

Getting Lean: These are areas to find waste in time, labor, or expense.

Quoting

How do you currently quote? _____
How many steps are in your quote? _____
How could you improve this? _____

Artwork

How are you currently doing artwork? _____
How are you currently storing artwork? _____
How do you get your customers to sign off on artwork? Y N
How could you improve this? _____

Screen Making

How many physical steps does it take for you to make a screen? _____
How long does it take your emulsion to dry? _____
How many times do you have to reburn a screen, what %? _____
How much wasted emulsion do you throw away per screen? _____
How could you improve this? _____

Press Setup

How long does it take you to setup up your press per color? _____
What things get in the way of speeding up your setup? _____
Does the press operator have everything they need to set the press up? Y N
How many physical steps do they take when they set the press up? _____

Printing

Where are your shirts located? _____
Where do they come into your shop? _____
How many shirts per hour do you print? _____
How many times do you stop printing per hour? _____
Why do you stop printing?
 Break _____
 Find product (mist, shirts, etc.) _____
 Ink reload _____
 Screen fix _____
 Registration fix _____

Packing

What is your misprint %? _____
How long does it take to fold/pack a box of 72? _____