

The First Four Weeks

For shops that don't know where to start.

Week	Do this	Skip this	You'll know
1	Pick one throughput unit; set a daily target; write target/actual at end of shift	Adding any other metric	Your real gap and which days you miss
2	Six-column defect log at each area; price by cost on Friday	Root-cause categories, severity codes	Your most expensive defect and where it's caused
3	Kanban card on the ten items you run out of most	Carding everything	Which stockouts cost the most; less waiting
4	One-page SOP for the job behind defect #1; QR at the cell; note who's trained	Writing forty SOPs	One standard job, and whether the routine sticks

kaizenify.ca/blog/cabinet-shop-is-a-mess-where-to-start