

Accelerate Phase I Project Agenda

Day 1

Time	Topic
7:00 am to 8:00 am	Arrive and set up for training and project
8:00 am to 8:30 am	Project Introduction, Charter and Agenda Review
8:30 am to 10:00 am	Lean Overview and Current State VSM Training
10:00 am to 12:00 am	Develop Current State VSM Path
11:00 am to 11:45 am	Discuss VSM path and data collection
11:45 am to 12:15 pm	Lunch
12:15 pm to 2:30 pm	Gather data for Current State Map
2:30 pm to 4:30 pm	Create Current State VSM
4:00 pm to 4:30 pm	MCT training & Current State MCT Map

Note: Day One can run longer than 4:30 pm.

Day 2

Time	Topic
7:30 am to 8:00 am	Arrive and prepare for project
8:00 am to 8:30 am	Project Progress Review
8:30 am to 9:30 am	Future State VSM Training
9:30 am to 11:30 am	Create Future State VSM
11:30 am to 12:15 pm	Lunch
12:15 pm to 1:30 pm	Finalize Future State VSM
1:30 pm to 2:30 pm	Project Planning
2:30 pm to 3:00 pm	Future State MCT Map
3:00 pm to 4:00 pm	Project Wrap-up and Next Steps Review