

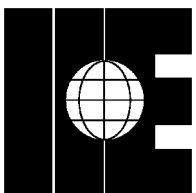
YOUR INVITATION TO A
30-DAY *FREE* TRIAL AT
A SPECIAL DISCOUNT
PRICE . . .

Industrial Engineering: 2002 and Beyond

*How to Improve Your Firm's
Manufacturing Quality,
Performance and Product Design
with the Latest IE Techniques*

- Learn to use the latest IE techniques from lean manufacturing to line balancing.
- A complete *self-study* program, with help from your personal instructor including a Toll-Free 800 Number for all your questions.
- Includes detailed step-by-step check lists and guidelines for process improvement and line balancing.

A completely
NEW
distance
learning
program with
one-on-one
guidance from
your personal
instructor . . .



25 Technology Park
Atlanta, GA 30092-2988

ENHANCE YOUR OWN, AND YOUR FIRM'S, MANUFACTURING COMPETITIVENESS

YOUR CHOICE OF ON PAPER OR ONLINE EXERCISES

PROCESS IMPROVEMENT AND STEP-BY-STEP LINE BALANCING: TWO INVALUABLE COURSE ADDITIONS

ARE YOUR FIRM'S MANUFACTURING OPERATIONS AS COMPETITIVE AS THEY NEED TO BE?

From lean manufacturing to line balancing and capital expenditure analysis, today's competitive economic conditions leave no room for yesterday's techniques. Now, you can update your skills and knowledge in every important industrial engineering concept and technique. What's more, you can do so at any pace you select, with IIE's completely new distance learning program,

"Industrial Engineering: 2002 and Beyond."

Derived directly from the highly acclaimed IIE seminar on the same topic, this unique new course combines the best features of printed material, the Internet (optional), and the support of a personal instructor.

WHAT YOU CAN LEARN IN 25 HOURS. . . OR LESS

You'll learn about value stream mapping and how to use it; you'll learn how to effectively create and monitor project schedules; you'll learn the five key principles of lean manufacturing as well as six approaches to continuous improvement.

You'll learn how to balance a production line and how to manage and motivate line personnel; you'll learn the three primary approaches to work measurement and how to use the Group Timing Technique.

You'll learn how to use statistical techniques and control charts and how to compare proposed capital investments, and much more.

TWO INVALUABLE CHECK LISTS ARE ALONE WORTH THE PRICE OF THE COURSE

We'll give you a detailed check list for process and methods improvement as well as step-by-step guidelines for balancing a production line. Either of these alone can be worth many times the one low price of the course.



HOW THE COURSE WORKS

When you enroll in "Industrial Engineering: 2002 and Beyond," you'll immediately receive your loose-leaf bound course manual containing the complete course material and your Skill Development Exercises.

In each of the ten course units you'll find:

- Specific, to-the-point discussion of an area of industrial engineering,
- Examples which show you how to apply the principles you've learned, and
- One or more Skill Development Exercises, which help you assess your newly-learned knowledge and skills.

COMPLETE YOUR EXERCISES ON PAPER OR ONLINE — YOUR CHOICE

You can complete your Skill Development Exercises on paper or online — your choice — and you can then send them, via mail, fax, or the click of a button, to our Analysis Center for a detailed personal review and comment on your work.

INSTRUCTOR SUPPORT VIA A TOLL FREE 800 NUMBER

We'll also give you a TOLL-FREE 800 number, so if you have any questions, we'll get an answer for you.

And remember, *whenever* you send in your exercises, we'll process them.

WHO SHOULD TAKE THIS COURSE

Team leaders, manufacturing supervisors, operations managers, service managers, quality professionals, and anyone else interested in improving their and their firm's manufacturing productivity.

LET A RECOGNIZED EXPERT HELP YOU DEVELOP AND ENHANCE YOUR IE SKILLS

Robert Moo Young is a staff Engineer on the Fire Control Systems at Lockheed Martin Missiles and Fire Control. He has provided consulting expertise for Israel aircraft industries, Hamilton Standard, Lucas Aerospace, Sundstrand, Borg Warner, the federal postal systems group, GE & Pratt Whitney, and many other companies, and he has taught courses in line balancing, methods engineering, and facilities planning, as well as the "Fundamentals of Industrial Engineering." Mr. Young earned his B.S. degree in Industrial Engineering (manufacturing option) from the University of Miami.

WHEN YOU FINISH . . .

You can complete "Industrial Engineering: 2002 and Beyond" in about 25 spare-time hours. When you do, you'll have earned 2.5 Continuing Education Units (CEUs) and you'll receive a two-color Certificate of Completion, suitable for framing, testifying to your accomplishment.



Perhaps most important of all, you'll have enhanced your skills and understanding in every important aspect of today's IE practices. The result—dramatically enhanced manufacturing processes for your company and significant recognition—and all that goes with it—for you.

ENROLLMENT INFORMATION

Detailed information on enrolling in "Industrial Engineering: 2002 and Beyond" is located on the back page of this brochure.

**BEGIN NOW TO DEVELOP
YOUR IE 2002 AND BEYOND
KNOWLEDGE AND SKILLS—
ENROLL IN THIS VITAL
COURSE TODAY!**

**TOLL FREE
TELEPHONE ORDER**

**Just call 1-800-932-0191
Fax 914-428-0773**



COURSE CONTENT

UNIT ONE: **Introduction to Industrial Engineering**

Eight important management techniques and how to use them; setting organizational goals; identifying critical success factors; effective vision statements and how to create them.

UNIT TWO: **Process Planning and Analysis**

Value stream mapping and how to use it; creating successful flow charts; creating and monitoring project schedules; the PERT technique and how to use it.

UNIT THREE: **Lean Manufacturing**

The five key principles of lean manufacturing; six approaches to continuous improvement; the six sigma concept; visual controls and how to use them.

UNIT FOUR: **Design for Manufacturing and Methods Engineering**

Three activities which can help enhance manufacturing methods; how to improve testing; concurrent engineering and its benefits; effective methods engineering.

UNIT FIVE: **Line Balancing**

The benefits of line balancing; how to balance a line; key terms in line balancing; creating an effective line balancing form; how to identify production line problems.

UNIT SIX: **Personnel Management**

People management theories and how to apply them; defining a new job; Maslow's hierarchy of needs; Herzberg's theory of motivation; the importance of reading non-verbal communication.

UNIT SEVEN: **Work Measurement**

The three primary approaches to Work Measurement; using the PF&D factor; the group timing technique (GTT) and how it's used; practical issues in GTT studies.

UNIT EIGHT: **Facilities and Group Technology**

Considerations in creating and locating new facilities; the pros and cons of group technology; gaining worker acceptance for a new facility's layout.

UNIT NINE: **Quality Assurance and Statistical Analysis**

How to calculate and use the mean, variance, and standard deviation; the normal distribution; preparing and using control charts; determining process capability.

UNIT TEN: **Engineering Economy**

Determining payback period for a capital investment; how to compare two planned investments; calculating depreciation; how to calculate present and future value as well as annual payments.

APPENDIX A: **A Detailed Check List for Process/Methods Improvement**

APPENDIX B: **To be supplied**

APPENDIX C: **Step by Step Guidelines for Line Balancing**

ALL
IN
YOUR
OWN
OFFICE
OR
HOME . . .

AT
YOUR
OWN
PACE . . .

AND
WITH
YOUR
PERSONAL
INSTRUCTOR
TO HELP
YOU

Enrollment Information

Upon completion of this course, you'll have earned 2.5 Continuing Education Units (CEUs), and you'll receive a two-color Certificate of Completion, suitable for framing.

A SPECIAL DISCOUNT PRICE— SAVE \$41

The list price for "Industrial Engineering: 2002 and Beyond" is \$280. However, IIE is pleased to offer you a \$41 discount for prepayment, so that your special discount price for this unique course is only \$239 plus a small postage and handling charge.

This includes your loose-leaf bound course material, detailed comments on all your Skill Development Exercises, and personal response to every question you send in. And remember, that's all it costs—no time away from work, no travel, no other costs of any kind.

SEND FOR YOUR FREE TRIAL TODAY

Use the Enrollment Form or write to:
IIE Career Development Programs
Suite 100, 244 Westchester Avenue
White Plains, New York 10604

OR USE EASY TOLL FREE TELEPHONE ENROLLMENT

JUST CALL 1-800-932-0191
Or use our fax number 1-914-428-0773.



OUR GUARANTEE TO YOU

30-DAY FREE TRIAL—Examine the course entirely at our risk for 30 days. If it's not exactly what you expected, simply return all material, unused, and we'll promptly refund your full enrollment fee[†] or cancel your invoice.

[†]Less postage and handling

CONTINUING EDUCATION FOR ENGINEERING PROFESSIONALS

This course was developed and is conducted for IIE by the MGI Management Institute, White Plains, New York.

For 27 years, MGI has been a leader in continuing education for the professions. Among its many other clients are the National Society of Professional Engineers and APICS, the Educational Society for Resource Management. MGI has provided and continues to provide practical, up-to-the minute self-study experiences for thousands of engineers, architects, and manufacturing professionals.



FREE TRIAL ENROLLMENT FORM

To: IIE Career Development Programs
Suite 100, 244 Westchester Avenue, White Plains, NY 10604

YES, I want to enhance my IE knowledge and skills. Please enroll me in "Industrial Engineering: 2002 and Beyond" and send all materials at once. My check, credit card charge or purchase order* is enclosed as shown at right.

I understand this includes all course material, processing of all my Skill Development Exercises, and personal response to all questions that I send in.

I understand further that if I'm not completely satisfied with the material, I may return it, unused, within 30 days for a full and immediate refund.[†]

*Purchase orders without prepayment will be billed at the list price for the course.

[†]Less postage and handling.

Air Parcel Post Charges

Alaska, Hawaii, Puerto Rico, and Canada	\$25 U.S. additional
All other countries	\$55 U.S. additional

TOLL FREE TELEPHONE ORDER

Just call 1-800-932-0191
Fax 914-428-0773



Name _____

Title _____

Company _____

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PAYMENT INFORMATION

Course Price \$ _____

Air parcel post charges where
applicable (see below left) \$ _____

Shipping and Handling \$ 7.95

Total Price \$ _____

Check enclosed (payable to IIE)

Purchase order enclosed*

Charge the above amount to my credit
card as shown below:

VISA MasterCard AMEX

Acct. No. _____

Expiration Date _____

Signature _____