### **OpusWorks**<sup>®</sup> Basic Problem-Solving Skills Series thehub.opusworks.com

**Increasingly, organizations see competitive advantage** in building a problem-solving/continuous improvement culture where everyone is inspired, capable, and adding value. Equipping your employees with problem-solving skills is one of the greatest contributions that a leader can make to their team and organization.

## Competency learning is a fast, activity-based, learner-centric way to develop skills, one at a time, just-in-time.

#### **Our Basic Series offers:**

- 17 Basic Problem-Solving Competencies that create immediate value,
- Learning nodes, practice exercises, and value-adding activities,
- Mobile and/or desktop/laptop delivery,
- Facilitated interaction between students and mentors,
- Progress tracking, badging, surveys, and more.



#### Learning Node



- Learn Autonomously
- Fully Adaptive



Practice Immediately System Graded



Activity

- Apply Knowledge Beneficially
- Mentored



### Our Purpose is Applying and Doing

- Blended Learning leverages module learning to prepare people to apply a defined body of knowledge.
- Competency Learning, with focus on specific skills, requires people to do real-world, hands-on activities.
- Competency Learning is an additional way to create value for a department or an entire organization.





# With competency learning, there is laser focus on DOING - applying the knowledge in an exercise or activity and receiving feedback.

#### To right-skill your people, the OpusWorks Competency Hub will:

- Engage them in building competencies, one-by-one
- Explain a competency, simply, with steps on how to do it
- Give immediate feedback via Knowledge Checks
- Provide downloadable support tools and resources
- Build confidence by scoring exercises
- Manage the activity review, feedback, and sign-off process
- Award badges and certificates as competencies are earned
- Provide real-time progress and accomplishment information
- Build a competencies database of deliverables and individuals



For additional information about the OpusWorks Competency Hub, use the QR code, visit www.opusworks.com or contact Jan Freyburgher at janf@opusworks.com

Competency		The ability to
<b>BASIC PROBLEM SOLVING</b>	Lean Six Sigma Introduction	Explain Lean Six Sigma.
	Waste Elimination	Classify activities into value-adding, non-value-adding but required, or non-value-adding and not required. Apply a Waste Walk Checklist to a real process identifying waste.
	Going to Gemba	Apply the gemba principles: go see, ask why, and show respect.
	5S -Level 1	Apply the first 3 steps of 5S in a work area.
	Visual Management	Apply Visual Management in a work area.
	Project Management	Correctly write a Problem Statement and a Goal Statement.
	PDCA	Apply PDCA to a problem; Communicate PDCA results using a PDCA Storyboard.
	Voice of the Process	Collect data at the gemba following the steps and key concepts about data collection.
	Process Mapping	Map a process using a flowchart.
	SIPOC	Build a SIPOC of a process.
	Spaghetti Diagram	Create a Spaghetti Diagram of a process.
	Root Cause Analysis	Apply 5 Whys to investigate a problem and identify the root cause.
	Implementing Solutions	Utilize a Benefit Versus Effort Matrix to prioritize solutions; Complete a 4W1H Action Plan.
	Mistake Proofing	Create a Mistake-Proofing device.
	Standard Work	Create Standard Work for a work activity.
	Follow up and follow through	Complete the three steps to develop and implement a Control Worksheet; Effectively close a process improvement project.

**OpusWorks** is a proven innovator and experienced partner. Since 1992, our e-Modules, competency hub, learning designs, and project tracking system have enabled leaders and their organizations to engage their workforces, build capability, reduce training costs, eliminate waste, power team performance, rapidly scale, and achieve improvement goals.

Start Solving More Problems Today with OpusWorks: thehub.opusworks.com - www.opusworks.com



