

# Yellow Belt Course Description

## Lean Six Sigma Yellow Belt

*“The Yellow Belt course gave me solid tools to gain transparency into our processes, to identify improvement opportunities and to implement changes that made a significant difference.”*

Before you can begin to improve a process, you first need to understand how the process is being performed and establish baseline measurements of efficiency and effectiveness.

The following outlines the topics covered in this three day course.

### **The Define Phase**

The course begins with a description of the overall LSS approaches to process improvement and then focuses on the tools and techniques used in each approach. We learn and practice ways to document the “as-is” business process. Finally, We discuss methods to identify and prioritize customer requirements of the process.

### **The Measure Phase**

During this phase of the course, we explore the concept of waste and practice by applying it to a business simulation. We prepare a process risk assessment and cover the use of data to baseline process performance and to prioritize improvement opportunities. We learn methods for data collection of efficiency and effectiveness metrics. We explore basic statistics used to describe baseline performance.

### **The Improve Phase**

During the improve phase, we identify and prioritize the improvement opportunities within the process to create a pipeline of improvement projects. We practice using a project charter to define and scope those opportunities. Finally, we learn and apply a set of lean tools designed to quickly eliminate waste and improve the flow of transactions through the process.