



Modular Open Training Programmes for busy people.

Comprehensive. Flexible. Effective.

Catalyst Consulting Ltd has been successfully running a open Lean Six Sigma training and coaching support programme since 2004. We specialise in Lean Six Sigma business improvement techniques and provide an extensive range of services including Balanced Scorecard, Hoshin Kanri, Kaizen, Process Management, Change Management, Leadership plus EFQM Model support.

Our courses are accredited by the British Quality Foundation and our credentials, like our client base, are diverse and extensive. These modular programmes can take you to Green Belt (Foundation or Advanced) or Black Belt Level. We run the programme in waves and in the UK we deliver courses in London, Edinburgh and Stratford Upon Avon.

Will our training be suitable for your company?

We have designed these courses based on our extensive experience working with companies across a variety of industries and geographical boundaries. Our courses are relevant for all environments and levels, in fact, the cross-industry networking provides a great opportunity for best practice sharing and learning.

What makes our training effective?

Our talented trainers have done it for real and continue to actively consult and deliver improvements for our clients. They continually call upon their real life examples and are highly-skilled in adapting their pace and delivery style to meet individual needs and challenges. Using a combination of learning methods we focus on the transfer of skills and expertise to build confidence and inspire participants to put learning into practice and enable results.

The following information provides outlines of courses and services. We also have more information on our YouTube channel where you can meet the team first hand, learn more about our approach, Catalyst's history and our values. www.youtube.com/enablingresults

We are here to help you solve your problems.

Call us on +44 (0) 845 345 2282 to speak to our experts about the best options for meeting your specific requirements.



Introduction and Foundation Courses

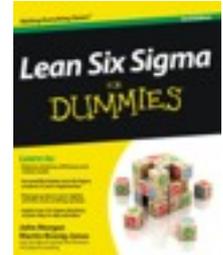
Pragmatic. Powerful. Principles.

CooperVision

This course is an accelerated foundation course for Lean Six Sigma methodology.

Barclays

For delegates with little or no previous knowledge of Lean Six Sigma, we recommend they attend the 1-hour Lean Six Sigma Awareness Webinar, delivered by Catalyst Directors and authors of the best selling business book - Lean Six Sigma for Dummies.



Honeywell

BT

BAA

The four day foundation course then explores the Lean Six Sigma Project Structure and the most commonly used tools and techniques.

AstraZeneca

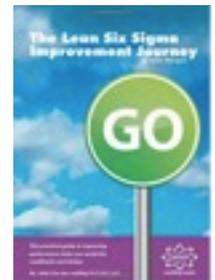
Saint-Gobain

A number of individual and team exercises are used to reinforce the concepts and encourage use of the tools. This course provides sufficient background for delegates to lead and complete their own projects.

Royal Mail

SAP

Each delegate receives a comprehensive materials pack, including the Lean Six Sigma Improvement Journey tool book and a host of useful templates, guides, and full copies of Flowmap (for process mapping), SPC Plus (for Control Charts) and CPM Critical Path project planning.



Airbus

Sun

O2

Dyson

Lovefilm

Lean Six Sigma Awareness Webinars

1 Hour

This webinar provides a comprehensive introduction to the background, principles and fundamentals of Lean Six Sigma methodology.

Lean Six Sigma Foundation Green Belt

4 Days

This accelerated foundation course introduces the Lean Six Sigma methodology.

Is any of this familiar to you or your colleagues?

- **Frustration:** you don't seem to be able to do things easily.
- **Confusion:** no-one seems to know what's really going on.
- **Hassle:** there are always fires to put out
- **Overload:** there is always too much to do
- **Complaints:** you're spending too much time dealing with unhappy customers
- **Disconnects:** processes don't seem to be clearly understood across the organisation
- **You've been asked to do more with less.**

Delegates learn about the roles and responsibilities of organisations and individuals in Lean Six Sigma projects.

Delegates learn about the Define, Measure, Analyse, Improve, Control [DMAIC] phases in depth and the roles and responsibilities of the organisation and the project team members to ensure successful delivery and return on investment.

The most commonly used Six Sigma tools are introduced and Lean techniques including Value Stream Maps, 5S, and flow are integrated into the programme to show how the two approaches can work together and complement each other.

We take care to balance theory with practise. Several individual and team exercises are used to reinforce the concepts and encourage interaction to support thorough understanding and practical application of tools.

BUPA

Olympus

Keymed

Siemens,

C&W

Lloyds

National Grid

Sodexo

TDG

Maersk

TubeLines

Xyratex

Ricoh

Sainsbury's

John Lewis

JCI

BIS

ONS



The path to Black Belt and beyond Projects. Data. Change.

Lean Six Sigma Advanced Green Belt

10
Days

This course includes the Green Belt Foundation module and further training in statistical tools needed for DMAIC projects.

This programme has proven to very popular. It is ideal for Lean Six Sigma project team leaders and team members who need to be able to apply a wide range of tools on real life projects.

The course is very 'hands on' with practical activities throughout the programme and includes use of and comprehensive training in Minitab™ Statistical Software.



Introducing Minitab™ Statistical Software

Delegates will need to bring a laptop computer to modules on Process Measurement and Data Analysis Techniques (for details see the section on Lean Six Sigma Black Belt, below.)

No prior knowledge of MINITAB™ is needed. A full practical introduction is included at the start of this programme.

Each participant receives a comprehensive delegate pack including Catalyst's Lean Six Sigma Improvement Toolbook, Statistical Tool guides, Worksheets, project examples and support materials for use in Minitab™.

Lean Six Sigma Black Belt

16
Days

This course includes a practical introduction and then training on the full range of Six Sigma and Lean tools, broken down into manageable modules.

On completion of this course, delegates will be able to work as leaders of Six Sigma DMAIC projects.

This programme includes training on the advanced (statistical) tools required to execute the full range of Six Sigma DMAIC projects.

Practical exercises are incorporated to provide relevant scenarios for delegates. During these modules each delegate will be required to use statistical software.

Each participant receives a comprehensive delegate pack including Catalyst's Lean Six Sigma Improvement toolbook, Statistical Tool guides, Worksheets, Project examples and support materials for use in MINITAB™.

Black Belt Course Modules include:

- **Lean Six Sigma Foundation**
- **Managing Change**
- **Process Measurement Techniques**
- **Data Analysis Techniques**
- **Black Belt Advanced Tools**

Optional modules are available for advancing capability:

- **Lean Six Sigma for Innovation and Design**
- **Lean Process Simulation**

Book your training with us today and be a Catalyst in your own organisation.

Call us on +44 (0) 845 345 2282

or email Rosie at rs@catalystconsulting.co.uk

Lean Six Sigma Foundation:

4
Days

This foundation course introduces the Lean Six Sigma methodology.

Delegates learn about the Define, Measure, Analyse, Improve, Control [DMAIC] phases in depth and the roles and responsibilities of the organisation and the project team members to ensure successful delivery and return on investment.

The most commonly used Six Sigma tools are introduced and Lean techniques including Value Stream Maps, 5S, and flow are integrated into the programme to show how the two approaches can work together and complement each other.

We take care to balance theory with practise. Several individual and team exercises are used to reinforce the concepts and encourage interaction to support thorough understanding and practical application of tools.

Managing Change

3
Days

A popular and essential module for effective implementation of improvement projects, this course provides a comprehensive set of change management tools to enable effective Six Sigma process change and develop appropriate interpersonal skills to engage with, influence and help others accept change. Delegates will also learn how change happens in organisations and the role and responsibilities of a change agent.



“The quality of the training delivery and materials used was second to none and the exceptional feedback from the attendees was testament to this.”

Scott Vaughan,
Director of Operational Excellence,

Lean Six Sigma Tools Modules

The following three technical modules provide delegates with in depth understanding of why, when and how to apply Lean Six Sigma tools for understanding and managing process control and capability and analysing different data types. Case studies are used to demonstrate real life applications with tips and traps learned from industry experience.

Process Measurement

3
Days

Topics include an introduction to basic statistics and graphical analysis (using Minitab™) followed by principles of Normality (including Central Limit Theorem, P-values, Transforming non-normal data), Sampling (Process & Population sampling, Determining sample sizes, Selecting samples), Introduction to Control Charts & Individuals/XmR Charts, Measurement, System Analysis (Data Types, Gauge R&R, Attribute Agreement Analysis) & Process Capability (DPMO, Process Sigma, Capability, Sigma Shift).

Data Analysis Techniques

3
Days

Introducing Hypothesis Testing (Z-test, t-tests, ANOVA, Chi-square Analysis), Regression Analysis (Simple Linear & Multiple & an introduction of Logistic Regression), Control Charts (Attribute Data charts & Variables charts with subgroups), Introduction to Factorial Designed Experiments followed by a Mini-Case Study.

Black Belt Advanced Tools

3
Days

Introducing Advanced Regression (Best Subsets & Indicator Variables), Advanced ANOVA (Two-way & General Linear Model), Curvilinear Regression, Multiple & Ordinal Logistic Regression, Non-parametric Hypothesis Tests, Introduction to Time Series & Seasonality, Time-weighted Control Charts, Design of Experiments (Full and Partial Factorials), & other non-statistical Black Belt Tools & Skills. Includes a case study day covering all major phases of a DMAIC project.



Lean Six Sigma for Innovation & Design

Get it right the first time

Mark Jones
Senior Partner
Catalyst Consulting

For new products, services & processes that perform brilliantly from day one & when improvement just isn't enough, we must Innovate!

“The best way to predict the future is to create it.”

Peter F. Drucker,
American Management Guru

This course builds on your existing knowledge of improvement and DMAIC methodology and provides an additional and complementary range of tools and techniques to support highly effective and rapid innovation.

The Lean Six Sigma Innovation and Design course provides a design methodology that integrates customer focus and structured tools with a systematic design process. It's objectives are to:

- Empower you to be more effective in creating the future of your organisation
- Understand when to apply DMADV versus the DMAIC process
- Understand the DMADV process and the tools you can apply to your projects
- Design and tollgate reviews and how these reviews should be conducted and managed

Day One

Introductions and Objectives
Importance of Innovation
DMAIC vs DMADV
Change Management
Segmenting Customers Multi-
Generation Planning
VOC techniques

Day Two

QFD, CTQs and rating needs,
Competitive Assessment
Value Proposition
Design Scorecards
Functional Analysis, Transfer
Functions and HOQ2
Concept Development and Testing
VOC techniques

Day Three

Design Elements
Capability Evaluation,
Modelling & Risk
Design of Experiments
Design Integration and Pilot planning
Piloting and Implementation
Control, Process Management,
Transition and Closing

Delegates will need to have completed training in the DMAIC improvement methodology up to Green Belt level.

You will learn practical roadmaps and techniques for innovating successfully and receive a comprehensive materials pack which includes the new Lean Six Sigma Innovation and Design Pocket Guide.



Lean Six Sigma Process Simulation

Accelerating improvements

Moore Allison
Senior Partner
Catalyst Consulting



“I’ve found that tools like SIMUL8 can really help teams engage more deeply with process improvement activities. I think that’s partly because it’s so visual compared to a process map, but also because when people come up with ideas you can simulate them more or less on the spot. Then when you want to get buy-in to make the changes, it’s a fantastic way to communicate your proposals to management – and you’ve taken away a lot of the risk”.

Moore Allison, Senior Partner, Catalyst Consulting

“We see simulation as a natural fit with Lean and we’re excited to be working with Catalyst to bring this course to the process improvement community.”

Frances Sneddon, Chief Technology Officer, SIMUL8



This new and unique course teaches you how to use and apply SIMUL8 software in a DMAIC framework to visualise Lean ideas in your processes.

You will see your Value Stream Maps come to life as you tackle realistic process problems and evaluate solution alternatives.

This course is equally applicable for process owners who don't need a focused DMAIC project at present but do need to explore improvement opportunities.

SIMUL8 is a powerful, flexible simulation software that anyone can use to visualise, evaluate and improve any process. Process simulation software is a natural complement to Lean Six Sigma and will extend the tools and support we can offer to customers.

This course is suitable for Green Belts, Black Belts and process managers who recognise the potential of simulation and want it to enhance their existing improvement approach.

You'll start this course by learning to use SIMUL8 software to model a realistic process. By the end of day one, you will be one step closer to delivering process improvement with simulation using a DMAIC framework.

You will learn how to optimise your approach to simulation projects through integrating with DMAIC and experimenting with the application of Lean principles. Plus, you'll see why using simulation in Lean, is the Lean way to do a project.



Simul8 and Catalyst Consulting are strategic partners. We deliver services to support understanding of when to choose the right process improvement tool for projects, including free webinars and coaching support for delegates and professionals. Contact us to find out more.



Certification

British Quality Foundation

Catalyst offers British Quality Foundation examinations and certification at Green, Black and Master Black Belt levels. Passing the exam shows you have assimilated what you learned during your training.

Becoming BQF Certified shows you have demonstrated a level of achievement in your projects and your success is recognised by Europe's largest corporate membership organisation promoting performance improvement and excellence.

Green Belt

Attendance at the Catalyst Foundation Green Belt module ensures you have covered all the topics you need for the Green Belt examination. This 2 hour examination is open book and an online link is emailed out to delegates shortly after the end of the course.

This link remains live for four weeks and the exam can be taken at any time during the four week period.

To gain full BQF Green Belt certification, delegates also need to present a storyboard of a completed DMAIC project.

Lean Six Sigma Academy

Catalyst has been appointed as Lean Six Sigma supplier and the BQF Lean Six Sigma service is based entirely on Catalyst training materials.



Black Belt

The Black Belt syllabus covers Foundation Green Belt, three Statistics modules and a Change Management module. The 2 hour Green Belt exam needs to be completed as well as a 2.5 hour online Black Belt exam. A further 2.5 hour written examination follows and has to be taken at an Assessment Day.

To gain full BQF Black Belt certification, delegates also need to present two storyboards for DMAIC projects, which will also be reviewed at an Assessment Day, to be scheduled after successful completion of the exams.

"The course attracted a mix of international delegates from service and manufacturing organisations which stimulated great discussions that helped to absorb the application of Lean SS Techniques.

The main tutor, Jim Stephenson, delivered the course to an exceptionally high standard, carefully paced and with good balance between classroom and practical sessions. He was a highly experienced Master BB who had great mastery of Minitab and the ability to de-mystify the statistical side along with extensive consulting exposure.

His teaching used many real life examples. He showed keen interest in each delegate and the challenges they faced in their projects offering ideas and helping to get started and build confidence. The course also included a really valuable session on the soft aspects of change management.

Thank you Catalyst."

Sue Birch, Synergetic Ltd

Venues

Our Open Training courses are held in Stratford upon Avon, Edinburgh and London.

Stratford upon Avon courses take place at the Swans Nest Hotel, a beautiful riverside location with many excellent restaurants and plenty to see and do 'after training,' especially visiting the home of the Royal Shakespeare Company, all within walking distance of the training facilities.

Edinburgh courses take place at the Offices of Quality Scotland 10 minutes from Princes St.

London courses take place in the city at Tenter House, next to Moorgate tube station.

Catalyst Consulting has developed a large range of highly acclaimed support materials to help us achieve our mission - enabling results for clients. We can help you develop your own training materials.

Contact us for further details.

To book or discuss your needs Simply Contact Us

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email: rs@catalystconsulting.co.uk

web: www.catalystconsulting.co.uk

Catalyst Consulting Ltd is a UK based specialist in business improvement techniques. We provide in-company and public Lean Six Sigma Training and Coaching support. Catalyst also provides a range of related services – including Balanced Scorecard, Hoshin Kanri, Kaizen, Process Management, Change Management, Leadership plus EFQM Model support and training.

The company was established in 1995 and has trained literally thousands of people at all levels in Lean and Six Sigma techniques. Catalyst was selected by GE as European Trainer for their Black Belt and Master Black Belt programmes and the only external organisation accredited by GE Capital to provide Master Black Belt training in Europe.

Our client list includes over 70 'blue chip' organisations including GE, BAA, Sun Microsystems, Lloyds TSB, O2, Siemens Medical, Yell, Diageo, BUPA, Dyson, Saint Gobain, Abbey National, BT, FLS Aerospace, NHS Trusts, Local Authorities, Financial Ombudsman Service, Novartis, Volvo and Rolls Royce.

The majority of this work has come as a direct result of recommendation from client to client.