

# Value Stream Mapping

## Documenting Material and Information Flow in Your Process

**Overview:** A hands-on, two-day course that teaches students how to document and quantify material and information flow within their organizations using a reliable method known as “Value Stream Mapping.” The course explains how to capture and document the current material and information flows for a process and provides guidance on how to envision, map and plan for improvements to the current flows. A comprehensive case study or real world process is used to allow students to practice drawing value stream maps using a standard set of symbols. As part of the learning key questions are raised to encourage students to employ continuous improvement thinking and “reliable methods” when developing “future condition” value stream maps for the case study company. The class provides excellent instruction on how to “see”, document and communicate process flow from a continuous improvement point of view and provides a standard methodology for moving from the current condition to an improved future condition.

### **After taking this class attendees should be able to:**

- ✓ Define value stream and how it relates to material and information flow
- ✓ Explain how the value stream map is used to encourage improvement
- ✓ Draw a value stream map using a standard set of symbols
- ✓ Determine key opportunities from the current condition value stream map
- ✓ Develop current, ideal and future condition value stream maps
- ✓ Create an improvement plan to move from the current to the future condition

### **Who should attend?**

This introductory course is intended for individuals who already have a basic understanding of continuous improvement and are seeking a proven way to identify, document and communicate improvement opportunities within their organizations. It is especially relevant for managers or improvement team leaders who would like to learn a simple, powerful way to “see” and analyze material and information flow in order to help the organization envision and plan for changes to the current condition.

**Time Commitment:** 16 hours (combination of classroom and hands-on activity)

### **Course Outline/Topics:**

- Key points of Continuous Improvement and their relationship to Value Stream Mapping
- Material & Information Flow using a Value Stream Map – looking at the big picture
- Symbols and Key Metrics of Value Stream Mapping
- Case Study or real world practice: Developing Current, Ideal and Future condition maps
- Key points to consider when developing Ideal and Future condition maps