

FREE SIX SIGMA PRACTICE EXAMS & LEAN STUDY GUIDE

PASS YOUR CERTIFICATION EXAM THE FIRST TIME! WITH SIXSIGMASTUDYGUIDE.COM

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SOUND LIKE YOU?

"My biggest challenge is trying to develop a strategy and finding online practice questions for the exam." "How do I narrow down the topics to make studying for exam effective?" "My time is rather limited so I would like a lean study plan to do the job."

"Where do I find the time to study all of this?"

I've coached and <u>surveyed THOUSANDS of Six Sigma certification applicants</u> and these are some of the most-common themes when asked about studying.

SIX SIGMA CERTIFICATION EXAMS ARE HIGH-PRESSURE SITUATIONS!

Certification may be: A current job requirement



A necessary step in your career (or a way in to a new career!)

A way to increase your value (and salary) to your clients & company.

WARNING! THIS GUIDE IS FOR THOSE WHO HAVE STUDIED SIX SIGMA ALREADY!

This study method is for people who have already made an attempt to study and learn Six Sigma concepts and are ready to pursue a certification.

If you are just starting out on your Six Sigma journey, I would suggest you <u>start here on the</u> <u>article I made about Learning Six Sigma</u> and then follow up with this article I wrote for ASQ, <u>How can someone starting out in quality</u> <u>succeed?</u>



IN ORDER TO DO AS WELL AS POSSIBLE YOU MUST:

Know the concepts well.	
Become familiar with the kinds of questions.	
Be familiar with allowed reference materials.	
Know which answer to select when presented with similar options.	
Answer questions correctly in limited time.	

THIS GUIDE IS HOW I DID IT

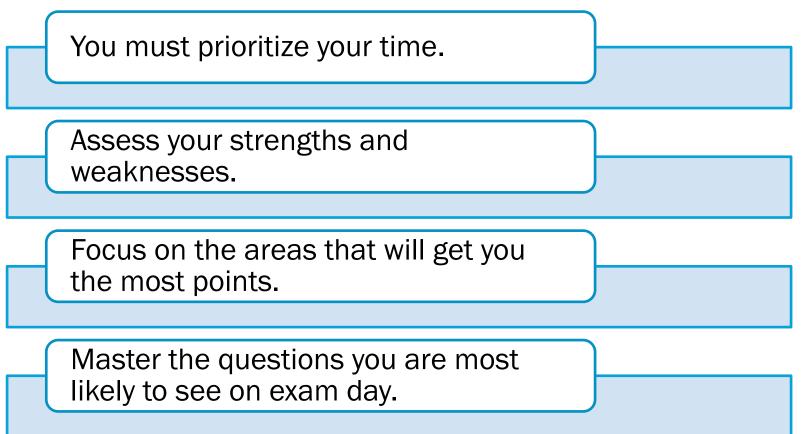
I've passed the Six Sigma Green Belt certification, the Villanova Six Sigma Black Belt Certification and the ASQ Black Belt certification. I've also personally coached dozens in person and thousands on-line for those exams and others (Ex. IASSC).

This is my method.

PS. If you want to see longer descriptions of exactly what I did personally, please see the following articles:

- How I Passed the ASQ Six Sigma Black Belt Certification on the First Try
- How I Passed the Villanova Six Sigma Black Belt Certification on the First Try

LEAN STUDY GUIDE FOR SIX SIGMA CERTIFICATIONS



YOU MUST PRIORITIZE YOUR TIME.

Nothing happens without a commitment.

I get it. I've been there. You have a full-time job. You have a family. And then on top of it all you need to set aside studying time. It's almost impossible.

Personally, I woke up early to review, studied during lunch hours, and scheduled 15 minute mini-review sessions through out my work day on select topics. I would practice dozens of questions each night after I had dinner with the family and put the kids to bed.

Time management is difficult. Find out what works for you and make it happen!

Once we get time to study, we want to make sure we use it as wisely as possible!

ASSESS YOUR STRENGTHS AND WEAKNESSES.

This is my exercise for determining where to spend those scarce and precious study hours.

First, let's determine what they are testing you on.

Each exam publishes a Body of Knowledge (BOK) that tells you roughly what will be tested and how much each section is weighted. While each exam is different, they by-and-large test the same things.

See the next 2 pages for a recent breakdown of the ASQ and IASSC Green Belt and Black Belt exams based off of their publically-published materials.

(Note: If you are not sure about your exam's question breakdown, default to ASQ.)

IASSC VS ASQ GREEN BELT BOK

ASQ Green Belt	Percentage of Exam	IASSC Green Belt	Percentage of Exam
Overview: Six Sigma and the Organization		Define Phase	3
(Includes Lean & DFSS overviews)	15%	(Includes Lean overview but not DFSS)	20%
Six Sigma – Define	25%	(Includes Lean overview but not DFSS)	
Six Sigma – Measure	30%	Measure Phase	20%
Six Sigma – Analyze	15%	Analyze Phase	20%
Circlinear Internet & Control	160/	Improve Phase	20%
Six Sigma – Improve & Control	15%	Control Phase	20%

IASSC VS ASQ BLACK BELT BOK

	Percentage		Percentage
ASQ Black Belt	of Exam	IASSC Black Belt	of Exam
Define	10%		
(NOT Including Lean - see Improve phase)	10%	Define Phase	20%
Enterprise-Wide Deployment	6%	(Including Lean)	20%
Organizational Process Management and Measures	6%		
Team Management	11%	NA	NA
Measure	17%	Measure Phase	20%
Analyze	16%	Analyze Phase	20%
Improve (Including Lean)	15%	Improve Phase	20%
Control [21 Questions]	14%	Control Phase	20%
Design for Six Sigma (DFSS) Frameworks and Methodologies	5%	NA	NA

NOW GET A BASELINE OF YOUR KNOWLEDGE

Get a baseline score per section by taking an example test and scoring by section.

There is no published passing score for the exams. Anecdotal evidence suggests getting a score of above 80% gives you an excellent chance of being certified. For practice exams, I suggest no less than 90%.

Next step: Take a practice exam & calculate results by section.

See **Appendix 1** for a list of free question banks. See **Appendix 2** for my free on-line option via Six Sigma Study Guide.

LIST YOUR BASELINE SCORES BY SECTION

We can use the Six Sigma concepts of <u>baseline scores</u> to get an idea of a candidate's problem areas.

<u>Step 1:</u> Enter your baseline scores by section into a grid like so.

ASQ Green Belt	Percentage of Exam	Your Baseline Score		
		Questions		Percentage
		answered	Total	answered
		incorrectly	questions	incorrectly
Overview: Six Sigma and the Organization				
(Includes Lean & DFSS overviews)	15%	1	4	25%
Six Sigma – <i>Define</i>	25%	2	5	40%
Six Sigma – <i>Measure</i>	30%	1	6	17%
Six Sigma – Analyze	15%	3	5	60%
Ciu Ciama Imanua B. Cantral	150/	1	5	20%
Six Sigma – Improve & Control	15%			
		8	25	32%

Baseline score of (100-32) is a 68%. This candidate is unlikely to pass certification. Let's prioritize the sections and create a Lean Study Plan!

MAKE A PRIORITIZATION MATRIX

Step 2: Build out	ASQ Green Belt	Percentage of Exam	Your Baseline Score			
the prioritization			Questions		Perc	
matrix by adding			answered incorrectly	Total questions	ans\ inco	
a weighting	Overview: Six Sigma and the Organization	150/				
section.	(Includes Lean & DFSS overviews) Six Sigma – <i>Define</i>	15% 25%	2	4		
	Six Sigma – <i>Measure</i>	30%	1	6		
	Six Sigma – Analyze	15%	3	5		
	Six Sigma – Improve & Control	15%	1	5		
				1	1	

I like to weight by context where sections earlier in the BOK get weighted higher as they provide context to all of the concepts of Six Sigma, but you can apply any weighting you want.

I ...

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8

25

Percentage

incorrectly weighting

25%

40%

17%

60%

20%

32%

Section order

1

0.9

0.8

0.7

0.6

answered

FOCUS ON THE GREATEST AREA OF OPPORTUNITY

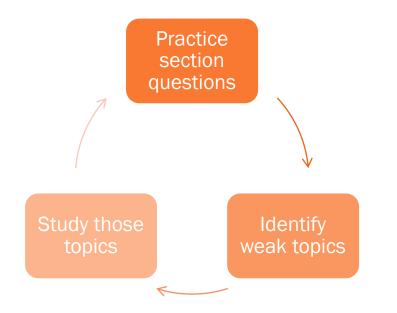
Step 3: Multiply the Percentage of exam column by the Percentage incorrect column and by the weighting column for a prioritization score for each exam category.

ASQ Green Belt	Percentage of Exam	Your Baseline Score					
		Questions		Percentage			
		answered	Total	answered	Section order		Study
		incorrectly	questions	incorrectly	weighting	Prioritization #	order
Overview: Six Sigma and the Organization							
(Includes Lean & DFSS overviews)	15%	1	4	25%	1	0.038	4
Six Sigma – Define	25%	2	5	40%	0.9	0.090	1
Six Sigma – <i>Measure</i>	30%	1	6	17%	0.8	0.040	3
Six Sigma – <i>Analyze</i>	15%	3	5	60%	0.7	0.063	2
Six Sigma - Improva & Control	15%	1	5	20%	0.6	0.018	5
Six Sigma – Improve & Control	13%						
		8	25	32%			

In this example, the candidate should work the Define section first as it is the most likely to give him or her the greatest <u>Return on Investment</u> of study time! The Analyze section would be second.

MASTER THE QUESTIONS YOU ARE MOST LIKELY TO SEE ON EXAM DAY.

Gain exposure to as many targeted problem sets as possible.

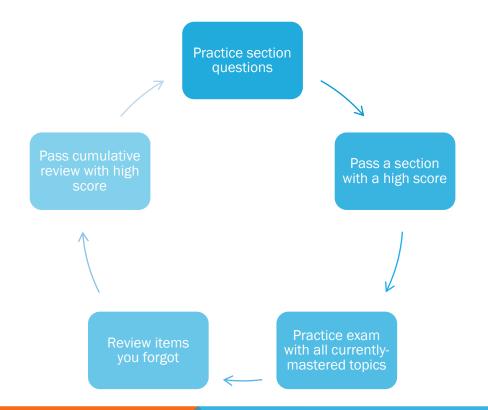


Continuing our previous example, the candidate should seek out to master as many Define section practice questions as possible to narrow down specific weak areas.

Then, he or she should study those topics and continue taking practice questions in that section until mastery is achieved.

FOR BEST RESULTS DO CUMULATIVE REVIEW

Gain exposure to as many targeted problem sets as possible.



Continuing our Example:

- The <u>prioritization matrix</u> shows that my greatest improvement area is was the Define section.
- I study the <u>Define Phase</u> until I can pass a series of questions from that section with a high score.
- Next, I take a practice exam that includes all of the sections that come before Define.
- This ensures a good foundation and retention of earlier materials.

REPEAT FOR SUCCESS!

This process has worked for hundreds of Six Sigma certification candidates. Give it a try, I'm sure it will work for you.

I wish you the best of luck. If you have any questions, please leave a comment on any page of <u>SixSigmaStudyGuide.com</u>, <u>leave a note in our</u> forums, or <u>contact me any time here</u>.



TIP FOR STUDYING SECTIONS

SixSigmaStudyGuide.com has an extensive (and growing!) list of condensed study guides available on-line for free. Just use the search box on the right hand side of the website or check out any of these popular guides:

- Six Sigma Roles & Responsibilities
- History and Founding Fathers of Quality
- Design of Experiments
- <u>Control Charts</u>
- Lean Concepts
- Hypothesis Testing

And there are hundreds of other free articles available. If you can't find what you are looking for, let me know.



APPENDIX: FREE BASIC QUESTION BANKS

Pass Your Six Sigma Certification Exam The First Time (sixsigmastudyguide.com)

Note: Tests may be cumulative. Candidates for higher belts should make use of question banks from the lower belts. Ex Black belt candidates should also use green belt questions.

APPENDIX: FREE ON-LINE SYSTEM

There sure are a lot of manual steps in this Lean Study approach! Can you make it easier?

WHAT IF THERE WAS A WAY TO DO ALL OF THIS EFFORTLESSLY?

HINT: THERE IS. YOU CAN SKIP AHEAD TO TRYING OUT THIS SYSTEM HERE.

WOULD THIS HELP?

A free practice test system that:

100% on-line. Study on any device, anywhere.	
Saves and reports your answers.	
Analyzes your biggest problem areas.	
Explains in detail why each answer is correct or why it is not.	
Explains in detail why each answer is correct or why it is not. Provides recommendations on what to review.	

I THOUGHT SO, SO I BUILT ONE!





INTRODUCING SIX SIGMA STUDY GUIDE!

INTRODUCING SIX SIGMA STUDY GUIDE!

If you're at the stage where you're ready to prepare for the exam, please consider signing up for my test preparation & study guide.

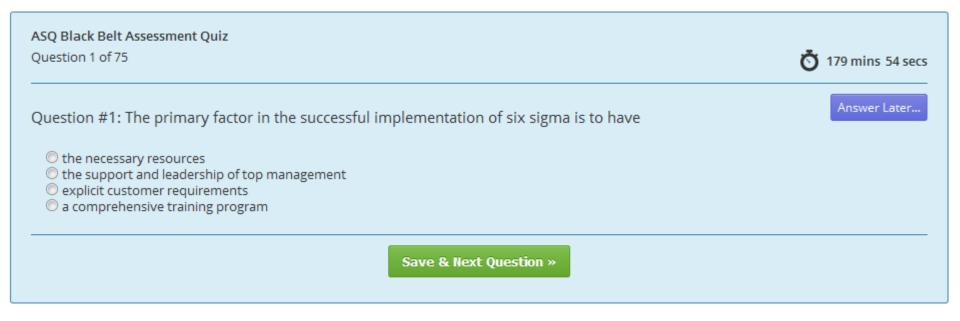
We offer over 1 thousand Green Belt questions (over 2000 Black belt!) with full walkthroughs, instructor access, dozens of practice exams and more.

You can learn more here: <u>https://sixsigmastudyguide.com/membership-</u> account/membership-levels/

SELECT THE EXAM YOU WANT TO TAKE

Module 1	Six Sigma Forums	
The General Membersh	ip forums where you can discuss all things Six Sigma (and several things that are not!)	
Unit 1	General Six Sigma Study Guide Membership Forum	
Module 2	Quizzes	
Take our free quizzes to	help identify your strengths and weaknesses on popular exams. Use that knowledge to plan an effective co	urse of study.
Unit 1	ASQ Black Belt Practice Exam Click here!	0
Module 3	Free Tools and Downloads	
Free Six Sigma tools and	d downloads that can help you master the material and pass your exam.	
Unit 1	Six Sigma Roles and Responsibilities Graphic	
Unit 2	Z Score to Bell Curve Percentages	
Unit 3	Hypothesis Testing Decision Tree	

TAKE THE EXAM





REVIEW YOUR SCORES

Each question is reviewed along with an explanation of the answer and links to extensive free articles about that topic so you can bookmark them for study.

Correct Answers for: ASQ Black Belt Assessment Quiz

Question #1: The primary factor in the successful implementation of six sigma is to have

Correct

Your Answer: the support and leadership of top management Correct Answer: the support and leadership of top management Other Possible Answers:

- the necessary resources
- explicit customer requirements
- a comprehensive training program

Explanation: Answer: (B) the support and leadership of top management. Since they control all of the resources and the strategic direction of the company, senior management buy-in is essential. Without it, options a and d are irrelevant. Option c, explicit requirements and voice of client, are essential for a successful project but you don't get to do many projects if senior management isn't interested in making it all happen. See articles about: Six Sigma Critical Success Factors and Voice of Customer

RESULTS ARE SORTED BY EXAM SECTION

Prioritize the areas you need the most help with.

You have now completed this unit.

You got 58 out of 75 questions (77%) correct! You have now completed this unit.

You have had 3 previous attempts at this quiz.

ASQ BB Enterprise Deployment: 5 out of 5 correct (100%) ASQ BB Organizational Process Management and Measures: 2 out of 3 correct (66%) ASQ BB Team Management: 9 out of 10 correct (90%) ASQ BB Define: 6 out of 7 correct (85%) ASQ BB Measure: 10 out of 15 correct (66%) ASQ BB Analyze: 11 out of 15 correct (66%) ASQ BB Improve: 11 out of 14 correct (78%) ASQ BB Improve: 11 out of 13 correct (84%) need explanation: 1 out of 1 correct (100%) ASQ BB Control: 3 out of 7 correct (42%) ASQ BB DFSS: 1 out of 1 correct (100%)

The recommended grade for this quiz is 90% (and your grade is 77%). The course instructor has allowed you to retake this quiz if you wish to improve your grade.

Retake Quiz

TAKE THE EXAMS AS OFTEN AS YOU LIKE.

The recommended grade for this quiz is 90% (and your grade is 77%). The course instructor has allowed you to retake this quiz if you wish to improve your grade.

Retake Quiz

YOU CAN ALSO TAKE QUIZZES BY SECTION

Module 4	ASQ Black Belt Study Guides			
Collection of study g	Collection of study guides for the 9 ASQ Body of Knowledge Topics			
Unit 1	Enterprise-wide Deployment	0		
Unit 2	Organizational Process Management and Measures	۲		
Unit 3	Team Management	۲		
Unit 4	Define	۲		
Unit 5	Measure	۲		
Unit 6	Analyze	۲		
Unit 7	Improve	۲		
Unit 8	Control	۲		
Unit 9	Design for Six Sigma Study Guides	۲		

TAKING QUIZZES BY SECTION

Helps you focus on the sections that you need the most help with.

By focusing on a single section at a time, you have a much better chance at mastering it.

Once you have mastered one section, move to the next!

HAVE ADDITIONAL QUESTIONS?

There's a <u>free Six Sigma forum</u> that you can post any questions you have.

Free study groups are forming there now!

Are any of the articles not clear? Could they be better? Just leave a comment on that page and I'll make an improvement!

WHAT ELSE?

<u>SixSigmaStudyGuide.com</u> offers plenty of free resources to help you in your Six Sigma Journey

- Real-life application of Six Sigma principles.
- Thought-pieces by real-world practitioners that get the material out of the textbooks and into a real-world setting.
- Practical career tips that almost no one uses but are incredibly effective!

DID YOU FIND THIS GUIDE HELPFUL?

Please feel free to share <u>Six Sigma Study Guide</u> with a friend.

If others would like a copy of this guide, you may share it with them. However, please encourage them to download their own copy so the system puts them on our mailing list and they get a chance to fill out a survey that will help me better serve their unique needs.

If you received this PDF from a friend, <u>please fill out my survey and</u> join my mailing list here – I don't want you to miss out on the other goodies and free materials I send out! Six Sigma Study Guide.com resources have been demonstrated again and again to help people pass their exams and advance their careers.

ROOM FOR IMPROVEMENT?

As you may have guessed, I'm obsessed with finding out what my audience needs and serving them. (See my audience survey!)

If there is anything I can help with or if there are errors or omissions you'd like to bring to my attention, <u>please contact me here</u> or leave a note on the <u>forum</u>.