

SUMMER "LEAN" READING

#1 Managing to Learn – Using the A3 management process to solve problems, gain agreement, mentor, and lead. by John Shook.

In the number one spot by a factor of almost two is John Shook's new book published in October, *Managing to Learn*. This book reveals the thinking underlying the vital A3 management process at the heart of lean management and lean leadership and is a must in every lean library. It is done with a unique self-coaching format.

#2 Learning to See – *Value-stream Mapping to Create Value and Eliminate Muda*, by Mike Rother and John Shook

Would you believe that *Learning to See* came on the scene a decade ago as the first in the series from the Lean Enterprise Institute? It is one of the mainstays of training and a great place to start the lean journey. Ranking just behind are the other books in the series; *Creating Continuous Flow*, *Making Materials Flow*, *Creating Level Pull* and *Seeing the Whole*.

#3 Getting the Right Things Done – *A Leader's Guide to Planning and Execution* by Pascal Dennis

Getting the Right Things Done by Canadian author Pascal Dennis demonstrates how strategy deployment can help leaders harness the full power of Lean and provides readers with a framework for understanding the key components of strategy deployment.

#4 Lean Thinking – *Banish Waste and Create Wealth in Your Corporation*, 2nd Ed, by James P. Womack, Daniel T. Jones

An old standby written in a straightforward style, *Lean Thinking 2nd edition: Banish Waste and Create Wealth in Your Corporation* describes the main concepts of lean and gives specific manufacturing examples.

#5 Creating a Lean Culture – *Tools to Sustain Lean Conversions* by David Mann

The book *Creating a Lean Culture: Tools to Sustain Lean Conversions* from Productivity Press moves beyond models and theories of lean management to show how to implement the daily practices that are the key to implementing and sustaining a lean transformation.

#6 Kaizen Express – *Quick success with plant floor Kaizen*, by: Narusawa Toshiko, John Shook

New in 2009, this succinct but comprehensive back-to-basics book from LEI offers lean novices and veterans alike a comprehensive primer on lean principles and implementation.

#7 The Birth of Lean – *Conversations with Taiichi Ohno, Eiji Toyoda, and other figures who shaped Toyota Management*, by: Koichi Shimokawa, Takahiro Fujimoto

Also new from LEI in 2009, *The Birth of Lean* provides an honest look at the origins of Lean, written in the words of the people who created the system; Taiichi Ohno, Eiji Toyoda, Kikuo Suzumura, Michikazu Tanaka, Kaneyoshi Kusunoki, Masao Nemoto.

#8 Understanding A3 Thinking – *A critical component of Toyota's PDCA management system*, by: Durward K. Sobek II.,

A 2008 publication from Productivity Press, *Understanding A3 Thinking: A Critical Component Of Toyota's PDCA Management System* is a very popular book that illustrates how the power of the A3 report derives not from the report itself, but rather from the development of the culture and mindset required for the implementation of the A3 system.

"Unless you try to do something beyond what you have already mastered, you will never grow."

Ronald. E. Osborn

Where Lean Thoughts can become Reality

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#9 Uptime, 2nd Ed. – *Strategies for Excellence in Maintenance Management* by: John Dixon Campbell, James Reyes-Picknell

A book used by many universities as course material, *Uptime 2nd Edition: Strategies for Excellence in Maintenance Management* provides a thorough review of what it takes to achieve excellence in maintenance. Updates from the first edition include current trends in technology, reliability maintenance improvements, and the challenges of finding qualified maintenance personnel due to an aging labor force.

#10 Lean Production Simplified, 2nd Ed. – *A Plain-Language Guide to the World's Most Powerful Production System* by Pascal Dennis

Another accessible read by Canadian author Pascal Dennis is *Lean Production Simplified, 2nd Ed.: A Plain-Language Guide to the World's Most Powerful Production System*. This book covers each of the components of lean within the context of the entire lean production system.

THE TOP TEN LIST....

The Top Ten books for Lean manufacturing were ranked by Canadian sales from January to June 2009

—as determined by OCAPT Business Books —the folks you can use to obtain copies for your “Summer Reading Program” (???)

Check them out at www.ocapt.com

Why people quit:

According to a recent survey conducted by Canadian employee search firm **David Aplin Recruiting**, there's a major disconnect between why employees quit... and why managers think they quit.

Below are the 5 most common reasons, in order of importance, for workers quitting:

- Lack of trust in senior leaders.
- Insufficient pay.
- Unhealthy business culture.
- Lack of honesty, integrity and ethics.
- Lack of opportunity for training and development.

By contrast, the following are the 5 top reasons managers say they think their employees left:

- Insufficient pay.
- Unexpected career opportunity.
- Decision to change careers.
- Lack of work-life balance.
- Lack of opportunity for training and development.

It's interesting that many top managers have no clue that lack of trust and an unethical or emotionally unhealthy business culture are major factors that drive employees away. They'd rather believe that staff is lured away by higher paying competitors. That way they can blame someone else for their problems and not face their own sorry reality.

And here's the kicker... more than two thirds of departing employees said they first voiced their concerns to managers before deciding to leave.