



In-House Workshops

Objectives

In all J. E. Boyer Company workshops, three primary learning objectives are key:

- Share a common knowledge base of the subject matter terminology, concepts, fundamentals, process steps, keys to success, and implementation methodology.
- Provide a forum for the team to gain a common understanding of related business issues.
- Create a preliminary action plan for getting started or revitalizing your process.

Content, Preparation, Length, and Size

In-house company specific workshop content can be tailored to meet your learning needs. We work with you before the workshop is delivered to ensure that the content is correct, we have enough understanding of your business and issues to facilitate related discussions, and have met several of the attendees to address their learning needs. Workshops are typically in 2-day formats, but can be adjusted to meet your needs. More time allows for more company application. Class size is limited to 30 attendees. Kaizen events are normally limited to 10 participants.

Who Should Attend?

Anyone who participates in the related subject matter area ... the president, direct reports, vice presidents, directors, managers, supervisors, staff, and workers. We work with you to determine the appropriate attendees.

Methodology

Workshops are generally a combination of lecture, interactive discussions, team group activities, and team group reports. Specific deliverables are a preliminary action plan, an issues list, a decisions list, and a parking-lot list.

Venue

The client provides the workshop facilities including suitable room with tables and chairs, projector for connecting to a laptop, screen, internet connection, flip chart and markers, whiteboard, breaks, and lunch. Off-site facilities are recommended as these provide a more focused learning environment. We provide the room setup specifications to the facility.

Instructor

John Boyer personally conducts all J. E. Boyer Company in-house workshops.

Pricing

In-house workshops are \$7,500 per day for up to 30 attendees. Workshop books and instructor domestic travel expenses are included. Preparation days are \$2,750 per day as needed and agreed upon with the client. In-house education as part of a full practice implementation is included as part of the project.

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