

COURSE DESCRIPTION: Managing Planning & Scheduling



In Managing Planning and Scheduling, participants build a work management program based on Reliability Excellence best practices. The course is designed for a Lead Planner or Department Manager to establish a proactive work management program or to transform an existing program into an effective, results-producing department that positively impacts maintenance costs, plant reliability measures and employee morale.

Managing Planning and Scheduling examines topics like designing a work management program strategy, developing standard processes and work, establishing program measures, managing staff development, and planning program improvement. Learners will walk away with a solid foundation for an effective maintenance work management program.

Learn How to:

- Explain the business case for proactive work management
- Build a work management process flow chart and responsibility matrix
- Draft a work management program strategy: objectives, key performance measures, targets, reporting and monitoring methods
- Develop governing principles and standard procedures for CMMS data entry and use
- Outline a management of change process for job plans
- Describe a disciplined approach to managing work for a planned shutdown
 - Scoping and validating work, project management, communication, reviews, lessons learned
- Develop an implementation plan to establish or transform a planning program, including:
 - Establishing program standards and templates
 - Incorporating visual management into your program
 - Job performance feedback and continuous improvement
 - Backlog management
 - Managing the people side of change (change management)
- Develop an audit and continuous improvement strategy for the planning program
 - How trends in manufacturing and technology impact planning/scheduling
 - How the planner interacts with failure data and root cause analysis efforts
 - How equipment criticality and risk management influence maintenance strategy
- Build performance management and development strategies for planning personnel

Who Should Attend:

People in the following roles should participate in this training:

- Lead and Senior Planners
- Planning Department Managers
- Maintenance Managers
- Reliability Change Agents
- Reliability Managers
- Continuous Improvement Managers

Course Information:

Each course includes a comprehensive active learning manual, morning and afternoon refreshments, lunch, and the use of a fully equipped e-business center. Classes are held Tuesday through Thursday. All students completing a class will receive a certificate of completion awarding 2.1 CEUs.

Life Cycle Institute is different because:

- Facilitators who practice what they teach and teach what they practice
- Course content that is constantly updated with the latest proven tools and methods
- Adult learning methods that minimize lecture and emphasize learning by doing
- Classrooms that are specifically designed to facilitate learning

Registration:

[Download our class schedule](#) for the latest class dates and course costs or contact the Life Cycle Institute at:
800-556-9589 • education@LCE.com • www.LCE.com

Private Classes:

Your training needs are unique. Unique needs may require customized, on-site training. Learn from practicing reliability professionals – on your site – at a time convenient for you – tailored for your environment.

For more information please contact education at:
800-556-9589 • education@LCE.com • www.LCE.com



This course is one of six courses that can be applied to the Maintenance Management Certification program.



This course has been approved for continuing education credit for Certified Reliability Leaders.