

A background image showing a business meeting in a bright, modern office. Several people in business attire are gathered around a whiteboard, looking at charts and diagrams. One man is pointing at the whiteboard with a blue marker. Another man is sitting at a desk with a laptop, and a woman is standing next to him, looking at a notebook. The overall atmosphere is professional and collaborative.

# TRANSFORM WITH

# STRATEGIC PLANNING

# & BUSINESS

# PLAN DEPLOYMENT

**ENHANCING ORGANIZATIONAL  
PERFORMANCE AND PROPELLING  
BUSINESS GROWTH.**

The Michigan Manufacturing Technology Center (The Center) has the expertise and the resources to help your business maximize efficiency and put you on the path to greater profitability. During our comprehensive Small Business Operations Planning workshop, our team of consultants will identify your organization's strengths and weaknesses and implement a strategic plan—fostering a culture of innovation and improvement.

**MICHIGAN  
MANUFACTURING  
TECHNOLOGY  
CENTER**

## SMALL BUSINESS OPERATIONS PLANNING (SBOP) WORKSHOP

The SBOP workshop includes a one-day, on-site client assessment followed by an in-depth, one-day executive workshop. The integrated format enables participants to effectively develop specific goals, detailed plans to meet these goals and an action item list with metrics to measure performance. Here's how...

### PART ONE: ON-SITE CLIENT ASSESSMENT (ONE DAY)

The Center's consultants will conduct an objective evaluation at your location. We will carefully analyze nine key domains (27 business-related aspects) of your organization and gather critical feedback from the following:

- **Transformation Planner** – *comparative analysis of like companies*
- **Operational Assessment** – *executive team and key managers*
- **Workforce Engagement** – *employee engagement (both hourly and salary)*
- **Formal Report-Out** – *comprehensive report of all findings and foundation for the workshop*

The information compiled will help pinpoint the areas where an investment of time, effort and money would generate strong returns. The report can help train staff on elements of Lean manufacturing techniques and how to apply those techniques to all levels of your operation.

### PART TWO: EXECUTIVE-LEVEL HANDS-ON WORKSHOP (ONE DAY)

After the initial assessment, the one-day executive workshop begins. To aid in the development of your organization's defined improvement plan, The Center's staff will guide your leadership team through the business workshop, including:

- Review of the company's assessment results
- Best practice review of business processes
- Goal development
- Metrics identification and structure
- Action item deployment
- Operational simulation

The Center then will examine whether the expertise needed exists or is deficient. When deficiencies are noted, time is allocated for the team to dive into the 27 business-related aspects and develop a plan of action. Each plan will include the identified assessment opportunities, capabilities needed to address each opportunity, required resource allocation, responsible manager assignment and timeline with due dates. The workshop concludes with each team reporting findings and plans of action that will be deployed to all levels of your organization.



IDEAL FOR FEWER  
THAN 50 EMPLOYEES



ONE-DAY ONSITE  
ASSESSMENT  
FOLLOWED BY A  
ONE-DAY EXECUTIVE-  
LEVEL HANDS-ON  
WORKSHOP



THIS WORKSHOP:

1. IDENTIFIES COMPETITIVE PRIORITIES
2. DESIGNS AN ACTION PLAN
3. EMPOWERS YOUR WORKFORCE TO IMPLEMENT CHANGE
4. ESTABLISHES THE RIGHT METRICS TO MEASURE PROGRESS