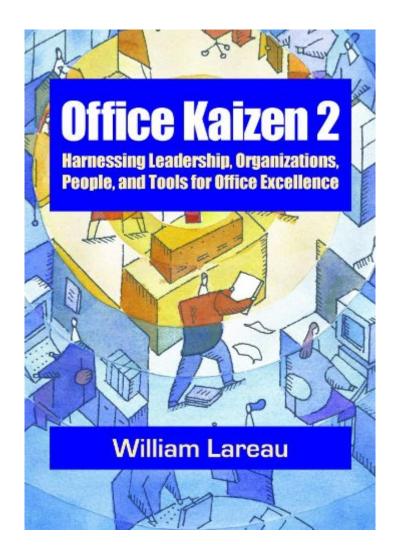
The book was found

Office Kaizen 2: Harnessing Leadership, Organizations, People, And Tools For Office Excellence





Synopsis

Expanding upon what Office Kaizen: Transforming Office Operations into a Strategic Competitive Advantage presented, this book continues to forego dependence upon good fortune and completes the picture of whatâ [™]s required for a comprehensive, sustainable Office Kaizen implementation. The purpose is to provide predictable, defined structures and methods to replace circumstance and luck in the pursuit of excellence. The specific objectives that Office Kaizen 2 pursues in order complete the road map to kaizen success are:- Provide leadership at all levels with an understanding of how human motivation and group and organization dynamics influence what everyone does every minute at work.- Provide leadership at all levels with an understanding of what cultural change is and how it can be most effectively led.- Present and explain why, how, and when the principle methods and tools of Office Kaizen can best be applied.- Provide guidance for planning, conducting and following-up on continuous improvement events (sometimes called rapid improvement events, kaizen blitzes and so on).- Present detailed approaches for leading kaizen-based cultural change initiatives at various levels of organizations from single work groups to corporate wide efforts.- Provide insights into applying value stream mapping (VSM) in non-factory settings. An organization that effectively utilizes kaizen (and/or lean manufacturing and/or Six/lean Sigma) methods over the long term as a normal part of everyday business is one that has dramatically changed its culture from what it was before. The fact that so many organizations fail in implementations of world-class methods suggests that many of the successes are based upon happenstance or luck. This book provides the guidelines for method and tool applications that take the luck out of successful Office Kaizen cultural change initiatives.

Book Information

File Size: 3302 KB Print Length: 376 pages Publisher: ASQ Quality Press (November 29, 2010) Publication Date: November 29, 2010 Sold by:Â Digital Services LLC Language: English ASIN: B004EBTBY2 Text-to-Speech: Enabled X-Ray: Not Enabled Word Wise: Enabled Lending: Not Enabled

Enhanced Typesetting: Not Enabled

Best Sellers Rank: #895,277 Paid in Kindle Store (See Top 100 Paid in Kindle Store) #128 in Kindle Store > Kindle eBooks > Business & Money > Skills > Office Management #169 in Kindle Store > Kindle eBooks > Business & Money > Management & Leadership > Total Quality Management #302 in Kindle Store > Kindle eBooks > Business & Money > Management & Leadership > Quality Control

Customer Reviews

Great tool to share with your office staff who believe Kaizen is only for the warehouse.

Download to continue reading...

Office Kaizen 2: Harnessing Leadership, Organizations, People, and Tools for Office Excellence The Cleveland Clinic Way: Lessons in Excellence from One of the World's Leading Health Care Organizations: Lessons in Excellence from One of the World's ... Care Organizations VIDEO ENHANCED EBOOK Office Kaizen: Transforming Office Operations into a Strategic Competitive Advantage Leadership: Leader Skills For Communication, Influence People and Business Coaching (Leadership, Influence People, Leader, Business Skills) The Toyota Way to Lean Leadership: Achieving and Sustaining Excellence Through Leadership Development The Kaizen Event Planner: Achieving Rapid Improvement in Office, Service, and Technical Environments Your Office: Microsoft Office 2016 Volume 1 (Your Office for Office 2016 Series) The Leadership Pipeline: How to Build the Leadership Powered Company (J-B US non-Franchise Leadership) Exponential Organizations: Why new organizations are ten times better, faster, and cheaper than yours (and what to do about it) Exponential Organizations: New Organizations Are Ten Tmes Better, Faster, and Cheaper Than Yours (and What to Do About It) Reinventing Organizations: An Illustrated Invitation to Join the Conversation on Next-Stage Organizations Reinventing Organizations: A Guide to Creating Organizations Inspired by the Next Stage of Human Consciousness What Successful People Know about Leadership: Advice from America's #1 Leadership Authority Dealing With Difficult People: Get to Know the Different Types of Difficult People in the Workplace and Learn How to Deal With Them (How To Win People, How To Influence People) The Cleveland Clinic Way: Lessons in Excellence from One of the World's Leading Health Care Organizations The Cleveland Clinic Way: Lessons in Excellence from One of the World's Leading Healthcare Organizations The Toyota Way to Service Excellence: Lean Transformation in Service Organizations Tourism in Africa: Harnessing Tourism for Growth and Improved Livelihoods (Africa Development Forum) Exploring Activex: Harnessing

Microsoft's New Internet Standard The Spontaneous Fulfillment of Desire: Harnessing the Infinite Power of Coincidence

<u>Dmca</u>