

## Basic MOST® Program Contents

### Sequence Models

Basic MOST® WORK MEASUREMENT TECHNIQUE		
ACTIVITY	SEQUENCE MODEL	SUB – ACTIVITIES
General Move	A B G A B P A	A – Action Distance
		B – Body Motion
		G – Gain Control
		P – Placement
Controlled Move	A B G M X I A	M – Move Controlled
		X – Process Time
		I – Alignment
Tool Use	A B G A B P _ A B P A	F – Fasten
		L – Loosen
		C – Cut
		S – Surface Treat
		M – Measure
		R – Record
		T – Think

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## INTRODUCTION

UMAS Pvt. Ltd. arranges a 5 days Basic MOST® Training Program.

Length: 5 Days (Interactive) Training Program at Client Location/ UMAS Office

Class Duration: 1980 Minutes (33 Hours in 4 Days)

## OBJECTIVES

The objectives of the Training Program are as follows –

- Apply Predetermined time values to activities from memory or from a data card according to the rules of Basic MOST® Work Measurement System
- Observe operator activities and write accurate method descriptions using the Work Measurement System
- Analyze work on the basis of moving objects using the MOST® Work Measurement System and Software
- Identify Work Measurement activities in terms of the basic sequence models for manual work: General Move, Controlled Move, Tool Use

## EXPECTED BENEFITS TO CLIENT

The Client can expect the following benefits post the training program –

- Upper hand in Measurement time study or other predetermined motion time systems
- Identification of areas where there are opportunities for saving time, money and energy
- Workers working at 100% pace
- A measurement tool that is well accepted by employees, unions and management

## PROGRAM SCHEDULE

The UMAS Training Program schedule is as follows –

Day	Start	End	Topic
Day 1	9:00 AM	11:00 AM	LEMW Concept, Case Studies, Application of MOST
	11:00 AM	11:10 AM	Break
	11:10 AM	11:50 AM	Introduction to MOST, Benefits of MOST, Families
	11:50 AM	12:50 PM	General Move (Sequence A B G A B P A)
	12:50 PM	1:30 PM	Lunch
	1:30 PM	3:30 PM	General Move ( A: Action Distance, B: Body Motion, G: Gain Control, P: Placement)
	3:30 PM	3:40 PM	Break
	3:40 PM	5:00 PM	General Move (Example)
	5:00 PM	6:00 PM	General Move (Video)
			3 Hours Home Work
Day 2	9:00 AM	11:00 AM	General Move (Lab Exercises)
	11:00 AM	11:10 AM	Break
	11:10 AM	11:40 AM	Control Move (Sequence A B G M X I A)
	11:40 AM	12:50 PM	Control Move (Parameters M:Move Controlled, X: Process Time, I: Alignment)
	12:50 PM	1:30 PM	Lunch
	1:30 PM	3:30 PM	CT AC CW Exercise (Manpower and Production Capacity)
	3:30 PM	3:40 PM	Break
	3:40 PM	5:00 PM	Control Move Examples
	5:00 PM	6:00 PM	Control Move (Video)
			3 Hours Home Work
Day 3	9:00 AM	11:00 AM	Control Move (Lab Exercises)
	11:00 AM	11:10 AM	Break
	11:10 AM	11:40 AM	Tool Use Fasten Loosen (Sequence A B G A B P F/L A B P A)
	11:40 AM	12:50 PM	Tool Use Multiple Fasteners (P A F/L) x Freq
	12:50 PM	1:30 PM	Lunch
	1:30 PM	3:30 PM	Tool use Exercise and Video
	3:30 PM	3:40 PM	Break
	3:40 PM	5:00 PM	C: Cut, S: Surface Treat, M: Measure R: Record T: Think
	5:00 PM	6:00 PM	Examples
			3 Hours Home Work
Day 4	9:00 AM	11:00 AM	Tools Use (Lab Exercises)
	11:00 AM	11:10 AM	Break
	11:10 AM	11:40 AM	MOST Theory (Special Situation and Tools, Balancing Time/Effect)
	11:40 AM	12:50 PM	Topic Presentation
	12:50 PM	1:30 PM	Lunch
	1:30 PM	3:30 PM	Application of MOST® Practical Approach and examples
	3:30 PM	3:40 PM	Break
	3:40 PM	5:00 PM	Queries Solve: Examples
	5:00 PM	6:00 PM	Queries Solve: Theory
Day 5	9:30 AM	12:30 AM	Online Exam [ 100 Marks – 3 hrs] (80+ Passing)