

Documenting the Current State

Process Name _____

STEPS 1-4

Paste your first post-it here.

STEPS 5

CALCULATING CYCLE TIME

Write your calculation results here (see page 2, step 5 or slide #49).

$$\begin{matrix} \checkmark & \text{Value add} & & \times & \text{NVA \& required} & & \text{Cycle time \# of min} \\ \text{\# of min} & & + & \text{waste} & & = & \\ & & & \text{\# of min} & & & \end{matrix}$$

Please note: Some value-added activities might take a minute or less, while some non-value-added activities might take hours or even days.

CALCULATING % VALUE ADD

$$\begin{matrix} \checkmark & \text{Value add} & & \text{Cycle time} & & \text{\$} & \text{\% Value add} \\ \text{\# of min} & & \div & \text{\# of min} & = & & \\ & & & & & & \end{matrix}$$

Imagining the Future State

STEP 6

Paste your first post-it here.

STEP 6: CALCULATION

CALCULATING CYCLE TIME

$$\begin{matrix} \checkmark & \text{Value add} & & \times & \text{NVA \& required} & & \text{Cycle time \# of min} \\ \text{\# of min} & & + & \text{waste} & & = & \\ & & & \text{\# of min} & & & \end{matrix}$$

Please note: Ideally, you want to eliminate all non-value-added activity. Sometimes that is not possible.

CALCULATING % VALUE ADD

$$\begin{matrix} \checkmark & \text{Value add} & & \text{Cycle time} & & \text{\$} & \text{\% Value add} \\ \text{\# of min} & & \div & \text{\# of min} & = & & \\ & & & & & & \end{matrix}$$