LEAN SUMMIT CZECHOSLOVAKIA

BeExcellent

Case Study Template

Lean Awards 2026

Company
Company name

Project
Project name

ORGANIZED BY

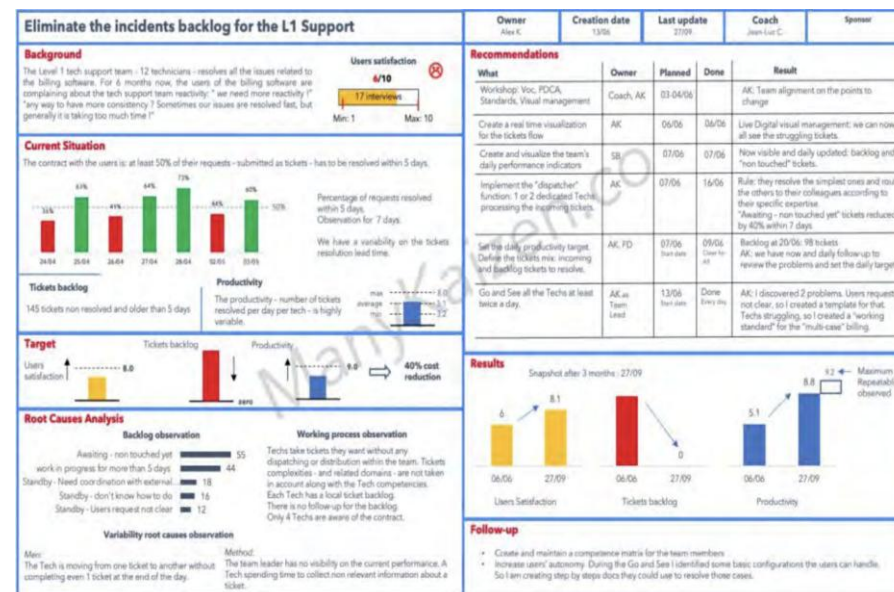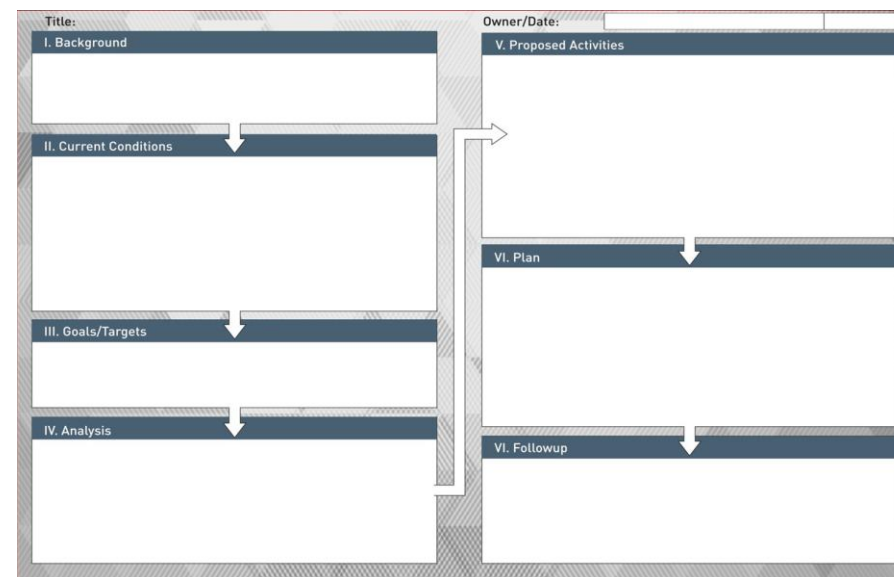LEAN INSTITUTE SLOVAKIA

SC&C PARTNER

Guidelines

- All texts and descriptions must be in PPT **in English, Czech or Slovak language.**

- **Do not use animations** within slides or animated slide transitions.

- Display pictorial elements in **graphics that are sufficiently visible** on a classic screen (unblurred, legible).

- Observe the **maximum number of slides** for each block.

- Minimum **size of font is 14**.

- **Do not use too much text**, if a more extensive description is needed to understand the idea, write it briefly in the notes to the slide.

- Content/topic is not evaluated criterium, **important is application of Lean / Agile / Project management methods & tools**. – NOT WHAT, BUT HOW –

A3
Management Summary

- Prepare a **short summary slide** of the project (this will be used by the awards panel also the winning projects, will be displayed on a large screen for all).

- Get inspired by the typical headings of an A3 report:
  - I. Background
  - II. Current Conditions
  - III. Goals / Targets
  - IV. Analyses
  - V. Proposed Activities / Countermeasures
  - VI. Implementation Plan
  - VII. Results and Follow up

Max 1 slide

Problem or Opportunity

- Well defined problem / opportunity statement demonstrating why this project was selected (e.g. benefit effort based on data from business, financial, customer or process related impact).

Max 1 slide

Target

- What SMART target(s) were set by management?

  Max 1 slide (Can be combined with previous slide Problem or Opportunity).

Current State

- Graph or other representation of the status before the improvement.

  Max 2 slides

Root Cause

- Demonstration of adequate Root Cause Analysis tool selection and application.

  Max 3 slides

Countermeasure(s)

- What innovative actions to eliminate the root cause(s) were identified and selected?

Max 3 slides

Implementation + Duration

- Demonstrate use of Lean tools + was the project completed to a plan justified by the complexity involved? Consider also budget and resource planning if relevant.

<u>Max 1 slide</u>

Results

- % of target achieved + a graph or other monitoring tool showing the before and after status.

  <u>Max 1 slide</u>

Standardisation

- How will the improvement be maintained long-term?

Max 1 slide

Expansion

- Are plans in place to leverage the project across the organisation?

Max 1 slide