

**ONE DAY PRACTITIONER MASTERING WORKSHOP**

• OBJECTIVE

• VALUE AND IMPACT

• EXCLUSIVITY

• VENUE

• REGISTRATION

**You have made a plan, now you need to work your plan and insure that it will deliver the expected results.**

**Too many times folks in the enterprise get distracted from the original plan, only to find that the original intent is never met only to create a further challenge. Often failure to meet plan is excused by lack of resources or having to meet another priority or the inability to obtain support from others within the organization.**

**In many cases Leaders must pore through huge reports, fancy PowerPoint presentations only then having to take extra time sifting through all of the useless data to find the true numbers of the organization.**

## **OBJECTIVE**

During this workshop we will help you convert your data into a balanced reporting methodology that will provide for quick feed-back and insure that your plan is executed as planned with the desired outcome.

We will share with your proven tools that guarantee to deliver results using simple 1 page formats. This allows your resources to focus more time on accelerating change than having to prepare reports.

In essence at the conclusion of this workshop you will be able to:

- Make A Plan
- Balance your Resources
- Work your Plan

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## VALUE AND IMPACT

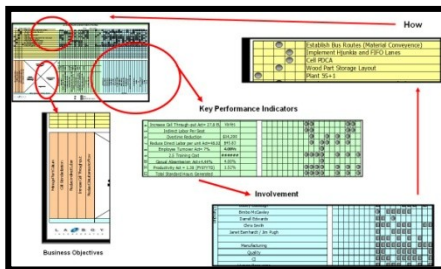
You have a operating plan usually derived from several exercises ranging from Boardroom Bingo to projects identified through Value Stream Mapping exercises. The question is how do you manage the resources and insure the organization as a whole is moving forward while still accomplishing the regular tasks.

Many Organizations are beginning to embrace the use of Hoishen-Kanri or **Policy Deployment** to help them stay aligned with the corporate and individual goals. Once properly deployed every member of your team no matter what their stature is within the organization will understand their contribution towards the overall goals and objectives of your organization.

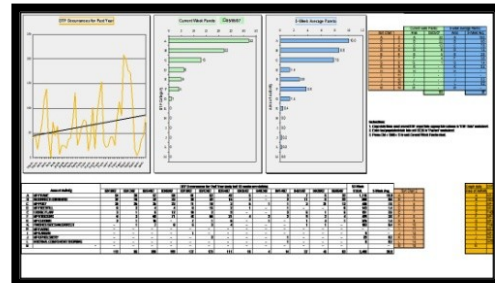
During this workshop we will walk you through the methodology to implement and deploy Policy Deployment within your organization. If you have some of your existing organizational objectives we will help facilitate.

Would it be nice to see on just one piece of paper how the following are aligned ...

- Company Objectives
- Improvement Strategies
- Improvement Targets
- Measurements
- Resource Involvement



We will introduce you on how to create and develop the "X" Matrix of policy deployment for your organization. Normally the "X" Matrix is reviewed and updated on a monthly basis.



Supporting the "X" matrix we will show you how to create **Run Charts** that will enable you to measure your progress along the journey. As an alternative to using standard Run Charts we will also expose you to another powerful tracking tool called Paytner Charting. Normally run charts are reviewed weekly or even more frequently if the data is accessible.

The screenshot shows an A3 Project Tracking Form. It includes a table with columns for 'Action Item', 'Start Date', 'End Date', 'Status', and 'Owner'. The table contains several rows of data, including 'Identify the problem', 'Analyze the problem', 'Develop a plan', 'Execute the plan', and 'Review the results'. The form also includes sections for 'Background', 'Define the scope', 'Current situation', 'Target situation', and 'Resolved issues & future steps'.

It takes actions to make improvement and sometimes not all actions will result in the desired positive change we had hoped. To track action plans we will show you how to use **the A3 Methodology** to insure that the action plans determined by Team Members will deliver results. The use of A3 reporting must be synchronized with the use of Run charts.

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## EXCLUSIVITY

Since this session is very intense, we are intentionally keeping the group small. We need to be able to provide you the maximum time of exposure.

We don't know your competitor but you do ... different with this course is that as a potential attendee, we will inform you in advance what other companies will be attending the training session ... if you see a competitor or potential competitor the first registered company will be the only company allowed to attend or participate in this particular session. **Dress Code** is Business Casual.

## REGISTRATION

### Tuition Fee:

\$2,100.00 plus applicable taxes

### Cancellation Policy:

Prepaid registration fees will be refunded (less \$200 administrative charge) up to 5 days prior to the event. Substitutions may be made any time prior to the start of the event. Registration must be paid in advance either by cheque or appropriate credit card information.

## VENUE

The training session will be hosted at Niagara On The Lake, in Southern Ontario, with easy access from either the Toronto Ontario or Buffalo New York Airports.

For information about the region visit: [www.niagaraonthelake.com](http://www.niagaraonthelake.com)

Your registration fee includes a delightful breakfast and lunch.

### Schedule:

Sessions will be delivered the second week of every month based on demand. Please indicate in preference (1,2,3) which month fits your schedule to receive the training. According to your response, we will supply you with a specific date and location subject to your confirmation.

| January | February | March     | April   | May      | June     |
|---------|----------|-----------|---------|----------|----------|
|         |          |           |         |          |          |
| July    | August   | September | October | November | December |
|         |          |           |         |          |          |

|                         |                           |
|-------------------------|---------------------------|
| <b>Name:</b>            | <b>Title:</b>             |
| <b>Company:</b>         |                           |
| <b>Mailing Address:</b> | <b>City:</b>              |
|                         | <b>Province / State:</b>  |
|                         | <b>Postal Code / Zip:</b> |
| <b>Phone:</b>           | <b>Fax:</b>               |
| <b>E-mail:</b>          |                           |

### Payment:

 Cheque enclosed

 Visa

 Master Card

 American Express

Account Number: \_\_\_\_\_ Expiry Date (month/year): \_\_\_\_\_

Signature\* (required): \_\_\_\_\_

\* If paying by credit card, by providing a signature the signee agrees that the credit card will be charged the entire enrolment fee, regardless of whether the registered party attends the event.

### How to Register:

SEND THIS FORM AND PAYMENT TO:  
Kunst Solutions Corp.  
2080 Beaverdale Road  
Cambridge, Ontario,  
N3H 4R7 Canada

OR

REGISTER VIA:  
PHONE: 519 651 2341  
Fax: 519 651 2502