



Kanban Implementation Specialist (KIS)[™] Course of Study

Introduction

The Kanban Implementation Specialist (KIS) Certification, developed exclusively for the Management and Strategy Institute, is designed to give the student a solid understanding of how to implement Kanban in a corporate environment.

Organizations increasingly turn to agile methodologies to optimize workflow and achieve operational excellence. Among these methodologies, Kanban is a powerful and versatile approach that transcends industries.

If you're looking to boost your career and contribute to streamlined processes, obtaining your Kanban Implementation Specialist (KIS) certification could be your pathway to success.

The KIS exam is a timed, online exam. It has a required passing score of 70%.

Competencies

This course of study covers the following competencies:

Introduction to Kanban and Its History

- Kanban, which translates to "visual card" or "billboard" in Japanese, is a lean and agile methodology that traces its roots back to the manufacturing industry in Japan.
 - Learning Outcome: Understand the history of Kanban.

Key Principles of Kanban

- Kanban is built on several fundamental principles that have made it a powerful tool for optimizing workflows.
 - Learning Outcome: Understand general key principles.

Kanban vs. other project management methodologies

- Before delving deeper into Kanban, it's important to recognize that it operates within a landscape of project management methodologies.
 - Learning Outcome: Understand Scrum, Waterwall, and how Kanban is used in Six Sigma projects.

Creating and Using Kanban Boards

- Creating a Kanban Board, Define Workflow Stages, Create Columns, Add Work Items, Place Cards on the Board.
 - Learning Outcome: Understand how to create a Kanban board.

Using Kanban Boards Effectively

- Visualizing Work, Tracking Progress, Pulling Work, Managing WIP Limits.
 - Learning Outcome: Understand how to visualize Work, Tracking Progress, Define Pulling Work, Managing WIP Limits.

Defining Work Items

- Work items are the individual tasks, activities, or projects that make up your workflow.
 - Learning Outcome: Understand work items.

Implementing Swimlanes

- Swimlanes are horizontal divisions on a Kanban board that provide additional categorization or grouping of work items.
 - Learning Outcome: Understand Swimlanes.

The Importance of Visualization in Kanban

- Visualization is a cornerstone of Kanban, and it plays a vital role in enhancing transparency, promoting shared understanding, and driving effective workflow management.
 - Learning Outcome: Understand visualization and how it applies to Kanban.

Setting WIP Limits and Their Benefits

- Work-in-Progress (WIP) limits are critical to Kanban methodology.
 - Learning Outcome: Understand Work-in-Progress (WIP) limits.

Managing and optimizing workflow with WIP limits

- WIP limits are a powerful tool in Kanban for ensuring that work flows smoothly, reducing bottlenecks, and improving overall workflow efficiency.
 - Learning Outcome: Understand Managing and optimizing workflow with WIP limits.

Common Challenges in Applying WIP Limits

- While WIP limits are a powerful tool in Kanban for optimizing workflow, they can also present challenges in their application.
 - Learning Outcome: Understand common challenges with applying WIP limits.

Introduction to the Pull System in Kanban

- The pull system is a core principle in Kanban, setting it apart from traditional push-based systems.
 - Learning Outcome: Understand Kanban pull system.

Understanding the Concept of Flow

- In Kanban, the concept of "flow" is central to achieving a smooth and efficient workflow.
 - Learning Outcome: Understand flow.

How Pull Systems Improve Efficiency

- Pull systems are a central element of Kanban that significantly contribute to improving efficiency in workflow management.
 - Learning Outcome: Understand how pull systems improve efficiency.

Identifying Bottlenecks in a Process

- Bottlenecks are points of congestion or slowdown in a workflow that can significantly impact the efficiency of a process.
 - Learning Outcome: Understand and identify bottlenecks.

Strategies for Addressing Bottlenecks

- Bottlenecks can impede workflow efficiency and productivity. In this module, we will explore various strategies for addressing bottlenecks in a Kanban system and ensuring a smoother workflow.
 - Learning Outcome: Understand how to address bottlenecks.

The Theory of Constraints (TOC) in Kanban

- The Theory of Constraints (TOC) is a management philosophy and methodology focused on identifying and addressing constraints in a process to optimize overall performance.
 - Learning Outcome: Understand Theory of Constraints (TOC).

Key Performance Indicators (KPIs) in Kanban

- Key Performance Indicators (KPIs) are essential tools in Kanban for measuring and evaluating the performance of your workflow.
 - Learning Outcome: Understand Key Performance Indicators (KPIs).

Using Data to Drive Process Improvements

- Data is a valuable asset in Kanban, providing insights that enable teams to enhance their workflow, optimize processes, and achieve higher levels of efficiency.
 - Learning Outcome: Understand using data for process improvements.

Conducting Retrospectives and Feedback Loops

- Retrospectives and feedback loops are vital practices in Kanban that support continuous improvement and promote collaboration.
 - Learning Outcome: Understand Retrospectives and feedback loops.

Introducing Kanban to Your Team or Organization

- Introducing Kanban to a team or organization is a significant change that requires careful planning and execution.
 - Learning Outcome: Understand how to introduce Kanban to key stakeholders.

Overcoming Resistance to Change

- Change can be met with resistance, and introducing a new methodology like Kanban is no exception.
 - Learning Outcome: Understand resistance to change.

Scaling Kanban for Larger Projects or Organizations

- While Kanban is highly effective for managing workflow at the team level, it can also be scaled to meet the needs of larger projects and organizations.
 - Learning Outcome: Understand scaling Kanban.

Examples of Kanban being used

- Let's look at a few examples of organizations that have successfully implemented Kanban.
 - Learning Outcome: View several Kanban implementation examples.

Learning Resources

Recommended:

Material included with your purchase is recommended reading.

- Free online training material provided by MSI. The material includes everything you will need to learn to pass the exam. This material is included for free with the purchase of your exam. It is in digital form, and available immediately after payment.

Optional:

This material is not required, however it will assist you in becoming a Kanban professional.

- Technical-Project-Management-in-Living-and-Geometric-Order-1610642983
 - eBook included with purchase.

Preparing for Success

In order to successfully complete the CMS exam, you will need to make sure you have the appropriate resources to support your learning.

- A quiet location, free from distraction.
- Internet access.
- Current (newest) version of Internet Explorer, Firefox, or Chrome browser.
- Take study notes while going through the training.
- When you are ready to take the exam, you should allot 3-hours of time.

Frequently Asked Questions

What happens if I fail the exam?

- You are given two additional attempts to pass the exam at no additional cost.

Will I receive a physical certificate in the mail?

- Yes, MSI will mail you a certificate suitable for framing as well as transcripts.

Will I receive Professional Competency Units (PCU's)?

- Yes, the Kanban certification exam awards 30 PCU's upon passing of the exam.