

Lean Project Management

Overview

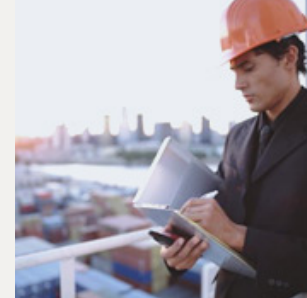
Despite an increasing need for speed and efficiency, much of the effort expended by project teams is often wasteful. In many cases, only one hour in a team member's eight-hour workday is actually spent directly creating value for their customers. The **Lean Project Management** workshop is a two-day beginner level Lean Solution that presents a set of leading edge, practical tools for slashing waste and increasing speed and efficiency.

The twelve "Lean methods" described in this course enable dramatic reductions in project schedules while freeing up valuable resources for additional project work. Firms that have embraced these practical, waste-eliminating tools have reported up to 50% reduction in project schedules, dramatic improvements in project performance, and enhanced customer satisfaction. This hands-on workshop covers all aspects of the subject, including the step-by-step process for tailoring your own Lean process that will enable rapid, high-value project completion.

Lean Project Management is a variation of our **Lean Product Development** workshop and has been generalized to include projects of all types, including those with internal customers. If your team has already attended our **Lean Product Development** workshop, then this course will be redundant. This workshop is really tailored for individuals who work on projects other than product development.

Like most **Lean Solutions** workshops, **Lean Project Management** combines classroom theory with practical exercises and case study simulations to reinforce the training. However, unlike most of our Lean Solutions, the theories presented during the workshop will not be directly applied to one of your projects during the course.

The Lean Product Development workshop was created by, and is the property of Ronald Mascitelli, President of Technology Perspectives, a US-based educational firm that focuses entirely on improving product development processes. Lean Solutions Limited has modified this course to make it more applicable to all projects, but the course material is still the property of Mr. Mascitelli.



Related Information:

[Lean Principles](#)

[Launching the Lean Initiative](#)

[Lean Product Development](#)

[On-Site Lean Implementation](#)

Objectives

- Learn to identify non-value-added tasks and wasteful work habits on any project
- Review twelve Lean methods that provide immediate savings of time and cost
- Prioritize improvement activities using a step-by-step method
- Improve the quality and efficiency of customer / team / management communication

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- Maximize utilization of scarce human and capital resources
 - Support a culture of discipline, value-focus, and intolerance of waste
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Agenda

Day One

- How Will You Benefit
- A Brief "Lean Thinking" Tutorial
- A Toolbox for Speed and Efficiency
 - Method #1 - Testing for Customer Value
 - Method #2 - Linked Tasks and the Deliverables Roadmap
 - Method #3 - Time Slicing and Stand-up Meetings

Day Two

- A Toolbox for Speed and Efficiency
 - Method #4 - Staged-Freeze Specifications
 - Method #5 - Risk Buffering and Value Increments
 - Method #6 - Resource Prioritization and "Super Teams"
 - Lean Self-Assessment and Kaizen Tools
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Typical Results

Workshop participants will learn how to slash waste in your project cycle, enabling:

- Up to a 50% reduction in project schedules
- Dramatic improvements in project results
- Enhanced customer satisfaction

Projects will be completed on time and on budget. Team members will feel less stressed working in a less-chaotic environment in which tasks are clearly defined.

Who Should Attend

This workshop is ideal for all project managers. However, it is also very useful for engineers, marketing, and any other functions that routinely work on project teams, including operations. Managers who oversee projects should also attend, including finance managers and anyone else who must approve projects at various stages. If most of your project teams focus on product development, you may want to consider our **Lean Product Development** course, which is more tailored to this style of project.

Prerequisites

This is a beginner level workshop and can be attended without any prior Lean knowledge. However, attendees will get more out of the workshop if they are familiar with the **Lean Principles**. If Lean is new to your organization, consider starting your Lean journey with **Launching the Lean Initiative**.

What you Receive

As with all our workshops, each participant receives their own workshop binder so they can keep their own notes for reference once the workshop is over. Participants also receive a copy of Ron Mascitelli's book, Building a Project-Driven Enterprise: How to Slash Waste and Boost Profits through Lean Project Management. As well, workshop participants will receive a Certificate of Completion to show that they have completed a **Lean Solutions** workshop.

Since this workshop is not the property of **Lean Solutions**, the materials cannot be reproduced for further distribution within the company. However, additional copies of Ron's book can be ordered (call for pricing).

You also receive a 100% guarantee! If you are not satisfied either with the material covered or the teaching style of the workshop facilitator, there will be no charge! If we fail to meet your expectations, the only thing you will be asked to pay for will be the expenses incurred.

Workshop Follow-up

Although our workshops are designed to give the knowledge to you and your team, follow-up days are recommended to review progress made following each workshop. Typical organizations require one to two follow-up days about 2-4 weeks following the workshop. These follow-up days also help to ensure that the principles learned during the workshop are not forgotten or neglected after the workshop is over. If you are interested in a greater involvement by one of our expert facilitators, check out our On-Site **Lean Project Management** solution.

Pricing & Contact Information

The base cost for this two-day workshop is \$7,000, which covers the first 15 participants. Classes larger than 15 participants will be taught by two facilitators and cost \$11,000. In order to keep the class size manageable and to facilitate the learning process, Lean Solutions restricts the maximum class size to 30 participants. Follow-up days cost \$1,500-\$2,000 per day, depending upon the experience of the facilitator. There is a 10% discount available for long-term engagements. Expenses are in addition to the costs outlined above and include cost of travel and accommodation (if required) as well as meals and workbooks (\$20 per participant).



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Lean Solutions will tailor workshops to meet each company's requirements. Call or e-mail for more information or to schedule a workshop.