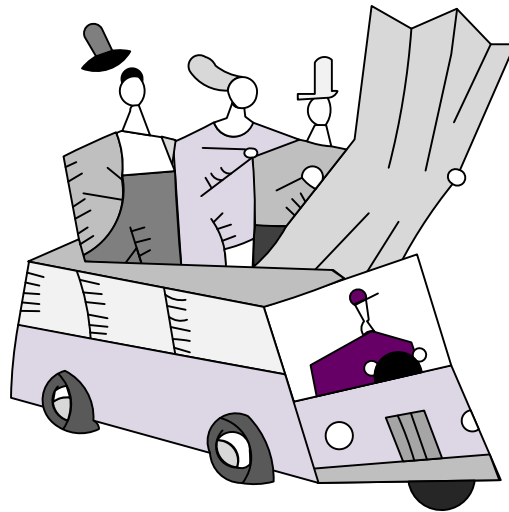


## Quick Transactional Pro Tutorial

---

This tutorial will guide you through the steps to draw a map in eVSM using the Quick Transactional Pro stencil.



# Step 1: Start eVSM

**1** On your Desktop, click the "Start eVSM" icon.

**2** If you see a message like this, you must "Enable" macros.

**3** Click to enable macros.

**4** Click "Trust all from publisher" to avoid the security notice in future.

Recycle Bin

Start eVSM

Microsoft Visio Security Notice

Microsoft Office has identified a potential security concern.

**Note: The digital signature is valid, but the signature is from a publisher whom you have not yet chosen to trust.**

File Path: C:\Program Files\evsm\Setup\Solutions\evsmIcons.vss

Macros have been disabled. Macros might contain viruses or other security hazards. Do not enable this content unless you trust the source of this file.

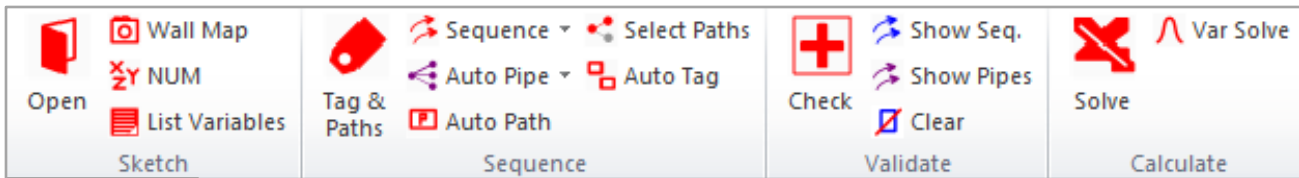
[More information](#)

[Show Signature Details](#)

Trust all from publisher Enable Macros Disable Macros



## Step 2: Learn eVSM Basics



Quick Transactional Pro

Sketch Transactional Pro

2

Avoid re-sizing eVSM shapes. Instead grow the drawing page when needed. To resize the page, hold down the "Ctrl" key, and then drag any page edge to the required size. This method works on all four edges of the page.

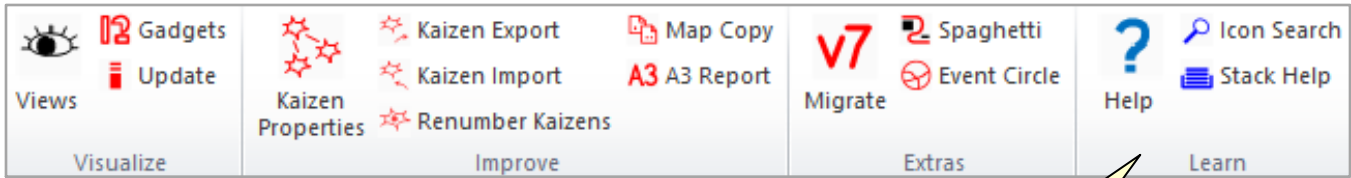


6

Save your Visio file and then insert a new page via the right-mouse menus on the page-tabs.

VSM

Quick\_eVSM



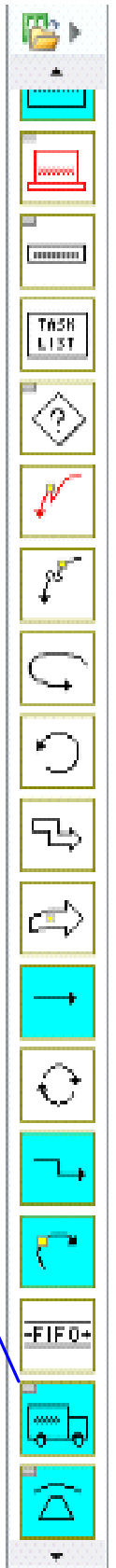
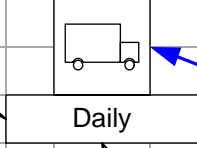
**1** eVSM Help resources are available here. Try clicking each help button and learn what it does.

**4** To edit any text, just double-click it. To move text relative to the shape location, use the Visio Text Block Tool located by the Text Tool in the Visio Standard toolbar.

**3** Blue icons in the main stencil represent families of shapes. Drag out the Transport icon.

**5** Use the shape's right-mouse menus to turn it into a car

**7** Zooming:  
 -Ctrl + Shift = Drag Zoom Options  
 -Whole page view in Visio 2003/2007: Ctrl + W  
 -Whole page view in Visio 2010/2013: Ctrl + Shift + W



# Step 3: Initiate the map for Quick Transactional Pro

1 Click the Open button. Select Transactional Pro and click OK.

Make sure you select TRANSACTIONAL PRO and not the Transactional stencil!

2 Drag out the two red icons first. This is very important!

3 Enter available hours per day here. This is actual work hours after subtracting break time.















4 Align all new shapes to the grid as you drop them.

5 Enter the incoming customer demand here. Double-click the unit field to change it

Red shapes identify the application stencil and MUST be the first things dropped onto a new page

Customer Demand	100	Unit Wk
-----------------	-----	------------

Day	Wk	Year
8	5	52
Hr	Day	Wk

 <b>Gadgets</b>  <b>Update</b> Views Visualize	 <b>Kaizen Properties</b>  <b>Kaizen Export</b>  <b>Kaizen Import</b>  <b>Renumbr Kaizens</b> Improve	 <b>Map Copy</b>  <b>A3 Report</b>  <b>v7</b> Migrate  <b>Spaghetti</b>  <b>Event Circle</b> Extras	 <b>Help</b> Learn  <b>Icon Search</b>  <b>Stack Help</b>
--	---	--	---



# Step 4: Draw the flow

Wall Map	Sequence ▾	Select Paths	Show Seq.	Var Solve
Open	Auto Pipe ▾	Auto Tag	Show Pipes	Solve
List Variables	Tag & Paths	Auto Path	Clear	
Sketch		Sequence		Validate
				Calculate

Quick Transactional Pro

Sketch Transactional Pro

Activity Center

Decision Center

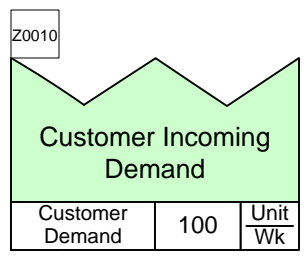
Join Center

Split Center

Terminate Center

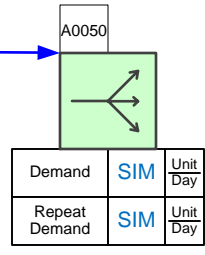
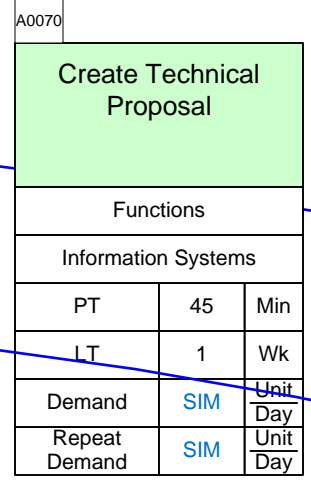
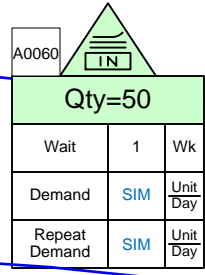
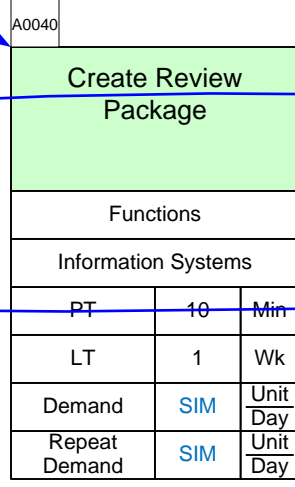
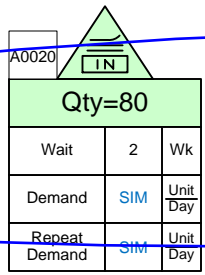
Queue Center

Day	Wk	Year
8	5	52
Hr	Day	Wk

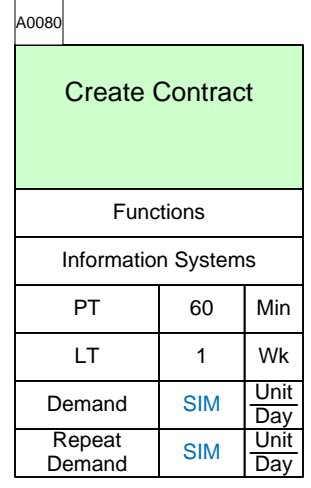
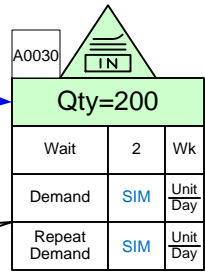


**2** Complete as shown below, including annotation and data values.

**1** The green shapes are called "Centers". Drag out the centers to represent the flow.



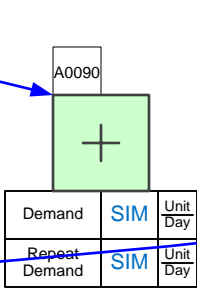
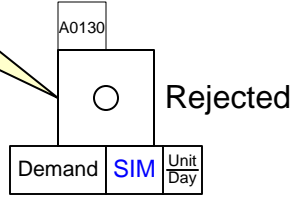
**4** Do not change any blue fields. These will get calculated automatically later.





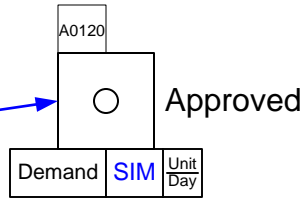
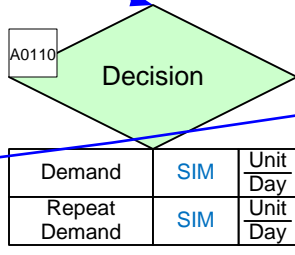
Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Import Renumbr Kaizens	Map Copy A3 Report	v7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize		Improve		Extras	Learn

**5** Double-click the Terminate Centers to add text.



A0100

Weekly Proposal's Review		
Functions		
Information Systems		
PT	1	Day
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day



**3** Double-click on the unit to change it into a different one via the form wherever needed

Select Unit

Double-Click to Select Unit

- Day
- Hr
- Min
- Sec
- Wk
- Year

Note: If your desired unit is missing from the list make sure there is a unit converter between the desired unit and a unit in this list.

Manage Names and Units..

Cancel OK

Make sure you use the right units everywhere!

# Step 5: Sequence Arrows

Open Wall Map NUM List Variables	Tag & Paths Auto Path	Sequence Auto Pipe Auto Path	Select Paths Auto Tag	Check Clear	Show Seq. Show Pipes	Var Solve Solve	
		Sketch		Sequence		Validate	

**2** Click the Sequence button to attach sequence arrows.

20010

Customer Demand **A** 100 Unit/Wk

A0020

**B**

Wait	2	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0040

Create Review **C**

Functions		
Information Systems		
PT	10	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0060

**E**

Wait	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0050

**D**

Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0030

Qty=200 **I N**

Wait	2	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0070

Create Technical **F**

Functions		
Information Systems		
PT	45	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0080

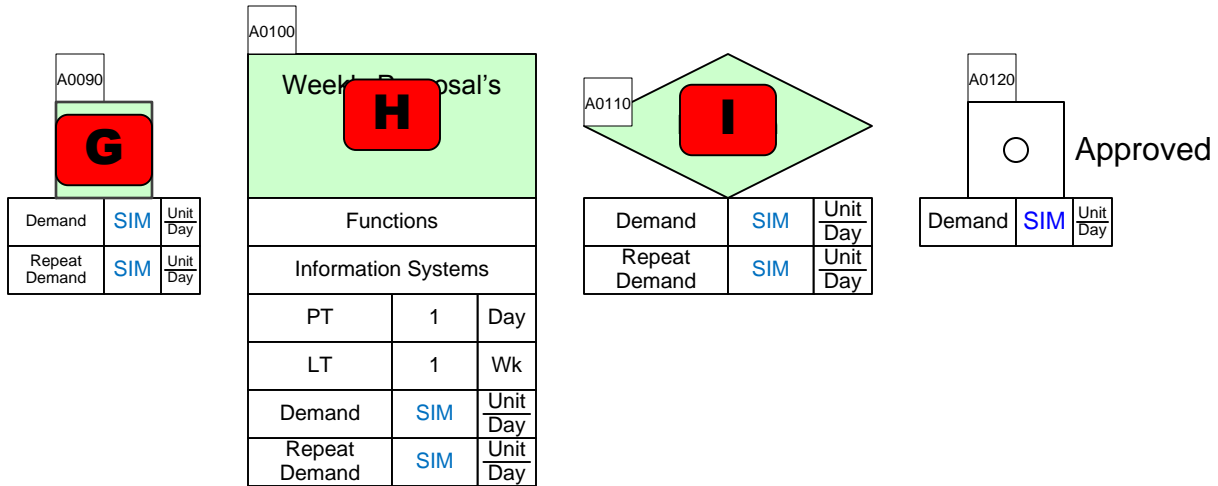
Create Contract

Functions		
Information Systems		
PT	60	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

Day	Wk	Year
8	5	52
Hr	Day	Wk

Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Import Renumbr Kaizens	Map Copy A3 Report	v7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize	Improve	Extras	Learn		

**1** Sequence arrows are needed for upstream and downstream calculations. To add them, hold down the Ctrl key and select the green shapes in the order shown here.



**3** You can draw sequence arrows between small groups of shapes. You do not have to do the whole set in one go

# Step 6: Sequence Arrows part 2

Open	Wall Map	Sequence	Select Paths	Show Seq.	Var Solve
NUM	List Variables	Tag & Paths	Auto Pipe	Show Pipes	Valve
Sketch		Sequence	Auto Tag	Validate	State
			Auto Path	Clear	

Z0010

Customer Incoming Demand		
Customer Demand	100	Unit Wk

**3** Click the Sequence button add attach sequence arrows.

**4** Sequence arrow visibility can be switched on and off using the Show Seq. button.

A0020

Qty=80		
Wait	2	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0040

Create Review Package		
Functions		
Information Systems		
PT	10	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0060

Qty=50		
Wait	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0070

Create Technical Proposal		
Functions		
Information Systems		
PT	45	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0050

<b>A</b>		
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

**2** Hold down the Ctrl key again and select the green shapes in the order shown here.

A0030

<b>B</b>		
Wait	2	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

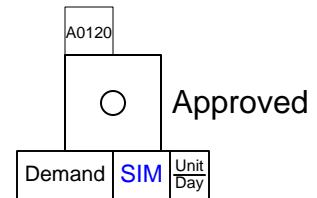
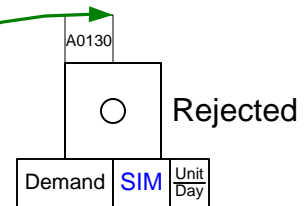
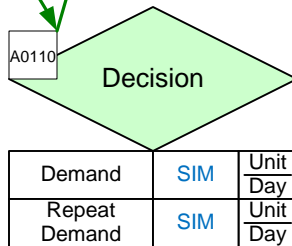
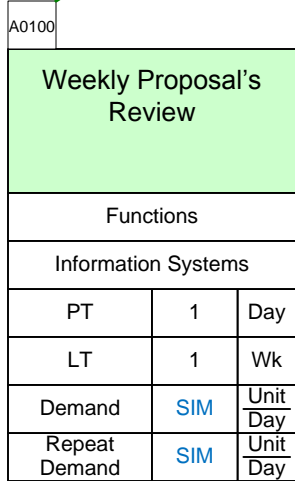
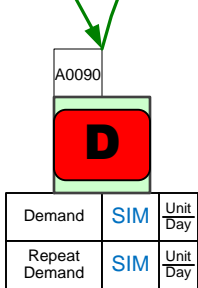
A0080

Create Contract		
Functions		
Information Systems		
PT	60	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

Day	Wk	Year
8	5	52
Hr	Day	Wk

Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Import Renumber Kaizens	Map Copy A3 Report	v7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize		Improve		Extras	Learn

**1** The sequence arrows are now connecting route one.



There is generally only ONE sequence arrow between any two shapes

# Step 7: Sequence Arrows part 3

Open	Wall Map	Sequence	Select Paths	Check	Show Seq.	Var Solve
List Variables	NUM	Tag & Paths	Auto Pipe	Auto Tag	Show Pipes	Solve
Sketch		Sequence		Validate		Calculate

**2** Click the Sequence button add attach sequence arrows.

Quick Transactional Pro  
 Sketch Transactional Pro

Z0010

Customer Incoming Demand		
Customer Demand	100	Unit Wk

A0020

Qty=80		
Wait	2	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0040

Create Review Package		
Functions		
Information Systems		
PT	10	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0060

Qty=50		
Wait	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0050

[Split Arrow]		
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0030

Qty=200		
Wait	2	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0070

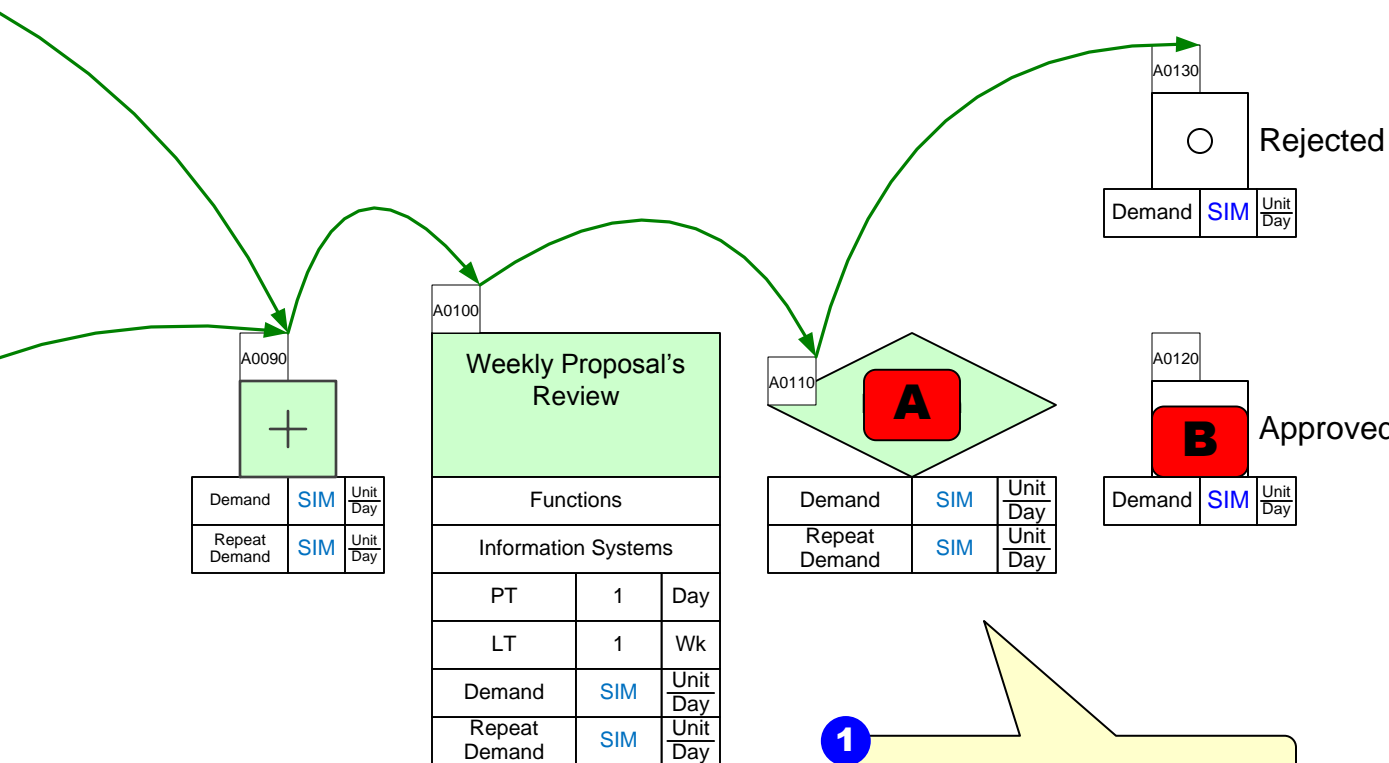
Create Technical Proposal		
Functions		
Information Systems		
PT	45	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0080

Create Contract		
Functions		
Information Systems		
PT	60	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

Day	Wk	Year
8	5	52
Hr	Day	Wk

Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Import Renumber Kaizens	Map Copy A3 A3 Report	v7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize	Improve	Extras	Learn		



A0090		
+		
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0100		
Weekly Proposal's Review		
Functions		
Information Systems		
PT	1	Day
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0110		
A		
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0120		
B		
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0130		
○		
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

**1** Hold down the Ctrl key again and select the green shapes in the order shown here.

# Step 8: Sequence Arrows part 4

Open	Wall Map	Sequence	Select Paths	Check	Show Seq.	Var Solve
NUM	List Variables	Tag & Paths	Auto Pipe	Auto Tag	Show Pipes	Solve
Sketch		Sequence		Validate		Calculate

**2** Click the Sequence button add attach sequence arrows.

Z0010

Customer Incoming Demand		
Customer Demand	100	Unit Wk

A0020

<b>B</b>		
Wait	2	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0040

Create Review Package		
Functions		
Information Systems		
PT	10	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0060

Qty=50		
Wait	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0050

Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0030

Qty=200		
Wait	2	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0070

Create Technical Proposal		
Functions		
Information Systems		
PT	45	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0080

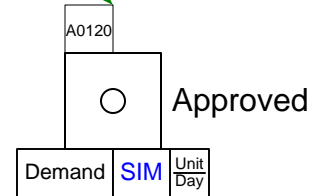
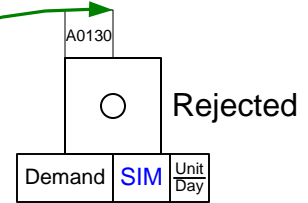
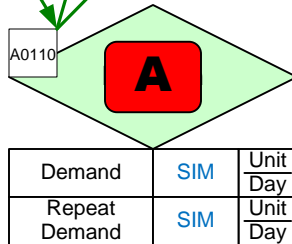
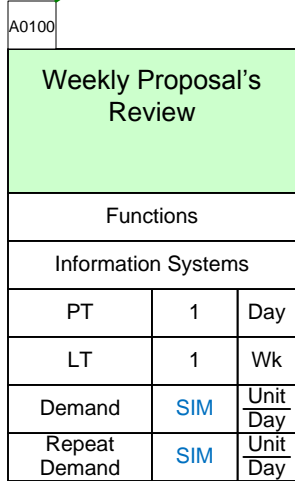
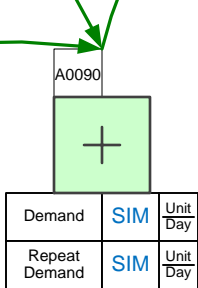
Create Contract		
Functions		
Information Systems		
PT	60	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

Day	Wk	Year
8	5	52
Hr	Day	Wk



Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Import Renumbr Kaizens	Map Copy A3 A3 Report	V7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize	Improve	Extras	Learn		

**1** Hold down the Ctrl key again and select the green shapes in the order shown here for the loop back.



- Simulation Start/Stop
- Simulation Settings
- TASK LIST
- Help
- Undo
- Redo
- Refresh
- Reset
- Zoom In
- Zoom Out
- Simulation Speed
- FIFO+
- Simulation Environment

# Step 9: Sequence Arrow add-ons

Wall Map	Sequence ▾	Select Paths	Show Seq.	Var Solve
Open	Tag & Paths	Auto Pipe ▾	Show Pipes	Solve
List Variables	Auto Path	Check	Clear	
Sketch	Sequence	Validate	Calculate	

Quick Transactional Pro  
 Sketch Transactional Pro

Sequence Center

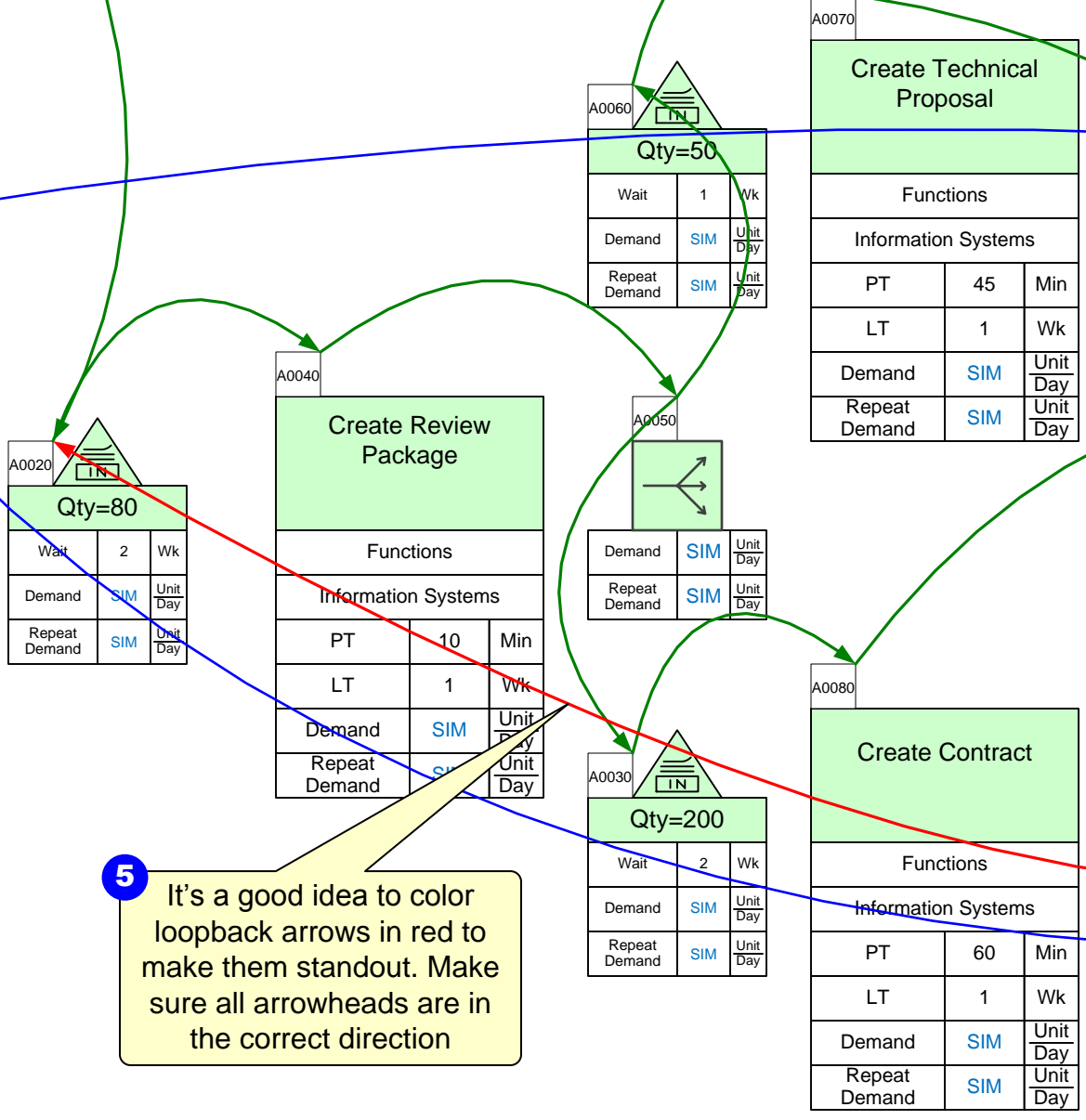
Flow %

Max Traversals

20010

Customer Incoming Demand		
Customer Demand	100	Unit Wk

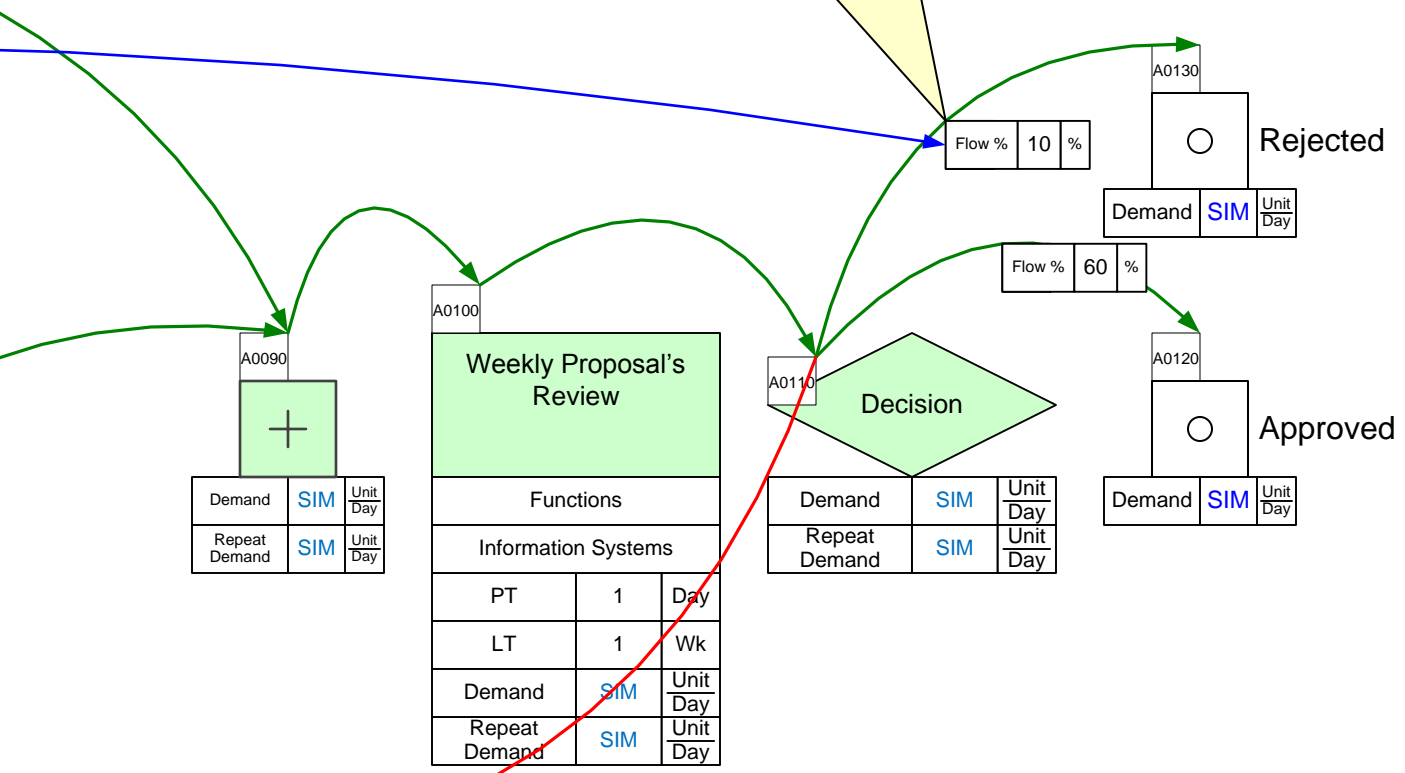
**1** All of the centers are now connected with sequence arrows.



Day	Wk	Year
8	5	52
Hr	Day	Wk

Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Import Renumber Kaizens	Map Copy A3 A3 Report	v7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize		Improve	Extras		Learn

**2** Drag out the Flow % and glue to the sequence arrow. A red glue connection will appear in the upper left hand corner of the Flow % box indicating it is glued to the arrow. Fill in the values. Note that a decision center MUST have Flow % values that equal 100.



Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0100		
Weekly Proposal's Review		
Functions		
Information Systems		
PT	1	Day
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0110		
Decision		
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0120		
Approved		
Demand	SIM	Unit Day

**4** If you need to adjust a sequence arrow, select the sequence arrow, then drag the yellow diamond to the desired spot.

**3** Drag out the Max Traversals add-on and glue to the Flow % add-on and change the value.

Flow %	30	%
Max Traversals	1	Tr

A vertical toolbar containing various icons for process flow, including arrows, decision diamonds, and other symbols.

# Step 10: Add-on variables

Wall Map	Sequence ▾	Select Paths	+	Show Seq.	Var Solve
Open	Tag & Paths	Auto Pipe ▾	Check	Show Pipes	Solve
List Variables	Auto Path	Auto Tag	Clear		
Sketch	Sequence		Validate		Calculate

Quick Transactional Pro

Sketch Transactional Pro

Activity Center

Activity Batch Qty

Activity Time

Activity Rep Time

Day	Wk	Year
8	5	52
Hr	Day	Wk

Z0010

Customer Incoming Demand		
Customer Demand	100	Unit Wk

**1** Yellow add-ons are additional variables that can be added to each center. Drag out and glue the appropriate add-ons for each Activity Center.

A0020

Qty=80		
Wait	2	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0040

Create Review Package		
Functions		
Information Systems		
PT	10	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day
Repeat PT	5	Min
Repeat LT	1	Day

A0060

Qty=50		
Wait	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0050

[IN]		
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0030

Qty=200		
Wait	2	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

A0070

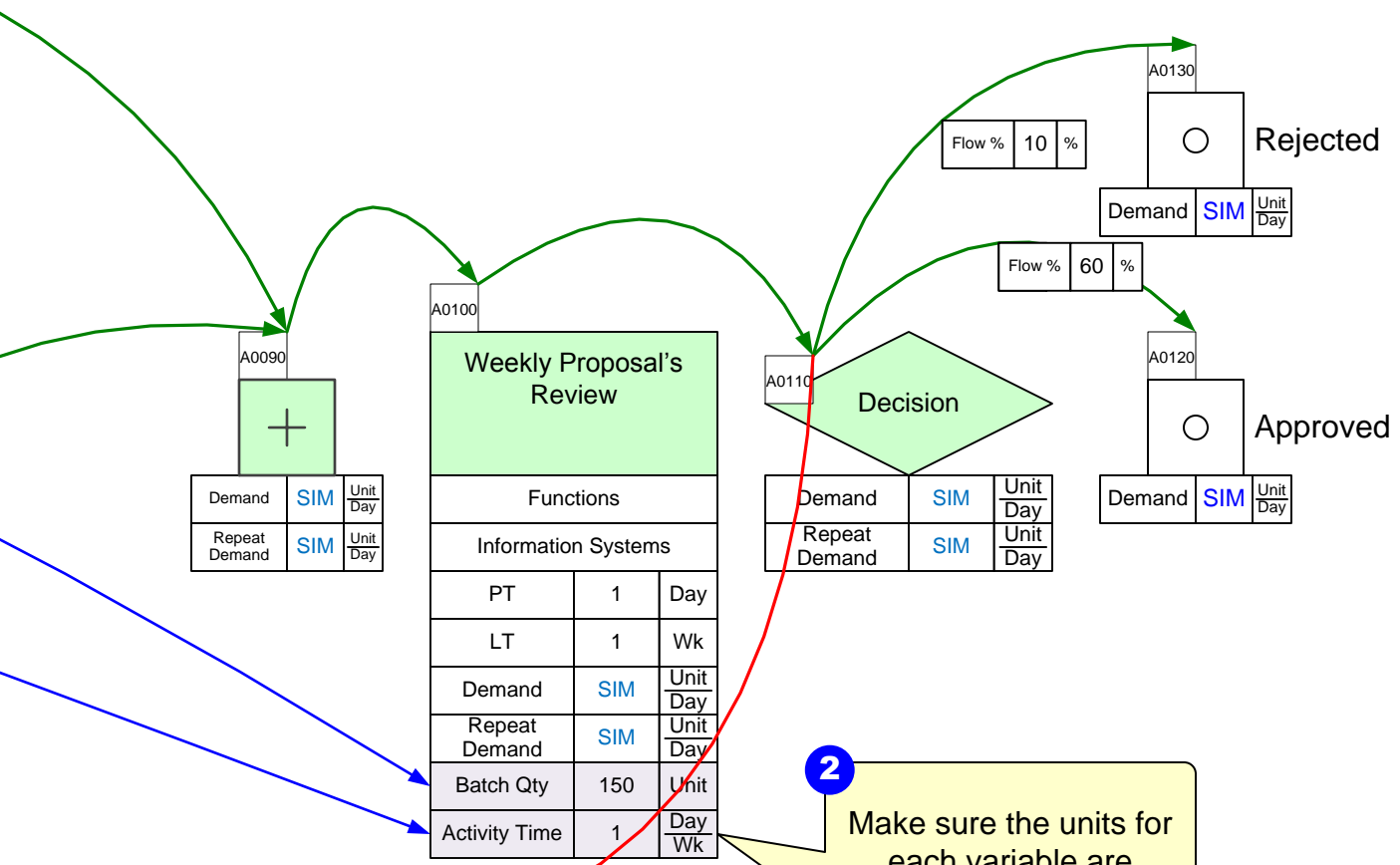
Create Technical Proposal		
Functions		
Information Systems		
PT	45	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day
Repeat PT	30	Min
Repeat LT	2	Day

A0080

Create Contract		
Functions		
Information Systems		
PT	60	Min
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day
Repeat PT	45	Min
Repeat LT	3	Day

Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Import Renumber Kaizens	Map Copy A3 A3 Report	v7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize	Improve	Extras	Learn		

- Simulation Start/Stop
- Simulation Settings
- TASK LIST
- Simulation Help
- Simulation Control (Pause, Play, Stop)
- Simulation Navigation (Back, Forward)
- Simulation Refresh
- Simulation Zoom
- Simulation Reset
- Simulation Save
- Simulation Load
- Simulation Print
- Simulation Help



Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

Weekly Proposal's Review		
Functions		
Information Systems		
PT	1	Day
LT	1	Wk
Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day
Batch Qty	150	Unit
Activity Time	1	Day Wk

Demand	SIM	Unit Day
Repeat Demand	SIM	Unit Day

Demand	SIM	Unit Day
--------	-----	----------

Flow %	30	%
Max Traversals	1	Tr

**2** Make sure the units for each variable are correct. Double-click to change them.

Be careful about numerator and denominator units when changing units

# Step 11: Perform calculations

Wall Map	Sequence ▾	Select Paths	Check	Show Seq.	Var Solve
Open	Tag & Paths	Auto Pipe ▾	Auto Tag	Show Pipes	Solve
List Variables	Auto Path		Clear		
Sketch		Sequence		Validate	
				Calculate	

Quick Transactional Pro  
 Sketch Transactional Pro

20010

Customer Incoming Demand

Customer Demand	100.0	Unit Wk
-----------------	-------	---------

**1** Click the "Check" button and fix any problems flagged.

**2** Click the "Solve" button to calculate.

Route	%	Cum. %	Name	Longest Path Time (Day)
1	59.2	59.2	Route 1	35.00
2	25.6	84.8	Route 2	64.00
3	10.8	95.6	Route 3	35.00
4	4.4	100.0	Route 4	64.00

A0060

Qty=50

Wait	1.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0070

Create Technical Proposal

Functions		
0.00		
PT	45.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	30.00	Min
Repeat LT	2.00	Day

A0020

Qty=80

Wait	2.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0040

Create Review Package

Functions		
Information Systems		
PT	40.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	5.00	Min
Repeat LT	1.00	Day

A0050

Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0030

Qty=200

Wait	2.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0080

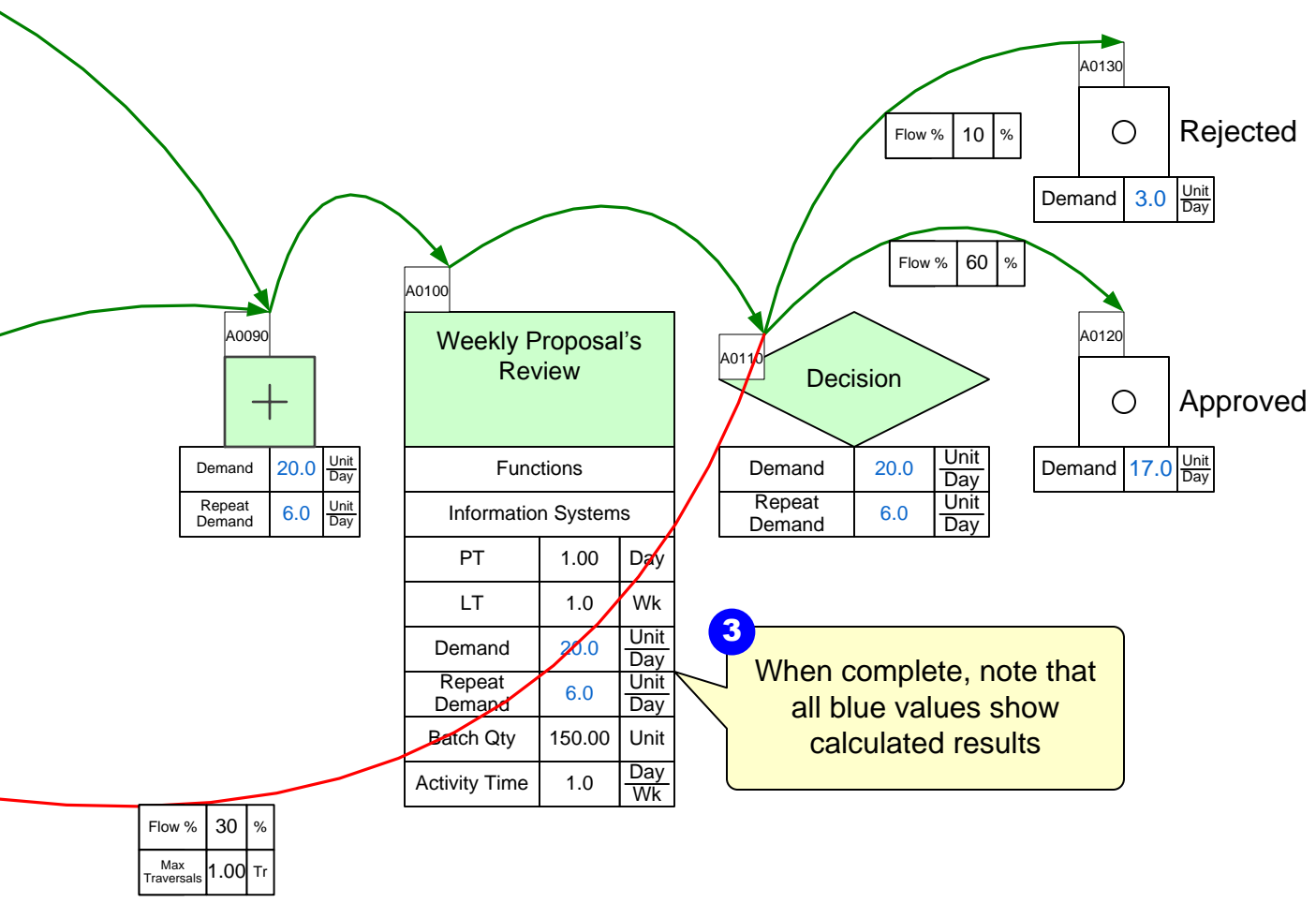
Create Contract

Functions		
Information Systems		
PT	60.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	45.00	Min
Repeat LT	3.00	Day

Day	Wk	Year
8	5	52
Hr	Day	Wk

Views	Gadgets Update	Kaizen Properties	Kaizen Export Kaizen Import Renumber Kaizens	Map Copy A3 A3 Report	v7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize		Improve		Extras		Learn

- Simulation Start
- Simulation End
- Simulation Control
- TASK LIST
- Help
- Flow %
- Repeat Demand
- Decision
- Approved
- Rejected
- Refresh
- Undo
- Redo
- Zoom In
- Zoom Out
- Simulation Settings
- FIFO+
- Simulation Control



# Step 12: Adding Route Summaries for different routes

Wall Map NUM List Variables Sketch	Sequence Auto Pipe Auto Path Sequence	Select Paths Auto Tag Check Validate	Show Seq. Show Pipes Clear Calculate	Var Solve Solve
---	--	---	---	--------------------

Quick Transactional Pro  
 Sketch Transactional Pro

20010

Customer Incoming Demand

Customer Demand	100.0	Unit Wk
-----------------	-------	---------

**4** Click the Clear button to remove any highlights on the map.

**6** Click Solve to update the Summary Centers.

Route	%	Cum. %	Name	Longest Path Time (Day)
1	59.2	59.2	Approved 1st Time	35.00
2	25.6	84.8	Approved with Loop Back	64.00
3	10.8	95.6	Rejected 1st Time	35.00
4	4.4	100.0	Rejected with Loop Back	64.00

A0070

Create Technical Proposal

Functions		
Information Systems		
PT	45.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	30.00	Min
Repeat LT	2.00	Day

A0060

Qty=50

Wait	1.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

**3** Right-click on any of the Route numbers to highlight or animate the route.

**5** Change each route name to a more descriptive name for the route.

Qty=50

Wait	2.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

Functions		
Information Systems		
PT	10.00	Min
	1.0	Wk
	20.0	Unit Day
	6.0	Unit Day
Repeat LT	5.00	Min
	1.00	Day

Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

**1** Drag out Route Summaries for Routes 1 and 2.

A0030

Qty=200

Wait	2.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0080

Create Contract

Functions		
Information Systems		
PT	60.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	45.00	Min
Repeat LT	3.00	Day

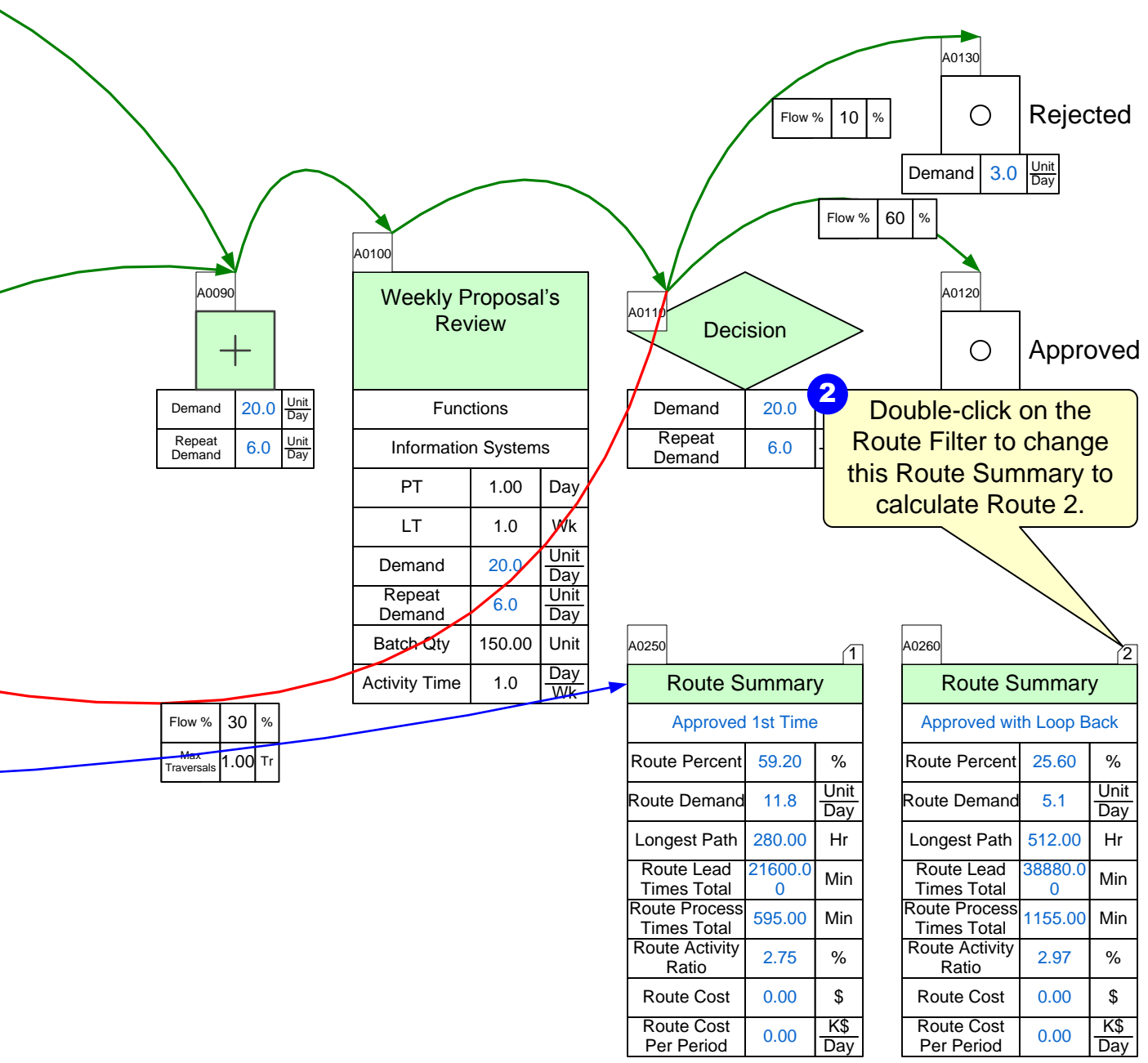


Route Summary

Day	Wk	Year
8	5	52
Hr	Day	Wk



Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Import Renumbr Kaizens	Map Copy A3 A3 Report	v7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize	Improve	Extras	Learn		



# Step 13: Plot Lead Time chart

Wall Map NUM List Variables <b>Sketch</b>	Sequence Auto Pipe Auto Path <b>Sequence</b>	Select Paths Auto Tag <b>Validate</b>	Show Seq. Show Pipes Clear <b>Calculate</b>	Var Solve <b>Solve</b>
--	---	---	--	---------------------------

**2** Right-click the icon and select "Edit Ladder Chart Data".

**4** From the Quick Extras stencil on the right, drag out two Route Filter Shapes and glue to the Lead Time Chart icon. Double-click one of them to change it to Route 2.

**Multi-Tag Multi-Var Chart Data**

**Chart Title:** Longest Lead Time Segments for each Route

**Variables To Chart:**

Name	Display
PT VA	SBAR
PT NNVA	SBAR
PT NVA	SBAR
Eff Repeat PT	SBAR
DT	SBAR
Repeat DT	SBAR
Wait	SBAR
Repeat Wait	SBAR

**X-Axis Scale:**  Auto  Manual  
 .25 Inches Per Unit

**Path Plotting Options:**  Combine Path Filters  Separate Path Filters

**Display Options:**  Show Key  Show Activity Colors

**X-Axis Labels:**  Ascending  Descending

**Individual Bar Labels:**  Tags & Description  Tags Only  Description Only  None

**Plot Type:**  Linear  Polar / Round

Cancel OK

**5** Right click the icon and select "Plot Ladder Chart" to plot.

wait	1.00	Unit	Wk
Demand	20.0	Unit	Day
Repeat Demand	6.0	Unit	Day

PT	45.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
at PT	30.00	Min
at LT	2.00	Day

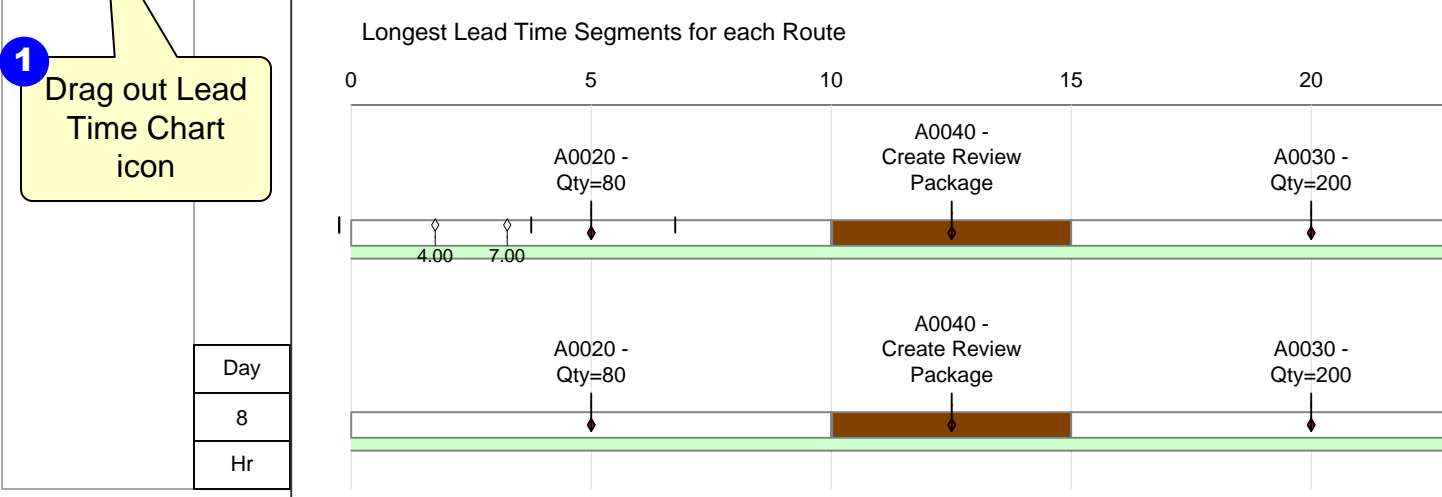
Change X-Axis Scale by first Manual and setting the 0.25 inches per unit, then click OK.

Lead Time Chart

LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Added Cost	50.00	\$ Unit

Qty=200

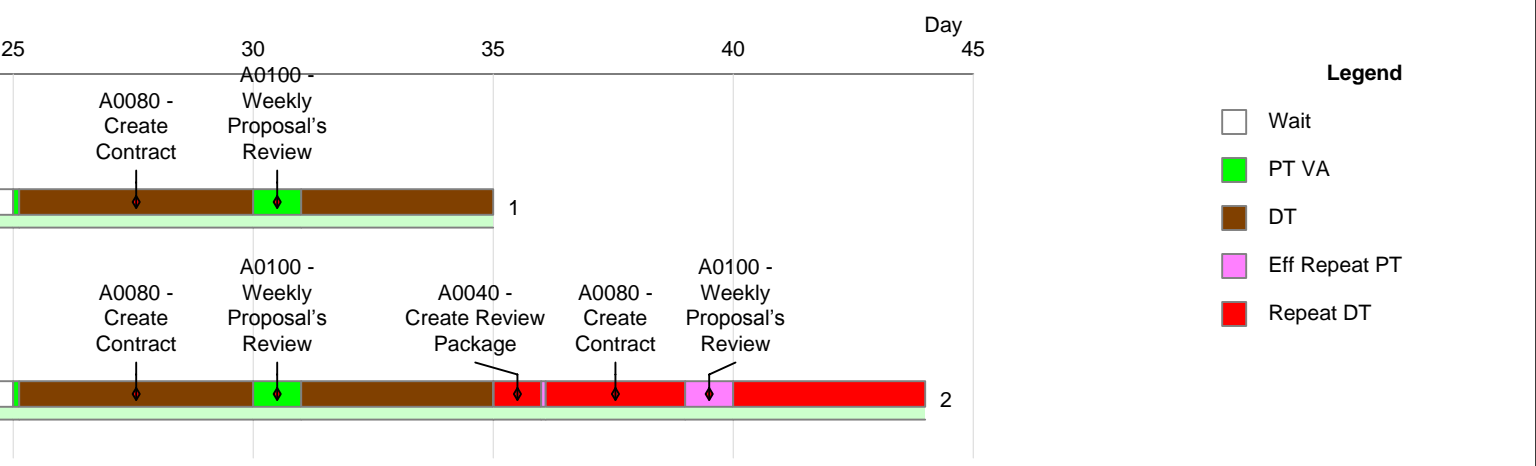
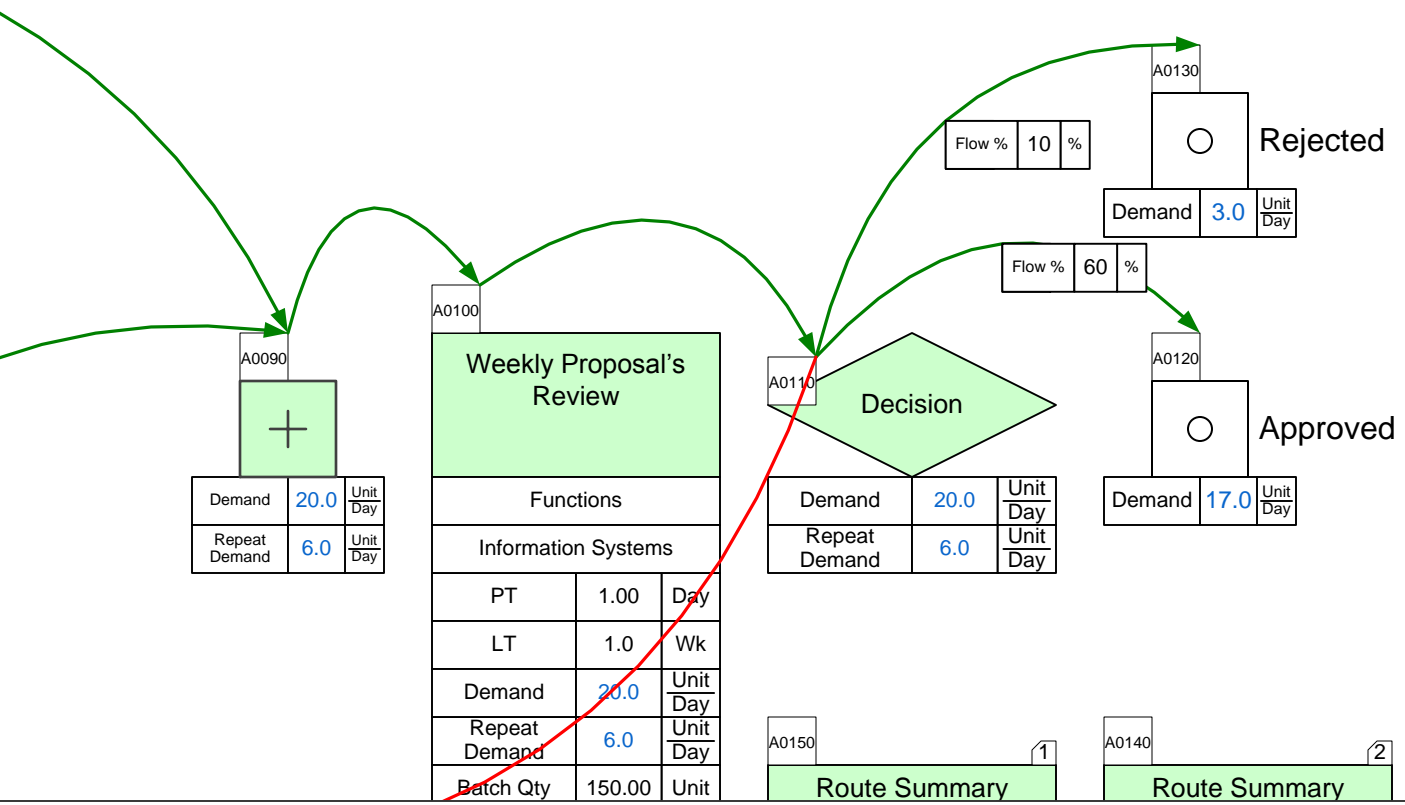
Create Contract



Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Import Renumber Kaizens	Map Copy A3 Report	v7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize		Improve		Extras	Learn

Vertical toolbar containing icons for:

- Map Copy
- Spaghetti
- TASK LIST
- Help
- Icon Search
- Stack Help
- Undo
- Redo
- Copy
- Paste
- Refresh
- Home
- Zoom In
- Zoom Out



# Step 14: Adding resources

**1** Delete all charts and chart shapes from the map.

**2** Click the Show Seq. button to hide the sequence arrows.

**5** Click the Solve button to incorporate the resource data.

20010

Customer Incoming Demand		
Customer Demand	100.0	Unit Wk

Route	%	Cum. %	Name	Longest Path Time (Day)
1	59.2	59.2	Approved 1st Time	35.00
2	25.6	84.8	Approved with Loop Back	64.00
3	10.8	95.6	Rejected 1st Time	35.00
4	4.4	100.0	Rejected with Loop Back	64.00

**3** Drag out the Resource Centers and fill in the data.

A0020

Qty=80		
Wait	2.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0040

Create Review Package		
Resource PT	45	Min Unit
Repeat Resource PT	30.00	Min Unit
Functions		
Information Systems		
PT	10.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	5.00	Min
Repeat LT	1.00	Day

A0060

Qty=50		
Wait	1.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0070

Create Technical Proposal		
Functions		
Information Systems		
PT	45.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	30.00	Min
Repeat LT	2.00	Day

Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0080

Create Contract		
Functions		
Information Systems		
PT	60.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	45.00	Min
Repeat LT	3.00	Day

**4** Select a Resource Center, and then use the SHIFT key to select the activity in addition. Then click the Auto Pipe button in the toolbar. Repeat for the rest of the resources.

Resource PT	10	Min Unit
Repeat Resource PT	5.00	Min Unit

A0330

Sales		
Resource Quantity	1.00	RQ
Resource Time	6	Hr Day
Resource Rate	30.00	\$ Hr
Efficiency	80	%

A0340

Technical		
Resource Quantity	6.00	RQ
Resource Time	4	Hr Day
Resource Rate	30.00	\$ Hr
Efficiency	80	%

8	5	52
Hr	Day	Wk

Views Gadgets Update Visualize	Kaizen Properties Kaizen Export Kaizen Import Renumbr Kaizens Improve	Map Copy A3 A3 Report Extras	Spaghetti Event Circle Extras	Help Icon Search Stack Help Learn
---	---	------------------------------------	-------------------------------------	--

A0090

Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0100

Weekly Proposal's Review		
Functions		
Information Systems		
PT	1.00	Day
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Batch Qty	150.00	Unit
Activity Time	1.0	Day Wk

A0110

Decision		
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0130

Demand	3.0	Unit Day
--------	-----	----------

Rejected

A0120

Demand	17.0	Unit Day
--------	------	----------

Approved

Resource PT	60	Min Unit
Repeat Resource PT	45.00	Min Unit

A0350

Legal		
Resource Quantity	5.00	RQ
Resource Time	4	Hr Day
Resource Rate	30.00	\$ Hr
Efficiency	80	%

A0400

Route Summary		
Approved 1st Time		
Route Percent	59.20	%
Route Demand	11.8	Unit Day
Longest Path	280.00	Hr
Route Lead Times Total	21600.0	0 Min
Route Process Times Total	595.00	Min
Route Activity Ratio	2.75	%
Route Cost	71.88	\$
Route Cost Per Period	0.85	K\$ Day

A0410

Route Summary		
Approved with Loop Back		
Route Percent	25.60	%
Route Demand	5.1	Unit Day
Longest Path	512.00	Hr
Route Lead Times Total	38880.0	0 Min
Route Process Times Total	1155.00	Min
Route Activity Ratio	2.97	%
Route Cost	121.88	\$
Route Cost Per Period	0.62	K\$ Day

# Step 15: Resource Balance Chart

Wall Map	Sequence ▾	Select Paths	Show Seq.	Var Solve
NUM	Auto Pipe ▾	Auto Tag	Show Pipes	Solve
List Variables	Tag & Paths	Auto Path	Clear	
<b>Sketch</b>	<b>Sequence</b>	<b>Validate</b>	<b>Calculate</b>	

Quick Transactional Pro  
 Sketch Transactional Pro

20010

Customer Incoming Demand		
Customer Demand	100.0	Unit Wk

**2** Right click the icon and select "Plot Chart" to plot.

Route	%	Cum. %	Name	Longest Path Time (Day)
1	59.2	59.2	Approved 1st Time	35.00
2	25.6	84.8	Approved with Loop Back	64.00
3	10.8	95.6	Rejected 1st Time	35.00
4	4.4	100.0	Rejected with Loop Back	64.00

A0060

Qty=50		
Wait	1.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0070

Create Technical Proposal		
Functions		
Information Systems		
PT	45.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	30.00	Min
Repeat LT	2.00	Day

**1** Drag out the Resource Balance Chart icon

A0020

Qty=80		
Wait	2.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0040

Create Review Package		
Functions		
Information Systems		
PT	10.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	5.00	Min
Repeat LT	1.00	Day

Resource PT	45	Min Unit
Repeat Resource PT	30.00	Min Unit
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

**3** Drag out the Cost Chart icon

Resource Balance Chart

Cost Chart

Resource PT	10	Min Unit
Repeat Resource PT	5.00	Min Unit

A0030

Qty=200		
Wait	2.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0080

Create Contract		
Functions		
Information Systems		
PT	60.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	45.00	Min
Repeat LT	3.00	Day

A0330

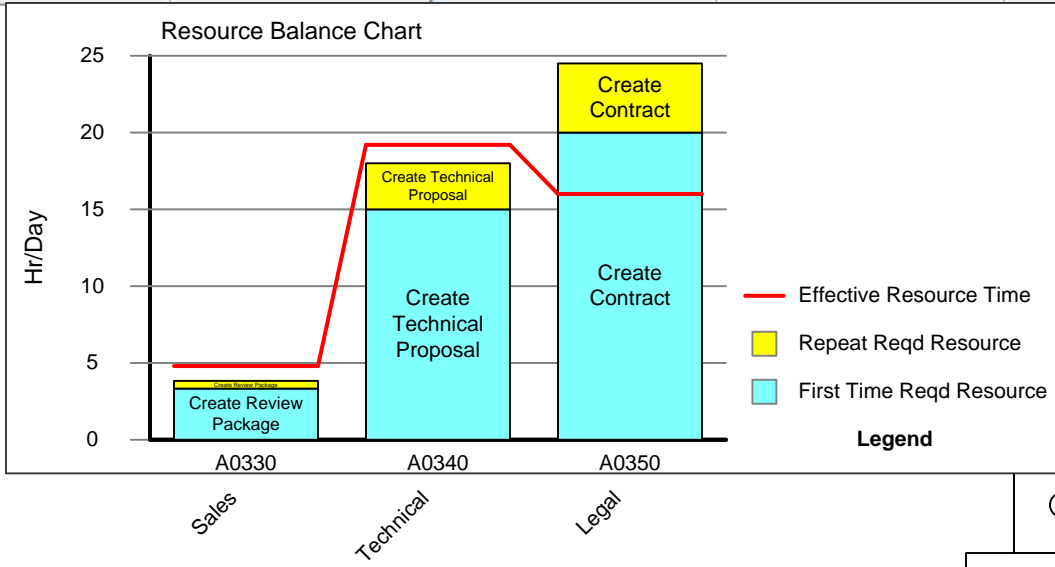
Sales		
Resource Quantity	1.00	RQ
Resource Time	6	Hr Day
Resource Rate	30.00	\$ Hr
Efficiency	80	%
Day	Wk	Year
8	5	52
Hr	Day	Wk

A0340

Technical		
Resource Quantity	6.00	RQ
Resource Time	4	Hr Day
Resource Rate	30.00	\$ Hr
Efficiency	80	%

Views    Gadgets    Update    Kaizen Properties    Kaizen Export    Kaizen Import    Renumber Kaizens    Map Copy    A3 A3 Report    v7 Migrate    Spaghetti    Event Circle    ? Help    Icon Search    Stack Help

Visualize    Improve    Extras    Learn



○ Rejected  
 Demand 3.0 Unit Day

A0090

Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0100

### Weekly Proposal's Review

PT	1.00	Day
LT	1.0	
Demand	20.0	
Repeat Demand	6.0	
Batch Qty	150.0	
Activity Time	1.0	

A0110

### Decision

Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0120

### Approved

Demand	17.0	Unit Day
--------	------	----------

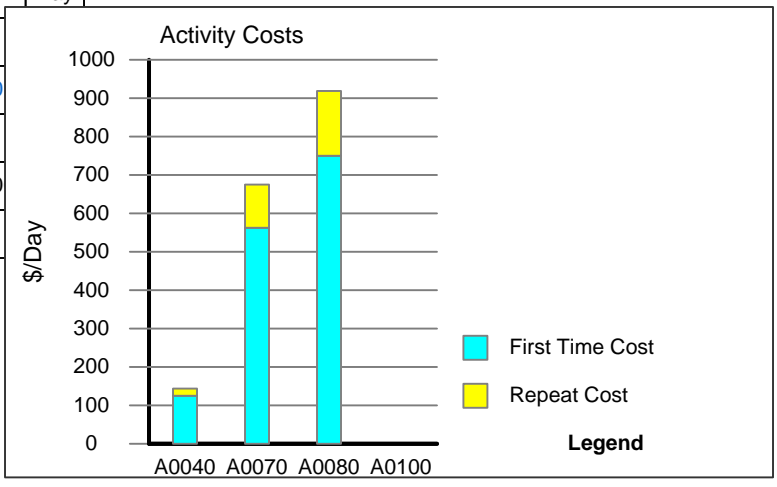
Resource PT	60	Min Unit
Repeat Resource PT	45.00	Min Unit

4 Right click the icon and select "Plot Chart" to plot.

Legal

Resource Quantity	5.00	RQ
Resource Time	4	Hr Day
Resource Rate	30.00	\$ Hr
Efficiency	80	%

Activity Cost



Create Review Package  
 Create Technical P...  
 Create Contract  
 Weekly Proposal's R...

Vertical toolbar containing various icons for navigation and tool functions.

# Step 16: Add kaizen starbursts

Wall Map NUM List Variables Sketch	Sequence Auto Pipe Auto Path Sequence	Show Seq. Show Pipes Clear Validate	Var Solve Solve Calculate
---	--	--	---------------------------------

**1** Click the Show Pipes button to hide the resource pipes on the map.

20010

Customer Incoming Demand		
Customer Demand	100.0	Unit/Wk

Route	5	25	10.8	95	35.00
1	5	25			35.00
2	25				64.00
3	10.8	95		Rejected 1st Time	35.00
4	4.4	1		Rejected with Loop Back	64.00

**3** Right-click the starburst and select "Edit Kaizen".

A0060

Qty=50		
Wait	1.00	Wk
Demand	20.0	Unit/Day
Repeat Demand	6.0	Unit/Day

A0070

Create Technical Proposal		
Functions		
Information Systems		
PT	45.00	Min
LT	1.0	Wk
Demand	20.0	Unit/Day
Repeat Demand	6.0	Unit/Day
Repeat PT	30.00	Min
Repeat LT	2.00	Day

001 2 week back log

A0020

Qty=80		
Wait	2.00	Wk
Demand	20.0	Unit/Day
Repeat Demand	6.0	Unit/Day

A0040

Create Review Package		
Functions		
Information Systems		
PT	10.00	Min
LT	1.0	Wk
Demand	20.0	Unit/Day
Repeat Demand	6.0	Unit/Day
Repeat PT	5.00	Min
Repeat LT	1.00	Day

A0050

2 week queue for contracts		
Demand	20.0	Unit/Day
Repeat Demand	6.0	Unit/Day

**2** Drag out kaizen starbursts from the Quick Extras stencil on the right and fill in the problems.

002 2 week queue for contracts

A0030

Qty=200		
Wait	2.00	Wk
Demand	20.0	Unit/Day
Repeat Demand	6.0	Unit/Day

003 Bottleneck at the Create Contract process

A0080

Create Contract		
Functions		
Information Systems		
PT	60.00	Min
LT	1.0	Wk
Demand	20.0	Unit/Day
Repeat Demand	6.0	Unit/Day
Repeat PT	45.00	Min
Repeat LT	3.00	Day

A0330

Sales		
Resource Quantity	1.00	RQ
Resource Time	6	Hr/Day
Resource Rate	30	\$/Hr
Efficiency	80	%
Day	Wk	Year
8	5	52
Hr	Day	Wk

A0340

Technical		
Resource Quantity	6	RQ
Resource Time	4	Hr/Day
Resource Rate	30	\$/Hr
Efficiency	80	%



Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Import Renumber Kaizens	Map Copy A3 A3 Report	v7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help
Visualize		Improve		Extras	Learn

e..

KAIZEN KEY

≥ xx  
≤ xx

Δ a  
c b

Exp  
I

### Edit Kaizen Properties

001 - Reduce Inventory to twice a day deliveries

**Description**

Problem Description

Comments

**Finances**

Estimated One Time Savings

Estimated Annual Savings

**Priority**

Impact  + -

Ease of Implementation  + -

Priority

Impact: What impact this project will have on the Value Stream. 1 = Low, 5 = High

004  
1 week delay from periodic meeting

4  
Enter the impact and ease of implementation for each starburst.

005  
High percent of rework/change

A0090	+
A0100	Weekly Pro Review
LT	
Demand	2
Repeat Demand	
Batch Qty	15
Activity Time	

A0350	☺	
Legal		
Resource Quantity	5.00	RQ
Resource Time	4	Hr Day
Resource Rate	30	\$ Hr
Efficiency	80	%

Route Percent	59.20	%
Route Demand	11.8	Unit Day
Longest Path	280.00	Hr
Route Lead Times Total	21600.00	Min
Route Process Times Total	595.00	Min
Route Activity Ratio	2.75	%
Route Cost	71.88	\$
Route Cost Per Period	0.85	K\$ Day

Route Percent	25.60	%
Route Demand	5.1	Unit Day
Longest Path	512.00	Hr
Route Lead Times Total	38880.00	Min
Route Process Times Total	1155.00	Min
Route Activity Ratio	2.97	%
Route Cost	121.88	\$
Route Cost Per Period	0.62	K\$ Day

# Step 17: Plot the Kaizen Impact Matrix

Wall Map	Sequence ▾	Select Paths	Show Seq.	Var Solve
Open	Auto Pipe ▾	Auto Tag	Show Pipes	Solve
List Variables	Tag & Paths	Auto Path	Clear	
Sketch	Sequence	Validate	Calculate	

Quick Transactional Pro  
Sketch Transactional Pro

Z0010

Customer Incoming Demand		
Customer Demand	100.0	Unit Wk

Route	%	Cum. %	Name	Longest Path Time (Day)
1	59.2	59.2	Approved 1st Time	35.00
2	25.6	84.8	Approved with Loop Back	64.00
3	10.8	95.6	Rejected 1st Time	35.00
4	4.4	100.0	Rejected with Loop Back	64.00

A0060

Qty=50		
Wait	1.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0070

Create Technical Proposal		
Functions		
Information Systems		
PT	45.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	30.00	Min
Repeat LT	2.00	Day

001  
2 week back log

A0020

Qty=80		
Wait	2.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

A0040

Create Review Package		
Functions		
Information Systems		
PT	10.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	5.00	Min
Repeat LT	1.00	Day

A0050

Qty=200		
Wait	2.00	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day

002  
2 week queue for contracts

A0080

Create Contract		
Functions		
Information Systems		
PT	60.00	Min
LT	1.0	Wk
Demand	20.0	Unit Day
Repeat Demand	6.0	Unit Day
Repeat PT	45.00	Min
Repeat LT	3.00	Day

003  
Bottleneck at the Create Contract process

**1**  
Drag out the Kaizen Impact Matrix and right-click to plot.

Kaizen Impact Matrix

A0330

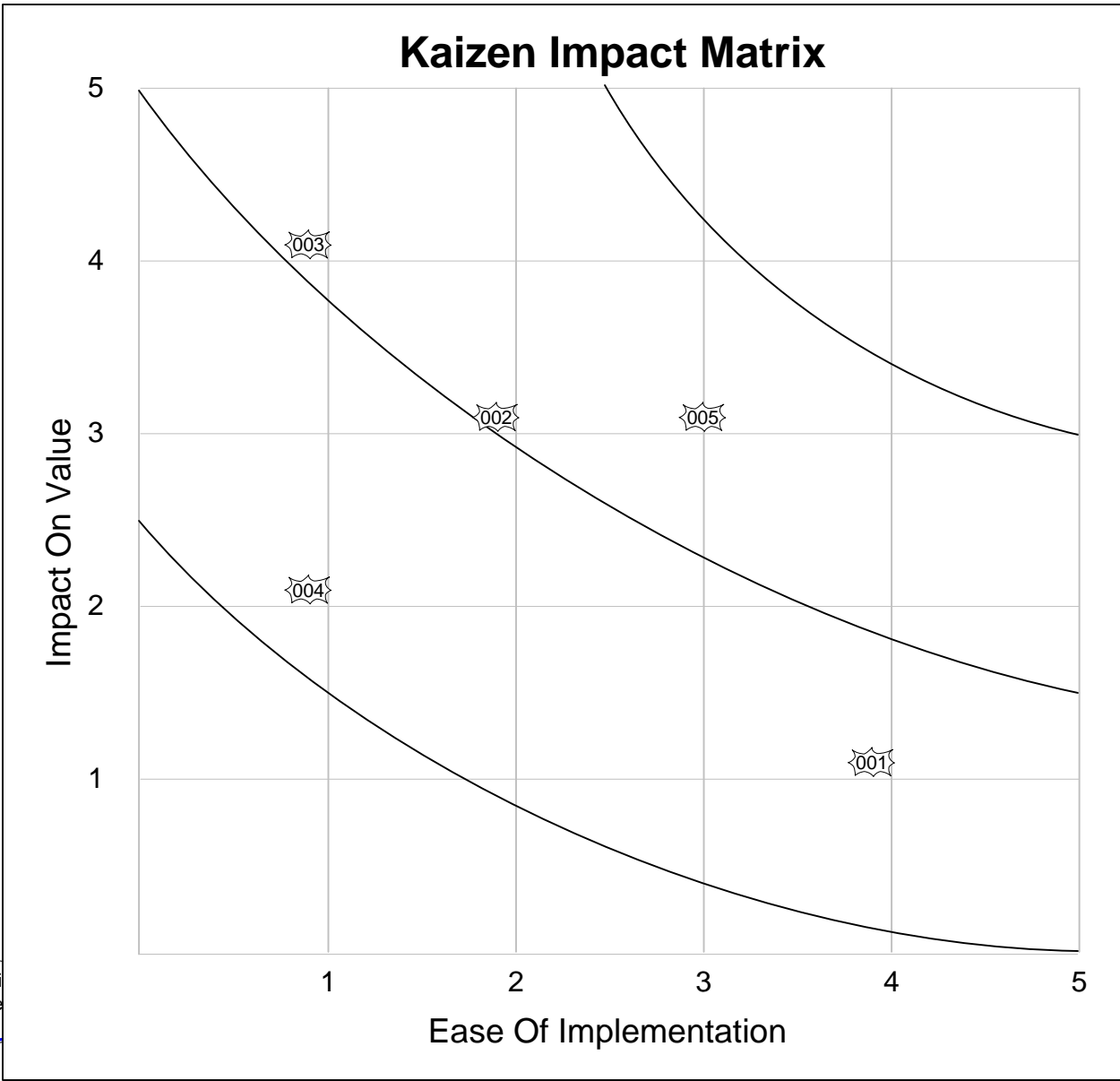
Sales		
Resource Quantity	1.00	RQ
Resource Time	6	Hr Day
Resource Rate	30	\$ Hr
Efficiency	80	%
Day	Wk	Year
8	5	52
Hr	Day	Wk

A0340

Technical		
Resource Quantity	6	RQ
Resource Time	4	Hr Day
Resource Rate	30	\$ Hr
Efficiency	80	%

Views | Visualize | **3** To generate a Kaizen report in Excel, click the Kaizen Export button in the toolbar.

- Gadgets | Update
- Kaizen Properties
- Kaizen Export
- Kaizen Import
- Renumber Kaizens
- Icon Search
- Stack Help



005  
High rework

- 1
- A
- Cloud
- Cloud
- Thought
- Chat
- Bar Chart
- Flowchart
- Bar Chart
- Flowchart
- Flowchart
- Flowchart
- Flowchart
- KAIZEN KEY
- Exp
- I

**2** Drag out the Kaizen Key Creator.

Resource Time	4	Hr	RQ
Resource Rate	30	\$	Hr
Efficiency	80	%	

- (001) 2 week back log
- (002) 2 week queue for contracts
- (003) Bottleneck at the Create Contract process
- (004) 1 week delay from periodic meeting
- (005) High percent of rework/change

Route Percent	59.20	%
Route Demand	11.8	Unit Day

Route Cost Per Period	0.85	K\$	Day
-----------------------	------	-----	-----

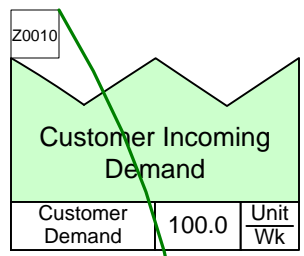
Route Percent	25.60	%
Route Demand	5.1	Unit Day

Route Cost	121.88	\$	
Route Lead Time	512.00	Hr	
Route Activity Ratio	2.97	%	
Route Process Time	38880.00	Min	
Route Total Cost	1155.00	Min	
Route Cost Per Period	0.62	K\$	Day

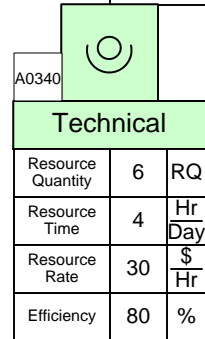
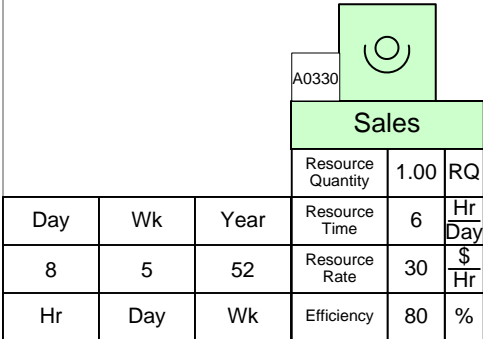
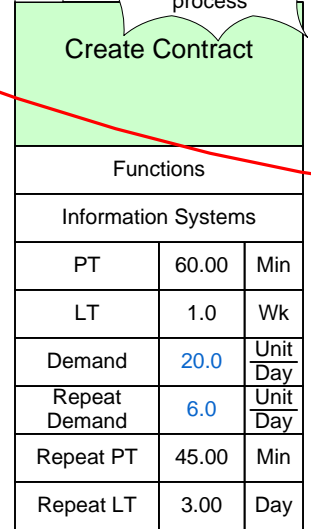
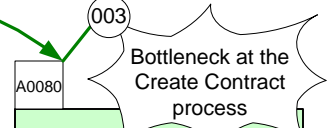
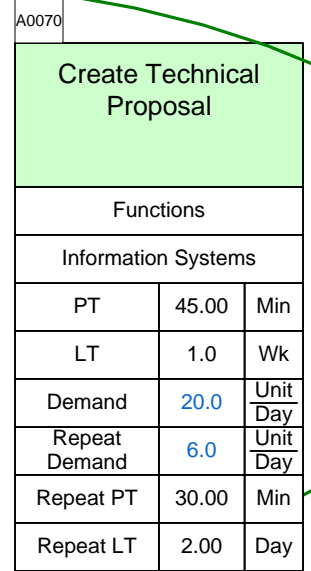
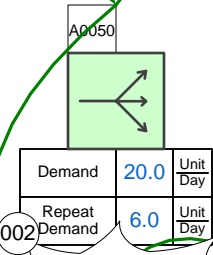
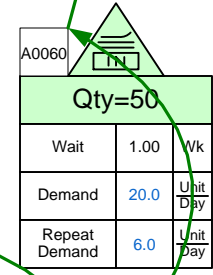
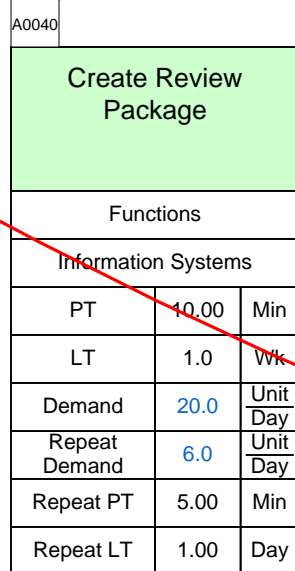
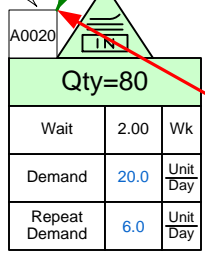
# Step 18: Creating a future state map

Wall Map	Sequence ▾	Select Paths	Show Seq.	Var Solve
Open	Auto Pipe ▾	Auto Tag	Show Pipes	Solve
List Variables	Tag & Paths	Auto Path	Clear	
Sketch	Sequence	Validate	Calculate	

Quick Transactional Pro  
 Sketch Transactional Pro

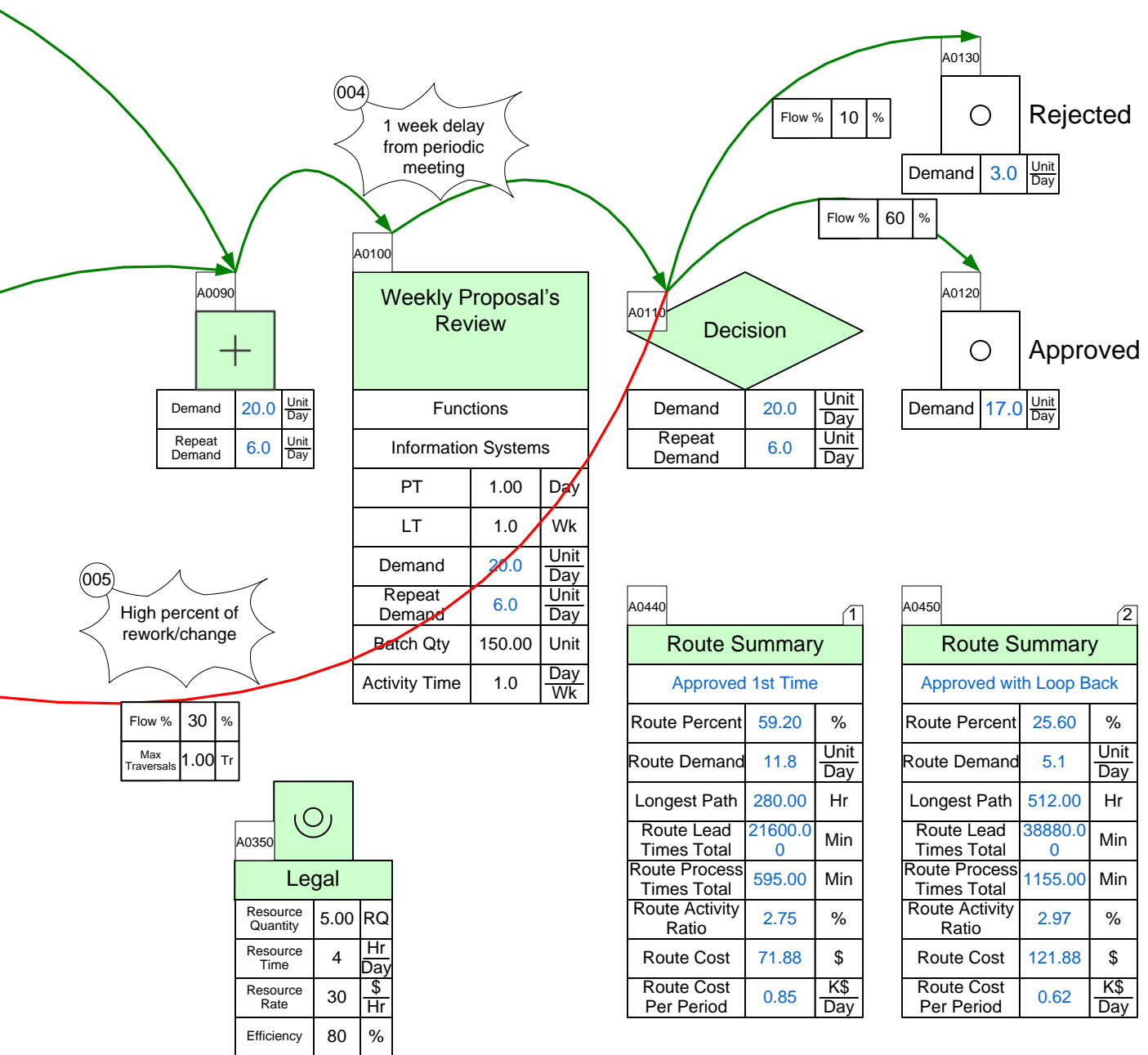


Route	%	Cum. %	Name	Longest Path Time (Day)
1	59.2	59.2	Approved 1st Time	35.00
2	25.6	84.8	Approved with Loop Back	64.00
3	10.8	95.6	Rejected 1st Time	35.00
4	4.4	100.0	Rejected with Loop Back	64.00



Views	Gadgets Update	Kaizen Properties Kaizen Export Kaizen Improve Remember Kaizens	Map Copy A3 Report	V7 Migrate Spaghetti Event Circle	Help Icon Search Stack Help	Learn
Visualize		Improve		Extras		

**1** Use the Map Copy button to copy the whole map to a new page in the file.



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KAIZEM KEY

Exp