



**WHY!
Lean Six Sigma
Green Belt Course**

Project Driven.....Results Focused



WHY! Company 's Lean Six Sigma Program is more than training. It is a comprehensive program that not only teaches the fundamentals of Lean & Six Sigma but also incorporates important team facilitation skills, best practice execution and rigor to it's certification. The result, a Lean Six Sigma program that will deliver results; over and over again.

By partnering with SigmaFlow, a leading industry provider of Statistical, Process Mapping, Flowcharting, and Best Practice Project Execution tools, our programs are project driven and results focused. Our objective is to use hands-on, project driven training and best practices execution to provide a robust solution for selecting, chartering, managing and completing projects....faster. The process is designed to be easily replicated to ensure sustainability and ongoing process improvement.

Training

WHY!'s highly skilled and qualified trainers have developed the best of the best training materials combining Lean and Six Sigma principals, methods and tools that seamlessly integrate with the Sigma Flow Work Bench. We expect WHY! Certified LSS Belts to continue delivering project results be easily replicating the Project Execution system. WHY! in partnership with SigmaFlow provide a more robust, leaner approach to LSS training and project management.

Project Execution

SigmaFlow provides a comprehensive MS Excel-based statistical toolkit, a process mapping utility and project roadmaps. All WHY! LSS materials are incorporated right into SigmaFlow providing on-demand seamless access to all training and reference materials. Each participant will work an actual project through the DMAIC process using SigmaFlow as the platform. Learn more about SigmaFlow at www.sigmaflow.com.

Certification

WHY! training curriculums incorporate the ASQ Body of Knowledge. WHY! will provide certification based on successfully completing the course, the selected project and final exam.

Results

Results are necessary to ensure the continued support required to drive ongoing process improvement. We expect to provide an immediate ROI by working closely with each LSS Belt on an actual project to ensure successful completion. Completing projects while in the learning process is important to the application, retention and knowledge transfer. All prospective LSS Belts require a project to work on during the course. WHY! will work with the LSS Belt to properly select, scope and charter a project to be worked on during class time. Consistent with our value proposition, we are committed to work towards a three times investment return from the results generated by the project.

WHY! Lean Six Sigma Green Belt



Course Length: 10 Days

Course Calendar: (5) 2-Day Sessions over a 2 month period

Course Description: WHY! Lean Six Sigma (LSS) Green Belt Certification Training is a ten-day class designed to train and certify team leaders in the Lean Six Sigma methodology. The course also includes important team facilitation and project management skills. WHY! LSS training materials are incorporated into SigmaFlow, a best practice project execution management system. The combination provides a robust learning and project execution program.

Course Outline:

0.0 Overview

Section 0.1 Course Overview
Section 0.2 Overview of Lean Six Sigma
Section 0.3 Overview of DMAIC

1.0 Define

Section 1.1: Select Project
Section 1.2: Create Process Map
Section 1.3: Gather Voice of the Customer

2.0 Measure

Section 2.1: Develop Data Collection Plan
Section 2.2: Validate Measurement System
Section 2.3: Collect Data
Section 2.4: Analyze Data
Section 2.5: Assess Process Capability
Section 2.6: Create Detailed Process Maps
Section 2.7: Analyze Detailed Process Maps

3.0 Analyze

Section 3.1: Generate Potential Causes
Section 3.2: Prioritize Causes

4.0 Improve

Section 4.1: Generate Solutions
Section 4.2: Prioritize Solutions
Section 4.3: Implement Solutions
Section 4.4: Quantify Results

5.0 Control

Section 5.1: Consider Control Methods
Section 5.2: Create Process Monitoring System
Section 5.3: Create and Deploy Control Plan
Section 5.4: Close Project

6.0 Facilitation

Section 6.1: Team Leader Skills
Section 6.2: Handling Common Team Problems
Section 6.3: Team Dynamics
Section 6.4: Listening and Providing Feedback

Course Includes:

- Electronic version of Materials-Unlimited use
- One-Year *Sigma Flow Workbench* license which includes:
 - Stats Software for descriptive and graphical analysis
 - Flowchart Software for process mapping
 - Project Management for faster project cycle time
 - Annual renewal license: \$
- WHY! Project support before, during and after the course
- Certification including quizzes, final exam and project requirement
- Lean Enterprise, Six Sigma II and Team Memory Joggers

Course Cost: \$4,200 per participant

WHY! Lean Six Sigma Certification



For certification to be meaningful, it must rigorously test the skill, knowledge and ability of the prospective Green Belt or Black Belt candidate. In order to receive certification through this program as either a Green Belt or Black Belt, the following requirements must be met:

- Successful completion of either the Green Belt or Black Belt Class
- Successful completion of at least one project for GB, and two for BB.
- Passing Score 70% or better, on the final exam.
- Full agreement to confer certification by the Certifying Committee.

Green Belt (CSSGB) and Black Belt (CSSBB) Certification Requirements

The Six Sigma Green Belt operates in support of or under the supervision of a Six Sigma Black Belt, analyzes and solves quality problems and is involved in quality improvement projects. A Green Belt is someone with at least three years of work experience who wants to demonstrate his or her knowledge of Six Sigma tools and processes. A Black Belt typically provides guidance and support to the Green Belt Team Leader and to the organization as a whole.

Examination

Each certification candidate is required to pass a written examination that consists of multiple-choice questions measuring comprehension of the BOK examination. The Six Sigma Green Belt certification examination is a four-hour, 100 multiple-choice question examination. The Six Sigma Black Belt certification examination is a four-hour, 150 multiple choice question examination.

Required Experience

The Six Sigma Green Belt requires three years of work experience within the Body of Knowledge. For comprehensive exam information on Six Sigma Green Belt certification, visit www.asq.org/certification. The application for Six Sigma Black Belt requires two completed Six Sigma projects documented by signed affidavits; or one project with a signed affidavit and three years of work experience as it pertains to the Body of Knowledge.

SigmaFlow Best Practice Execution System



To deliver on the value proposition, WHY! Company has formed a strategic relationship with SigmaFlow to provide the necessary software tools and project management platform.

As part of the WHY! Lean Six Sigma class offerings, a one-year license of the SigmaFlow Mapper, Workbench and Coach is included. The Insights tool is available on an Enterprise-wide basis at additional cost and may make sense for larger organizations.

The SigmaFlow MS Excel add-in tool will make it easy for Green Belt and Black Belt practitioners to work through their projects faster. The comprehensive set of quality tools included in the SigmaFlow Workbench structure provides a very robust approach to process improvement without having to switch between various applications.

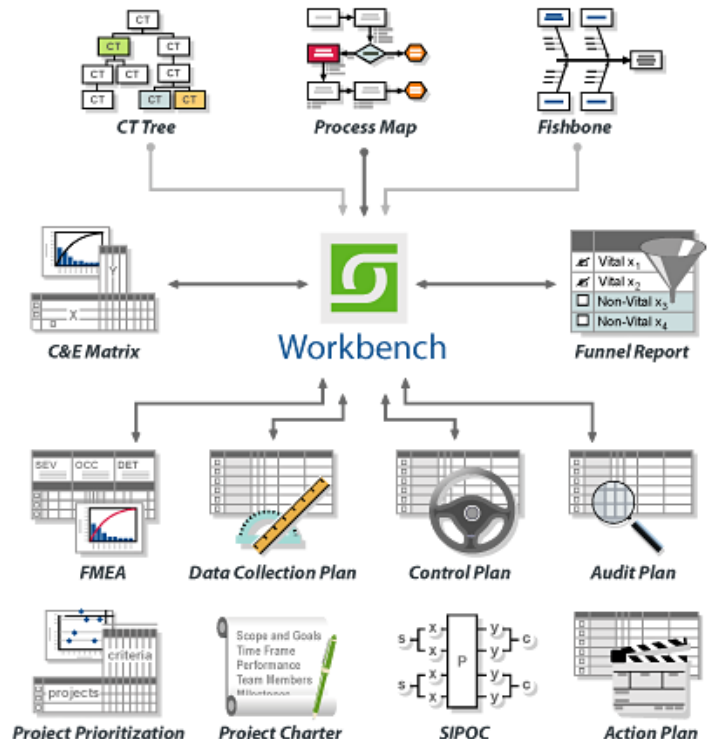
SigmaFlow's enterprise and desktop software solutions elevate corporate process improvement and best practice initiatives to a significantly higher level, reducing learning curves and project completion time, while improving results and cost efficiency.

SigmaFlow allows capture and implementation of best practices, and uniquely aggregates data from multiple projects into a central repository for result analysis and reporting.



"A huge advantage over spreadsheet approaches where results are a function of practitioner expertise. We've also found SigmaFlow **effective in tool learning curve acceleration for new Black Belts and Green Belts**. Ten hours productivity gain is all we need to break even, and we can get that on the first project."

*Walt Tarpley
Director Corporate Six Sigma
Training/Master Black Belt
First Data Corporation*



SigmaFlow Benefits



Improve Project Quality

Most companies benchmark the difference in productivity between a seasoned project professional and a project management novice at 20-30%. SigmaFlow shrinks this gap via a powerful project roadmap, which helps reduce occurrences of omitted project steps and improves error detection.

Speed-Up The Realization Of Project Benefits

By completing projects sooner, corporations are able to realize savings faster and complete more projects per year. The SigmaFlow integrated tool suite improves project cycle time by mistake-proofing the process. SigmaFlow's solution creates a single point of data reference which eliminates the need to transpose and reconcile data between multiple tools.

Simplify Project Replication

If a project is a great success, why not capitalize on that success in your subsequent projects? With SigmaFlow, you can refine a Best Practice project solution at one location then efficiently replicate the solution at other locations for a fraction of the original project execution cost.

Eliminate Project Execution Chasms

Four key steps cut across a major project initiative: Learn, Apply, Sustain and Replicate. Many companies discover huge chasms between these steps, such as the gap between Learn and Apply that results from the fact that most project training material is not integrated with an actionable Roadmap and recommended tools that project managers will actually use in their day-to-day project work. SigmaFlow has reduced these gaps by integrating a project's data, tools and deliverables throughout the project lifecycle.

Identify, Estimate and Prioritize Project Savings Opportunities

Historically, the process of choosing which projects to improve has been done through a non-systematic, non-analytical approach. An unfortunate consequence of this bottom-up approach is the selection of non-strategic projects and a high kill-rate. The SigmaFlow top-down approach analyzes transactional enterprise data to systematically identify the highest ROI improvement opportunities in any company.

WHY! Lean Six Sigma Project Coaching



As part of the value proposition for WHY! Lean Six Sigma classes, WHY! Provides a very structured approach to coaching before, during and after the class is completed. This is to ensure that the projects are progressing as intended and that the client is pleased with the work and results are produced.

As part of the value proposition, we will create a comprehensive coaching calendar which includes:

- Pre-work conference calls
- Site visits
- Coaching calls while the class is in session
- Stand-by once the class is completed should the project need more time

Should there be a need for a more additional coaching where we are asked to analyze data, participate in team meetings and support the team's Champion leaders, WHY! offers a coaching package on a retainer basis.

Details are as follows:

- Coaching Retainer is \$2,000 paid up front
- Provides up to 10 hours of coaching/consulting
- Must be used within 180 days from the last day of class
- The WHY! Coach will track time against the retainer in 15 min blocks
- Time can be phone conversation, one-on-one coaching or site visits
- The retainer is on a "use it or lose it" basis