

Continuous Improvement

Continuous Improvement course details

Duration: 1 Day

course overview

- Introduction
- The Concept of Continuous Improvement
- Implementing Continuous Improvement Processes
- Monitoring and Adjusting Performance
- Managing Opportunities for Further Improvement
- Action Plan

the next step

Eager to learn more? We recommend:

- Creative Thinking and Innovation
- Leading Change
- Operational Planning

course dates

Visit www.TP3.com.au for our latest course schedule or call us on 1300 658 388.

statement of attainment

This course can be used to complete a nationally recognised qualification. You can complete an optional assessment task for an additional fee.

- BSB40207 Certificate IV in Business
- BSB40807 Certificate IV in Frontline Management
- BSBMGT403A Implement continuous improvement
- BSB51107 Diploma of Management
- BSBMGT516A Facilitate continuous improvement

Enhance the quality of your products or services by implementing a continuous improvement process. In this course you will examine the concept of continuous improvement and its role as both a mindset and review technique. You will discover how to implement continuous improvement systems and ensure their effectiveness through monitoring and review.

Learning Outcomes

- Lead and implement continuous improvement systems and processes
- Monitor, report and adjust performance strategies
- Manage and consolidate opportunities for further improvement

The Learning Process

Before the course

Participants are asked to prepare prior to attending training. You should reflect on your personal objectives and current skills and come to the program ready to learn. Preparation may involve answering questions, seeking feedback from colleagues or reviewing your organisation's policies and procedures. You will receive an email with details of the pre-training preparation upon enrolment.

During the course

Our Business Performance courses are practical, interactive and fun. Well-known, proven theories are translated into easy-to-understand concepts and techniques by experienced training consultants. Participants return to work understanding what they can do to enhance their performance and put learning into practice.

After the course

Participants are encouraged to complete activities at work following the program. These activities reinforce the concepts and skills learned and facilitate the transfer of learning into real work situations. For those seeking formal recognition of competency, assessments tasks may be available.

"Completing this qualification has given me the challenge I was looking for and encouraged me to review my own performance and has given me the drive to do better. I now feel ready to move into a management position."

"I have already started to use the information from the course. I feel I have a better understanding of my organisation as a result. The discussion with other participants was very valuable."

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Introduction

The context of this program
Learning outcomes
Personal objectives

The Concept of Continuous Improvement

What is continuous improvement?
Benefits of continuous improvement
Your role in the continuous improvement process

Implementing Continuous Improvement Processes

Encouraging participation in the process
Communicating to teams and individuals
Facilitating implementation of continuous improvement processes
Providing support to others

Monitoring and Adjusting Performance

Monitoring the progress of continuous improvement initiatives
Identifying factors that can hinder performance
Taking proactive measures to enhance performance
Customer service and continuous improvement
Adjusting plans to accommodate environmental and technological changes

Managing Opportunities for Further Improvement

Communicating improvements to stakeholders
The importance of review and measurement to effective continuous improvement
Documenting changes
Acknowledging success

Action Plan

Planning to apply knowledge and skills at work
References and further reading

Customising this course for your business

TP3 can provide a range of consulting services to better meet your business needs, including closed courses for your organisation, customised course material relevant to your industry and requirements, individual or group coaching and blended learning solutions.

The impact model

A key component of our Business Performance courses is the Impact Model, which demonstrates the overarching focus of effective learning, and how our courses impact the performance of people at work. The aim of training is to impact the performance of staff to cause positive change in people's performance, and thus effect positive change in the organisation's results.

Coaching

TP3 supports leaders and managers through a series of services that are focused on individual and organisational development. These services can include:

- Coaching services for either teams or individuals that can be customised to the organisation's needs
- Helping organisations create and develop their own in-house coaching programs
- Working with organisations to help develop strategies to align and drive cultural change

CPD points

Many professional institutions, industry bodies and associations require their members to undertake continuing professional development (CPD). This course may be recognised as contributing to your CPD. Please contact your professional institution to find out more.

Employability skills for nationally recognised training

A summary of the employability skills developed through this qualification can be downloaded from <http://employabilityskills.training.com.au>

For more information on this course, or to view the latest course schedule, visit our website www.TP3.com.au or call us on 1300 658 388.