UNIVERSITI KUALA LUMPUR
MALAYSIAN SPANISH INSTITUTE

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Course Title: APPLICATION OF MAYNARD OPERATION SEQUENCE TECHNIQUES (MOST)	**Course Code :**	**MMF 121 (T)**

Course Background/Summary :

Maynard Operation Sequence Technique (MOST) founded by H.B Maynard Inc. and the main objective is a predetermined motion time system that is used primarily in industrial settings to set the time standard in which a worker should perform a task. To calculate this, a task is divided into individual motion elements, and each is assigned a numerical time value in units known as time measurement units, or TMUs, where 100,000 TMUs is equivalent to 1 hour. All the motion element times are then added together and any allowances are added, and the result is the standard time. It is much easier to use the form of the oldest and now less common Methods Time Measurement technique, better known as MTM.

This measurement technique allows a greater variety of work for manufacturing, engineering and also administrative service activities to be measured quickly with ease and accuracy. Based on the traditional method which is engineered and analysts to expose waste and unproductive methods of work quickly and rectify problems at the workplace as they arise at the design stage compared to modern analysis which is eliminating waste as much as possible.

Course Objectives:

- Calculate the standard time that a task or set of tasks should take to be performed.
- 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 Basic MOST work measurement

Please forward enquiries to Centre for Advancement & Continuing Education (ACE), University Kuala Lumpur (Malaysian Spanish Institute), Kulim Hi-Tech Park, 09000 Kulim, Kedah or via fax to:04-4032539 or email to ***syazrah@unikl.edu.my*** *or call 04-4035199 / 200 (ext:112 / 185)*

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system.

- Identify work measurement activities in terms of the basic sequence models for manual work: General Move, Controlled Move, Tool Use and Equipment Use.

Target Audience:

- Machines Operators & Machines Suppliers
- Teaching staffs (including vocational & technical teachers)
- Industrial workers

Course Duration :	**Min:3 days, Max:5 days**
Course Contents :	

No	**TOPICS**
1.	Foundation of the work measurement
2.	Step 1:First sequence model – General Move
3.	Step 2: Second sequence model – Controlled Move
4.	Step 3: Third sequence model – Tool and Equipment Use
5.	Step 4: Combination of the all sequence models
6.	Case study analysis
7.	Overview and discussion the MOST concept in organization
8.	Summary of the lean manufacturing system

COURSE STRUCTURE:

Theory / Lab Works :	100%

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