

## KATA OVERVIEW

This 4 hour course helps your management and workforce understand how the Improvement Kata (IK) and Coaching Kata (CK) can be developed within work areas for process improvement activities that are aligned with the overall company vision. Organizations worldwide practice the routines of the IK and CK, which has resulted in a tremendous amount of learning and workforce development.

Join us as we network, share experiences and lessons learned, and practice together. This training program is based on a pattern of Plan, Do, Check Act/Adjust (PDCA) cycles of learning, focused on improving those situations which need to be improved, rather than just improving things which can be improved. As part of CK training, the group will participate in different roles: Learner, 1st Coach, and 2nd Coach. Each role is practiced and understood before moving to the next level. The CK is primarily used to develop people, while engaging in the IK is a learning activity.

Participants learn how to meet almost any challenge by practicing and learning a systematic, scientific way of thinking and acting. Experience why Kata is not just about efficiency, but an enjoyable way of working every day toward positive goals.

### Outline of Lessons

#### Section 1

IK and CK are intertwined and innovative management systems. We review the theory behind Toyota Kata so all the participants understand what we are trying to accomplish.

#### Section 2

Participants learn to:

- Understand the direction
- Grasp the current condition
- Establish a target condition
- PDCA toward the target condition/ coaching cycles

**IK- Role Play** - Practicing a systematic, scientific way for people to work together to achieve challenging objectives that are currently beyond their reach.

**CK- Role Play** - Practicing to develop managers as coaches for creating a culture of continuous improvement, adaption and innovation. This is done through simple, time-efficient, daily “coaching cycles.”

#### Section 3

Apply Countermeasures to the simulation, run production, and compare to the previous performance metrics.

### Deliverables to Client

At the conclusion of this workshop, the company will have received the following:

- A way to align learning cycles and improvement activities to achieve a specific Target Condition.
- An understanding of the Improvement Kata and how people can work together to learn through PDCA Cycles of Learning.
- An understanding of the Daily Coaching Kata and how to coach people to become problem solvers.
- Learned how to establish what the company vision is and which Target Conditions should be worked on to improve the process.
- Learned to identify obstacles and work on one obstacle at a time.

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