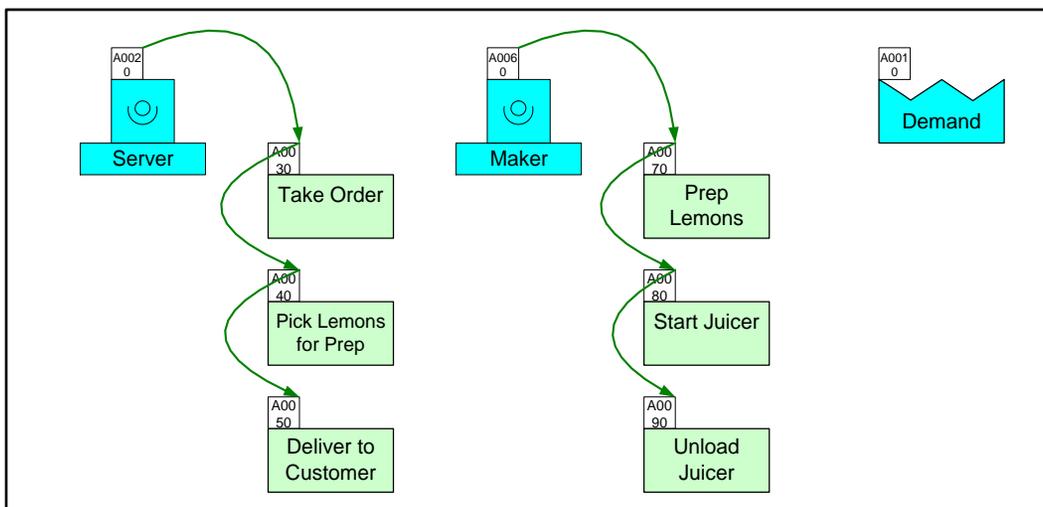


Standard Work Wizard Tutorial

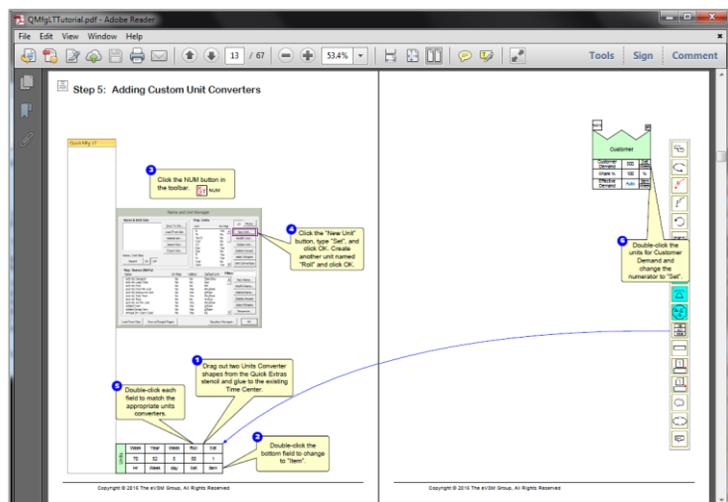
This tutorial will guide you through the steps to draw a simple map, perform common calculations, and plot charts using the Standard Work Wizard.



Viewing/printing eVSM Tutorial:

This tutorial is designed for two page layout. If printing, you will need double-sided print.

For on-screen viewing, save the PDF file to your PC and then open it in Acrobat Reader (not in a web browser). In the Acrobat menus, click "View>Page Display", make sure "Show Cover Page in Two Page View" is checked and then select "Two Page View".



Step 1: Start eVSM

1 On your Desktop, click the "Start eVSM" icon.

2 If you see a message like this, you must "Enable" macros.

3 Click to enable macros.

4 Click "Trust all from publisher" to avoid the security notice in future.

Recycle Bin

Start eVSM

Microsoft Visio Security Notice

Microsoft Office has identified a potential security concern.

Note: The digital signature is valid, but the signature is from a publisher whom you have not yet chosen to trust.

File Path: C:\Program Files\evsm\Setup\Solutions\evsmIcons.vss

Macros have been disabled. Macros might contain viruses or other security hazards. Do not enable this content unless you trust the source of this file.

[More information](#)

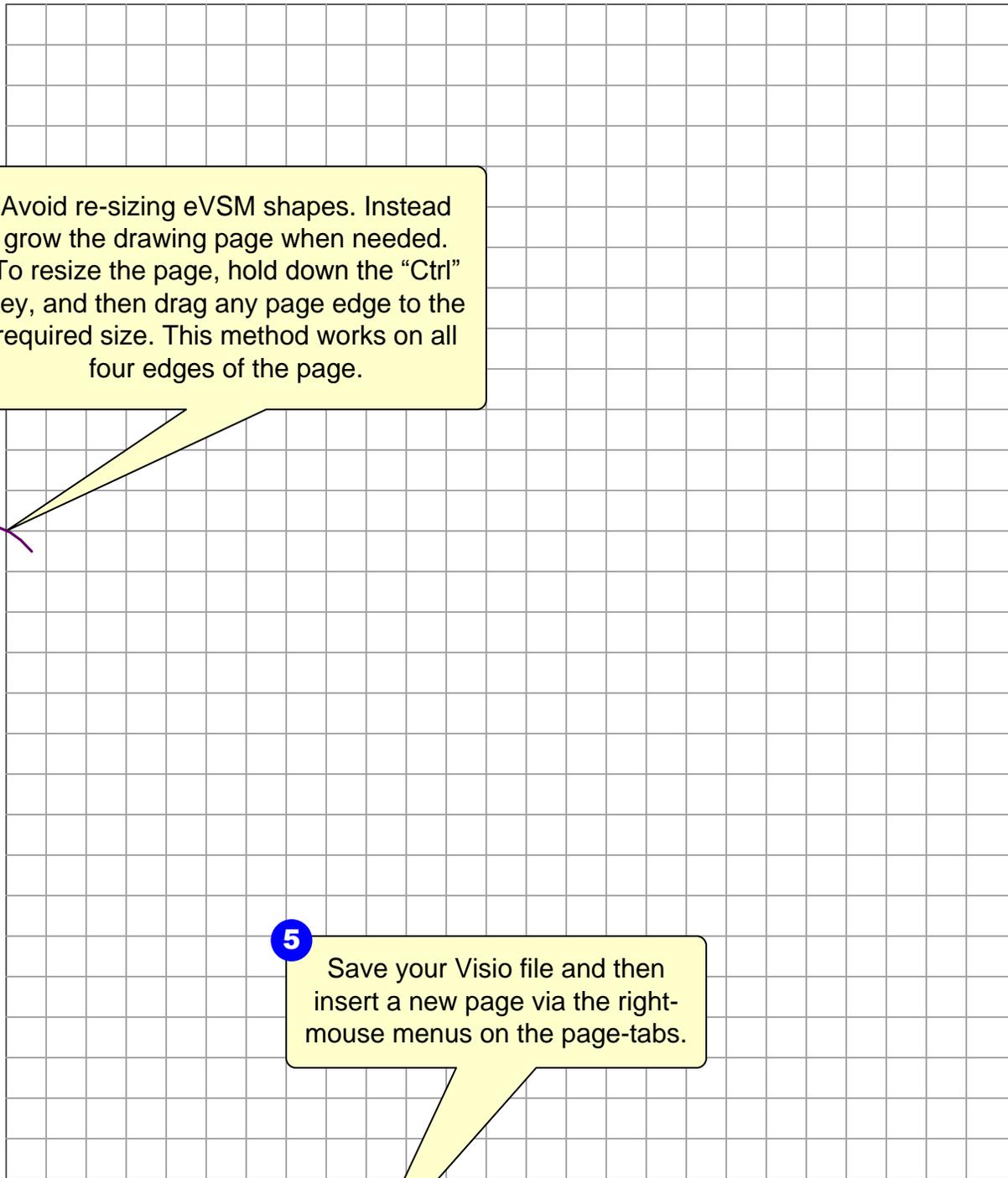
[Show Signature Details](#)

Trust all from publisher Enable Macros Disable Macros

Step 2: Learn eVSM Basics



2 Avoid re-sizing eVSM shapes. Instead grow the drawing page when needed. To resize the page, hold down the “Ctrl” key, and then drag any page edge to the required size. This method works on all four edges of the page.



5 Save your Visio file and then insert a new page via the right-mouse menus on the page-tabs.



1

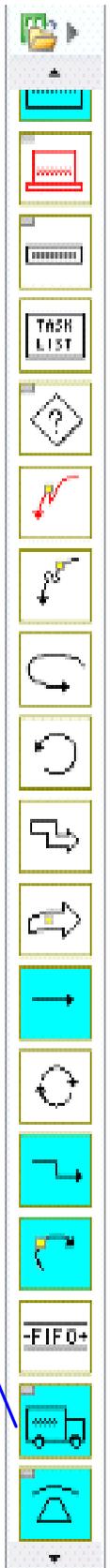
eVSM Help resources are available in the Learn module of the toolbar. Hover over each one to see what they do.

3

Blue icons in the main stencil represent families of shapes. Drag out the Transport icon.

4

Use the shape's right-mouse menus to turn it into a car



Step 3: Initiate the map Standard Work Wizard

1 Click the Open button. Select Standard Work in the Wizard column and click OK.  Open

2 The Standard Work Wizard stencil will open on the left.

3 Drag out the red icons first. This is very important!

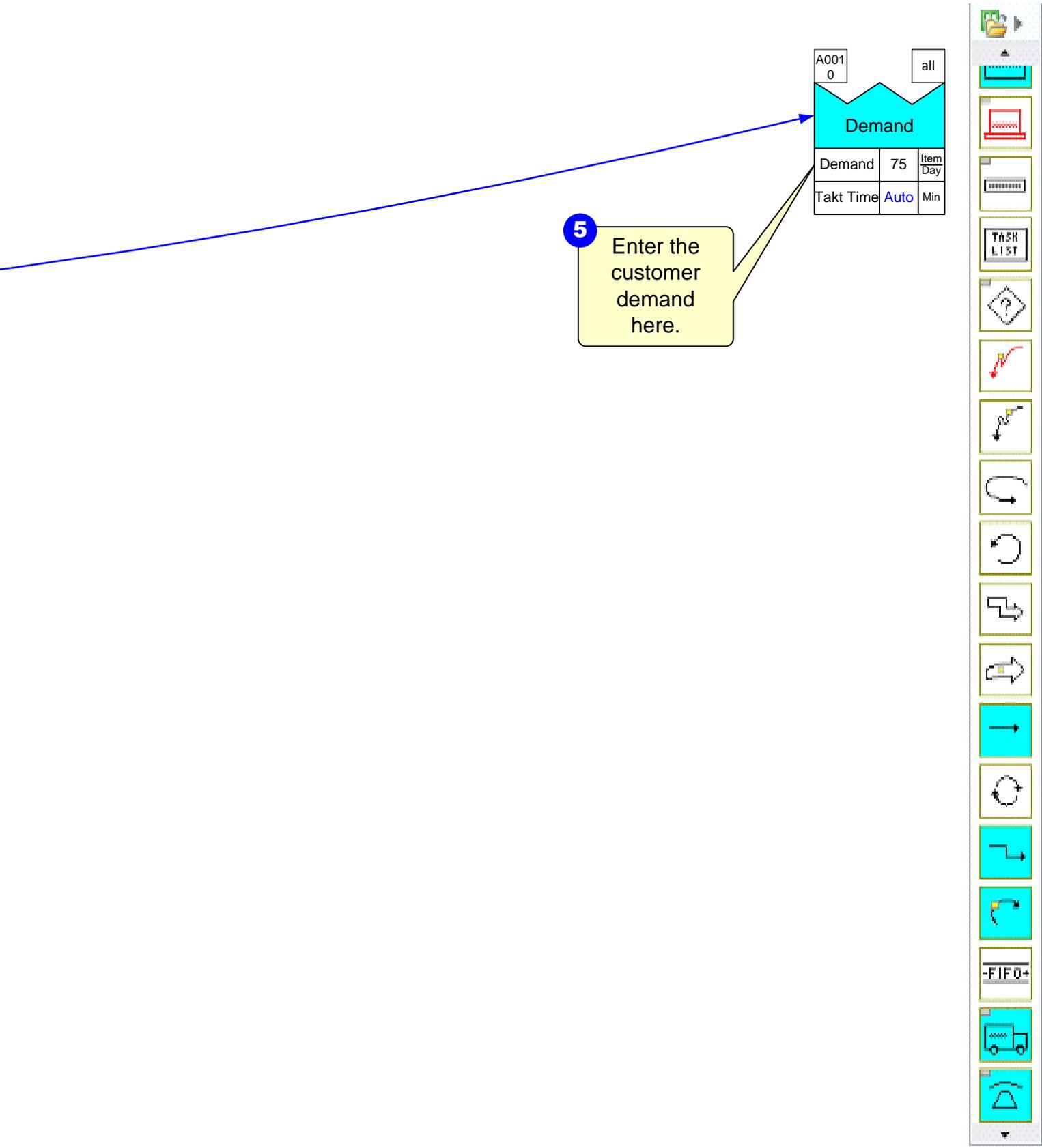
4 Enter the amount of hours per day.

Wiz StandardWork

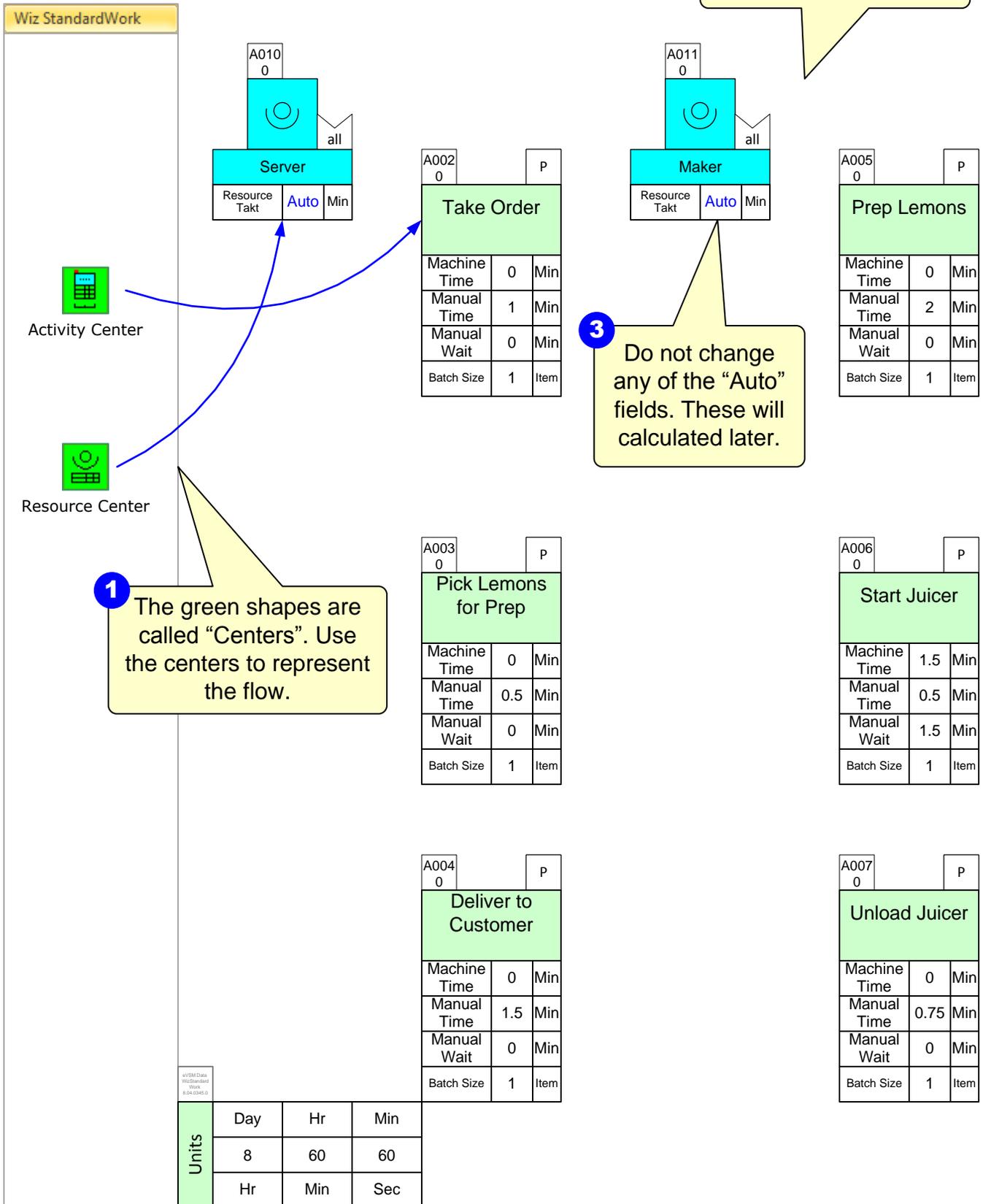
StandardWork Data

Customer Center

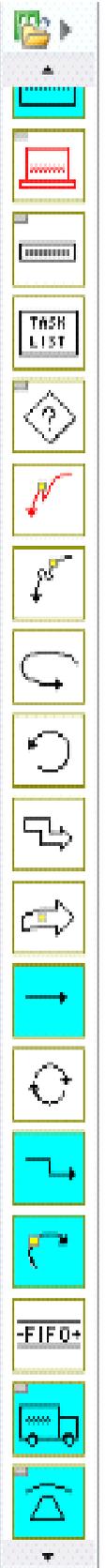
Units	Day	Hr	Min
	8	60	60
	Hr	Min	Sec



Step 4: Draw the Flow



A001 0			all
Demand			
Demand	75	Item Day	
Takt Time	Auto	Min	



Step 5: Sequence Arrows

2 Click the Sequence button to add sequence arrows.

1 Hold down the SHIFT key and select the centers in the order shown here. This is the sequence in which the server will perform their tasks. Do NOT connect a sequence arrow from the last task back to the server

Wiz StandardWork

eVSM Data Wizard Standard Work 8/24/2014 10:53

Units	Day	Hr	Min
	8	60	60
	Hr	Min	Sec

A010	0		
A			
Server			
Resource Takt	Auto	Min	

A002	0		P
B			
T...er			
Machine Time	0	Min	
Manual Time	1	Min	
Manual Wait	0	Min	
Batch Size	1	Item	

A011	0		
Maker			
Resource Takt	Auto	Min	

A005	0		P
Prep Lemons			
Machine Time	0	Min	
Manual Time	2	Min	
Manual Wait	0	Min	
Batch Size	1	Item	

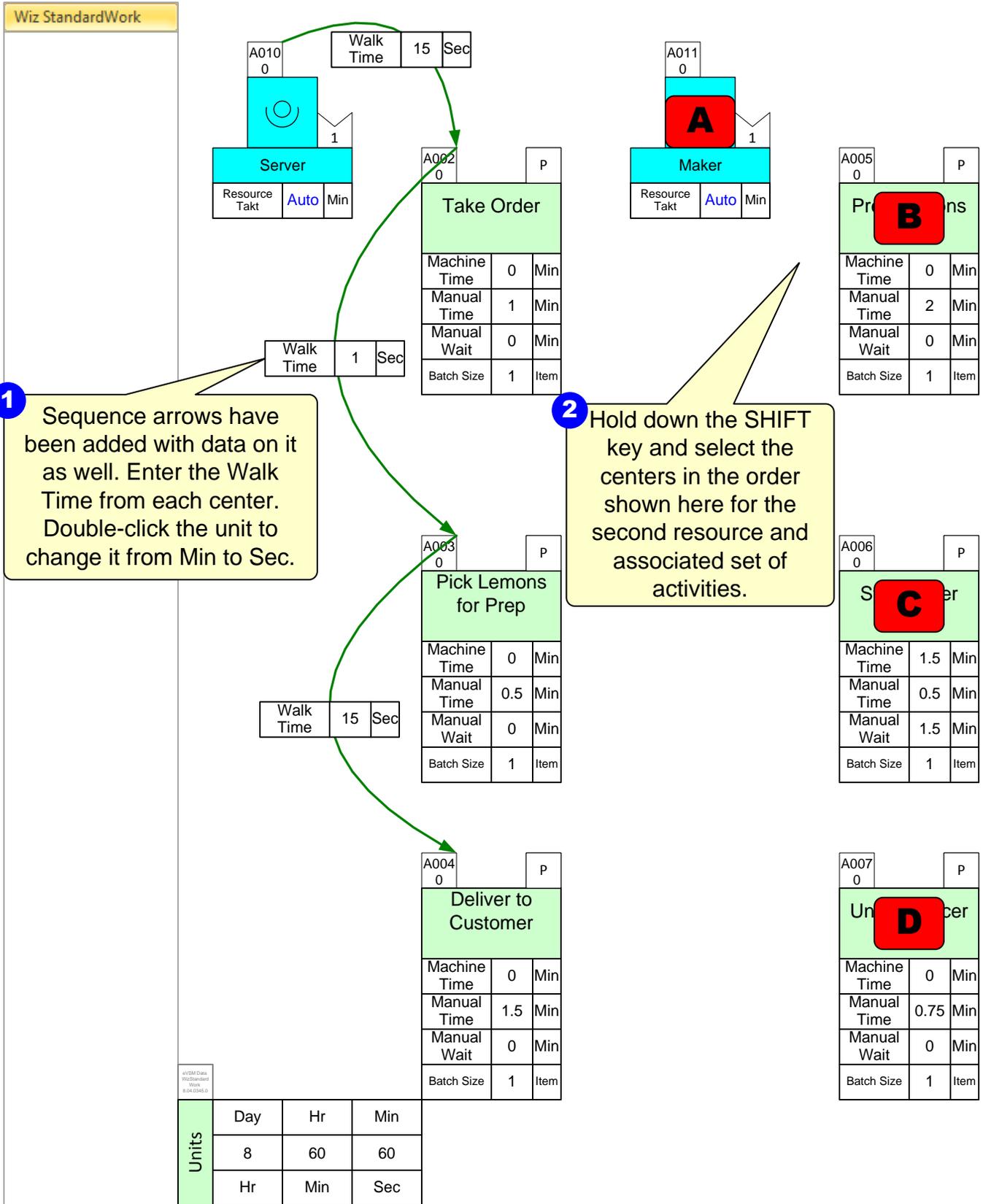
A003	0		P
C			
Pick Lemons			
Machine Time	0	Min	
Manual Time	0.5	Min	
Manual Wait	0	Min	
Batch Size	1	Item	

A006	0		P
Start Juicer			
Machine Time	1.5	Min	
Manual Time	0.5	Min	
Manual Wait	1.5	Min	
Batch Size	1	Item	

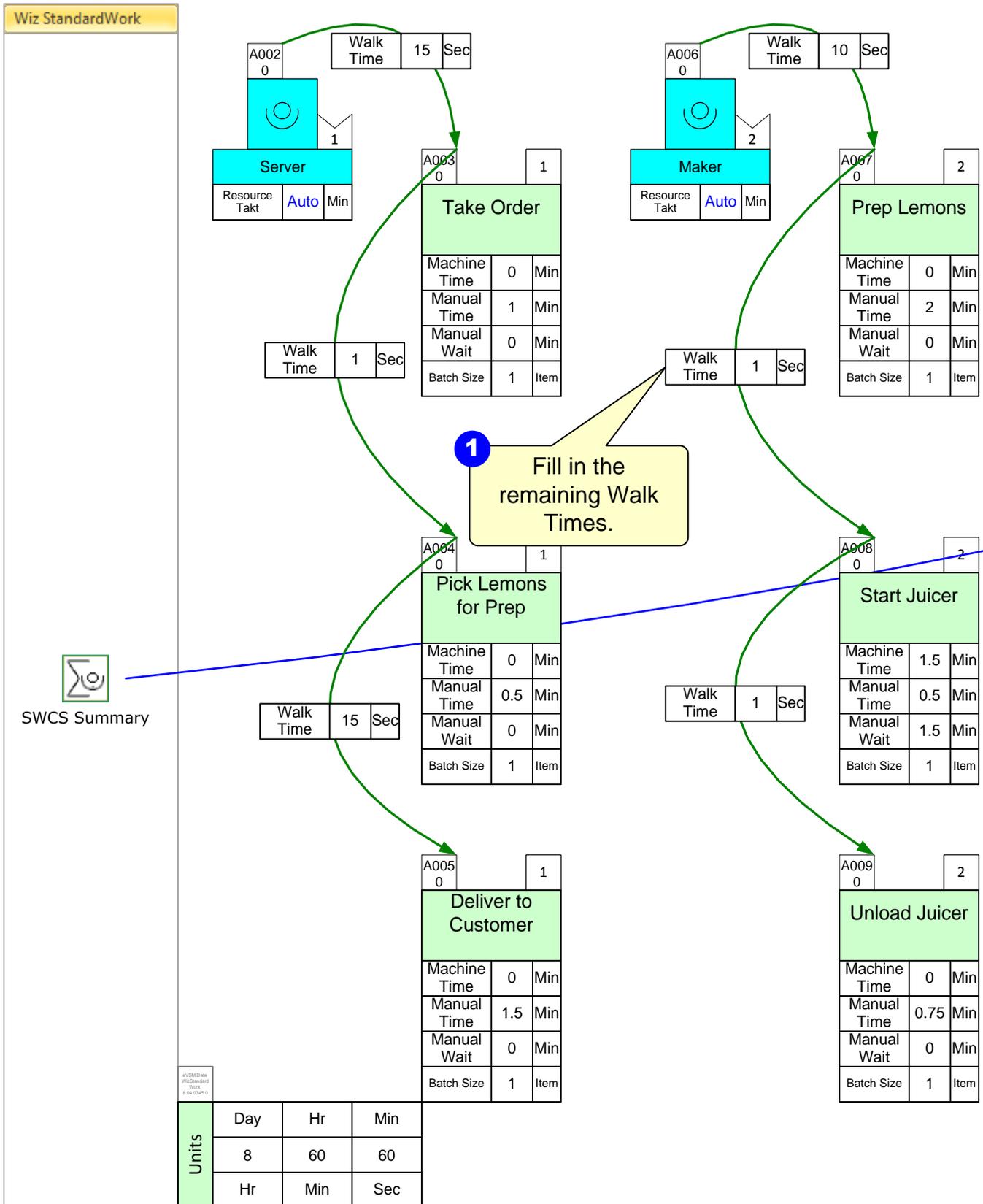
A004	0		P
D			
Deliver to C...			
Machine Time	0	Min	
Manual Time	1.5	Min	
Manual Wait	0	Min	
Batch Size	1	Item	

A007	0		P
Unload Juicer			
Machine Time	0	Min	
Manual Time	0.75	Min	
Manual Wait	0	Min	
Batch Size	1	Item	

Step 6: Sequence Arrows Part 2



Step 7: Perform Calculations



2 Click the Auto Path button and the Auto Tag button to create path numbers and tags for each resource.
 This is a critical step to get the standard work chart to plot in the correct order



4 Click the Solve button in the toolbar.  Solve

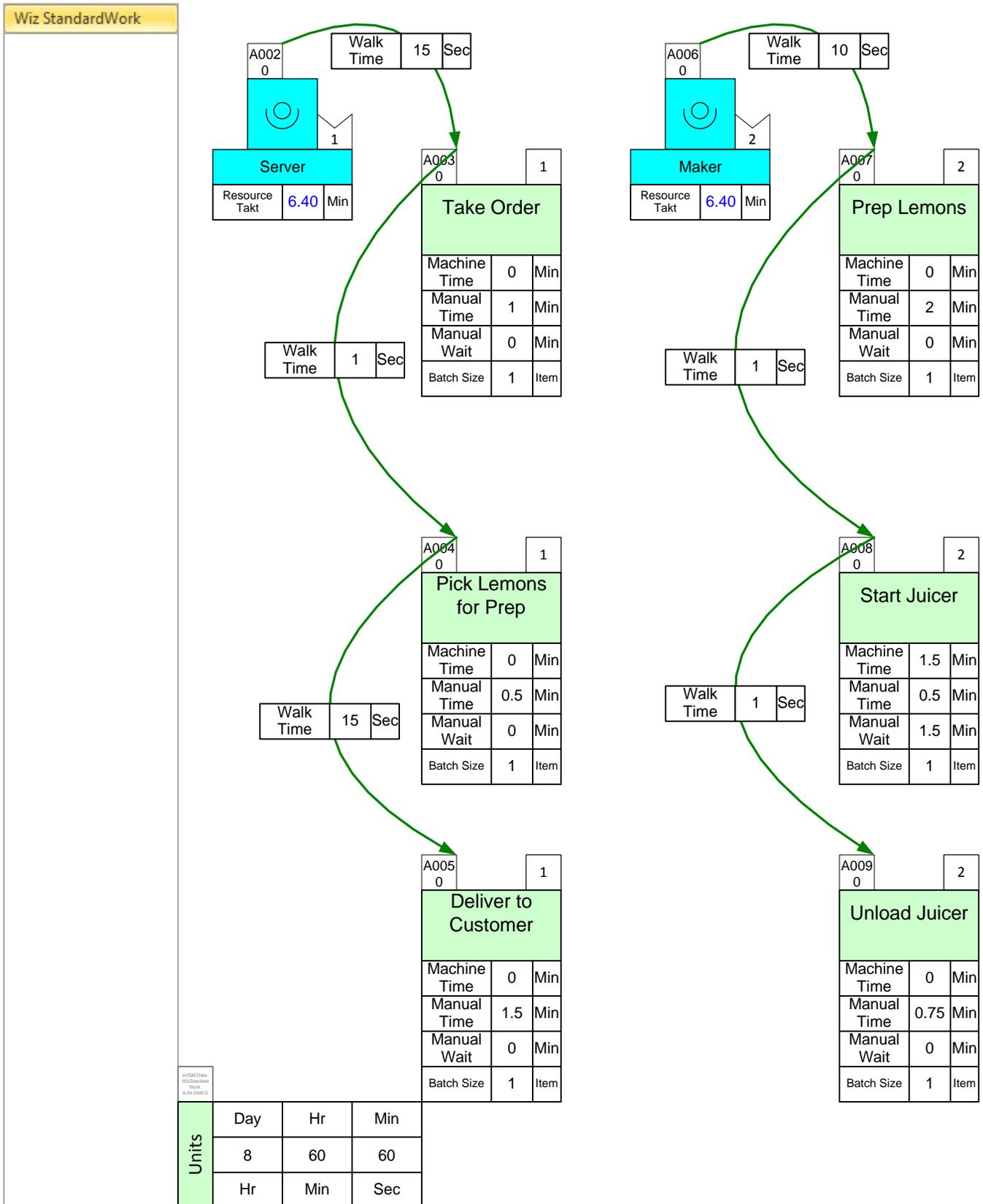
3 Drag out the Summary Center

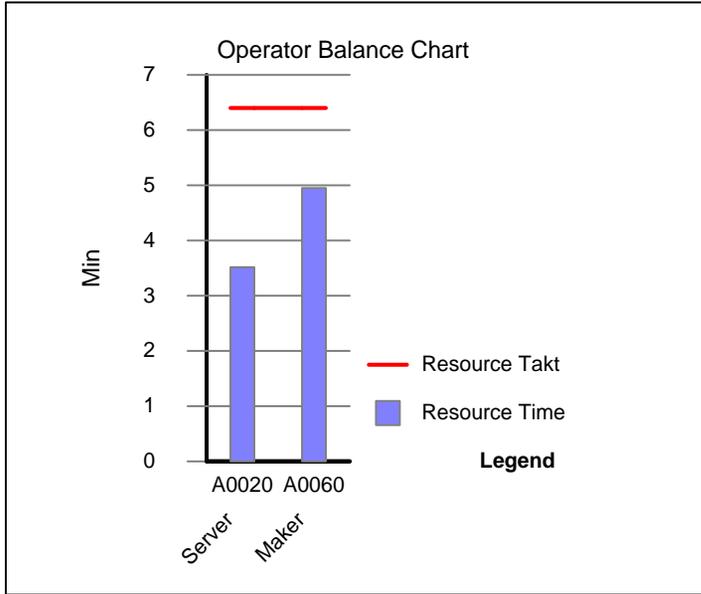
A001 0	all	
Demand		
Demand	75	Item Day
Takt Time	Auto	Min

Z001 0	all	
SWCS Summary		
Capacity	Auto	Item Day
FTE	Auto	Staff



Step 8: Visualize with Charts





A001 0	all	
Demand		
Demand	75	Item Day
Takt Time	6.40	Min

Z001 0	all	
SWCS Summary		
Capacity	96.97	Item Day
FTE	1.32	Staff

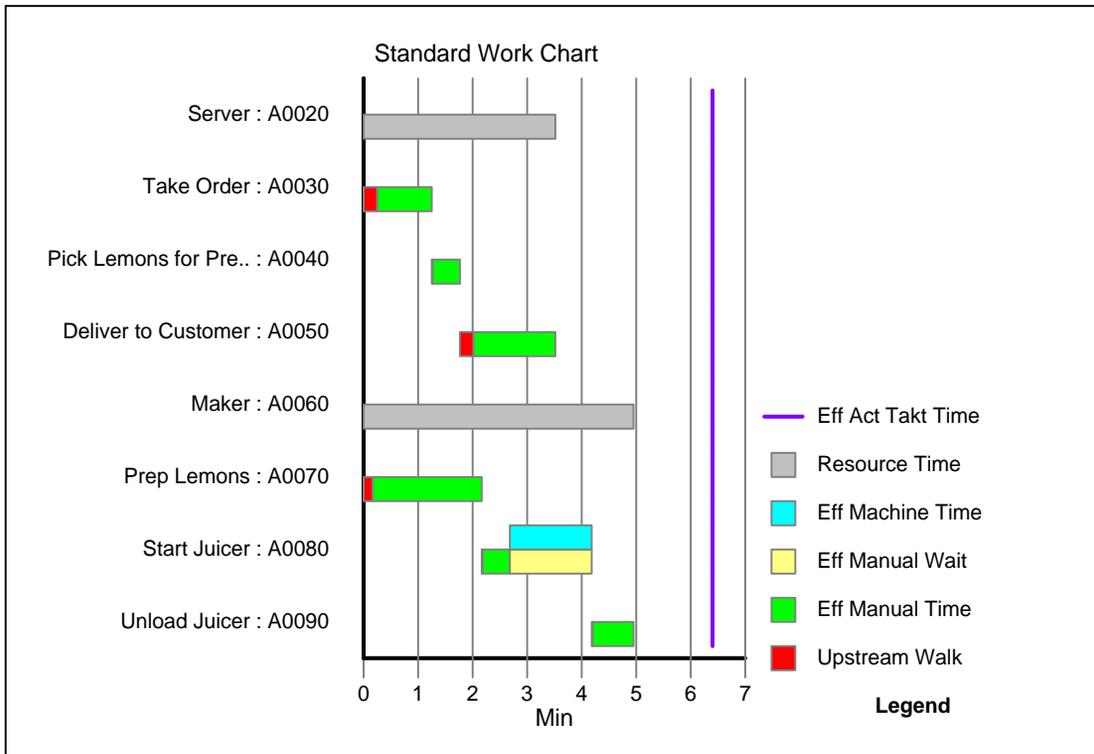
1 All Auto fields are now calculated.

Balance Chart

2 Drag out the Balance chart shape and right-click to Plot Chart.

3 Drag out the SWCS chart shape and right-click to Plot Chart.

SWCS Chart



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