

**1. Select the answer that best reflects the content presented in the Lean for Dummies book.**

	True	False
Quick change techniques, like Single Minute Exchange of Dies, are relevant only in manufacturing settings.	<input type="radio"/>	<input checked="" type="radio"/>
Having a safe environment make good business sense.	<input checked="" type="radio"/>	<input type="radio"/>
You can use one Lean tool (like kanban) and expect to be wildly successful.	<input type="radio"/>	<input checked="" type="radio"/>
Having a clean work area has no impact on your work, so you shouldn't spend your time deep cleaning.	<input type="radio"/>	<input checked="" type="radio"/>
Autonomous maintenance frees up skilled maintenance workers to focus on more specialized planned and predictive maintenance activities.	<input checked="" type="radio"/>	<input type="radio"/>

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## 2. Mistake proofing, or poka-yoke, means:

- Inspecting your work for defects and correcting them right away.
- Writing clear instructions and warnings so the people in the process don't create defects.
- Designing the process or product in a way that physically or procedurally prevents defects from occurring.

## 3. According to production leveling, or heijunka, you should:

- Make large batches of one product and store them in a warehouse until the customer needs them.
- Make an amount of all the products, every day, as the customer consumes them.

## 4. A kanban signal can be:

- A card.
- A buzzer.
- A light.
- A computer generated signal.
- An empty space or container that needs filling.
- Any of the above.

## 5. When sorting for 5S, divide your items into the following three categories:

- Retain, recycle, and reuse.
- Retain, return, and rid.
- Rid, revisit, and reserve.

## 6. You should store:

- What you need, in the quantity you need, at or near where you use it.
- What you might need, in a quantity that ensures a good backup supply, at or near where you use it.
- What you need, in the quantity you need, in a centrally-located supply warehouse.