



BTEC Certificate in Lean Organisation Management Techniques Manufacturing Sector

Course Context

The Level 2 BTEC Certificate in Lean Organisation Management Techniques is designed to provide education and training in lean techniques across all levels of a business. Candidates are able to achieve a nationally recognised level 2 qualification with the option to progress to the Business Improvement Techniques NVQ. Candidates will gain the knowledge, understanding and skills needed to maintain and improve quality, cost and delivery within a business.

What marks out NAC's BTEC course is its flexibility. Our expert lean practitioners will work with your staff to contextualise the delivery of the course to the requirements of your company.

We will run a specially tailored simulated activity over a number of production runs to cover the tools and techniques most relevant to your company. There are six mandatory tools that will be covered:

- 5S
- Process Map
- Standard Operations
- 7 Wastes
- Visual Management
- Kanban

There are also optional tools:

- SMED (Single Minute Exchange of Dies)

- Line Balance
- Sustainability
- Problem Solving
- OEE (Overall Equipment Effectiveness)

It may be possible to offer other tools that best fit your needs. Our consultants will work with you to establish your requirements and offer you the best pathway.

Who Should Complete the Course?

- Continuous Improvement Team Members
- Change Agents
- Team Leaders
- Operators

Course Context

The topics you will be demonstrating knowledge and application of as part of your BTEC are below:

Unit 1 - Introduction to Lean Organisation Techniques

Unit 2 - Business Improvement Tools and Techniques

Unit 3 - Skills needed for Implementing Business Improvement

Course Style

The programme consists of a combination of knowledge and practical application. The knowledge will be delivered by your assessor through the use of workbooks, PowerPoint presentations and group activities. The practical application will take the form of a simulated production cell set up within your workplace. The learning will take place in a combination of off-the-job and on-the-job environments, where sometimes you will be in a classroom, and sometimes you will be in your work environment, undertaking activities.

Your assessors will observe the assignment based work that you produce - this will be based on practical application and activities you do, or have done. They will also work with you to understand and seek evidence that you have created already - this is referred to as Accredited Prior Learning (APL). The assessor will guide you in evidence collection, provide you with feedback on your progress and identify any evidence gaps against the BTEC achievement criteria.

Learning Outcomes

- Understand the concept of a lean environment
- Produce a flow process analysis
- Measure and monitor business improvement through applying small incremental changes
- Be able to produce a process map
- Understand continuous improvement techniques
- Understand the principles and techniques of workplace organisation (5S)

- Be able to use visual indicators to improve the work environment
- Understand ways to eliminate variance from processes in the workplace
- Be able to apply problem solving techniques
- Understand the advantages of team working
- Understand key features of health and safety requirements

Course Costs

NAC works with a number of Further Education Colleges which are able to offer the BTEC course free in many cases. Please contact us to find out whether you would qualify for FREE training.

Course Venue

The Course will be facilitated at the delegates' place of work.

Accreditation

Our BTEC courses are accredited by one of the country's leading Awarding Bodies, Edexcel. The qualification is nationally recognised and transferable.

Duration

2 days.

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