

Certification Summary

Phase I: Program Qualification

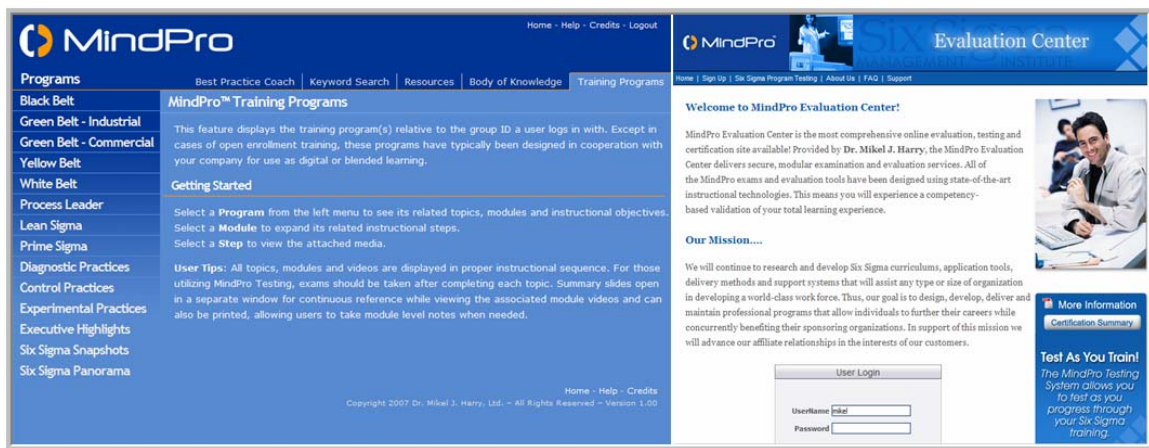
Step 1: Personal Evaluation. The optional personal evaluation helps a student determine whether he or she should proceed with one of the higher order SSMI training programs such as Black Belt and Green Belt, or instead consider a less intensive program like Lean Sigma or Quick Sigma. The focus of the evaluation is on prerequisite arithmetic knowledge and skills. Reference: www.MindProTesting.com.

Step 2: Program Selection. During program selection, the student should first decide his or her professional needs and objectives. In turn, this will provide the essential guidelines for selecting an appropriate program-of-study or course. Next, the prospective student should review each of the program descriptions. By matching the various descriptions to individual needs and objectives, the student is then better enabled to determine which training program will best facilitate their personal and professional goals.

Step 3: Program Registration. Although program registration is optional, it is an essential step if a student seeks to capitalize on the full range of supporting resources available within the MindPro learning system, such as the MindPro Discussion Forum and the MindPro Qualification Exams: www.MindProTesting.com + www.MindProForums.com

Step 4: Program Execution. After selecting an SSMI program-of-study from the MindPro offerings and registering for the supporting services, the student is then ready to commence training. By way of the MindPro training software, each student is guided through a series of topics, modules and instructional steps using state-of-the-art instructional technologies.

Step 5: Program Testing. For any given SSMI program-of-study (or training course) within MindPro, there is a corresponding set of topic-based performance tests, collectively referred to as the *Knowledge Exam*. For example, *Black Belt Knowledge Exam*. The minimum acceptable score is 70% for all programs and courses. Successful completion of the Knowledge Exam automatically grants the student a program or course qualification. For example, *Black Belt or Green Belt Program Qualification*. Reference: www.MindProTesting.com.



Phase II: Project Qualification

Step 6: Project Training. Once a Black Belt or Green Belt candidate has been program qualified, he or she is then eligible for project training and subsequent qualification. This means the student has passed the related SSMI Knowledge Exam and is ready to proceed forward with the SSMI competency-based digital training project. The digital training project allows each student to independently bridge the gap between training and on-the-job application, yet done so in a standardized way on a level playing field with other students. **NOTE: Access to the MindPro Knowledge Transfer System is required for Black Belt and Green Belt Proficiency Certification.**

Step 7: Project Testing. The digital training project exam is based on a life-like case study and involves the analysis and interpretation of the case data. The related performance test is referred to as the *Application Exam*. The minimum acceptable score is 70%. Successful completion of the Application Exam automatically grants the student a project qualification. This means the student is qualified to execute live Six Sigma projects. For example, *Black Belt Project Qualification*. **NOTE: Access to the MindPro Knowledge Transfer System is required for Black Belt and Green Belt Proficiency Certification.** Reference: www.MindProTesting.com.

Note: Proficiency Certification = Program Qualification (Step 5) + Project Qualification (Step 7)

Phase III: Project Execution

Step 8: Project Execution. Six Sigma application projects must focus on business value, plain and simple. A valid on-the-job project must yield some form of tangible value for the sponsoring organization. For example, hard cost savings, yield improvement, defect reduction, cycle time reduction, inventory reduction, headcount reduction, increased customer satisfaction, and so on. Of course, all such value-based improvements can and should be translated into the language of business – money.

Step 9: Project Activation. By conventional practice, a Proficiency Certified Black Belt (or Green Belt) must have completed at least one live Six Sigma DMAIC project as a part of his or her professional development. Without saying, the scope and depth of that project should be consistent with the X-Belt's rank. To this end, it is strongly recommended that the X-Belt prepare a Six Sigma project charter, receive management approval and then execute the project in accordance to the originating charter.



Phase IV: Project Validation

Step 10: Project Review. It is firmly suggested that the X-Belt's sponsoring organization manage their Six Sigma projects through a formalized set of management tollgates. A tollgate is simply a set of success criteria that must be fully satisfied before a project is allowed to continue on the next scheduled phase of execution. Normally, tollgate reviews coincide with each phase of the DMAIC improvement process.

Step 11: Project Closure. After an X-Belt has successfully completed a Six Sigma DMAIC project, that project must pass through a final management review before it can be officially closed. In other words, the project activities and resulting benefits must be validated before it is formally closed.

Step 12: Project Documentation. For purposes of organizational leadership, the sponsoring organization should want to provide the X-Belt with some type of document that confirms the successful completion and closure of a Six Sigma project. Such a document can take the form of a formal letter, internal memorandum, or official certification.

For more information regarding SSMI's Operational Guidelines and Execution Roadmap for Leadership Development visit www.ss-mi.com for a detailed document.