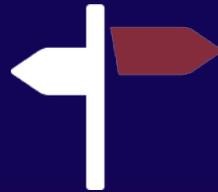




BLUE LION
TRAINING ACADEMY



LEVEL 4

Leading Process Mapping Workshops

Process mapping workshops are an important tool for anyone running process discovery, documentation or analysis projects. They are powerful because it's one of the few chances that teams can get to talk about how they work together and how they can improve.

When employees have the passion for leading change we should support this energy and give them the simple skill sets that helps them on the journey and this course is one that can make a difference to them and their organisation.

Employees will get to transfer the skills needed to facilitate process mapping activity through your organisation using a proven structured workshop methodology that has 4 main elements. The employee will come back with a level of learning and experience that they can apply immediately within their role and across multiple functions.

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COURSE STRUCTURE

This one day course will follow an improvement methodology covering the following 4 areas:

1. Pre-workshop requirements (establishing charter, teams and logistics)
2. Mapping current state (data collection, root cause analysis, lead-times, effort)
3. Future state mapping (combine, eliminate, reduce, re-arrange and simplify)
4. Action planning (cost vs benefit, action statements, delivery date, sustainment)

The aim is to be able to lead, guide and coach a small team through the Process Mapping Methodology that identifies change required in line with a project charter and process value stream.

The Objectives are:

- Describe the 4 elements (above) of the workshop methodology
- Understand some key lean tools and techniques and how to apply them
- Map a process using standard symbols and data sheets
- Create a Current State Map and Future State Map with actions and plans

Process Mapping Techniques

PROGRAMME
DURATION



1 DAY

TRAINING
DAYS



1 DAY

LEVEL OF
TRAINING



MAPPING

COACHING
DAYS



2 DAYS

ASSESSMENT
CHECKLIST



0 DAYS

TRAINING
METHOD



REMOTE or
CLASSROOM

 01332 738 625

 Info@BlueLionTA.com