

Lean Office

ISI Course Catalog

Lean 101

Value Stream Mapping

5-S Workshop

Lean Office

Kanban Workshop

Quick Changeover
Workshop

Training Within
Industry Workshop

Total Productive
Maintenance Workshop

Cell Flow Workshop

Lean Implementer
Certification

Measurable
Management®

Objective

The principles of Lean Thinking apply in office settings as well as the factory floor. This course will show the participants the various forms of waste in administrative processes and, using a hands-on simulation, give each student practical experience in reducing or eliminating waste in a process.



Participants

The class is designed for 12–17 participants.

Duration

This class is one day for a total of 8 hours.

Pre-requisites

There are no pre-requisites for this course.

Fee

\$3200 for a closed class of up to 17 people; all materials and lunch included.

Contact us for individual rates

Course Content

The students will learn about and understand how to identify the seven forms of waste. Techniques for eliminating waste and creating improvement performance will be taught and practiced through the hands-on simulation. Students will learn about identifying flow in administrative processes and how to measure performance in an office.

For More Information:

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