Accenture Workforce Optimization Academy

MaxiMOST Certification Program – Online

Training Course

Course Summary:

This certification program is broken into several short courses designed to provide you with a broad perspective of work measurement and teach you how to apply the MaxiMOST Work Measurement System to measure work for long-cycle, non-repetitive activities.

Course Objectives:

- Calculate the time that a single 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 MaxiMOST.
- Observe operator activities and write accurate method descriptions considering the round trip activity for the work.
- Analyze work on the basis of moving objects using the three sequence models for manual work: Part Handling, Tool Use, and Machine Handling.

Who Should Attend:

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

Key Course Content:

- Understand the foundation of work measurement.
- Apply the three sequence models in various practice exercises.
- View video examples and demonstrate knowledge by analyzing different MaxiMOST based scenarios.

Learn the three Basic Sequence Models of MaxiMOST

- *Part Handling* – for objects moved freely through the air or 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 analysis of common hand tools and measuring devices.
- *Machine Handling* – for the analysis of manual operations associated with manipulating the controls of machines.

Learn the two supplementary Sequence Models of MaxiMOST

- *Powered Crane* – for the analysis of the movement of objects with the aid of an overhead bridge crane.
- *Powered Truck* – for the analysis of movement of objects with the aid of a powered wheeled truck.

Benefits to Your Organization When You Take This Course:

- Reduces the time needed to measure long-cycle work while still providing an accurate analysis.
- Provides you with a tool that is 'method sensitive' where the outcome of the analysis unveils opportunities for saving time, money and energy.
- Analyzes the long-cycle activities included in machining, maintenance, heavy assembly, or utility operations and is well accepted by employees, unions and management
- Eliminates the subjectivity involved in performance rating an activity since the MaxiMOST System is based on a 100% or average pace.

Course Details:

Length:	30 courses totaling 24 hours of training
Format:	Online - 1 year subscription
Fee:	$2,000.00 USD

Registration:

412.937.6384
www.hbmaynard.com
OWO.Training@accenture.com

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K&L Gates Center, 210 6th Avenue, 8th Floor
Pittsburgh, PA 15222 USA

Syllabus

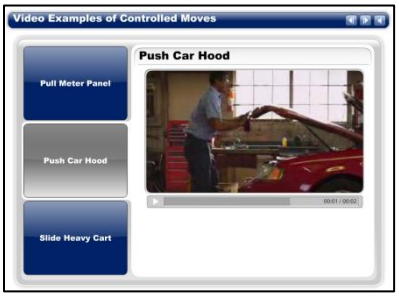
MaxiMOST Certification Program – Online

Benefits

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

Benefits:

- Structured 'Check Your Understanding' quizzes with immediate feedback to reinforce the concepts presented.
- More than 75 videos used in different capacities throughout the program.
- Detailed sequence model application courses designed to enable you to analyze different activities with MaxiMOST.
- Three video courses that walk you through the complete MaxiMOST analysis process for an activity.
- One year program subscription allows you to re-take courses as necessary to refresh your knowledge of key concepts.
- Phone and email support for MaxiMOST content-related questions or for technical assistance.



*Course Name**		*Course Name**
Part Handling Courses		**Machine Handling Courses**
Introduction to the Part Handling Sequence Model		Introduction to the Machine Handling Sequence Model
Part Handling (P) Parameter Application Rules – General Move		Machine Handling (M) Parameter Application Rules
Part Handling (P) Parameter Application Rules – Controlled Move		Machine Handling Sequence Model Application
Part Handling Sequence Model Analysis		Machine Handling Review
Part Handling Video Analysis		
Part Handling Review		**Additional MaxiMOST Related Courses**
		Introduction to Standards
Tool Use Courses		Introduction to MOST
Introduction to the Tool Use Sequence Model		Action Distance (A) Parameter Application Rules
Tool Use (T) Parameter Application Rules – Assemble or Disassemble Standard Fasteners		Body Motion (B) Parameter Application Rules
Tool Use (T) Parameter Application Rules – Tighten or Loosen Fasteners		MOST Theory
Tool Use Sequence Model Application for Standard Fasteners		MaxiMOST Review
Tool Use Video Analysis for Standard Fasteners		MaxiMOST Certification Exam
Tool Use Review for Standard Fasteners		
Tool Use (T) Parameter Application Rules – General Tools I		
Tool Use (T) Parameter Application Rules – General Tools II		
Tool Use (T) Parameter Application Rules – Measure		**Supplementary Courses****
Tool Use Sequence Model Application for General Tools and Measure		The Powered Crane Sequence Model
Tool Use Video Analysis for General Tools and Measure		The Powered Truck Sequence Model
Tool Use Review for General Tools and Measure		**The two supplementary courses are not required for certification

*Course length varies from 15 minutes to one hour

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