

1 - 14 March 2018 (Two weeks) at AOTS Chubu Office (CKC) [Aichi] <To Be Determined>

Course Objectives

This program aims to enable the participants to learn about excellent Japanese companies and their key success factors, management skills for productivity that can make kaizen (improvement activities) familiar, as well as to enhance their consultancy by acquiring practical approaches to working with people and organizations.

Target Participants

Consultants or staffs responsible for diffusing knowledge and skills in companies, industrial organizations, universities, research institutes, or vocation schools.

Language

All lectures and visits will be conducted in English or Japanese with translation into English.

Course Contents

【Step 1】 Participants will have an introductory lecture on the characteristics of Japanese companies, and look at excellent examples of cooperate management, production management, environmental management, including how the companies have changed historically and their key factors for success, etc.

【Step 2】

1. Participants will study the basic techniques of effective production/factory management applied in Japanese companies, namely, 5S, standardization, Kaizen (improvement) activities and so forth, which are all important and useful in improving the basic conditions of a production work area.

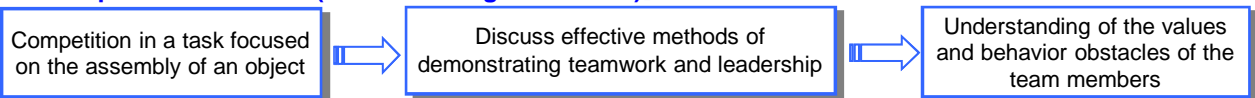
2. Participants will learn how to work with people and organizations through action-learning based exercises such as "working with operation standards" and "program for changing behavior".

【Step 3】 Participants will establish practical action plans to specify how to promote and implement what are learnt through the training program, and make presentations on the final day.

Course Features: A curriculum focusing on participative exercises (group work)

The course will offer a variety of exercises for participants to change their behavioral patterns and perceptions and to enhance their abilities as managers. The course bases these exercise programs on a learning process called "Action-Learning," which induces changes in personal behavior and organizational response based on the result of each exercise.

【Standard Operation Exercise (Manufacturing Simulation)】



【Program for Changing Behaviors】

Participants will learn how people are motivated, as well as improve their own leadership and communication skills, by repeating role-plays and watching recording of the role-plays.



— Part of the participation expenses will be covered by subsidy from the Japanese government —

Application Deadline: 9 January 2018 (Tue)



Please Contact: Management Training Administration Group, AOTS
Hakutsuru Bldg. 4F, Ginza 5-12-5, Chuo-ku, Tokyo 104-0061, Japan
Tel: 81-3-3549-3051 Fax: 81-3-3549-3055
E-mail: shouhei-au@aots.jp



Visit http://www.aots.jp/jp/ikusei/management/files/17pct_e.pdf

Tentative Schedule of The Program on Consultancy Training (PCT)

Date	Morning Session	Afternoon Session
28 Feb (Wed.)	(Arrival in Japan)	
1 March (Thu.)	Orientation Opening Ceremony / Program Guidance	LECTURE/EXERCISE : Introduction to Action Learning
2 (Fri.)	LECTURE : The Characteristics of a Japanese Company	COMPANY VISIT : Case Example of a Japanese Company's Management Strategy
3 (Sat.) 4 (Sun.)	Days off	
5 (Mon.)	LECTURE/EXERCISE : Working with Operation Standards - 1	
6 (Tue.)	LECTURE/EXERCISE : Working with Operation Standards - 2	
7 (Wed.)	COMPANY VISIT : Successful Example of a Japanese Manufacturing Company	COMPANY VISIT : Case of Challenge Taken up by a Japanese Manufacturing Company -Environmental Measures, Energy Conservation, Streamlining, etc.
8 (Thu.)	LECTURE/EXERCISE : Case Study of Problem-Solving	
9 (Fri.)	LECTURE : 5S and Kaizen	LECTURE : Case Example of 5S in Local Government
10(Sat.) 11 (Sun.)	Days off	
12 (Mon.)	LECTURE/EXERCISE : Program for Changing Behavior - 1	
13 (Tue.)	LECTURE/EXERCISE : Program for Changing Behavior - 2	
14 (Wed.)	Final Report Presentation	Closing Ceremony
15 (Thu.)	(Departure from Japan)	