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Six Sigma For Dummies

With the growing business industry there is a large demand for greater speed and quality, for projects of all natures in both small and large businesses. Lean Six Sigma is the result of the

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combination of the two best-known improvement methods: Six Sigma (making work better, of higher quality) and Lean (making work faster, more efficient). Lean Six Sigma For Dummies outlines the key concepts in plain English, and shows you how to use the right tools, in the

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right place, and in the right way, not just in improvement and design projects, but also in your day-to-day activities. It shows you how to ensure the key principles and concepts of Lean Six Sigma become a natural part of how you do things so you can get the best out of

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your business and accomplish your goals better, faster and cheaper. About the author John Morgan has been a Director of Catalyst Consulting, Europe's leading provider of lean Six Sigma solutions for 10 years. Martin Brenig-Jones is also a Director at Catalyst Consulting. He is an

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expert in Quality and Change Management and has worked in the field for 16 years.

The world's largest and most profitable companies – including the likes of GE, Bank of America, Honeywell, DuPont, Samsung, Starwood Hotels, Bechtel, and Motorola – have used Six Sigma to achieve

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breathhtaking improvements in business performance, in everything from products to processes to complex systems and even in work environments. Over the past decade, over \$100 billion in bottom-line performance has been achieved through corporate Six

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Sigma programs. Yet, despite its astounding effectiveness, few outside of the community of Six Sigma practitioners know what Six Sigma is all about. With this book, Six Sigma is revealed to everyone. You might be in a company that's already implemented Six Sigma, or your

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organization may be considering it. You may be a student who wants to learn how it works, or you might be a seasoned business professional who needs to get up to speed. In any case, Six Sigma For Dummies is the most straightforward, non-intimidating guide on the market. This

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simple, friendly book makes Six Sigma make sense. With a compelling foreword by Dr. Stephen R. Covey, the internationally recognized leadership authority and bestselling author of The Seven Habits of Highly Effective People and The 8th Habit, and an

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afterword by Roxanne O'Brasky, President of the International Society of Six Sigma, Six Sigma For Dummies is the most complete and objective book in the market today. Unlike most other works that are either graduate-level statistics treatises or thinly-veiled

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*autobiographical
success stories, Six
Sigma For Dummies
teaches the reader all
the foundation
principles, methods,
and tools of this
magnificent problem-
solving system.
Intended to help
readers understand
Six Sigma and how
they can use it to
improve their*

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performance, this no-nonsense guide explains: What Six Sigma is all about and how it works The benefits of Six Sigma in organizations and businesses The powerful "DMAIC" problem-solving roadmap Yellow, Green and Black -- how the Six Sigma "belt" system works

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*How to select and
utilize the right tools
and technologies*

*Speaking the
language of Six
Sigma Knowing the
roles and*

*responsibilities
Mastering the
statistics skills and
analytical methods*

*Six Sigma For
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everyone's No. 1*

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discovering and
mastering the world's
most famous and
powerful improvement
tool. Stephen Covey
is spot-on when he
says, "Six Sigma For
Dummies is a book to
be read by everyone".
Bring the miracle of
Lean Six Sigma
improvement out of
manufacturing and*

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into services Much of the U.S. economy is now based on services rather than manufacturing. Yet the majority of books on Six Sigma and Lean--today's major quality improvement initiatives--explain only how to implement these techniques in a manufacturing

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environment. Lean Six Sigma for Services fills the need for a service-based approach, explaining how companies of all types can cost-effectively translate manufacturing-oriented Lean Six Sigma tools into the service delivery process. Filled with case studies detailing

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*dramatic service
improvements in
organizations from
Lockheed Martin to
Stanford University
Hospital, this bottom-
line book provides
executives and
managers with the
knowledge they need
to: Reduce service
costs by 30 to 60
percent Improve
service delivery time*

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capacity by 20
percent without
adding staff*

*This reference
manual is designed to
help those interested
in passing the ASQ's
certification exam for
Six Sigma Green
Belts and others who
want a handy
reference to the
appropriate materials*

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needed to conduct successful Green Belt projects. It is a reference handbook on running projects for those who are already knowledgeable about process improvement and variation reduction. The primary layout of the handbook follows the ASQ Body of

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Knowledge (BoK) for the Certified Six Sigma Green Belt (CSSGB) updated in 2015. The authors were involved with the first edition handbook, and have utilized first edition user comments, numerous Six Sigma practitioners, and their own personal knowledge gained

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through helping others prepare for exams to bring together a handbook that they hope will be very beneficial to anyone seeking to pass the ASQ or other Green Belt exams. In addition to the primary text, the authors have added a number of new appendixes, an expanded acronym

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*list, new practice
exam questions, and
other additional
materials*

*The Lean Six Sigma
Pocket Toolbook: A
Quick Reference
Guide to Nearly 100
Tools for Improving
Quality and Speed
Six Sigma For
Dummies, 2nd Edition
Six Sigma Workbook
For Dummies*

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*Six Sigma for
Business Excellence:
Approach, Tools and
Applications
Managerial
Accounting For
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*Lean Six Sigma is best
learned on a structured
framework. As such, this
book has been organized
in such a way that you
will not only understand
the solution but also how*

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to apply the same to your problem.

Maximise the quality and efficiency of your organisation with Lean Six Sigma Are you looking to make your organisation more effective and productive? If you answered "yes," you need to change the way it thinks. Combining the leading improvement methods of Six Sigma

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and Lean, this winning technique drives performance to the next level—and this friendly and accessible guide shows you how. The third edition of Lean Six Sigma For Dummies outlines the key concepts of this strategy and explains how you can use it to get the very best out of your team and your business. The jargon-

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crowded language and theory of Lean Six Sigma can be intimidating for both beginners and experienced users.

Written in plain English and packed with lots of helpful examples, this easy-to-follow guide arms you with tools and techniques for implementing Lean Six Sigma and offers guidance on everything

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*from policy deployment
to managing change in
your organisation—and
everything in between.*

*Gives you plain-English
explanations of
complicated jargon*

*Serves as a useful tool
for businesspeople*

*looking to make their
organisation more*

effective Helps you

achieve goals with ease

and confidence Provides

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*useful hands-on
checklists Whether you
want to manage a project
more tightly or fine-tune
existing systems and
processes, the third
edition of Lean Six
Sigma For Dummies
makes it easier to achieve
your business goals.
Organizations face rising
costs and increasing
competition every day.*

With Lean Six Sigma you
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can combat these problems and grow your business. This book addresses the different types of wastes and how Lean Six Sigma aims to tackle each, and then it'll give you all the tools you need to start making an effective change in your organization.

*Six Sigma for Business
Excellence: Approach,
Tools, and Applications,*

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based on the author's first-hand experience in quality engineering, provides a comprehensive coverage of the Six Sigma methodology. This book provides the complete study material for students taking the certified Six Sigma Black Belt and Green Belt examinations conducted internationally by the

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American Society for Quality (ASQ). At the same time, it adequately fills the need of management professionals with numerous application examples and case studies providing an insight into the practical aspect of implementing Six Sigma tools. The book begins with providing an overview of the evolution

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of Six Sigma, explains the basic concepts and then takes the readers step by step through the process. The focus is more on enabling the implementation of the Six Sigma tools by providing illustrations, tables, application examples, and templates as well as Minitab and Excel data files for project work and exercises in the soft

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form on a CD

accompanying the book. The templates carried in the book include the Sigma calculator, Six Sigma project review checklist, process mapping, confidence intervals, hypothesis tests, project charter, and measurement systems analysis (Gauge R & R Study). The CD also contains a 30-day trial

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*version of the Minitab
and SigmaXL software
programs.*

*Quality Control for
Dummies*

*Six Sigma Handbook
Practitioner's Guide to
Statistics and Lean Six
Sigma for Process
Improvements*

*Six Sigma Best Practices
A Complete Training and
Reference Guide for
White Belts, Yellow Belts,*

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Green Belts, and Black Belts: a Complete Step-By-Step Guide

A brief introduction to Six Sigma for employees Six Sigma is today's most talked-about system for improving the quality of organizational processes. Written by bestselling author Peter Pande, What Is Six Sigma? is a

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concise summary of the core themes and processes of Six Sigma. Unlike almost all other books on Six Sigma, it is written for the employees of organizations rolling out Six Sigma not just managers. This helpful overview describes what Six Sigma is, why companies are

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implementing it, and how employees can make it a success in their own organizations. Based on the bestselling *The Six Sigma Way*, this accessible introduction to Six Sigma answers typical employee questions, concerns, and even skepticism about this

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revolutionary
program. Includes:
The six themes of Six
Sigma A five-step
roadmap to Six
Sigma
implementation The
10 basic tools of Six
Sigma, with an entire
page devoted to each
A refreshingly
practical guide to real-
world continuous
improvement Lean

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Six Sigma for Leaders presents a no-frills approach to adopting a continuous improvement framework. Practical, down-to-earth and jargon-free, this book outlines the basic principles and key points of the Lean Six Sigma approach to help you quickly determine the best

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course for your company. Real-world case studies illustrate implementation at various organisations to show you what went right, what went wrong, what they learned and what they would have done differently, giving you the distilled wisdom of hundreds

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of implementations with which to steer your own organisation. Written from a leader's perspective, this quick and easy read presents the real information you need to make informed strategic decisions. While many organisations have implemented either

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Lean or Six Sigma, there is a growing interest in a combined approach; by implementing the most effective aspects of each, you end up with a more potent, adaptable system that benefits a wider range of organisations. This book shows you how it works, and how to

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tailor it to your organisation's needs. Understand the basic principles and key aspects of Lean Six Sigma Examine case studies of organisations that have implemented the framework Build on the lessons learned by other leaders to shape your own path Achieve

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continuous improvement by creating the right environment for success In theory, every organisation would like to attain continuous improvement — but what does that look like in day-to-day practice? How is it structured? What practices are in

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place? How can you implement this new approach with minimal disruption to daily operations? Lean Six Sigma for Leaders answers these questions and more, for a clear, actionable guide to real-world implementation. Continuous improvement has

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become synonymous with the Six Sigma process, where cost reduction and quality improvement have led to greater market share and profits.

Leading organizations in diverse industries have begun to further deploy Six Sigma outside of manufacturing to

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maximize its benefits. This comprehensive training tool and implementation guide delineates how Six Sigma methods can be applied to processes within numerous functional areas of the organization and in diverse industries to achieve strategic and operational business

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excellence. It presents step-by-step techniques and flow diagrams for integrating Six Sigma as best practices into business development and management. It provides a seamless integration of Six Sigma statistical methodologies that help businesses

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execute their strategic plans and track both their short- and long-term strategic progress within various areas of their business. Statistical methods employed in Six Sigma are thoroughly explained and their implementation, supported by examples and

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exercises, is demonstrated via Minitab 14, a popular statistical software package. Six Sigma Best Practices is an ideal text for executive training in planning and leading Six Sigma programs, for Yellow, Green and Black Belt certification programs, for college

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courses and as a desk reference for practitioners and consultants.

This hands-on book presents a complete understanding of SixSigma and Lean Six Sigma through data analysis and statistical concepts In today's business world, Six Sigma, or Lean Six Sigma, is

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a crucial tool utilized by companies to improve customersatisfaction, increase profitability, and enhance product ivity.Practitioner's Guide to Statistics and Lean Six Sigma forProcess Improvements provides a balanced approach toquantitative and

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qualitative statistics using Six Sigma and LeanSix Sigma methodologies. Emphasizing applications and the implementation of data analyses as they relate to this strategy for business management, this book introduces readers to the concepts and

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techniques for solving problems and improving managerial processes using Six Sigma and Lean Six Sigma.

Written by knowledgeable professionals working in the field today, the book offers thorough coverage of the statistical topics

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related to effective
Six Sigma and Lean
SixSigma practices,
including: Discrete
random variables and
continuous random
variables Sampling
distributions
Estimation and
hypothesis tests Chi-
square tests Analysis
of variance Linear
and multiple
regression

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Measurement
analysis Survey
methods and
sampling techniques
The authors provide
numerous
opportunities for
readers to test their
understanding of the
presented material,
as the real datasets,
which are
incorporated into the
treatment of each

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topic, can be easily worked with using Microsoft Office Excel, Minitab, MindPro, or Oracle's Crystal Ball software packages. Examples of successful, complete Six Sigma and Lean Six Sigma projects are supplied in many chapters along with extensive

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exercises that range in level of complexity. The book is accompanied by an extensive FTP site that features manuals for working with the discussed software packages along with additional exercises and data sets. In addition, numerous screenshots and

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figures guide readers through the functional and visual methods of learning Six Sigma and Lean Six Sigma.

Practitioner's Guide to Statistics and Lean Six Sigma for Process Improvements is an excellent book for courses on Six Sigma and statistical quality control at the upper-

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undergraduate and graduate levels. It is also a valuable reference for professionals in the fields of engineering, business, physics, management, and finance.

The Certified Six Sigma Black Belt Handbook
Lean Six Sigma for

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Lean Six Sigma For
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A Guide to Business
Process Excellence for
Diverse Industries
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*Become a
process
improvement star
with Lean Six
Sigma! Thinking*

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Lean? Not in terms of weight loss, but operational efficiency? Then you can get into the Lean mindset with Lean Six Sigma For Dummies. A popular process improvement strategy used in

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many corporations, Lean Six Sigma exemplifies eliminating waste and optimizing flow at an operational level. With the strategies outlined in this book, you'll have your projects,

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team, and maybe even your organization running at peak efficiency.

Written by two experts that have been teaching Lean Six Sigma for over 20 years, Lean Six Sigma For Dummies explains the

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jargon

surrounding this organizational practice, outlines the key principles of both Lean thinking and the Six Sigma process, and breaks it all down into easy-to-follow steps. Use Lean Six Sigma

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*to develop a
culture of
continuous
improvement
Complete
repetitive tasks
through robotic
process
automation
Assess how well
your company
and employees
adapt to Lean Six*

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tips on how to
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appear to be quite different, when used together they have shown to deliver unprecedented improvements to quality and profitability. The Lean Six Sigma Black Belt Handbook: Tools

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*and Methods for
Process*

Acceleration

*explains how to
integrate these*

*seemingly
dissimilar*

*approaches to
increase*

*production speed
while decreasing*

*variations and
costs in your*

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organization.

*Presenting
problem-solving
tools you can use
to immediately
determine the
sources of the
problems in your
organization, the
book is based on
a recent survey
that analyzed Six
Sigma tools to*

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determine which are the most beneficial.

Although it focuses on the most commonly used tools, it also includes coverage of those used a minimum of two times on every five Six Sigma projects.

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Filled with diagrams of the tools you'll need, the book supplies a comprehensive framework to help you for organize and process the vast amount of information currently available about

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Lean, quality management, and continuous improvement process applications. It begins with an overview of Six Sigma, followed by little-known tips for using Lean Six Sigma (LSS) effectively.

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It examines the LSS quality system, its supporting organization, and the different roles involved. Identifying the theories required to support a contemporary Lean system, the book describes

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the new skills and technologies that you need to master to be certified at the Lean Six Sigma Black Belt (LSSBB) level. It also covers the advanced non-statistical and statistical tools that are new to

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the LSSBB body of knowledge. Presenting time-tested insights of a distinguished group of authors, the book provides the understanding required to select the solutions that best fit your organization's

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*aim and culture.
It also includes
exercises,
worksheets, and
templates you
can easily
customize to
create your own
handbook for
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improvement.
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A veteran GE
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the tools of Six Sigma--in plain English This is the first simple, low-level guide to using the powerful statistical tools of Six Sigma to solve real-world problems.

*Warren Brussee,
a Six Sigma*

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manager who helped his teams generate millions of dollars in savings, shows how to plot, interpret, and validate data for a Six Sigma project. The basic statistical tools in the book can be applied to

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*manufacturing,
sales, marketing,
process,
equipment
design, and more.
Best of all, no
background in
statistics is
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and initiating
cost-saving
improvements*

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How to Use Lean

Speed and Six

Sigma Quality to

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*Improve Services
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Event

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*A practical guide
for leaders to
transform the
way they run
their organization*

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Get to know more about lean six sigma, how important it is, and how you can benefit from it professionally with this book, and begin your journey towards building a strong career path. Here is a

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*preview of what
you'll learn...*

*- What is six
sigma? - Six
sigma roles -
What you should
avoid - What you
should know -
Much, much more!
Beginners will
benefit
immensely from
its straight-
forward style*

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*and well-written
instructions.*

*Lean six sigma
is a*

*methodology, but
should also*

*become a part of
your company's*

*culture. It's
important that*

*you get it
right!*

*Have you thought
about using Lean*

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*in your business
or organization,
but are not
really sure how
to implement it?
Or perhaps
you're already
using Lean, but
you need to get
up to speed.
Lean for Dummies
will show you
how to do more
with less and*

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*create an
enterprise that
embraces change.
In plain-English
writing, this
friendly guide
explores the
general overview
of Lean, how
flow and the
value stream
works, and the
best ways to
apply Lean to*

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You will

*understand the
philosophy of*

Lean and adopt

it not as a

routine, but a

way of life.

This highly

informative book

teaches you: The

foundation and

language of Lean

How to map the

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using it to your
business's
advantage The
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Kaizen Different
tools to improve
management,
customer
service, and
flow and pull
How to "Go Lean"
within your
business and*

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*across the
industry Avoid
common mistakes
in
implementation
Seek out
resources for
assistance This
simple,
continuous
improvement
approach that
minimizes waste
and adds*

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is changing
organizations of
all sizes all
over the world.
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take charge and
engage your
enterprise in a
Lean
transformation!
Whether curious
as to how Lean*

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*Six Sigma works,
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certification or
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champion,
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essential as the
ultimate quick
reference guide
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process
improvement*

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This amazingly
thorough 6-page
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selling author,
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consultant, and
internationally
recognized
leader in
operational*

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excellence.

Color-coded sections, diagrams, examples, definitions, equations, flow of the process and tools for improvement are organized and designed for ease of reading and referencing

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*at a moment's
notice. See for
yourself, and
then order a set
for your team or
organization.
Suggested uses:
* Introduction -
curious about
Lean Six Sigma
as a
certification or
for
implementation*

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business *
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your company or
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*equations, but
also as a
giveaway to
colleagues who
need some
support * Team -
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sheet*

*The Breakthrough
Program for
Increasing
Quality,
Shortening Cycle*

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*Times, and
Creating
Shareholder
Value In Every
Area of Your
Organization
Time and quality
are the two most
important
metrics in
improving any
company's
production and
profit*

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performance.

Lean Six Sigma explains how to impact your company's performance in each, by combining the strength of today's two most important initiatives Lean Production and Six Sigma into

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one integrated program. The first book to provide a step-by-step roadmap for profiting from the best elements of Lean and Six Sigma, this breakthrough volume will show you how to:

Achieve major

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time reductions
this year
Compress order-
to-delivery
cycle times
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waste throughout
your
organization
Separately, Lean
Production and
Six Sigma have*

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become an
unprecedented
tool for
improving
product and
process quality,
production
efficiency, and
across-the-board*

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profitability.

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introduces you
to today's most
dynamic program
for streamlining
the performance
of both your
production
department and
your back
office, and
providing you
with the cost*

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*reduction and
quality
improvements you
need to stay one
step ahead of
your
competitors.*

*"Lean Six Sigma
shows how Lean
and Six Sigma
methods
complement and
reinforce each
other. If also*

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*provides a
detailed roadmap
of
implementation
so you can start
seeing
significant
returns in less
than a
year."--From the
Preface
Businesses
fundamentally
exist to provide*

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*returns to their stakeholders.
Lean Six Sigma outlines a program for combining the synergies of these two initiatives to provide your organization with greater speed, less process*

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variation, and more bottom-line impact than ever before. A hands-on guidebook for integrating the production efficiencies of the Lean Enterprise with the cost and quality tools of Six Sigma, this breakthrough

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*book features
detailed
insights on: The
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Value
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combining Lean
and Six Sigma
provides
unmatched
potential for
improving
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*Six Sigma
Implementation
Process* How to
prepare your
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Lean Six Sigma
tools and
techniques
*Leveraging Lean
Six
Sigma* Strategies
for extending

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Lean Six Sigma's reach within and beyond your corporate walls

"Variation is evil."--Jack Welch

Six Sigma was the zero-variation quality lynchpin around which Jack Welch transformed GE into one of the

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world's most efficient and valuable corporations. Lean Production helped Toyota cut waste, slash costs, and substantially improve resource utilization and cycle times. Yet, as both would admit,

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*there was still
room for
improvement.
Lean Six Sigma
takes you to the
next level of
improvement, one
that for the
first time
unites product
and process
excellence with
the goal of
enhancing*

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shareholder
value creation.
Providing
insights into
the application
of Lean Six
Sigma to both
the
manufacturing
processes and
the less-data-
rich service and
transactional
processes, it

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promises to revolutionize the performance efficiencies in virtually every area of your organization as it positively and dramatically impacts your shareholder value.

*The Ultimate
Guide to Lean*

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*Six Sigma, Lean
Enterprise, and
Lean
Manufacturing,
with Tools
Included for
Increased
Efficiency and
Higher Customer
Satisfaction
The Lean Six
Sigma Black Belt
Handbook*

*The Simplified
Page 124/259*

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*Beginner's Guide
to Lean Six
Sigma
Records
Management For
Dummies
Foundations,
DMAIC, Tools,
Cases, and
Certification*
**Use Lean Six
Sigma to
transform your**

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business. Lean Six Sigma is a powerful method for improving both the efficiency and quality of projects and operations. In this newbook, the team that bought you Lean Six Sigma For

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Dummies shows you how to take Lean Six Sigma to the next level and manage continual change in your organization. You'll learn to design a roadmap for transformation that's tailored

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to your business objectives;
develop and implement processes that eliminate waste and variation across the company;
synchronize your supply chain; and

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successfully
deploy Lean Six
Sigma over
time. Lean Six
Sigma Business
Transformation
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shows you how
to: Define your
transformation
objectives and
create a bespok
e' Transformatio

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n Charter' for
your
organization.
Assess your
company's
readiness for
transformation.
Establish a
'Transformation
Governance
System' to help
you manage the
transformation

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programme
effectively.
Bring your
people with
you! Plan and
achieve the
cultural change
needed to make
the
transformation
process
successful.
Join up the

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dots between
planning and
effective
execution
with Strategy
Deployment.
Deploy a
'Continuous
Improvement'
toolkit to
achieve everyda
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excellence.

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Sustain the transformation programme and widen the scope across the organization (including deploying to the supply chain). Adopt a 'Capability Maturity Approach' to

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drive business improvement – recognizing that change is a continuous transformational journey, just as pioneers like Toyota have done. Use a range of Lean Six Sigma Tools – using the

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right tools, at the right time (and in the right order!) enables continuous improvement by eliminating waste and process variation. Packed with expert advice, this e-book bundle steers

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through every
step in the
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techniques of
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that will help
you achieve your
business goals
by improving
both the
quality and
efficiency
of your
projects.

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a quality
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maybe you've
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whose main
concern is to
make your*

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efficient, and
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foundational knowledge. Yellow belts can be entry level employees who seek to improve their world or executive champions who require an overview of Six Sigma and define, measure, analyze, improve and control model (DMAIC). Preparing

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billion in bottom-
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is intended to be a reference for both beginners in Six Sigma and those who are already knowledgeable about process improvement and variation reduction. The primary layout of the handbook

follows the Body of Knowledge (BoK) for the CSSYB released in 2015. The author has utilized feedback from Six Sigma practitioners and knowledge gained through helping others prepare for exams to

create a handbook that will be beneficial to anyone seeking to pass not only the CSSYB exam but also other Six Sigma exams. In addition to the primary text, the handbook contains numerous

appendixes, a comprehensive list of abbreviations, and a CD-ROM with practice exam questions, recorded webinars, and several useful publications. Each chapter includes essay-

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type questions to test the comprehension of students using this book at colleges and universities. Six Sigma trainers for organizations may find this additional feature useful, as they want their

trainees (staff) to not only pass ASQ's Six Sigma exams but have a comprehensive understanding of the Body of Knowledge that will allow them to support real Six Sigma projects in their roles.

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supply chain
management and
leverage it
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decisions for a
business, you
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