

MOST Certification Program – Online

Training Course

Course Summary:

This training course is broken into several short courses designed to provide you with a broad perspective of work measurement and teach you how to apply the BasicMOST work measurement system.

Course Objectives:

- Calculate the time that a task or set of tasks should take to be performed.
- Apply predetermined time values to activities from memory or from a data card according to the rules of BasicMOST.
- Observe operator activities and write accurate method descriptions.
- Analyze work on the basis of moving objects using the BasicMOST system.
- Identify activities in terms of the four basic sequence models for manual work: General Move, Controlled Move, Tool Use and Equipment Use.

Who Should Attend:

Anyone interested in learning an efficient and widely accepted work measurement system.

Key Course Content:

- Understand the foundation of work measurement.
- Learn why measuring work is important to an organization.
- Learn about the traditional work measurement techniques of time study and predetermined motion time systems.
- Apply the sequence models in practice exercises and video examples.

Learn the Four Basic Sequence Models of BasicMOST

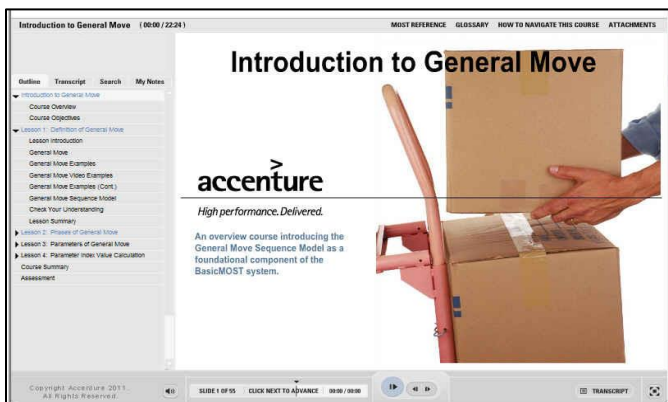
- *General Move* – for the movement of an object freely through the air.
- *Controlled Move* – for the movement of an object while it remains in contact with a surface or is attached to another object during movement.
- *Tool Use* – for the use of common hand tools.
- *Equipment Use* – for common administrative activities.

Benefits to Your Organization When You Take This Course:

- Enables you to analyze any type of manual work with one of the most efficient and widely used work measurement techniques.
- Reduces the time needed to analyze work as MOST can be applied in a fraction of the time it takes to perform traditional time study or other predetermined motion time systems.
- Provides you with a tool that is 'method sensitive' where the outcome of the analysis provides cues as to where there are opportunities for saving time, money and energy.
- Eliminates the subjectivity involved in performance rating an activity since the MOST technique is based on a 100% pace.
- Meets the needs of many industries such as manufacturing, service and distribution and is well accepted by employees, unions and management.

Course Details:

Length: 44 courses totaling 31 hours of training
Format: Online - 1 year subscription
Fee: \$2,000.00 USD



Registration:

☎ 412.937.6384



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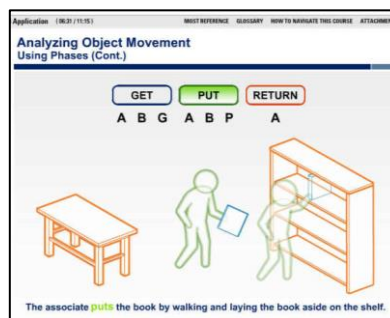
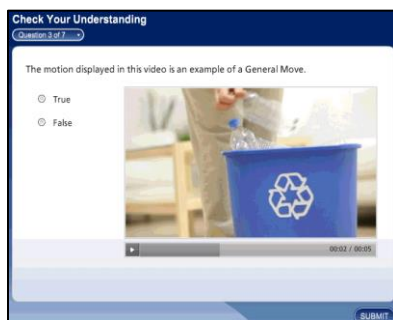
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Benefits

The online MOST Certification Program has been strategically designed to accommodate the many components and details that make up the BasicMOST Work Measurement System.

Benefits:

- Structured ‘Check Your Understanding’ quizzes with immediate feedback to reinforce the concepts presented.
- More than 250 videos used in different capacities through the course.
- Sequence model application courses designed to follow the phases used in a sequence model to enable you to analyze different activities with MOST.
- Three video courses that walk you through the complete MOST analysis process for an activity.
- One year subscription for the course allowing you to re-take courses as necessary to refresh key concepts.
- Phone and email support are provided for MOST content related questions or for technical assistance.



Course Name*	Course Name*
General Move Courses	Tool Use Courses
Introduction to General Move	Introduction to Tool Use
Action Distance (A) Parameter Application Rules	Fasten (F) & Loosen (L) Parameter Application Rules
Body Motion (B) Parameter Application Rules	Rules for Tool Use Placement
Gain Control (G) Parameter Application Rules	Tool Use Sequence Model Application – Fasten & Loosen
Placement (P) Parameter Application Rules	Tool Use Frequencies
General Move Sequence Model Application	Fasten & Loosen Video Analysis
Parameter Frequencies & Simultaneous Motions	Fasten & Loosen Review
General Move Video Analysis	Cut (C) Parameter Application Rules
General Move Review	Surface Treat (S) Parameter Application Rules
	Measure (M) Parameter Application Rules
Controlled Move Courses	Cut, Surface Treat & Measure Sequence Model Application
Introduction to Controlled Move	Record (R) Parameter Application Rules
Move Controlled (M) Parameter Application Rules	Think (T) Parameter Application Rules
Process Time (X) Parameter Application Rules	Record & Think Sequence Model Application
Alignment (I) Parameter Application Rules	Cut, Surface Treat, Measure, Record & Think Video Analysis
Controlled Move Sequence Model Application	Cut, Surface Treat, Measure, Record & Think Review
Controlled Move Video Analysis	
Controlled Move Review	
	Equipment Use Courses
Additional MOST Related Courses	Introduction to Equipment Use
Introduction to Standards	Keyboard (W) Parameter Application Rules
Introduction to MOST	Keypad (K) Parameter Application Rules
MOST Theory	Letter/Paper Handling (H) Parameter Application Rules
BasicMOST Review	Equipment Use Sequence Model Application
MOST Certification Exam	Equipment Use Video Analysis
	Equipment Use Review

*Course length varies from 15 minutes to one hour.

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