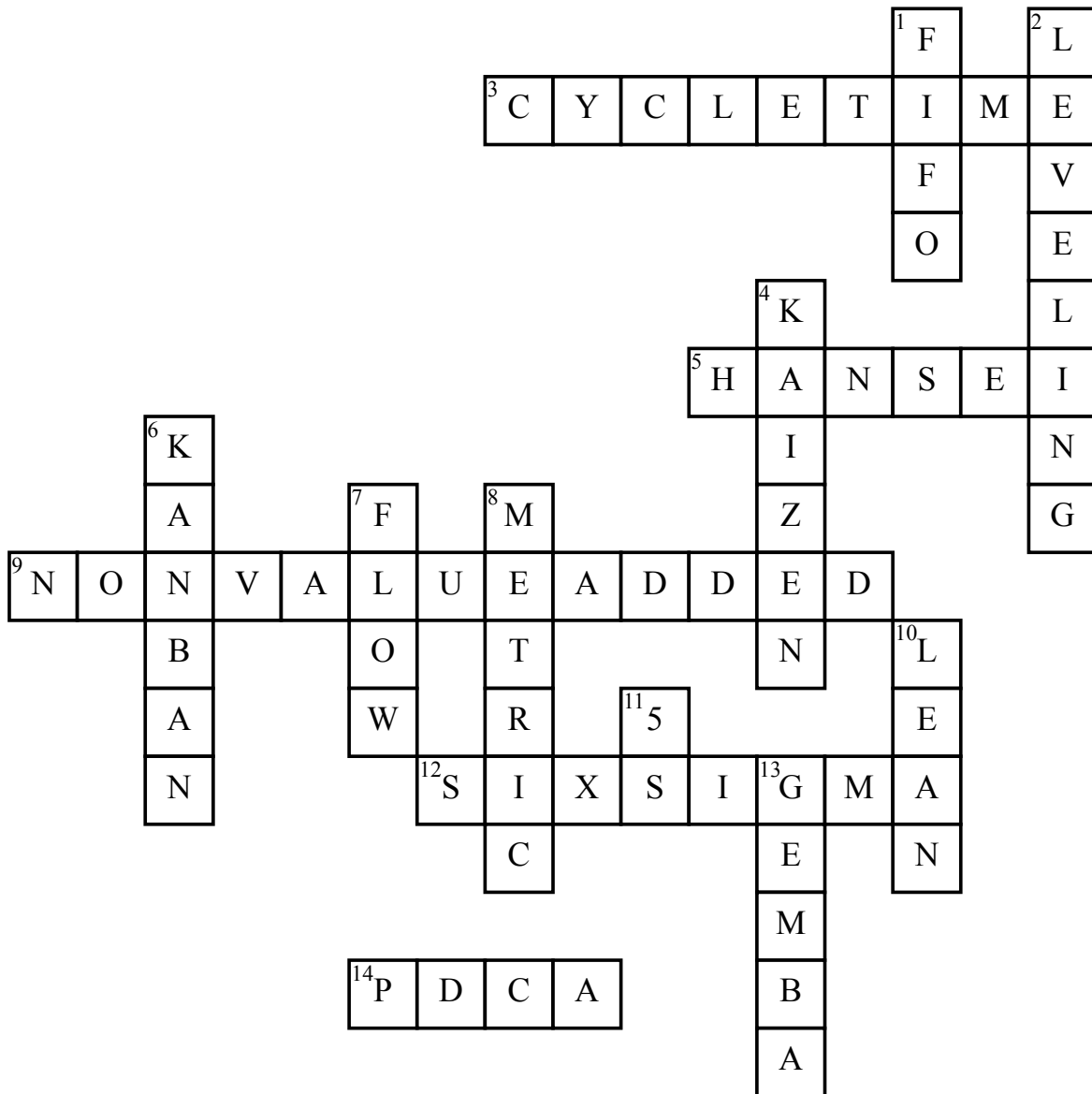


Name: _____

Date: _____

Lean Terminology



Across

3. The time elapsed from the beginning of a work process request until it is completed
5. A reflection on what went well and what could have been done better with regard to an event, mission, project, or situation
9. An activity that takes time, resources, and cost, but does not add to the customer requirements
12. Prescriptive methodology for analyzing root cause and implementing corrective action
14. Scientific approach to process improvement or problem solving on a broader scale

Down

1. A work controlled method to ensure the oldest inventory is the first to be processed
2. The balancing of work amongst the workers during a period of time, both by volume and variety
4. Continuous improvement. "Kai" means to "take apart" and "zen" means to "make good."
6. Signal or card. A visual indicator that serves as a means of communicating to an upstream process precisely what is re-quired at the specific time
7. The movement of material or information

8. A specific number (data) that is utilized to measure before and after improvement initiatives
10. Methodology and tools for transforming processes to deliver customer value faster, improve work flow, and eliminate waste
11. A Lean manufacturing tool focused on creating and maintaining an organized, clean, and high performing work environment by eliminating non-value-added activities (Sort, Set in Order, Shine, Standardize, Sustain)
13. Japanese term meaning "the actual place" or "the real place" and implies that it is the place where value is created