



Lean Six Sigma

Excursions for
Sustainability through Certification
Lean Business Leader Certification

“We Simplified Our Universe...
So That You Could Improve Yours”



A division of CMA Enterprise
Incorporated



Greetings

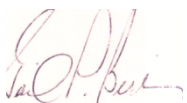
We are proud to introduce our Innovation Center. **The Breakthru Institute (TBI)** is designed to serve as your Conduit to reducing and/or eliminating roadblocks that occasionally arise in our clients' business, talent base, leadership (any level), or processes. Our training experiences focus on best practices, techniques. We also bring into your universe practical tools that are easy to implement in your organization.

Our Training Institute is a wholly owned subsidiary of CMA Enterprise Incorporated and is called The Breakthru Institute. It houses approximately six academies of which one of them is our Lean Six Sigma Academy. Descriptions of the Lean courses follow this correspondence. It is an expansion of our current 25 year old brand and it gives us the latitude to "Explore the Obvious" through Edu-tainment.

We are in the classroom... We are virtual... And We are here to coach you when you want independent study. Our TBI website is www.breakthruinstitute.biz

We look forward to your favorable response and if you have any questions, please contact the undersigned at 954-476-3525 or Oliver Williams at 786-286-0010.

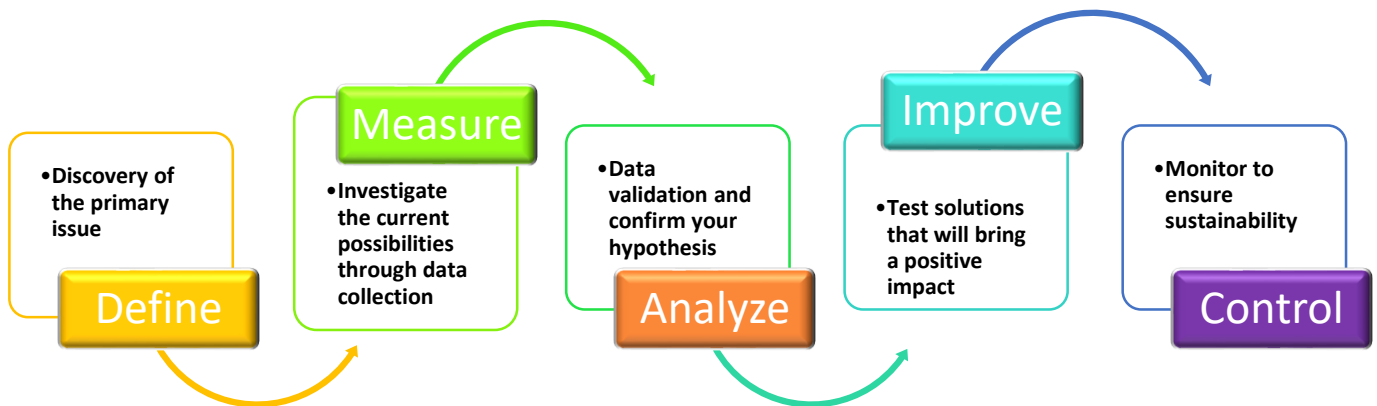
Kindest regards,



Gail P. Birks, EMBA, LMBB, IATA
Managing Director
Mediator

What is a DMAIC Process Station?

The DMAIC Process Stations contain the tools and technical approaches That assist our candidates in building a business case for transformation.



“...It gives me great pleasure to recommend CMA Enterprise Incorporated... In a three year timeframe the CMA Team has delivered Project Planning, and Scheduling, Team Dimensions, Kaizens and Lean Six Sigma Green Belt and Yellow Belt Training. I recommend them with enthusiasm and given the opportunity would engage them again in future training initiatives...”

Peterjohn Plummer, Sr. Mgr. – Operations Systems Projects

Noven Pharmaceuticals, Inc.

(a member of the Hisamitsu Group)Miami, FL



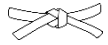


Why Train with TBI?

TBI offers a unique remedy that provides our clients with the ease of understanding the concepts and methodologies introduced. By simplifying our universe, we have been able to help you improve yours with sustainable results. Your ROI is immediate because with we provide you with the support you need to be successful in your Lean Certification Journey. We guide you through your “wilderness” with techniques that include but are not limited to...

- TBI separates Lean Six Sigma by experience levels which ensures that you are able to walk before you run
- If you have completed the certification course, we can coach you through your project and offer the exam
- Our training team is comprised of certified professionals in the Lean Six Sigma universe.
- Certification is free with the complete Green and Black Belt training.
- TBI brings Lean Six Sigma to you translated into everyday business language
- Project Coaching is included in the fee for the full certification training. The certification project aids in bringing a faster ROI to you and your organization because results are realized.

TBI Lean Six Sigma Training Universe



White Belt: Assists with process mapping



Yellow Belt: Front line Team Members handle The data collection



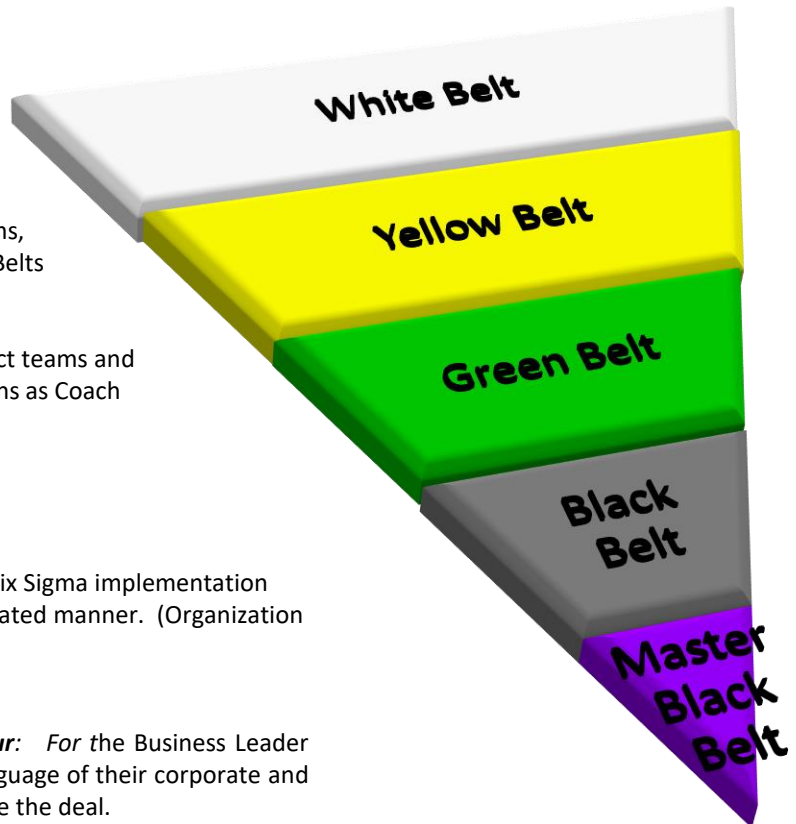
Green Belt: Lead Teams, focus on analysis



Black Belt: Solutionists, Lead Teams, Train and Coach green and Yellow Belts



Master Black Belt: Oversees Project teams and associated Team dynamics, functions as Coach to other levels



Other Certificate Training



Champions take responsibility for Six Sigma implementation across the organization in an integrated manner. (Organization Leadership)



Lean Business Leader/Entrepreneur: For the Business Leader who must be able to speak the language of their corporate and government clients in order to close the deal.



Lean Practitioner (Kaizens): Run your own projects with the tools that will assist you in mobilizing project teams, project management, handoff and monitoring for sustainable integration



Lock-step Program: For the Company who is on an accelerated timeline to transform your culture, this is for you. In 6-8 months, our candidates will go from yellow to black belt. If you seek your master black belt designation, it is 12-15 months.



TPS – A Lean Approach: This training focuses specifically on the principles and tools used in this universe of “Lean Manufacturing” as created by Mr. Toyoda and Mr. Ohno. This Lean Course, while originating in the manufacturing climate is not just for professionals in that industry. The tools and critical thinking can translate across industry lines.



This training even focuses on the Entrepreneur in today's Business Environment to who must be able to speak the language of their corporate and government clients in order to close the deal. Additionally, structuring your own organizations in a manner that is efficient and sustainable.

This 4 day course is designed to assist emerging and seasoned business owners in growing their businesses and their workforce

What Will I Learn?

- The Voice of the Customer/Business
- Understanding Your Maturity and Capability Levels
- Heightening awareness of Time and Resource Waste
- Supply and Demand Forecast Modeling
- Building a Balanced and Sustainable Scorecard
- Building and Marketing Your Brand

Intended Outcomes

- Innovative strategies for improving businesses of any size or industry
- Exposure to the universe of process and performance improvement
- Lean management tools that can be used in any decision scenario
- Building and /or expanding your vocabulary to converse "fluently" with your customers

Is there a Candidate Criteria?

Candidates should be in business/organizations at least 5.

Investment:

Classroom: \$3500.00 pp

Online: \$3500.00 pp

Blended: request a quote

Concierge: request a quote

Materials: \$250.00 (software)

For more information please visit
www.breakthruinstitute.biz



Lean Business Leader Certification Training

<u><i>The Voice of the Customer/ Business</i></u>	<u><i>Maturity and Capability Levels</i></u>	<u><i>Time and Resource Management</i></u>	<u><i>Supply and Demand Forecasting Models</i></u>	<u><i>Financial Measures</i></u>
<ul style="list-style-type: none"> • Force Field and Your Environment • Weighting the Risk of Status Quo (ERM) • Cultivating the Expectation Decision Tree • Understanding what is critical to business quality 	<ul style="list-style-type: none"> • Organization Diagnosis • Creating your visual factories • Understanding how our projects are sized • P-CMM • Team SWOTT/PEST Analysis • Management Accountability Scorecard • CMMI Models • Maturity Level Matrices • Negotiating Resolution • Managing within the Spider's Web 	<ul style="list-style-type: none"> • Time Value and Utility Functions • Determining Takt Time and Resource Allocation • Streamlining with SMED 	<ul style="list-style-type: none"> • Are we pushing or being pulled in the transaction journey • Setting up the poka yokes • What is our cost to carry? • Being prepared to run the production race 	<ul style="list-style-type: none"> • Understanding the Customer ROI • Know the Cost of Quality and Prevention • Managing the Operating/ Project Cost Analysis
<u><i>Building a Balanced Scorecard</i></u>	<u><i>Negotiating Your Winning Message</i></u>	<u><i>Bringing it all together</i></u>		
<ul style="list-style-type: none"> • Tracking the 7 Measures of Performance • Comprehending the "speak" of our Environment • Finding the Root Cause(s) 	<ul style="list-style-type: none"> • Know the "Cast of Characters" • Crafting the winning message 	<ul style="list-style-type: none"> • Composing your Sustainability Plan • Tracking your progress (or not) 		

Course Materials	<ul style="list-style-type: none"> • 135 page binder • Participant Exercise Workbook • “Toolbox” containing worksheets and templates • Lean Entrepreneur Strategic Planning Template
Supplemental Materials	<p><u>Think and Grow Rich</u>, by Napoleon Hill (Entrepreneur series)</p> <p><u>The Unwritten Rules of the Game</u>, Peter Scott-Morgan (Business Leaders)</p> <p>Or</p> <p><u>The Leader’s Window</u>, John D.W. Beck and Neil M. Yeager (Business Leader)</p> <p><u>The Nordstrom Way</u></p>
Project Coaching	This offering applies to engagements that are done on site with an organization. Contact us for a quote.
Software	<p>QiMacros – project planning and statistical software</p> <p>Adaptive BMS – business software</p> <p>MS PowerPoint, Excel, Word</p>
Classroom Course Length	<p>*3 days for the “Bootcamp” (consecutive)</p> <p>*3-4 days for the Lean Entrepreneur Institute.</p> <p>*3-6 months for Project Coaching</p>
Online/ Blended Learning	60 days

Testimonials



"Thank you Miss Gail

What a great pleasure and experience to be educated by your service , this Green Belt certification is immense accomplishment to the development of my management skills for the Cities Public Utilities department. This Six Sigma knowledge will be something I will use and embrace into my white hair warrior days. Once again I can not say enough , **thank you !!!!!!!!!!!!!!!**"

*James Looney
Utilities Operations and Maintenance Superintendent
ECR/WRF - Public Utilities Department*

"During a period when the organization was looking to drive operational innovation and excellence we sought consulting partners that could assist us in a companywide initiative. Following an extensive RFP process we engaged Gail Birks and her team at CMA to assist us in this process. She and her team brought to the table the level of expertise needed to implement a cross functional training and certification initiative in Lean Six Sigma. As a result individuals across the organization achieved yellow, green and black belt certifications. The new approaches to operational excellence will extend well into the future. The tools and methodology employed proved highly effective and are a testament to her teams' expertise. In addition her flexibility, team dynamics and project management all proved to be invaluable during several assignments that extended from that initial engagement."

*Carolyn Donaldson
Senior Vice President Human Resources
Altegra Health*



"Gail is a mentor and friend. When I heard about her Breakthru Institute, I was first to sign up. Her course was pragmatic and relevant. She used practical examples to demonstrate her points and shared many client experiences throughout the course. Receiving her certification, helped me land a great position with my employer. I highly recommend the Breakthru Institute for anyone that is serious about process improvement. *Connie Valencia, CIA, CRMA, Six Sigma YB
Project Manager / Process & IT Transformation Director*"

Who is TBI?

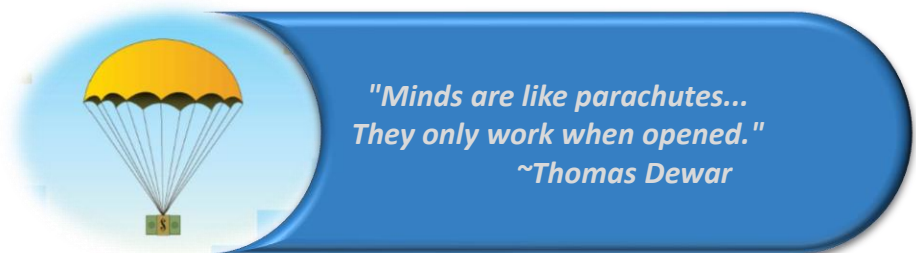
The Breakthru Institute, (TBI) is a subsidiary of CMA Enterprise Incorporated, a Performance and Process Improvement Consulting Firm headquartered in Davie, Florida.

TBI serves as our training division. Through TBI, we specialize in raising your levels of maturity and enhancing your capability and capacity through performance and process improvement consulting and training that delivers AHA Moments™ again and again.

We are in the classroom... We are virtual... and We are here to coach you when needed. Our training through our academies and ala carte excursions. The academies are...

- Lean Six Sigma
- Leadership and Managerial Excellence
- Entrepreneurial Excellence
- Diversity and Inclusion
- Strategic Implementation Planning
- Practitioners' Academy (Train the Trainer)
- Board Governance and Enterprise Risk Management

Our training and consulting teams are experienced professionals who bring the practical knowledge and experience to our client engagements. We are your global resources committed to bringing Adult Edu-Tainment to your workforce and stakeholders.





THE
BREAKTHRU
INSTITUTE

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