

Agenda

Six Sigma Training (Day 1)

Session	Topic	Time	Objective/Deliverable
1	The ABC's of Six Sigma <ul style="list-style-type: none"> • Background • Definitions • Terminology • Rolls and responsibilities • Benefits • Application and Use 	3 hours	Participants understand the basic principles, process, certification, and terminology of Six Sigma
2	Steps to Implement Six Sigma <ul style="list-style-type: none"> • Implementation overview • Alternative implementation approaches • Implementation requirements • Project plans 	2 hours	Participants understand the overall steps, process, and requirements for implementing Six Sigma
3	Participant workshop to identify areas of opportunity and potential candidates for a Six Sigma project	2 hours	Consensus agreement on a preliminary list of potential projects

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Six Sigma Training (Day 2)

Session	Topic	Time	Objective/Deliverable
4	Six Sigma Tool and Methods <ul style="list-style-type: none"> • Overview • Types of tools • Tool selection • Use of tools 	2.5 hours	Participants have a basic understanding of Six Sigma Management Tools and Methods
5	Detailed review of selected Six Sigma tools <ul style="list-style-type: none"> • Process mapping • Control charts • Pareto Charts • Root Cause Analysis • Ishikawa Diagram 	2.5 hours	Participants understand the application and use of specific Six Sigma tools
6	Participant Workshop/Case Study to apply several Six Sigma tools	2 hours	Participants map a process, and develop a control chart, Pareto chart, Ishikawa Diagram, and perform a root cause analysis

Agenda

Six Sigma Training (Day 3)

Session	Topic	Time	Objective/Deliverable
7	Best Practices <ul style="list-style-type: none"> • Project selection • Organization • Methodology • Team selection/qualifications • Project governess • Roles and responsibilities 	2 hours	Participants understand best practices for the application and use of Six Sigma
8	Motorola Case Study <ul style="list-style-type: none"> • Examples • Methods • Practices • Organization 	2 hours	Participants overview of how a leading Six Sigma company implemented and uses Six Sigma
9	Participant Workshop	3 hours	Preliminary draft of a Six Sigma project plan (completed on Day 4)

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Six Sigma Training (Day 4)

Session	Topic	Time	Objective/Deliverable
10	Certification <ul style="list-style-type: none"> • Green Belts • Black Belts • Master Black belts • Requirements • Testing and proficiency 	2 hours	Participants understand the requirements and process for Six Sigma certification
11	Six Sigma Project Selection <ul style="list-style-type: none"> • Select area for improvement • Cost benefit analysis • Recommendation 	1 hour	Participants identify a specific Six Sigma project that can add value to their organization
12	Participant Workshop/Implementation Plan <ul style="list-style-type: none"> • Project steps • Purpose and use • Scope • Time line • Resources required • Tool use • Certification 	4 hours	Six Sigma project plan for implementing a Six Sigma project

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Six Sigma Training (Day 5)

Session	Topic	Time	Objective/Deliverable
13	Participants present their Six Sigma project plan	2 hours	Main takeaway and training deliverable, a specific Six Sigma plan
14	Instructor feedback on Six Sigma project plan	1 hour	Instructor recommendations and commentary on their Six Sigma project plans
15	Presentation of Training Certificates	1 hour	Documentation for the successful completion of Six Sigma training