

Course: Kaizen Leadership  
Module: Overview

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1. The word Kaizen literally means to \_\_\_\_\_.
  - reduce
  - radically reduce inventory
  - change out of necessity
  - change for the better
  
2. Mr Imai's "new" Kaizen definition includes which of the following? Select all that apply.
  - Everywhere improvement
  - Everyday improvement
  - Everybody improvement
  - Everyone works as fast as possible
  
3. Top management commitment is absolutely critical to the success of kaizen or lean improvements in general.
  - True
  - False
  
4. According to Mr. Imai's definition, FSL stands for:
  - Flow, Speed, and Line Balancing
  - Flow, Safety, and Leveling
  - Flow, Synchronization, and Leveling
  - Flow, Safety, and Line Balancing
  
5. A primary purpose of Lean is to employ minimum resources for maximum output.

# Quiz

- True
- False

6. Everything in Gemba \_\_\_\_\_ if left alone.

- stays the same
- improves
- deteriorates
- disappears

7. Standards are meant to be improved.

- True
- False

8. Which form of productivity should lean thinking companies be most concerned with maximizing?

- Productivity of Equipment
- Productivity of Employees

# Quiz

6. Leader Standard Work involves adding more work to your already busy schedule?
- True
  - False
7. Team Leader Standard work accounts for approximately \_\_\_\_\_% of the Team Leader's time?
- 80
  - 100
  - 20
  - 50
8. Gemba walks should be done once a week?
- True
  - False
9. What attributes should a leader have while conducting a Gemba walk? Select all that apply.
- Patience
  - Provide answers to problems
  - Willing to coach
  - They should ask questions
10. Visual controls allow you to easily manage the process from your desk?
- True
  - False

# Quiz

11. What is the leader's responsibilities when it relates to visual controls? Select all that apply

- They should ensure proper response/action to misses
- They should ensure "misses" are documented
- They should verify the tracking and execution
- They should identify who is to blame for misses

12. The ease at which a leader can quickly grasp the situation during a gemba walk is directly related to the \_\_\_\_\_ of visual controls.

- Quantity
- "Wow factor"
- Quality and variety

13. The Kamishibai Audit system is a simple check card system used for systematically reviewing critical items within the workplace area?

- True
- False

14. Only team leaders should kamishibai cards to audit the workplace?

- True
- False

15. Kamishibai cards have two sides?

- True
- False

16. Daily accountability and discipline is at the heart of successful Leader Standard work system?

# Quiz

- True
- False

17. Daily “huddles” meetings should last no longer than \_\_\_\_\_ minutes?

- 60
- 30
- 15

18. A leader’s disciplined adherence to the process makes lean management work otherwise our lean system would fail?

- True
- False