and Agile methods and tools for the office
- Analysis of actual situation
- The 4 lean process characteristics
- Develop, evaluate and implement value stream design
- Conclusion of improvement initiative and handover to CIP

Module 4: Lean Leadership (2 days)

- Lean and Lean Leadership
  - Corporate culture – what is it?
  - Transformation
  - Strategies of change
- KATA
  - Improvement process KATA
  - Coaching KATA

Module 5: Design of a value stream organization (1 day online)

- Critical success factors of a lean-agile organization
- Suitable management models
- When agile, when lean?
- Choosing the right agile-lean work model

Module 6: Lean Change Management (2 days)

- Lean-Agile culture development
- Examples of lean-agile process architectures
- Lean-Agile organization
- Establishing high-performance teams with the definition of tasks and goals
- Presentation of final papers

## Key Learnings

- You will be familiar with lean/agile methods and tools of lean management and be able to apply them competently
- You will be able to introduce and implement continuous improvement in your organisation
- You will be familiar with the main approaches to optimising processes and structures and will be able to use all common methods and tools for this purpose

## Target audience

This course is aimed at company organizers, organizational developers, employees working in process optimization, employees working in the organizational area, managers with process responsibility, managers and employees working in corporate and personnel development, interested employees from organizational and specialist departments as well as project and team leaders.

## Certification

The certificate of achievement consists of complete participation (at least 80%), a transfer paper and a presentation in the final module. You will receive the certificate «CAS Lean Management» (Certificate of Advanced Studies with 10 ECTS points).

## Additional information

This seminar is conducted in cooperation with our partner SGO Business School.

## Any questions?

We are happy to advise you on +41 44 447 21 21 or info@digicomp.ch. You can find detailed information about dates on www.digicomp.ch/courses-service-project-management/lean-and-process-management/course-cas-lean-management