



**Quality Companion 2** ™  
by Minitab

PROCESS IMPROVEMENT SOFTWARE

Six Sigma is hard,  
and doing it right is even harder.

Unless you have the correct tools.

# Quality Companion 2 ™

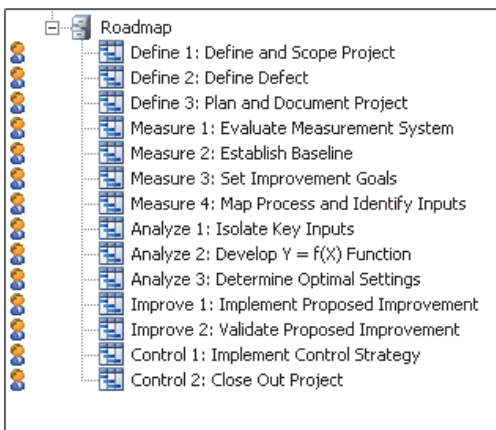
by Minitab

Quality Companion offers you software specifically designed for planning, organizing, and executing Six Sigma projects and then reporting on their success. It can save you time and money by:

- ▶ standardizing projects throughout the organization
- ▶ streamlining project workflow
- ▶ guiding Six Sigma Green Belts and Black Belts through their projects from start to finish
- ▶ providing linked tools that enhance analysis, reporting, and presentations
- ▶ helping Master Black Belts support their teams efficiently
- ▶ making it easy for Champions to evaluate projects and report successes

Quality Companion 2 gives you organizational power, practical tools, and expert guidance in a single package.

## Organization that helps streamline your project workflow.



### Project Roadmap

*Organizes projects into phases and creates a launch pad for the tools needed each step of the way.*

- ▶ Customize to fit any Six Sigma project.
- ▶ Save as templates for easy standardization.
- ▶ Tool Selection Coaches provide just-in-time guidance.

### Project Today

*An easy-to-use, customizable summary of your progress.*

- ▶ View current status of all tools, tasks, ballots, variables and the entire project.
- ▶ Welcome section helps new users get started quickly.

### Customizable Templates

*Save time and standardize projects throughout the organization.*

### All-In-One Project File

*Saves everything related to your project in a single file, making it easy to maintain, share and archive your work.*

### Related Document Management

*Make files created in other applications part of your project.*

- ▶ Add almost any type of file, including Minitab projects, Excel spreadsheets, and Web pages.

### Team Member Coordination

*Clearly define the role of everyone involved in the project.*

#### TAKE THE PRODUCT TOUR

See why Quality Companion is the best tool for managing quality improvement projects.

[www.minitab.com/companion](http://www.minitab.com/companion)

### Task Management

*Assign and track all project-related tasks.*

- ▶ Link specific tools to each task and add comments.

### Integrated Presentations

*Deliver great presentations without leaving Quality Companion.*

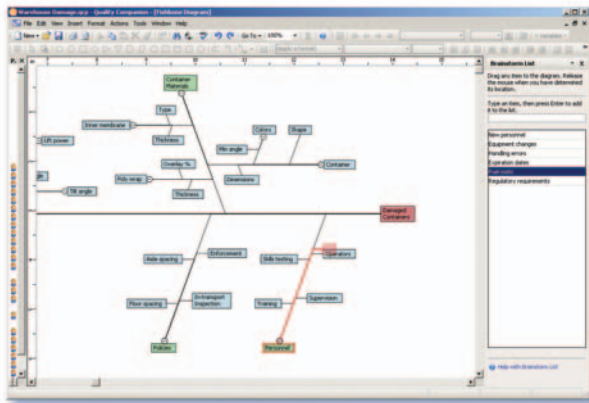
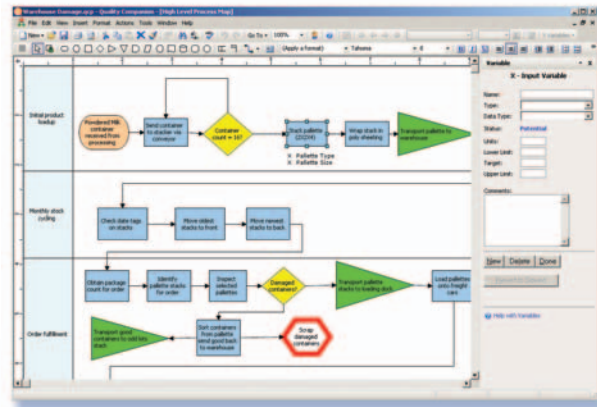
- ▶ Create slides from any tool, or even external content.
- ▶ Full screen mode for slideshows.
- ▶ Archive "snapshots" of tools at particular points of a project.

# Tools that make your quality improvement program more efficient.

## Process Map

Illustrate the sequential flow of steps in a process.

- ▶ Easily enter inputs (x's) and outputs (y's), process data (DPMO, scrap, rework, yield, and more), and lean data (cycle time, VA/NVA/BVA, queue, and more).
- ▶ Display related data right on the map.
- ▶ Departments ("swim lanes") and phases.



## Brainstorming Tools

Capture ideas using fishbone diagrams, idea maps and CT trees.

- ▶ Brainstorm list allows quick entry of ideas; click-and-drag to add to diagrams.
- ▶ Classify ideas as x's or y's.
- ▶ Import x's and y's from other tools into the brainstorm list.

## Data Sharing

Use data entered in one tool with other tools, with no retyping.

- ▶ Track x and y variables, DPMO, specification limits, cycle time, and much more.
- ▶ Data Store feature makes it easy to view, manage and edit all project data.

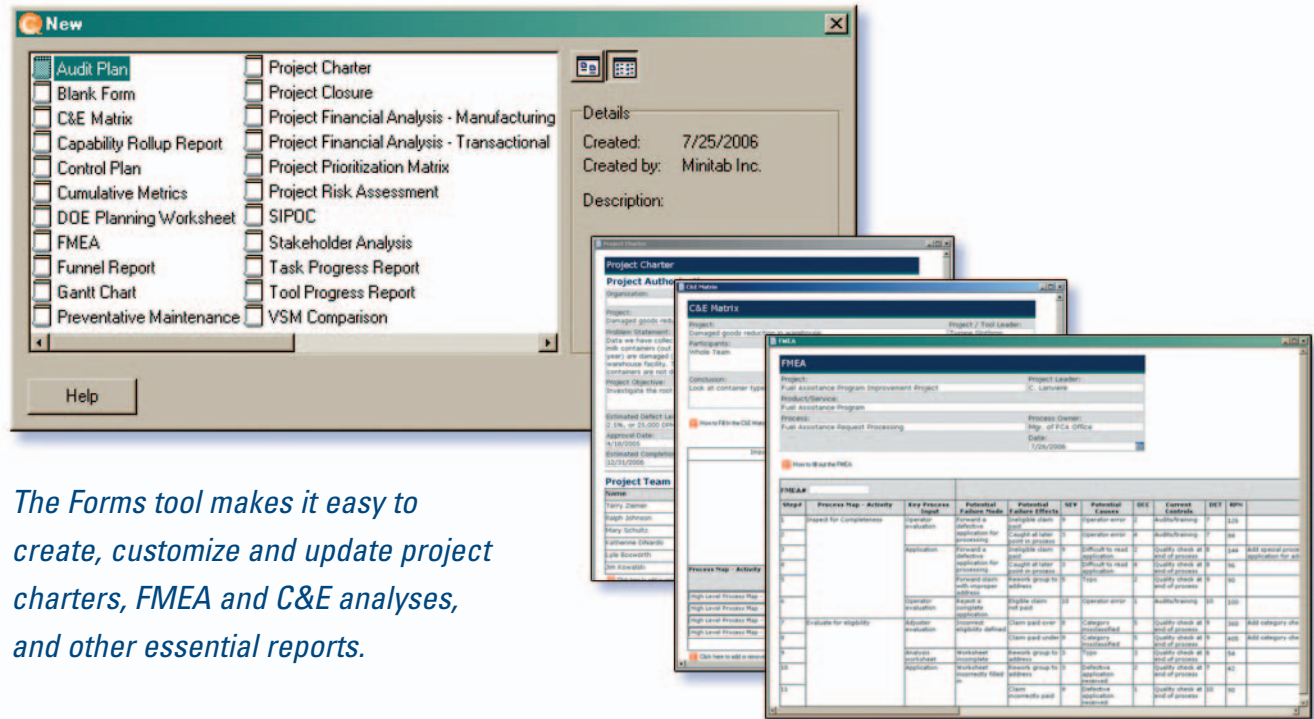
*Data entered in one tool, like the process map, automatically populate other tools, like the C&E Matrix.*

Process Map - Activity	Inputs (X Variable)	Weighted Value by Input	% of net Effect by Input	Status		
High Level Process Map - Stack pallet	Pallette Type	5	3	8	22.2%	Eliminated
High Level Process Map - Stack pallet	Pallette Size	2	8	10	27.8%	Eliminated
High Level Process Map - Check date tag	Scanner	1	3	3	9.1%	Eliminated
High Level Process Map - Powdered MB	Container type	8	6	14	41.0%	Eliminated
Weighted effect on each output		16	20			

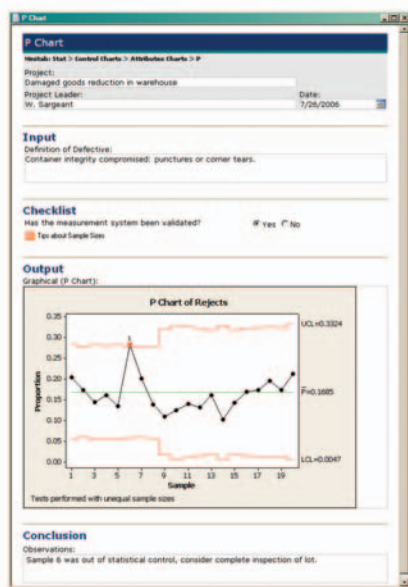
Name	Type	Data Type	Lower Limit	Target	Upper Limit	Status	
High Level Process Map - Check date tags on stacks	Scanner	Controllable	Attribute			Eliminated	
High Level Process Map - Inspect selected pallets	Inspection policy	SGP				Eliminated	
High Level Process Map - Move oldest stacks to front	Stack spacing	Controllable	Continuous			Eliminated	
High Level Process Map - Move oldest stacks to front	Alley spacing	Controllable	Continuous	6	8	10	Critical
High Level Process Map - Powdered MB container received to warehouse	Inner membrane	Controllable	Attribute			Eliminated	
High Level Process Map - Powdered MB container received to warehouse	Container type	Controllable	Attribute			Eliminated	
High Level Process Map - Stack pallet (D2C/A)	Pallette Type	Controllable	Attribute			Eliminated	
High Level Process Map - Stack pallet (D2C/A)	Pallette Size	Controllable	Attribute			Eliminated	
High Level Process Map - Transport pallets to warehouse	Drive type	Controllable	Attribute			Eliminated	
High Level Process Map - Transport pallets to warehouse	Driver	Noise	Attribute			Eliminated	
High Level Process Map - Transport pallets to warehouse	Lift	Noise	Attribute			Eliminated	
High Level Process Map - Transport pallets to warehouse	Fork Length	Controllable	Attribute			Critical	
High Level Process Map - Wrap stack in poly sheeting	Overlap%	SGP	Continuous	5	7.5	10	Eliminated
High Level Process Map - Wrap stack in poly sheeting	Thickness	Controllable	Continuous	125	15	175	Eliminated
Unmapped Variable	Inspection policy	SGP				Eliminated	
Unmapped Variable	Inspection policy	SGP				Eliminated	
Unmapped Variable	Inspection policy	SGP				Eliminated	

## Forms

This powerful design tool lets you modify built-in forms or create new ones.



The Forms tool makes it easy to create, customize and update project charters, FMEA and C&E analyses, and other essential reports.



Convey statistical results clearly with Analysis Capture Tools.

## Analysis Capture Tools

Crystal-clear reports effectively communicate the results of Minitab analyses.

- ▶ Provide structure and guidance to novice Minitab users.
- ▶ Ensure that assumptions have been met.
- ▶ Standardize reporting of statistical results.
- ▶ Completely customizable.

## Y Metrics

Monitor project metrics with a time series plot.

- ▶ Supports multiple metrics.
- ▶ View milestones on the plot.
- ▶ View baseline, goal and stretch goal on the plot.

## Ballot Tools

Reduce options to a manageable number and reach consensus on critical issues.

- ▶ Multi-voting
- ▶ Consensus threshold tool flags areas of disagreement.
- ▶ Graphs summarize results.

# Practical guidance to support you at each stage of your project.

## Coaches

Detailed information and advice written by Six Sigma professionals with decades of real-world deployment experience.

- ▶ Tool Selection Coaches identify tools that might be appropriate in the current situation and help you choose the best option.
- ▶ Tool Usage Coaches offer how-to instructions for any tool.
- ▶ Customize coaches with your own information and material, or create new ones.

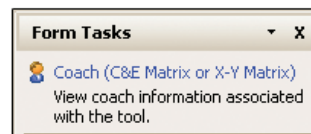
You can access the Coach from anywhere in Quality Companion, so help is always available right when you need it.

## Help

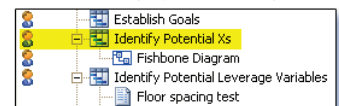
Minitab's acclaimed Help and Technical Support are always there for you.

- ▶ Extensive online Help.
- ▶ Animated demos show how to perform common tasks.
- ▶ Technical Support by Minitab – still free!

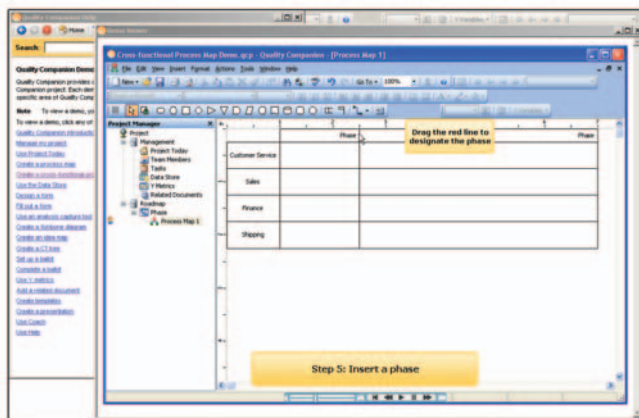
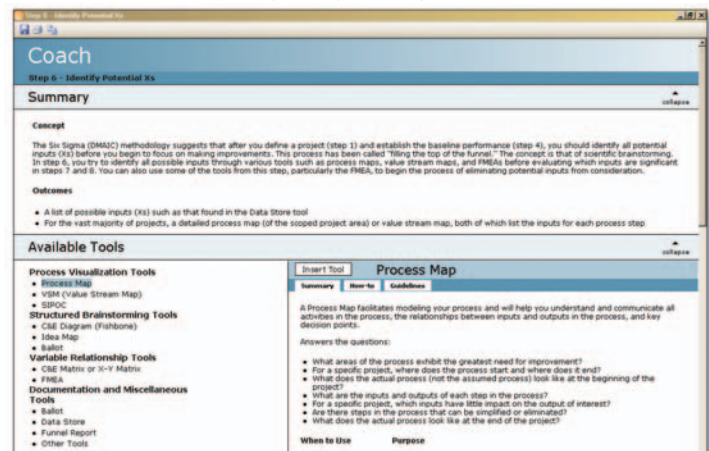
Click on the coach icon in the task pane...



or on the project Roadmap...



...and get the guidance you need.



Detailed animations get new users up to speed quickly.

“When learning Six Sigma, students often have a hard time seeing how a complete project ‘hangs together.’ Quality Companion’s Project Roadmap is an obvious answer to that problem, and the built-in Coach offers a convenient way to re-learn what they’ve been exposed to during training.”

Richard D. Schleusener, Ph.D.  
Six Sigma Consultant, Avior Group



## Quality Companion helps your entire company do Six Sigma the way it was intended.

### Green and Black Belts

*Do the right thing consistently, confidently, and efficiently.*

Without a clear framework to follow, new belts often struggle with knowing what steps to take when. Quality Companion points them in the right direction and provides expert guidance while reducing administrative and reporting burdens, so teams will get through projects faster and with less aggravation.

### Master Black Belts

*Reduce the “What do I do now?” factor.*

Master Black Belts often find themselves answering the same questions, over and over again. Quality Companion lets them anticipate their teams’ concerns and include answers right in the software, making project deployment smooth and efficient and allowing them to devote more time to higher-level mentoring and projects.

### Champions

*See the status of projects clearly and immediately.*

Until Belts put complete information into their company’s project tracking system—often at the conclusion of a project—executives have no easy way to review a project’s status and determine when to provide assistance. Quality Companion automatically documents a team’s progress in detail, enhancing project tracking systems so executives can see as much about a project as they wish, at any time.

Visit our Web site at  
**[www.minitab.com/companion](http://www.minitab.com/companion)**  
and take the Quality Companion tour

Arrange a personal demonstration by calling  
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(US/Canada/Mexico)

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