Visual Workflows
Inventing the wheel

A brief history
A long, long time ago...

Specification → Production → Inspection
The Shewhart Cycle

Specification

Inspection

Production

Walter Shewhart, 1939
The Deming Wheel

- Redesign
- Make
- Test
- Market

Edwards Deming, 1951
Made in Japan
The PDCA Cycle

Plan

Do

Check

Act

JUSE, 1951
“If standards and regulations are not revised in six months, it is proof that no one is seriously using them”

Kaoru Ishikawa
The PDSA Cycle

Plan → Do → Study → Act → Plan

Edward Deming, 1986
“…be sure to call it PDSA, not the corruption PDCA.”

Edward Deming
The use of dead trees

A brief history
Paper
What’s wrong with paper?
Discourages consumption

Process descriptions are abstract or in legalese
Distribution is a hassle
So paper often lags reality
Kaizen is hard
Getting feedback is hard
Making revisions is hard
Tools & Resources

The links below provide a full complement of tools and resources needed to support your recruitment efforts.

Laws and Rules
- Labor Relations/Collective Bargaining Info
- Rules
- Department of Labor and Industries ($1.5 Billion
- Workforce Planning Office of the State Human Resource Training Improvement Program ($1.5 Billion

Planning Your Recruitment
- Statewide Forms
- Client Consultation Form (Word File)
- Employer Layoff & Information Resources
- Layoff - How to Run the Layoff Report (Word File)
- Recruitment Plan Template - 90 Day (Excel File)
- Recruitment Timeline - Calendar Sample (Word File)
- Recruitment & Selection Plan - Minimal Requirements (Word File)
- Workforce Planning
- Qualifications Catalog: General Qualifications
  - Ability and Willingness (Word File)
  - Lead and Supervise (Word File)
  - Computer Skills (Word File)
  - Languages (Word File)
  - Licenses and Certifications (Word File)
  - Management (Word File)
Paper on Walls
It’s like you said...
Visual Workflows

Reusable Kanban Boards
Kanban in a can
Confirm applicant's identity

in Background Check

Details

3 attachments

3 tags

Assign this Item

Set due date

Set status

Edit

Confirm the person's identity one of the acceptable forms, as recommended by the US Citizenship & Immigration Services Agency:

- List A can be used for verifying both the applicant's identity, and the applicant's authorization for working in the U.S.
- List B can be used to verify identity
- List C can be used to verify authorization.

Scan the document used for verifying identity and attach to this card before moving the card to Done.