

Book of knowledge Green Belt training course

1-Introduction

lean office	
1. Introduction	
1.1.What's The Quality	
1.2.Six sigma	
1.2.1. What is six sigma?	
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4. Lean Planning	
5. Lean Concept	
6. Lean Seven Waste.	
6.1. MUDA, MURA, MURI	
6.2. Over Production	
6.3. Waiting	
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6.6. Motion	
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9. Lean Tool Diagram	
10. 5s	
11. Visual Management	
12. Standardize Work	
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14. Poka Yoke	
15. Mini-tab training	
15.1 Mini-tab windows	
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15.2. Menu structure	
15.2.1 Example	
15.3. Graph types & purpose	
15.3.1 Example	
16. Statistics	
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16.2 Quality management	
16.3 What is statistics?	
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16.4.1 descriptive and inferential statistics	
16.4.2 variables and types of data	
16.4.3 data collection and sampling techniques	
16.5 frequency distribution and graphs	
16.5.1 organizing data	
16.5.1.1 categorical frequency distributions	
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16.5.2 histograms, frequency polygons, and ogives	
16.5.3 other types of graphs	
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16.5.3.4 the pie graphs	
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16.6.1.3 the mode	
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16.6.2.2 population variance and standard deviation	
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16.6.2.5 coefficient of variation	
16.6.3 measures of position	
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16.7 probability and counting rules	
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16.7.4 counting rules	
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2-Main course	

1.0 Define Phase

1.1 The Basics of Six Sigma

1.1.1 Meanings of Six Sigma

1.1.2 General History of Six Sigma & Continuous Improvement

1.1.3 Deliverables of a Lean Six Sigma Project

1.1.4 The Problem Solving Strategy $Y = f(x)$

1.1.5 Voice of the Customer, Business and Employee

1.1.6 Six Sigma Roles & Responsibilities

1.2 The Fundamentals of Six Sigma

1.2.1 Defining a Process

1.2.2 Critical to Quality Characteristics (CTQ's)

1.2.3 Cost of Poor Quality (COPQ)

1.2.4 Pareto Analysis (80:20 rule)

1.2.5 Basic Six Sigma Metrics

a. including DPU, DPMO, FTY, RTY Cycle Time; deriving these metrics

1.3 Selecting Lean Six Sigma Projects

1.3.1 Building a Business Case & Project Charter

1.3.2 Developing Project Metrics

1.3.3 Financial Evaluation & Benefits Capture

1.4 The Lean Enterprise

1.4.1 Understanding Lean

1.4.2 The History of Lean

1.4.3 Lean & Six Sigma

1.4.4 The Seven Elements of Waste

a. Overproduction, Correction, Inventory, Motion, Over processing, Conveyance, Waiting.

1.4.5 5S

a. Straighten, Shine, Standardize, Self-Discipline, Sort

2.0 Measure Phase

2.1 Process Definition

2.1.1 Cause & Effect / Fishbone Diagrams

2.1.2 Process Mapping, SIPOC, Value Stream Map

2.1.3 X-Y Diagram

2.1.4 Failure Modes & Effects Analysis (FMEA)

2.2 Six Sigma Statistics

2.2.1 Basic Statistics

2.2.2 Descriptive Statistics

2.2.3 Normal Distributions & Normality

2.2.4 Graphical Analysis

2.3 Measurement System Analysis

2.3.1 Precision & Accuracy

2.3.2 Bias, Linearity & Stability

2.3.3 Gage Repeatability & Reproducibility

2.3.4 Variable & Attribute MSA

2.4 Process Capability

2.4.1 Capability Analysis

2.4.2 Concept of Stability

2.4.3 Attribute & Discrete Capability

2.4.4 Monitoring Techniques

3.0 Analyze Phase

3.1 Patterns of Variation

3.1.1 Multi-Vari Analysis

3.1.2 Classes of Distributions

3.2 Inferential Statistics

3.2.1 Understanding Inference

3.2.2 Sampling Techniques & Uses

3.2.3 Central Limit Theorem

3.3 Hypothesis Testing

3.3.1 General Concepts & Goals of Hypothesis Testing

3.3.2 Significance; Practical vs. Statistical

3.3.3 Risk; Alpha & Beta

3.3.4 Types of Hypothesis Test

3.4 Hypothesis Testing with Normal Data

3.4.1 1 & 2 sample t-tests

3.4.2 1 sample variance

3.4.3 One Way ANOVA

a. Including Tests of Equal Variance, Normality Testing and Sample Size calculation, performing tests and interpreting results.

3.5 Hypothesis Testing with Non-Normal Data

3.5.1 Mann-Whitney

3.5.2 Kruskal-Wallis

3.5.3 Mood's Median

3.5.4 Friedman

3.5.5 1 Sample Sign

3.5.6 1 Sample Wilcoxon

3.5.7 One and Two Sample Proportion

3.5.8 Chi-Squared (Contingency Tables)

a. Including Tests of Equal Variance, Normality Testing and Sample Size calculation, performing tests and interpreting results.

4.0 Improve Phase

4.1 Simple Linear Regression

4.1.1 Correlation

4.1.2 Regression Equations

4.1.3 Residuals Analysis

4.2 Multiple Regression Analysis

4.2.1 Non- Linear Regression

4.2.2 Multiple Linear Regression

4.2.3 Confidence & Prediction Intervals

4.2.4 Residuals Analysis

4.2.5 Data Transformation, Box Cox

5.0 Control Phase

5.1.1 Control Methods for 5S

5.1.2 Kanban

5.1.3 Poka-Yoke (Mistake Proofing)

5.2 Statistical Process Control (SPC)

5.2.1 Data Collection for SPC

5.2.2 I-MR Chart

5.2.3 Xbar-R Chart

5.2.4 U Chart

5.2.5 P Chart

5.2.6 NP Chart

5.2.7 X-S chart

5.2.8 CumSum Chart

5.2.9 EWMA Chart

5.2.11 Control Chart Anatomy

5.3 Six Sigma Control Plans

5.3.1 Cost Benefit Analysis

5.3.2 Elements of the Control Plan

5.3.3 Elements of the Response Plan

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