WORKSHOP

# LEAN PROJECT MANAGEMENT
# ONLINE TRAINING
## Execute Projects Successfully

### Overview

**Systematic Lean Project Management together with modern quality improvement methods and techniques give individuals and teams the ability to analyze problems systematically, develop solutions thoroughly and plan deployment successfully. Furthermore, the use of these methods and techniques gives you the chance to shorten the project life cycle.**

### Goal

After this online training participants are able to apply systematic Lean Project Management and to use modern quality improvement methods and techniques efficiently and effectively in their daily work.

### Topics

- Introduction Lean Management
- Definition of a quality improvement project (project charter)
- Deployment of a quality improvement project
- Successful use of quality improvement methods and techniques
- Quality improvement methods and techniques
  - Flow Chart / Value Stream Map
  - Pareto Analysis
  - Force-Field Analysis
  - Cause/Effect Diagram / Affinity Diagram
  - Decision Matrix
  - Histogram
  - Scatter Diagram
  - Brainstorming
  - 5S
  - 8 Lean Office Wastes
  - Personal Quality Improvement (PQI)
- Storyboarding (Case Work)

### Benefits

- Learn the Principles of Lean Management
- Define a quality improvement project
- Steps of systematic lean project management
- Understand the structure of a quality improvement project
- Design Check Sheets, Checklists and other diagrams
- Apply Flow Charting / Value Stream Map techniques on the job
- Use different types of charts (i.e. Affinity Diagram, Pareto Diagram, etc.)
- Interpret Histograms, Scatter Diagrams and other diagrams
- Apply the 8 Lean Office Wastes to improve your work place
- Use techniques to improve your own personal quality
- Understand in which situation you apply certain methods/ tools (through the application of a Case Work)

### Who should participate?

This training is designed for Managers, Project Leaders, Project Members, who would like to apply their newly acquired know-how in practical exercises during the online training.

### Documentation / Certificate

Participants receive training documentation, and a case study. The workshop participants receive the ITQM Training Certificate.

### Workshop Coach

Dr. Karl J. Koller is the Director of the Institute for Total Quality Management (ITQM), Zurich, Switzerland. He earned a master's degree in business administration (MBA) and received his doctorate in management from the University of St. Gallen, Switzerland. He worked and studied in the USA for several years. Dr. Koller has more than 30 years of practical experience with international companies as well as with universities. He has been working in the field of Total Quality Management for many years with a focus on management in the TQM process and on the EFQM Excellence Model. In addition to his consulting activities, he spent several years as a visiting faculty member for Total Quality Management at a number of universities. During his doctoral studies he spent two years as a visiting research fellow at Northwestern University, Evanston, IL, USA.

Dr. Koller has published several articles about Quality Management and presented at national and international conferences. He conducted TQM study tours within the USA on a regular basis (TQM in manufacturing, logistics, higher education, health care).

Dr. Koller is an Assessor for the EFQM Excellence Award, an EFE Trainer/Advisor and was from 1999-2026 an international accredited trainer of the European Foundation for Quality Management (EFQM), Brussels. He is a Six Sigma Black Belt (ASQ), a Certified PROSCI Change Manager, a QFD Black Belt (QFDI), and a Certified EFQM Innovation Leader.

**Duration** 3 days **ONLINE** Training

| **Dates** | **Registration until** |
|---|---|
| May 24-26, 2026 | May 1, 2026 |
| September 27-29, 2026 | September 5, 2026 |
| November 29 - December 1, 2026 | November 10, 2026 |

Working Hours 09:00AM to 05:00PM (Arab Standard Time)

**Language** English

**Fee* SAR 5800.- / OMR 595.- / EUR 1260.- / CHF 1200.-**

* includes ITQM training documentation, ITQM Training Certificate

*This training can also be conducted in-house.*

# *REGISTRATION FORM*

E-mail registration to: **info@itqm.ch**

or register directly on our website: **www.itqm.ch**

**Institute for Total Quality Management**

**CH-8142 Zurich-Uitikon**

**Personal Information**

O Mr. O Ms. O Title_____

First Name

Last / Family Name

Job Title

Organization

Department

Address

Zip Code/City

Country

Phone Office

Phone Mobile

Fax

E-mail

Date

Signature

## Lean Project Management Online Training

**O May 24-26, 2026**
**O September 27-29, 2026**
**O Nov. 29 - Dec. 1, 2026**

**SAR 5800.-- /**
**OMR 595.-- /**
**AED 5800.-- /**
**QAR 5800.-- /**
**EUR 1260.-- /**
**CHF 1200.--**

**Registration**
Please return the completed application form by mail, fax, or e-mail. Registrations will be accepted in the order that they are received/paid. Registration received after the latest day for registration may incur a late booking surcharge of SAR 400.00 / OMR 40.00 / EUR 100 / CHF 100..

**Language**
The training is conducted in English.

**Payment**
The invoice for the training will be mailed to you when your registration is received. The participation fee must be paid before the final date for registration.

**Discount for participating teams**
Receive a 10% discount for each participant if 3 or more people from the same organization register together. This offer can not be combined with any other special offer.

**Services**
The training fee includes: Full-time coaching by Dr. Karl J. Koller, training material, ITQM Training Certificate.

**Cancellation**
ITQM reserves the right to change dates, venues, trainers due to unavoidable circumstances. If you cannot attend personally, a substitute delegate is welcome to join the training in your place - for no extra charge. Should you, or a substitute, be unable to attend, we will promptly refund your fee less a service charge of 10% if you inform us before the latest day for registration. No refund are possible for cancellations received less than 30 days before this training. Instead you will be issued with a 50% discount Training Voucher, which entitles you to attend a public training arranged by ITQM.