



## Activity: Finding Your Bottleneck

List the major steps in your production cycle. Indicate your production capacity at each step, both the potential capacity and what you actually accomplish.

<b>Production</b>	<b>Production Capacity</b>	
<i>Steps</i>	<i>Potential (now)</i>	<i>Actual (now)</i>

The step with the least capacity is likely to be your greatest bottleneck. Do you normally see any evidence to support this conclusion? If so, concentrate on:

1. Maximizing use of slowest step.
2. Gear total production around maximizing slowest.
3. Consider alternatives to increase potential at slowest step.



## Facilitator Notes:

### Bottlenecks

If you have not already done so, read *The Goal* by Eli Goldratt. This will provide you with valuable insight into identification and management of bottlenecks. Refer back to the activity, as it identifies the slowest step.