

**DEPARTMENT OF
INDUSTRIAL ENGINEERING AND MANAGEMENT
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR
AND
PRODUCTION ENGINEERING DEPARTMENT
JADAVPUR UNIVERSITY CALCUTTA**

offer

**SHORT-TERM TRAINING
PROGRAMME**

on

**RECENT TRENDS IN PRODUCTIVITY
MANAGEMENT**

for

**INDUSTRY AND ACADEMIC
PROFESSIONALS**

on

October 6-7, 2012



at

**IIT Kharagpur Extension Centre
Salt Lake City, Calcutta 700 091**

BACKGROUND

Department of Industrial Engineering and Management (IEM), Indian Institute of Technology Kharagpur has a long history of education and training in the broad field of Productivity Engineering and Management. During the past several years, a number of

short-term training programmes on productivity improvement methods have been offered by the department for a large number of reputed and well-established companies. There are many instances where such trained persons have played key roles in the implementation of productivity improvement programmes in their organizations. Today, productivity has become the key concern of every organization and manager. Considering the critical importance of understanding and implementing productivity management for an organization in today's environment, the IEM Department of IIT Kharagpur and the Production Engineering Department of Jadavpur University, Calcutta will share their vast research, training and industrial experience and expertise of their faculty in the area of productivity engineering and management with organizations and managers and to provide them with basic productivity-related tools, techniques, and approaches that are useful in their pursuit for higher quality of work life, profitability and market share with improved and stable manufacturing and business processes.

INTRODUCTION

Today the majority of the industries in India are facing stiff challenges in meeting the goals of profitability, quality and productivity because of a number of reasons. First, the rapid changes in the characteristics of products, work organizations and technologies pose serious problem of underperformance. The organizations in both manufacturing and service sectors are subjected to the known and unknown risk of fluctuating market demand of the products thereby under or over utilizing resources that may include very expensive

machineries, plant and equipment. Second, the growing societal demand of better quality of work life have made people aware of the importance of productivity and its improvement at all levels of an organizations, irrespective of their jobs – blue and white collar, direct and indirect, or skills/rules/knowledge-based or their combinations. Third, increased competition from world-class organizations/companies has compelled organizations in India to produce their products and services with increased quality, reduced cost, and maximum-possible productivity of all their resources, human or physical for their survival and sustainability. Under this changed scene, industries and organizations in India need to develop ways and means to measure, evaluate and improve human, resource, and total productivity at all levels for all jobs in all types of functions that an organization involved in.

The movement for improving productivity worldwide over the past several decades shows that suitably educating employees on productivity management principles and empowering them with the knowledge in the state-of-the-art tools, techniques and methodologies for productivity management ensures an excellent result in the form of increased profitability and market share on a continuous basis. In such a competitive environment, development of a total productivity management system in organizations is a necessity. Such a development ensures that everyone and every functional unit or department in an organization participate actively in achieving productivity. Productivity improvement programmes, with support and commitment of top management, makes significant difference to an organization's performance. The proposed programme on Productivity Management has been planned keeping in view this scenario and purpose.

To meet these goals, organizations will have to undertake vigorous productivity measurement, evaluation and improvement activities using the state-of-the-art tools and techniques as applicable for the purpose in a given situation. Everyone in the organization must be aware of the importance of adherence to international norms in both product and process performance improvement in this context.

In this context, training programmes on productivity management are highly important and useful. Such programmes help a participant assess the status of productivity management and practices in their organizations vis-à-vis those desirable. Needless to say, persons trained in these areas become the driving force behind the successful implementation of quality systems in their organizations.

OBJECTIVES OF THE PROGRAMME

The major objectives of the programme are as follows:

- Exposing participants to the fundamentals of productivity management
- Building, in the participants, confidence and faith in productivity measurement, monitoring, and methodologies
- Providing exposure to practical problems and their solutions, through case studies and live projects in the field of productivity management
- Enhancing the capability of the participants to identify, control, and remove the productivity-related problems

- Reducing the gap between demand and supply of trained manpower in the field of productivity management

TOPICS

- Basics of Productivity Management: Relevant Issues and Problems, Methodologies, Framework for Productivity Analysis
- Multi-Factor Productivity Measurement and Evaluation System for Manufacturing Function/Industry: Models and Applications
- Multi-Criteria Productivity Measurement System for Service Functions and Industries: Models and Applications
- Productivity and Quality of Work life, White Collar Productivity, Productivity Improvement Tools and Techniques.

WHO SHOULD PARTICIPATE

The managers and executives at middle and senior levels from manufacturing/service/IT sectors as well as faculty members from academic institutions.

LEVEL OF PARTICIPATION

The personnel responsible for routine decision making and those involved in improvement exercises. The participants should be able to work with Microsoft Excel.

TEACHING FACILITY

- Two faculties would conduct the class room sessions
- It is advisable to restrict the number of participants between 20 to 25 for the

programme. Teaching will be made using LCD Projector and Writing Board (white board). As there will be number of classroom exercises, participants need to have scientific calculators/computer for his/her use.

PROGRAMME SCHEDULE

9 am to 5 pm with 2-hour lunch break on each day.

TRAINING METHODS

The training programme consists of lecture sessions, hands-on exercises, computer demonstrations, discussions on cases and live problems.

ADDRESS FOR CORRESPONDENCE

For clarifications and assistance, correspond with:

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APPLICATION AND FEE

The programme is designed to be offered for a duration of **two days**. Number of participants for each course module will be limited to **twenty five**.

The fee for the programme is **Rs. 10,000 per participant**. Payment is to be made through bank draft drawn in favor of '**CEP-STC, IIT Kharagpur**' payable at Kharagpur. The course fee includes course materials, working lunch, and tea/coffee during lecture schedules only.

ACCOMMODATION

Participants have to arrange their accommodation on their own. Expenses towards travel and local hospitality are to be borne by them separately.

SHORT-TERM TRAINING PROGRAMME on Recent Trends in Productivity Management (October 6-7, 2012)

1. Name: _____
2. Affiliation: _____
3. Educational Qualification:

4. Address for Correspondence:

5. Telephone: _____
6. Mobile: _____
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Draft No. _____
Date: _____
Amount Rs. _____
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Signature of the Participant

Signature of the Sponsoring Authority
(with Seal)