



INSTITUTE OF MAINTENANCE MANAGEMENT EDUCATION



**Virtual
Training Programme**

Getting Out-of-the-box Ideas for Improvement in Plant



Introduction

Thinking out-of-the-box is a metaphor that means to think differently or unconventionally from a new perspective which also often refers to novel or creative thinking. To think out-of-the-box is to look further and to try not thinking of the obvious things, but to try thinking of the things beyond them and understanding your position in relation to any particular problem in a way that you had never thought of before. It also means approaching the problems in a new and innovative manner.

Out-of-the-box thinking, associated with creativity, moves away in diverging directions so as to involve a variety of aspects and which sometimes lead to new ideas and solutions. This trait lends itself well to creativity and innovation, as you don't feel bound by certain conventional rules and ways or fitting in with the status quo. Thus, thinking out-of-the-box means coming up with ideas that are unique and have never been proposed before in the situation.

But how exactly do we do "Out-of-the-box thinking?" How do we develop the ability to confront problems in ways other than the ways we normally do? How do we cultivate the ability to look at things differently from the way we typically look at normally?

Thinking out-of-the-box requires that you cast off the atmosphere that envelops you, step out of all the boundaries, leave all your experiences, mindsets and attitudes behind and start viewing things from a completely different perspective - unfiltered, unbiased, open for suggestions, and to think what no one else could do. It also means that you leave everything behind you thought you would know and start approaching specific situations and problems from a completely different point of view. You need to reject the accepted paradigm to give way for new happening. Out-of-the-box thinking moves away in

diverging directions so as to involve a variety of aspects and which sometimes leads to different solutions.

The ability to think out-of-the-box explicitly requires above all one thing: 'Creative Skills'. A famous quote by Albert Einstein goes as follows, "Creativity is seeing what everyone else has seen, and thinking what no one else has thought." The ability to see a thing in a way that most people don't is basically what creativity is. And, as it happens, 'Creativity is one of the most desired skills in today's workforce'.

Especially creative people make it possible to master the approach to think "Out-of-the-box" as an immense advantage for getting incredibly new ideas and possibilities. When the status quo response to some problem just isn't working, do you have any strategies for thinking differently? You can change your perception and see if something remarkable occurs to you! But how? There are many ways to beef up your skills of out-of-the-box thinking that this training programme is precisely going to discuss in detail along with practical exercises.

Methodology

The methodology for conducting the Virtual Training Programme is briefly described as below:

- Focused Presentation
- Interactive Discussions
- Examples & Case Studies
- Question - Answer Sessions
- Practical Exercises

Programme Coverage

- Introduction to Out-of-the-box Thinking
- Traditional vs. Out-of-the-box Thinking
- Perception on a Problem
- Insights into Creativity and Creative Thinking
- Developing Creative Potential of People
- Roadblocks to Out-of-the-box Thinking:
Habits and Attitudes
- Realize your Creative Potential
- Creative Problem-solving Process
- Idea Generation Techniques:
Brainstorming & Exercises
- Problems in 'No' Problem Areas
- Practical Exercises

Focal Points of the Training Programme

- 👑 **Traditional vs. Out-of-the-box Thinking:** Traditional thinking refers to the thinking that has traditionally permeated the mindsets and is based on analytical thinking. Learn how to build deeper insights into out-of-the-box divergent and unconventional thinking in comparison to the traditional style.
- 👑 **Roadblocks to New Ideas:** Evolution of new ideas isn't always simple and easy. There are definitely some roadblocks that can come up along the way. It's the psyche of human thinking due to typical habits and attitudes that forever prove detrimental to the growth of new and novel ideas. Creative persons don't get discouraged if they face such roadblocks. They are determined to prevent and work through them whenever possible!
- 👑 **Realize Your Creative Potential:** Feel the excitement of discovering the reservoir of your creative potential by way of assuming a special mindset and transformation of your thought process. Practice to learn the use of your creative potential for exploring new ideas on plant problems.
- 👑 **Idea Generation Techniques:** Idea generation techniques are activities and approaches that can help you process and analyze your thoughts in order to think of new ideas. You can use these techniques in both individual and group settings. These techniques may also involve tools like whiteboards or flip charts or other tools to help you compile your thoughts. Some methods require group discussions, which you can choose to do aloud or through written communication.
- 👑 **Brainstorming Exercises:** Brainstorming, a common form of idea generation, is a good technique for listing various solutions to problems or beginning the creative process. A number of exercises on brainstorming will be taken up for understanding the methodology of brainstorming in a free wheeling environment to get into divergent thinking and generate a large number of ideas on a given problem.
- 👑 **Problems in 'No Problem' Areas:** When the problem identification itself is a problem, it's a 'No Problem'. By way of developing sharp, out-of-the-box perceptions and creative skills, we could be enabled to visualize problems in 'No Problem' areas also.
- 👑 **Practical Exercises:** Gain some invaluable experience by working on practical problems and exercises from industry based on Out-of-the-box thinking.

Benefits of Attending the Training Programme

Benefits of attending the training programme include the following:

- Explore your inner space to see what core attitudes and beliefs prevent you from getting the new, out-of-the-box ideas.

- Understand the difference between traditional and out-of-the-box thinking and the factors that stimulate our thought process to get unconventional ideas.
- Learn to get rid of the roadblocks in the way of your out-of-the-box thinking and allow the creative, imaginative part of your mind free reign to be funny, original and innovative.
- Boost your out-of-the-box thinking; reach your creative potential; and leap out into a buzzy mindset where ideas flow and confidence soars.
- Learn how to conduct brainstorming sessions to generate most ideas possible within a short period of time.
- Understand what are the ‘No Problems’; why they exist on shop-floor; and how to bring them to the knowledge of plant people.
- Get hands-on experience of out-of-the-box thinking by way of working on practical problems and exercises from industry.

Participation

- Maintenance Engineers & Managers
- Team Leaders
- Technical Executives from operation, engineering, reliability, etc.
- Maintenance Supervisors, etc.

Course Contents

MODULE I: Insights into Out-of-the-box Thinking

- Introduction
- Traditional vs. Out-of-the-box Thinking
- Thinking beyond Normal Habit Limits
- Wonders of Creativity
- Difference between Out-of-the-box and Logical Ideas
- How does an Innovation occur!

MODULE II: Perception on a Problem

- Significance of Perception on a Problem
- Why New Perceptions Elude Us
- Self-imposed Constraints
- Creative Thought Process
- Factors Stimulating Creativity

MODULE III: Roadblocks to New Ideas: Habits & Attitudes

- Barriers to New Ideas
- Habit Ruts
- Typical Examples of Attitudes

- The Attitude Screen – it can't be done!
- Significance of Positive Thinking

MODULE IV: Realize Your Creative Potential - I

- Myths and Truths about Creativity
- Creativity at 40+ Age
- Creativity as Fun
- Mental Exercises

MODULE V: Realize Your Creative Potential - II

- Judgment & Logic – Enemies of Creativity
- Shattering Mental Blocks & Boundaries
- Express Creativity in your Own Words
- Mind Games

MODULE VI: Idea Generation Techniques - I

- Creative Problem-solving Process
- What is Brainstorming
- How to conduct Brainstorming
- Exercise-1 on Brainstorming
- Exercise-2 on Brainstorming

MODULE VII: Idea Generation Techniques - II

- Exercise-3 on Brainstorming
- Exercise-4 on Brainstorming
- Exercise-5 on Brainstorming
- Finding Problems in 'No Problem' Areas

MODULE VIII: Practical Exercises, Appraisal and Conclusion

- Practical Exercises on Getting Ideas
- Presentation of the Ideas by the Participants and Interaction with the Faculty
- Closing Remarks by the Faculty
- Feedback from the Participants
- Appraisal and Conclusion

IMME and Maintenance Reliability Training Programmes

Institute of Maintenance Management Education (www.immeinstitute.org) commenced operations in late 70s as a leading training and consultancy organization to facilitate paving way for excellence in maintenance function in industry. Since then IMME has conducted a large number of top quality maintenance reliability training programmes on different themes and topics. Tens of thousands of candidates from various reputed companies in the corporate sector have participated in different training programmes & courses conducted by IMME in a period of over 30 years.

Maintenance reliability of plant equipment is a key activity in any manufacturing organization. In order to attain top performance in maintaining its assets, a company needs a comprehensive approach that depends on the integration of people, plant and processes. The maintenance reliability organization needs to be efficient, well organized, cost-effective and innovative to realize higher plant availability and smooth operations. Through maintenance reliability training, coaching and mentoring, Institute of Maintenance Management Education (IMME) provides value to the clients by focusing on creation of organic teams who understand asset performance management at strategic reliability level to help improve business profitability.

IMME helps companies reach their maintenance reliability goals by way of building capacity and competency – knowledge, skill, motivation, initiative, team work, etc. of maintenance managers, plant engineers, maintenance supervisors, technicians, etc. through training on various themes related to maintenance reliability function. Identifying and embracing the best practices in maintenance reliability management enables an organization to avoid failures, breakdown maintenance work and other barriers to success while maintaining safe, reliable operations and minimizing costs.

EXCELLENCE IN TRAINING FOR OVER 30 YEARS

Some of our Clients

- Tens of thousand of maintenance engineers, managers, plant executives and other engineering personnel from various reputed companies in the corporate sector have participated in different in-house / virtual training programmes, distance courses, outbound programmes, workshops, seminars, etc. conducted by IMME in a period of over 30 years.**

- Some of the companies who have participated in various short-term training programmes conducted by IMME in the past are shown below:**

ABB Limited
 AIA Engineering Limited
 Adinath Textiles Limited
 Ador Welding Ltd.
 Alfa Laval (India) Ltd.
 Amaraja Batteries Ltd.
 Ambuja Cements Ltd.
 Amrit Banaspati Co. Ltd.
 Anshupati Textiles
 (A Divn. of Vardhman Polytext
 Ltd.)
 Antifriction Bearings
 Corporation Ltd., The
 Ashok Leyland Ltd.
 Asian Cables & Industries Ltd.
 Asian Paints (India) Ltd.
 Atul Limited
 Bajaj Auto Ltd.
 Balkrishna Industries Limited
 (Unit : Balkrishna Paper Mills)
 Balmer Lawrie & Co. Ltd.
 Bata India Limited
 Bellary Steels & Alloys Ltd.
 Bharat Aluminium Co. Ltd.
 Bharat Dynamics Ltd.
 Bharat Electronics Ltd.
 Bharat Heavy Electricals Ltd.
 Bharat Petroleum Corporation
 Ltd.
 Bharat Refractories Ltd.
 Bhuruka Gases Limited
 Birla Cement Works
 Blue Star Limited
 Bombay Dyeing & Mfg. Co.
 Ltd., The
 Borosil Glass Works Ltd.
 Brakes India Limited
 Bridge and Roof Co. (India) Ltd.
 Britannia Industries Ltd.
 Cable Corporation of India Ltd.
 Carborundum Universal Ltd.
 Castrol India Limited
 Ceat Limited
 Central Electronics Limited
 Cetex Petrochemicals Limited
 Chennai Petroleum Corpn. Ltd.
 Chittaranjan Locomotive Works
 Cipla Limited
 Coal India Limited
 Colgate-Palmolive (India) Ltd.
 Continental Device India Ltd.
 Coromandel Fertilizers Ltd.
 Cosmo Ferrites Limited
 Cosmo Films Limited
 Crompton Greaves Limited
 Cuffast Abrasive Tools Ltd.
 DCM Textiles
 Dabur India Limited
 Deepak Fertilisers and
 Petrochemicals
 Corporation Ltd.
 Deepak Nitrite Limited
 Denso India Ltd.
 Dhampur Sugar Mills Ltd., The
 Dharamsi Morarji Chemical Co.
 Ltd., The
 E.I.D. Parry (India) Ltd.
 Eicher Tractors
 Emco Transformers Ltd.
 Enercon (India) Limited
 Esab India Limited
 Escorts Limited
 Ester Industries Limited
 Eveready Industries India Ltd.
 Finolex Industries Ltd.

Godrej & Boyce Mfg. Co. Ltd.
 Goodyear India Limited
 Graphite India Limited
 Grasim Industries Limited
 Greaves Cotton Limited
 Gujarat Mineral Development
 Corporation Ltd.
 Gujarat State Fertilizers Co.
 Ltd.
 Hawkins Cookers Limited
 Heavy Vehicles Factory
 Hindalco Industries Ltd.
 (Renusagar Power)
 Hindustan Aeronautics Limited
 Hindustan Everest Tools
 Limited
 Hindustan Fertilizer Corporation
 Limited
 Hindustan Unilever Limited
 Hindustan Newsprint Limited
 Hindustan Organic Chemicals
 Ltd.
 Hindustan Petroleum
 Corporation Ltd.
 Hindustan Wires Limited
 ITC Limited
 ITI Limited
 India Glycols Ltd.
 India Pistons Limited
 Indian Farmers Fertilizer
 Co-operative Ltd.
 Indian Oil Corporation Ltd.
 Indian Ordnance Factories
 Integral Coach Factory
 Jawaharlal Nehru Port Trust
 Kalyani Steels Ltd.
 Karnataka Antibiotics &
 Pharmaceuticals Ltd.
 Kirloskar Brothers Limited
 Kirloskar Copeland Limited
 Kirloskar Electric Company Ltd.
 Kirloskar Oil Engines Ltd.
 Kirloskar Pneumatic Co. Ltd.
 Lakshmi Electrical Control
 Systems Ltd.
 Larsen & Toubro Limited
 Lubrizol India Pvt. Ltd.
 Lupin Limited
 MRF Limited
 Maharashtra Seamless Limited
 Mahindra & Mahindra Ltd.
 Malayala Manorama Co. Ltd.
 Malwa Cotton Mills Ltd.
 Manali Petrochemical Ltd.
 Mark Auto Industries Ltd.
 Mineral Exploration Corporation
 Ltd.
 Mother Dairy
 Mysore Paper Mills Ltd., The
 NSK Bearings India Pvt. Ltd.
 NTPC Limited
 National Aluminium Company
 Ltd.
 National Engineering Industries
 Ltd.
 National Fertilizers Limited
 National Steel Industries Ltd.
 Neyveli Lignite Corporation Ltd.
 Nuclear Fuel Complex
 Nuclear Power Corporation of
 India Ltd.
 Orient Cement
 Orient Paper Mills
 Oriental Carbon & Chemicals
 Ltd.

Panchmahal Steel Limited
 Panyam Cements & Mineral
 Industries Ltd.
 Pasupati Acrylon Ltd.
 Philips India Ltd.
 Poona Shims Pvt. Ltd.
 Prakash Industries Ltd.
 Pyrites, Phosphates &
 Chemicals Ltd.
 Radico Khaitan Ltd.
 (Unit: Rampur Distillery)
 Rajasthan State Co-operative
 Spg. & Gng. Mills Federation
 Ltd.
 Ramkumar Mills Ltd.
 Ranbaxy Laboratories Ltd.
 Rane Brake Linings Ltd.
 Rashtriya Chemicals &
 Fertilizers Ltd.
 Raymond Limited
 Reckitt Benckiser (India) Ltd.
 Reliance Industries Ltd.
 SRF Limited
 Samcor Glass Limited
 Samtel Color Limited
 Saraswati Sugar Mills, The
 Schreiber Dybamix Dairies Pvt.
 Ltd.
 Shiram Pistons and Rings Ltd.
 Siemens Ltd.
 Simbhaoli Sugar Mills Ltd., The
 Sona Steering Systems Ltd.
 Steel Authority of India Ltd.
 Stumpp, Shuele & Somappa
 Springs Pvt. Ltd.
 Sudarshan Chemical Industries
 Ltd.
 Sunflag Iron & Steel Co. Ltd.
 TVS Motor Company Ltd.
 Tamilnadu Petroproducts Ltd.
 Tata Chemicals Limited
 Tata Power Company Ltd.
 Tata Motors Ltd.
 Tata Steel Ltd.
 Technova Imaging Systems (P)
 Ltd.
 Thermax Limited
 Titan Industries Limited
 Traco Cable Company Limited
 Tractors and Farm Equipment
 Ltd.
 Travancore Titanium Products
 Limited
 U.P. Twiga Fibreglass Ltd.
 USV Pvt. Limited
 United Phosphorous Ltd.
 Usha Martin Ltd.
 V.I.P. Industries Ltd.
 Vadilal Industries Ltd.
 Videocon Appliances Ltd.
 Vikram Cement
 (A Unit of Grasim Industries
 Ltd.)
 Vindhya Telelinks Ltd.
 Voltas Limited
 Walchandnagar Industries
 Limited
 Wipro Limited
 Wires and Fabriks (S.A.) Ltd.
 Wockhardt Limited
 Xpro India
 (A Divn. of Birla Cimmo Ltd.)
 Zenith Chemicals
 (A Divn. of Zenith Ltd.)