



# **Continuous Improvement Tools: Essential Lean Tools and Techniques for Business Process Improvement and Operational Excellence (Operational Excellence Series Book 4)**

*Krasimir Kirov*

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## **How to Improve Your Business Processes, Achieve Operational Excellence and Increase Your Customer Satisfaction**

**Learn how to boost the effectiveness and efficiency of your processes and organization using lean tools and methodologies.**

Written by a successful business improvement practitioner, who has worked on many lean projects in various industries, this no fluff e-book includes:

### **Value Stream Mapping**

Learn how to add value, eliminate waste, and boost the effectiveness and efficiency of your organization using lean value stream mapping and analysis.

### **6 S Workplace Organization**

Learn how to implement 6 S methodology, improve workplace morale, safety, efficiency and create a clean, organized, high-performance and safe workplace.

### **Standard Work and Standard Operating Procedures**

How to develop and implement standard operating procedures, create repeatable, reliable and capable processes, and make high - quality products and services cheaply, quickly, and safely.

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How to implement total predictive maintenance, improve equipment availability and reliability and create a high-performance and safe workplace.

## **Poka Yoke and Mistake Proofing**

How to employ poka yoke methods and devices, identify and prevent defects from occurring, and create a high-performance, zero defect and error free workplace.

## **SMED, Quick Changeover, and Setup Time Reduction**

How to develop and implement quick changeover and setup reduction program, produce profitably and make frequent product/model changeovers.

## **Production Levelling and Scheduling**

How to improve production flow, achieve flexible and smoothed production, improve quality and customer satisfaction, reduce costs, and develop and efficient production system.

## **Process Balancing and Synchronization**

How to develop, implement, and use the process balancing, synchronization, and the toc concepts and tools, improve and optimize the performance of your processes and improve overall organizational effectiveness and capabilities.

## **TQM – Principles, Practices, Tools**

Learn how and when to use the most effective methods and tools for attaining superior results – the seven basic quality tools, management and planning tools, process improvement tools, innovation and creativity tools, cost of quality, and lean tools.

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