

Level 3 Advanced Apprenticeship in Business Improvement Techniques (QCF)

About the course

These qualifications are appropriate for employees in the engineering sector working across a broad range of areas. They are designed to assess occupational competence in the workplace where learners are required to demonstrate skills and knowledge to a level required in the engineering industry.

Structure of Course

To achieve this qualification learners must complete a minimum of 94 credits. Learners must complete all mandatory units in Group M (14 credits) and then choose one of the following pathways:

- **Process Improvement (QCF)** Learners must complete all units in Group A. Learners must complete a minimum of three units from units in Groups B, C and D. This must include a minimum of one unit from Group B. Learners need to achieve a total of 94 credits (minimum).
- **Quality Improvement (QCF)** Learners must complete all units in Group E. Learners must complete a minimum of three units from Groups F and G. Up to two units can come from Group G. Learners need to achieve a total of 112 credits (minimum).

Assessment

The overall grade for these qualifications is a 'pass'. Learners must achieve all the required units within the specified qualification structure.

To pass a unit the learner must:

- Achieve all the specified learning outcomes
- Satisfy all the assessment criteria by providing sufficient and valid evidence for each criterion
- Show that the evidence is their own.

These qualifications are designed to be assessed:

- In the workplace, or
- In conditions resembling the workplace, as specified in the Skills for Logistics assessment guidance for qualifications in the QCF, or
- As part of a training programme.

Contact us

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Course Modules

M - Mandatory units (all pathways)

Learners must complete all units in Group A.

- Leading effective teams
- Complying with statutory regulations and organisational safety requirements

Group A Mandatory units (process improvement)

- Applying workplace organisation techniques
- Applying continuous improvement techniques (Kaizen)
- Developing visual management systems

Group B (Process improvement)

- Creating flexible production and manpower systems
- Carrying out problem-solving activities

Group C optional units (process improvement)

- Analysing and selecting parts for improvement
- Applying lead time analysis
- Carrying out value stream mapping (VSM)
- Applying set-up reduction techniques
- Applying total productive maintenance (TPM)
- Applying flow process analysis applying policy deployment (Hoshin Kanri, quality operating systems, business plan deployment)
- Applying value management (value engineering and value analysis)
- Creating standard operating procedures (SOP)



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