

**Lean will:**

- Reduce Lead Times by 80%
- Reduce WIP up to 90%
- Reduce Floor Space 75%
- Improve Quality by 90%

# Mapping Administrative Processes

## ISI Course Catalog

Lean 101\*

## Value-Added Mapping

5-S Workshop\*

Lean Office

Kanban Workshop

Quick Changeover Workshop

Training Within Industry Workshop

TPM Workshop\*

Kata Introductory Training & Implementation Program

Cell Flow Workshop

Lean Implementer Certification

Measurable Management®

\*Available in Spanish

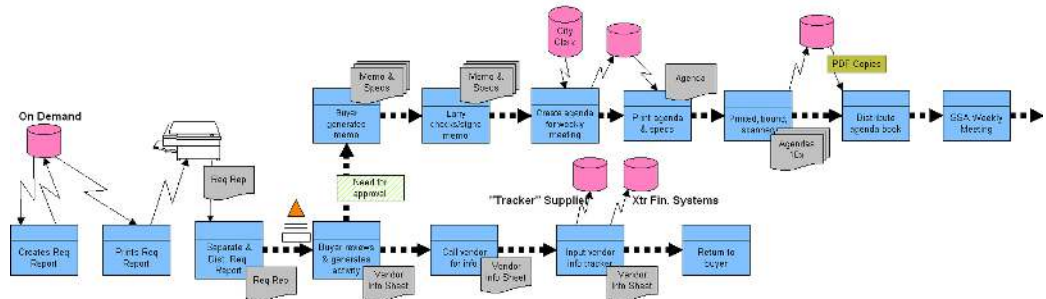
For More Information:

Industrial Solutions - ISI  
 10404 E. 55th Pl, Suite G  
 Tulsa, OK 74146  
 918-280-9051  
[www.isiworld.net](http://www.isiworld.net)



### Objective

This course is designed to introduce participants to the Value-Added Mapping techniques in a hands-on manner. Participants will develop their ability to “see the flow” and design future state value streams.



### Participants

The workshop is designed for up to 12 people.

### Duration

The workshop is 2 full days for a total of 16 hours.

### Pre-requisites

Participants should have completed a basic training course in Lean principles such as Lean 101, Lean Office or equivalent.

### Fee

Information on fees can be obtained by calling 918-280-9051, or visiting [www.isiworld.net](http://www.isiworld.net) for contact information.

### Course Content

Participants will learn the basic techniques of creating a Value-Added Map. The students will practice on a text-book exercise and then will map a real process within their own company. On day 2, the students will learn the methodologies for applying Lean tools to eliminate waste in the value stream. The workshop concludes with the students drawing a future state map and writing an action plan for achieving that future state.

As a result, the company will have an actionable plan and layout for a successful implementation.

