

# Lean Six Sigma Yellow Belt Blended Learning

The objective of our Lean Six Sigma Yellow belt programme is to provide an introduction to Lean Six Sigma tools and techniques enabling delegates to be members of improvement teams or to lead small improvement projects themselves. The content of this programme is the same as our classroom and online programmes. The course is accredited by the British Quality Foundation and leads to BQF certification if desired.

This blended programme consists of a combination of live instructor-led training over webinar and self-study online learning. It is particularly suited to groups whose members are located remotely from each other. The webinars are timetabled which dictates the pace of the training, helping to overcome the self-discipline challenge of completing regular online training.



- A series of six live webinar sessions, one week apart and each of one hour's duration deliver around 50% of the content and set the pace for programme completion. The trainer and the delegates are able to interact during the webinars.
- During each webinar, the self-study materials including video content, exercises and quizzes are identified and the delegates then complete them before the next webinar. The self-study effort is around 1 hour per week.
- Chatroom functionality is provided for each cohort group (and the trainer) to enable the sharing of questions, answers and ideas.
- The programme finishes with the Yellow Belt exam and awarding of a course completion certificate
- Optionally, delegates can then submit evidence of practice and apply for British Quality Foundation certification.

## Who is the course for?

- Individuals or in-company groups who would benefit from a detailed introduction to Lean Six Sigma
- They would like to be able to make significant independent contributions as Lean Six Sigma Green or Black Belt project team members

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- They would like to be able to run their own tightly focused “mini” improvement projects
- They would like to learn a comprehensive set of continuous improvement tools which they could put to immediate use in their day to day activities and project work
- The blended approach will suit individuals or organisations who recognise the benefit of not having to depend purely on self-discipline to complete an online learning programme in a timely manner
- This programme will suit organisations whose employees are located remotely from each other making conventional classroom training impractical.

## Learning Outcomes

### Outcomes for Your Business

Yellow Belts are key in building the foundations of the operational excellence culture which works with management to sustain process performance and drive ongoing Continuous Improvement.

### Outcomes for Your Personal Development

Following successful demonstration of application of the training completion, you will have ability to apply continuous improvement tools with confidence in your workplace and the option to be certified by the British Quality Foundation with the ensuing recognition and career advancement opportunities.

## Accessing the programme and what’s included

The course is configured on our state-of-the-art Learning Management System, The BIZ (Business Improvement Zone). The webinars are integrated within the system and invitations are issued automatically. The system can be accessed by smartphone app.

Although the cycle of training delivery is completed in around six weeks, the webinars are recorded and delegate access to the system is for 12 months.

Each delegate will receive

- Individual logon to the BIZ for 12 months providing access to:
  - webinars, videos, exercises and quizzes
  - pdf copy of the training slides
  - downloadable pack of Lean Six Sigma project templates
  - pdf copy of The Lean Six Sigma Improvement Journey book (we issue hard copies of this book to classroom delegates and it can be purchased from Catalyst directly or from Amazon)
  - Yellow Belt BQF online exam



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If you are managing a cohort group, we can provide feedback reports on delegates' progress/completion status.

## Delivery Options

We offer the blended programme for in-company cohort groups and as an open-enrolment programme.

Yellow Belt training is also available as a two-day in-house classroom course or as an online programme consisting of 80 short videos with exercises and quizzes.

## Course Contents

### Define

- Improvement Charter and Problem Statement
- Understanding customers (VOC)
- Understanding the process (SIPOC)

### Measure

- Process stapling and mapping
- Customer focused measurement
- Operational definitions
- Data collection
- Presenting data
- Introduction to control charts

### Analyse

- Fishbone diagrams and 5 Whys
- Pareto Charts
- Value add and non-value add process steps
- Moments of truth
- The 7/8 Wastes

### Improve

- Creativity techniques
- Improving flow and reducing batch size
- Identifying and dealing with Bottlenecks
- 5S
- Risk Analysis and error proofing (poka-yoke)

### Control

- Control plans
- Process management charts
- Visual management
- Holding the gain

*Catalyst offers British Quality Foundation accredited Lean Six Sigma training from Awareness through to Master Black Belt level including workshops for Executive Teams and Project Champions.*