

Manufacturers Alliance DIGITAL COURSES

Develop Skills Without Disrupting Production

Learning to See Waste **

Lean Principles & PDCA Cycles	10 min
Common Metrics & Measurements	15 min
Defining a Process & Problem	12 min
How to Write a Problem Statement Part 1	7 min
How to Write a Problem Statement Part 2	17 min
Identify Value Add & Non-Value Add Activities	10 min
Defining and Finding the Eight Wastes	10 min

Getting to the Root Cause **

What is Root Cause Analysis	3 min
Defining Symptoms & Causes	2 min
The 5-Why Method	14 min
The Fishbone Method	22 min

Standard Work

What is Standard Work	4 min
Implementing Standard Work	11 min
Time Observations	10 min
Time Observations & Stacked Bar Charts	32 min
Lowest Repeatable	3 min
Standard Work & Combination Tables	20 min
Manage & Improve Documentation	5 min
Common Pitfalls	5 min

Creating Process Maps

Types of Maps	11 min
Creating a Spaghetti Diagram	10 min
Process Map Prewrite - Charters	19 min
Three Types of Value Stream Maps	4 min
Create Value Stream Maps	28 min
Create Process Maps	9 min

Visual Management & 5S **

How Visual Management & 5S Support CI	3 min
What is 5S	12 min
Barriers to Success	5 min
Eight Steps to Apply 5S	16 min
5S Audits	9 min
What is Visual Management	12 min
Where to Start	5 min

Kaizen Rapid Improvement

Kaizen Defined	7 min
Planning for Success	20 min
Facilitation Best Practices	13 min
Completing Actions & Communicating Results	15 min

**** Available in Spanish**

How It Works:

- ✓ Learn from short, focused training videos
- ✓ Apply with step by step worksheets
- ✓ Improve without travel or classroom time

Included with Company Membership

Train your entire workforce **without**
paying per person



Manufacturers Alliance
Providing Training & Education Peer to Peer

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The Role of the Leader

Why Your Leadership Matters	5 min
The Primary Job Of A Leader	8 min
Why Do You Want To Be A Leader?	15 min
Moving Into Management	12 min
Delegating Work Effectively	13 min
Gaining Buy-In To New Ideas	15 min
Trust - What Builds It & What Destroys It	7 min

Conflict Communication & Collaboration

Defining Different Types of Conflict	3 min
Preventing Unproductive Conflict	6 min
Fostering Open Communication & Discussions	4 min
Managing Media Communication	4 min
Addressing Third Party Conflict	4 min
Conflict Handling Strategies	8 min
How To Raise An Issue	10 min
Active Listening Skills	5 min
Collaboration Defined	3 min
Win/Win Negotiations	10 min

Maximizing Team Performance

Building Teams	6 min
High Performing Teams	12 min
Team Decision Making	5 min
Running Team Meetings	4 min
Managing Relationships	4 min

Leadership Style & Versatility

Where Tension Comes From	5 min
How Differences In Social Styles Cause Tension	6 min
Two Dimensions Of Human Behavior	4 min
The Four Communication Styles	8 min
Strengths And Blind Spots Of Each Style	7 min
How Versatility Improves Effectiveness	9 min
How to Adapt Your Leadership Style	7 min

Performance Management & Coaching

Performance Management Defined	6 min
Starting New Team Members Right	7 min
Communicating A Sense Of Purpose	4 min
Setting Goals	13 min
Effective On The Job Training	8 min
Effective Day To Day Feedback	10 min
Sustaining High Levels Of Motivation	9 min
Addressing Poor Performance	12 min
Preparing For A Serious Conversation	7 min
Performance Reviews	6 min

Leading People Through Change

Change And Transitions	3 min
Moving Yourself Through Change	8 min
Typical Responses To Change	6 min
Your Role As A Transition Leader	5 min
Guiding Others Through Change	13 min
Mastering Moving Towards Goals	5 min

"The courses help us lead better, we are no longer stuck wondering how to improve or what to work on next"

Heather Eaton, Director of Quality & CI, Everidge