Top 7 Quality Management Tools for Productivity: A Handy Cheat Sheet

Quality management tools are vital in enhancing productivity, efficiency, and quality in any organisation. To achieve this, it is essential to utilise tools that focus on productivity. Below are some of the top quality management tools for productivity, with a brief description of each tool and how they benefit individual performance, team performance, and overall organisational productivity.

Tools	Description	Enhances Productivity by
Lean Management	A method that aims to reduce waste and increase efficiency in a production process.	Eliminating waste, reducing lead time, increasing throughput, and improving process flow to increase productivity and efficiency.
Continuous Improvement (CI)	An ongoing effort to improve processes, products, and services through small, incremental changes.	Focusing on continuous improvements, resulting in streamlined processes, reduced cycle time, and increased productivity and efficiency.
5S	A method that aims to organise and standardise the workplace, aimed at reducing waste, improving efficiency and productivity.	Creating an organised and efficient work environment, resulting in reduced search time, improved safety, and increased productivity.
Control Charts	A statistical tool used to monitor and control processes by analysing data and identifying trends or unusual variations.	IProviding real-time information and data to monitor and control processes, identify defects and variations, and improve process efficiency and productivity.
Gemba Walks	A method for identifying and resolving problems by directly observing the work being done and talking to employees in the workplace.	Identifying bottlenecks, reducing waste, and improving processes, resulting in increased productivity and efficiency.
A3 Problem Solving	A structured problem-solving method that uses a single sheet of paper to capture all the necessary information about a problem and the steps needed to solve it.	Streamlining the problem-solving process, resulting in faster resolution of issues and increased productivity.

Quality Function Deployment (QFD)	A tool for translating customer needs and requirements into specific engineering and production requirements.	Identifying customer needs and preferences, resulting in streamlined processes, reduced lead time, and improved productivity and efficiency.