## ASQ Six Sigma Yellow Belt Study Guide

This ASQ Six Sigma Yellow Belt Study Guide lists all key concepts (and links to learn more) for the ASQ Six Sigma Yellow Belt Certification.

From ASQ Yellow Belt BOK.

BoK Area I

Will understand and recognize <u>fundamentals of Six Sigma principles, roles</u>, and value to the organization.

Will recognize stages of <u>team development and dynamics</u>; understand decision-making tools and <u>communication methods</u>.

Will be able to apply basic quality tools and metrics to a DMAIC project.

BoK Area II

- Will understand project stakeholders and the definition of SIPOC.
- Will be able to perform <u>basic project management practices</u> to define project goals.
- Will understand <u>VOC</u> and <u>CTQ</u> with respect to <u>project selection</u> and related influence of <u>stakeholders</u>.
- Good understanding of <u>project charter</u>, key communications, and <u>tollgate reviews</u>.
- Will understand project planning, documenting and reporting, and selection of project tools in each phase.

BoK Area III

Will be able to perform <u>basic data collection activities</u>, using <u>appropriate tools</u> <u>and techniques</u>.

Will be able to apply <u>basic statistics and calculations</u> (mean, median mode, identification, and calculating).

Will understand the significance of data integrity and be familiar with and able to identify <u>MSA terminology</u>.

BoK Area IV

- Define how <u>5S can be used to eliminate waste.</u>
- Describe and distinguish between <u>common and special cause variation</u>.
- Will have a fundamental understanding of <u>root cause analysis (RCA)</u>.
- Will be familiar with and able to identify <u>failure mode and effects</u> <u>analysis (FMEA)</u> terminology and process analysis tools.
- <u>Basic understanding of probability</u> and statistical tests (<u>hypothesis</u> <u>testing</u>, etc.) and how it will relate to understanding a process.

BoK Area V

- Will understand and have basic awareness of key improvement techniques such as <u>PDCA cycle</u>, and <u>control tools for project conclusion</u> <u>and sustainment</u>.
- Will be able to explain how a <u>basic control chart</u> works.
- Understand the importance of improvement control and related documentation.