



# Quality America, Inc.

## Blended Black Belt Training Agenda

### Week 0

- Students receive access to online training and student materials;
- Students are assigned appropriate Six Sigma project for deployment.

#### Assignment to be completed for Week 2:

- Complete OVERVIEW and DEFINE section Online Training topics;
- Complete Project Charter form (draft version) for discussion.

### Week 2 On-site Training

Start	Monday	Tuesday	Wednesday	Thursday
<b>9:00</b>	<b>DMAIC Define</b> ➤ Project Definition	<b>DMAIC Define</b> ➤ Change Management / Teams	<b>DMAIC Measure</b> ➤ Workshop: X-Bar Charts	<b>DMAIC Measure</b> ➤ Workshop: Process Capability
<b>10:15</b>	Morning Break			
<b>10:30</b>	<b>DMAIC Define</b> ➤ Project Definition Workshop: Work Breakdown; Pareto.	<b>DMAIC Define</b> ➤ Project Definition Workshop: SIPOC; Scheduling	<b>DMAIC Measure</b> ➤ Individuals Data	<b>DMAIC Measure</b> ➤ Attributes Data
<b>12:00</b>	Lunch			
<b>1:00</b>	<b>DMAIC Define</b> ➤ Metrics & Deliverables	<b>DMAIC Measure</b> ➤ Tools & Objectives	<b>DMAIC Measure</b> ➤ Workshop: Individuals Data	<b>DMAIC Measure</b> ➤ Workshop: Attributes Data
<b>2:15</b>	Afternoon Break			
<b>2:30</b>	<b>DMAIC Define</b> ➤ Project Definition Workshop: Process Maps; Deliverables	<b>DMAIC Measure</b> ➤ X-Bar Charts	<b>DMAIC Measure</b> ➤ Process Capability, Histograms & Probability Plots	<b>DMAIC Measure</b> ➤ Workshop: Project baseline data collection plans



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#### **Assignment to be completed for Week 5:**

- Conclude DEFINE stage project objectives:
  - ◊ Completed Project Charter;
  - ◊ Approval of Sponsor;
  - ◊ Assemble Team; Conduct initial meeting.
- Complete MEASURE section Online Training topics.
- Initiate and develop MEASURE stage project objectives:
  - ◊ Process Definition;
  - ◊ Metric Definition.
- Prepare 15 minute presentation including:
  - ◊ Project objectives, deliverables and schedule;
  - ◊ MEASURE stage project plan.

#### **Week 5 WebEx Training Review / Project Consultation**

- Project presentations (15 minutes each);
- Q&A of Training Topics and Project Plans.

#### **Assignment to be completed for Week 8:**

- Conclude MEASURE stage project objectives:
  - ◊ Measure Process Baseline;
  - ◊ Evaluate Measurement System.
- Complete ANALYZE section Online Training topics.
- Prepare 15 minute presentation including:
  - ◊ MEASURE stage project findings;
  - ◊ Outstanding issues and action plan;
  - ◊ ANALYZE stage project plan.



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### Week 8 WebEx Training Review / Project Consultation

- Project presentations (15 minutes each);
- Q&A of Training Topics and Project Plans.

#### Assignment to be completed for Week 10:

- Initiate & develop ANALYZE stage project objectives:
  - ◊ Analyze Value Stream;
  - ◊ Analyze Sources of Variation;

### Week 10 On-Site Training Review / Project Consultation

Start	Monday	Tuesday	Wednesday
9:00	<b>DMAIC Measure/Analyze</b> ➤ Project Reviews & Discussions	<b>DMAIC Analyze</b> ➤ Inference / ANOVA (Review)	<b>DMAIC Analyze</b> ➤ DOE (Review)
10:15	Morning Break		
10:30	<b>DMAIC Measure/Analyze</b> ➤ Project Reviews & Discussions	<b>DMAIC Analyze</b> ➤ Inference / ANOVA Workshop	<b>DMAIC Analyze</b> ➤ DOE Workshop
12:00	Lunch		
1:00	<b>DMAIC Analyze</b> ➤ Value Stream Analysis (Review)	<b>DMAIC Analyze</b> ➤ Regression (Review)	<b>DMAIC Analyze</b> ➤ DOE Workshop
2:15	Afternoon Break		
2:30	<b>DMAIC Analyze</b> ➤ Value Stream Analysis Workshop	<b>DMAIC Analyze</b> ➤ Regression Workshop	<b>DMAIC Analyze/Improve</b> ➤ Project Plans



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### **Assignment to be completed for Week 12:**

- Prepare 15 minute presentation including:
  - ◊ ANALYZE stage project findings (to date);
  - ◊ Outstanding issues and action plan;

### **Week 12 WebEx Training Review / Project Consultation**

- Project presentations (15 minutes each);
- Q&A of Training Topics and Project Plans.

### **Assignment to be completed for Week 14:**

- Conclude ANALYZE stage project objectives:
  - ◊ Determine Process Drivers.
- Complete IMPROVE section Online Training topics;
- Develop IMPROVE stage project plan.



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#### Week 14 On-Site Training Review / Project Consultation

Start	Monday	Tuesday	Wednesday
9:00	<b>DMAIC Analyze/Improve</b> ➤ Project Reviews & Discussions	<b>DMAIC Improve</b> ➤ FMEA Workshop (continued)	<b>DMAIC Improve</b> ➤ Simulations Workshop
10:15	Morning Break		
10:30	<b>DMAIC Analyze/Improve</b> ➤ Project Reviews & Discussions	<b>DMAIC Improve</b> ➤ Optimization (Review)	<b>DMAIC Improve</b> ➤ Simulations Workshop
12:00	Lunch		
1:00	<b>DMAIC Improve</b> ➤ Tools & Objectives (Review)	<b>DMAIC Improve</b> ➤ Optimization Workshop	<b>DMAIC Improve/Control</b> ➤ Project Plans
2:15	Afternoon Break		
2:30	<b>DMAIC Improve</b> ➤ FMEA Workshop	<b>DMAIC Improve</b> ➤ Simulations	<b>DMAIC Improve/Control</b> ➤ Project Plans

#### Assignment to be completed for Week 16:

- Initiate & develop IMPROVE stage project objectives, including:
  - ◊ Define New Process;
  - ◊ Analyze & Mitigate Failure Modes.
- Prepare 15 minute presentation including:
  - ◊ IMPROVE stage project findings (to date);
  - ◊ Outstanding issues and action plan;

#### Week 16 WebEx Training Review / Project Consultation

- Project presentations (15 minutes each);
- Q&A of Training Topics and Project Plans.



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### ***Blended Black Belt Training Agenda***

#### **Assignment to be completed for Week 18:**

- Conclude IMPROVE stage project objectives;
- Complete CONTROL section Online Training topics;
- Develop CONTROL stage project plan.

#### **Week 18 WebEx Training Review / Project Consultation**

- Project presentations (15 minutes each):
  - IMPROVE stage project findings;
  - CONTROL stage project plan.
- Q&A of Training Topics and Project Plans.

#### **Assignment to be completed for Week 20:**

- Conclude project:
  - ◇ Implement Control Plan;
  - ◇ Document findings & lessons learned;
  - ◇ Circulate Project Assessment forms for completion by team members and sponsors.
- Prepare Oversight Committee presentation.
  - ◇ 15 minute findings & deliverables;
  - ◇ 15-30 minute Q&A.
- Review & prepare for IQF Certification Exam.



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**Week 20 WebEx Training Review / Project Consultation**

➤ Timed trial of material to be presented to Oversight Committee.

**Assignments to be completed after Week 20 (dictated by internal schedule):**

➤ Submit completed Project Assessment forms to Management Oversight Committee.

➤ Formal project presentations to Oversight Committee.

◊ Attended by Team Members, Project Sponsors and Management Oversight Committee;

◊ 15 minute project summary, findings & deliverables; 15-30 minute Q&A;

◊ Suggested awards luncheon immediately following.

➤ Take Certification Exam.