

# Six Sigma Executive Overview

## (8:00am – 4:30pm)

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- ❑ **Introduction** 8:00AM – 8:30AM
    - REASON
      - *Roles, Expectations, Agenda, Safety, Operating Rules, Next Step*
  - ❑ **Six Sigma Overview** 8:30AM – 10:00AM
    - History and Definition
    - Benefits
  - ❑ **Break** 10:00AM – 10:15AM
  - ❑ **Six Sigma Overview** 10:15AM – 11:00AM
    - Continued
  - ❑ **Six Sigma Roles (Practitioners)** 11:00AM – 12:00PM
    - Green Belts (GB)
    - Black Belts (BB)
  - ❑ **Lunch** 12:00PM – 12:45PM
  - ❑ **Six Sigma Roles (Management)** 12:45PM – 2:00PM
    - Management and “Project Champions”
      - *Communication*
    - Deployment Strategies
  - ❑ **Break** 2:00PM – 2:15PM
  - ❑ **Six Sigma Project Selection** 2:15PM – 4:15PM
    - Selection Criteria/Alignment
    - Project Documentation
      - *Writing Project Contracts*
    - Project Examples
    - Lessons Learned
  - ❑ **Wrap Up/Next Steps** 4:15PM – 4:30PM
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