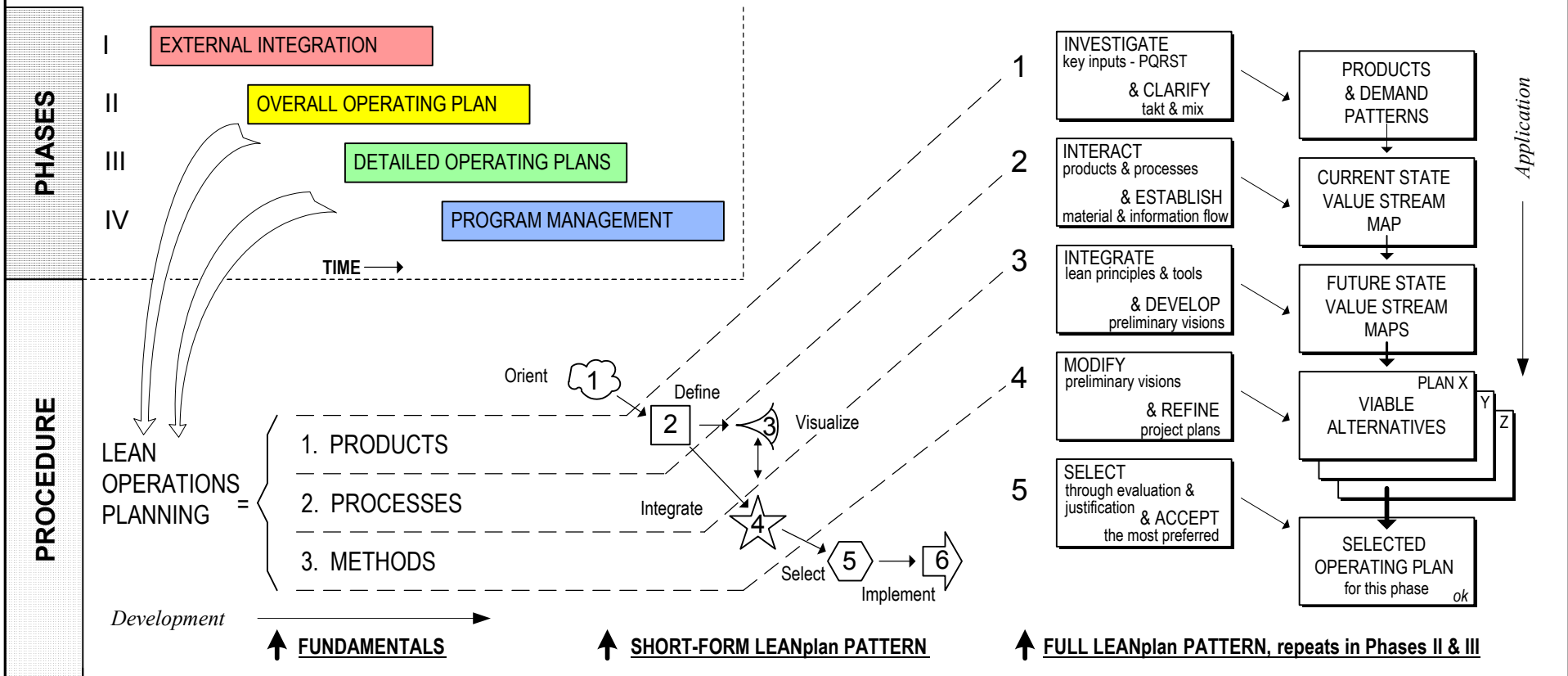


LEANplansm Capsule Summary



CONVENTIONS	Process Charting Symbols	Value Stream Mapping Symbols**		Formulas & Explanations	Planning Dimensions	Rating & Evaluating Scale				
	<ul style="list-style-type: none"> * ○ Operation ○ Origination ● Addition * ⇨ Transportation * ◊ Handling * ▽ Storage * ◐ Delay * □ Inspection 	Material Flow Icons Name Process Cycle Time Changeover Availability Yield + Other data as needed	Information Flow Icons Name Outside Entity Finished Goods to Customer Shipment Manual Flow Electronic Flow Withdrawal Kanban Production Kanban Signal Kanban	Horizon Schedule OXOX Load Leveling Box Sequenced-Pull Ball Kanban Post Go See General Icons Improvement Kaizen or Project Buffer or Safety Stock Operator	Takt time = Available Working Time / Customer Demand Pitch = (Takt time) x (Pack count) Kanban $K = (Q + B) / C$ where: K = Number of Kanban Q = Production Lot Size B = Buffer or safety stock C = Container capacity Single-Piece Cycle Time $s = T + (n-1)t$ where: s = Single-piece production cycle time per lot T = Processing time per piece n = Number of processes t = Processing time per piece	Process People Information Technology Strategy Framework Charting Dimensions, or Levels Processes & Operations Assessments, Opportunities, Projects, Enablers	Meaning Most Best Least Worst	Vowel Letter A E I O U X	No. Value 4 3 2 1 0 -1	Color Code Red Orange Yellow Green Blue Uncolored Evaluation only

* A.N.S.I. Standard Y15.3M adopted as basic to LEANplan procedures

** Value Stream Mapping symbols courtesy of Lean Enterprise Institute adopted as basic to LEANplan procedures.