

Courses in English Course Description

Department	09 Engineering and Management
Course title	Lean Management & Lean Administration
Hours per week (SWS)	4
Number of ECTS credits	4
Course objective	<p>The aim of the course is to provide students with the necessary tools and methods to carry out lean work processes and designs in administration and production. Students will experience the success of perfection in the complete value chain from the placing of the customer's order to its final distribution via engineering, procurement and production. The integrated course concept promotes a systematic analysis of processes and structures. It enables students to learn effective and comprehensive methods to implement waste-free collaboration as well as lean work systems in administration and production.</p> <p>Having successfully completed the module students will be familiar with the most important lean principles and methods. Students will therefore be able to systematically uncover and eliminate waste in an industrial administration and production environment.</p>
Prerequisites	Basics in Management of Production and Logistics
Recommended reading	<p>Mike Rother & John Shook: "Learning to See", latest edition</p> <p>Bodo Wiegang & Philip Franck: "Lean Administration I: How to make business processes transparent. Step 1: Analysis", latest edition</p>
Teaching methods	Seminar
Assessment methods	<p>The module is assessed by:</p> <p>1 x problem solving and collaboration in the three business simulations (Lean Production / Lean Administration / Cardboard Engineering)</p> <p>1 x course paper on key issues addressed in the course</p> <p>The two assessments are of equal value.</p>
Language of instruction	English
Name of lecturer	Prof. Dr. Andreas Rieger
Email	andreas.rieger@hm.edu
Link	
Course content	<ol style="list-style-type: none"> 1. Global challenges for production 2. Introduction to lean thinking 3. Principles and methods of lean production and administration 4. Business simulation in production 5. Business simulation in administration 6. Cardboard Engineering for an ergonomic and lean workplace design 7. Success stories and key learning
Remarks	