London TDM

Quality and Productivity Improvement Training Courses

Course Venue: United Kingdom - London

Course Date: From 02 August 2026 To 06 August 2026

Course Place: London Paddington

Course Fees: 6,000 USD

Introduction

Welcome to the "Business Process Mapping and Optimization" professional course. This intensive five-day program is designed to equip you with the skills and knowledge to effectively map, analyze, and optimize business processes. Through a combination of theoretical understanding and practical application, you'll become proficient in identifying inefficiencies and creating streamlined processes that enhance business performance and profitability.

Objectives

- Understand the fundamental concepts of business process mapping and optimization.
- Learn to create detailed process maps that accurately represent business workflows.
- Gain insight into various tools and methodologies for process analysis and optimization.
- Develop skills to identify and eliminate process inefficiencies.
- Implement best practices in process optimization within your organization.

Course Outlines

Day 1: Introduction to Business Process Mapping

- Overview of Business Processes: Importance and Impact
- Introduction to Process Mapping: Key Concepts and Terminology
- Types of Process Maps and Their Applications
- Tools and Software for Process Mapping
- Hands-On Exercise: Creating a Simple Process Map

Day 2: Process Mapping Methodologies

- Detailed Study of Flowcharts and Diagrams
- Using Swimlane Diagrams for Role Clarity
- Business Process Model and Notation (BPMN)
- Case Study Analysis and Group Discussion
- Workshop: Mapping a Complex Process

Day 3: Identifying and Analyzing Process Inefficiencies

- Understanding Process Efficiency and Bottlenecks
- Techniques for Process Analysis: Root Cause Analysis
- Value Stream Mapping and Its Application
- Data-Driven Decision Making in Process Optimization
- Exercise: Identifying Inefficiencies in a Provided Process Map

Day 4: Process Optimization Strategies

- Lean Principles and Continuous Improvement
- Role of Innovation in Process Optimization
- Automating Processes for Enhanced Efficiency
- Risk Management in Process Optimization
- Practical Session: Developing an Optimization Plan

Day 5: Implementation and Continuous Improvement

- Steps for Successful Process Implementation
- Monitoring and Measuring Process Performance
- Feedback Loops and Iterative Improvement
- Change Management in Process Optimization
- Final Project Presentation: Optimized Process Design