

METHOD STUDY

Charting

Method Study Charts

A. CHARTS	<i>Indicating process sequence</i> <ul style="list-style-type: none">■ Outline process chart■ Flow process chart – Worker, material or equipment type
B. CHARTS	<i>Using a TIME SCALE</i> <ul style="list-style-type: none">■ Multiple activity chart■ Simo chart

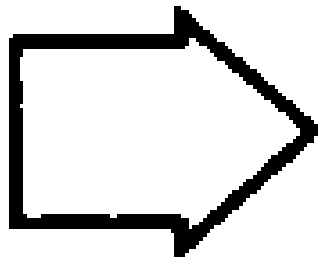
Method Study diagrams

c. DIAGRAMS

Indicating MOVEMENT

- Flow diagram
- String diagram
- Cyclegraph
- Chronocyclegraph
- Travel chart

Transport indicate movement of workers, materials, or equipment from one place to place



An arrow

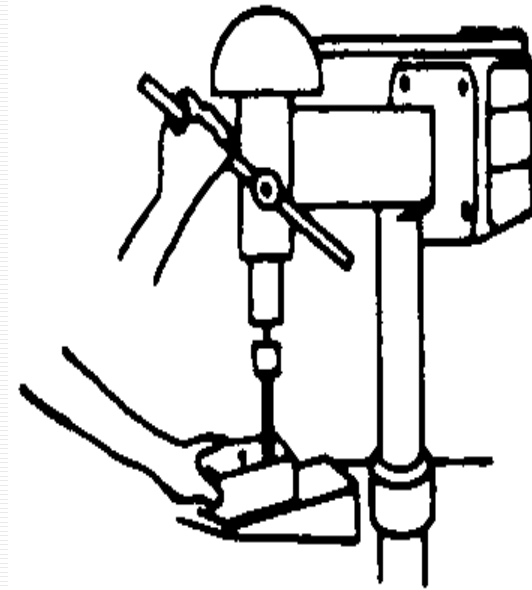


Move material by carrying (messenger)

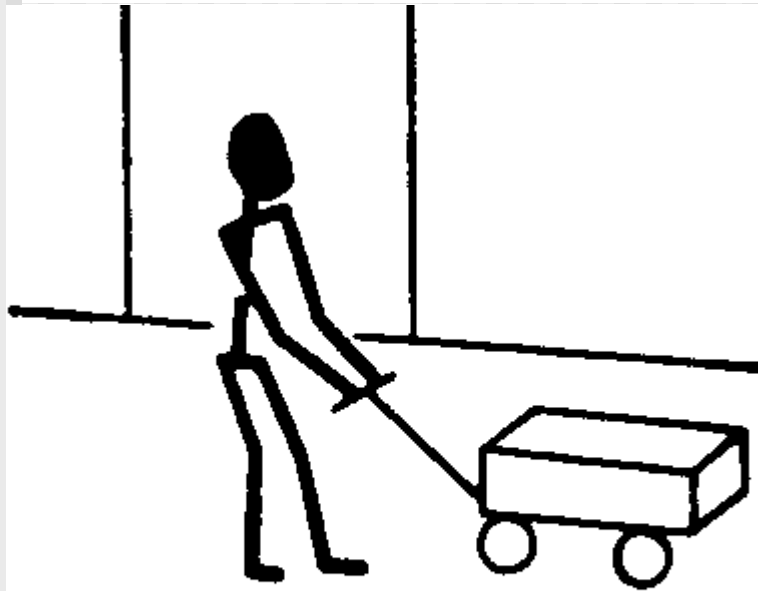
Operation indicates main steps in a process, method or procedure. Usually part, product or material concerned is modified or changed



A large circle



Delay or temporary storage
indicates a delay in the sequence of
events

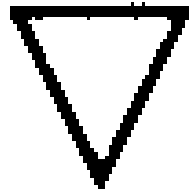


Employee waiting
for elevator

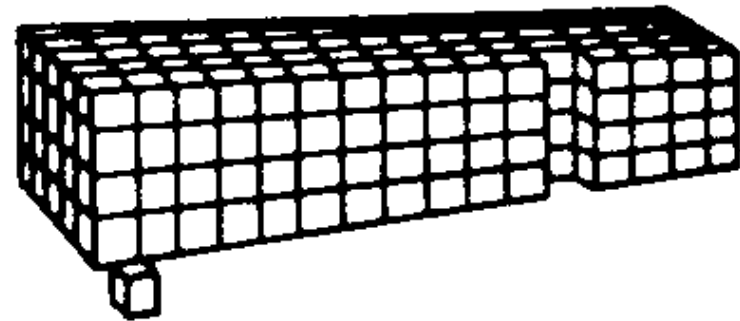
D

The letter D

Storage indicate controlled storage in which material is received into or issued from a store under some sort of authorization or an item retained for reference

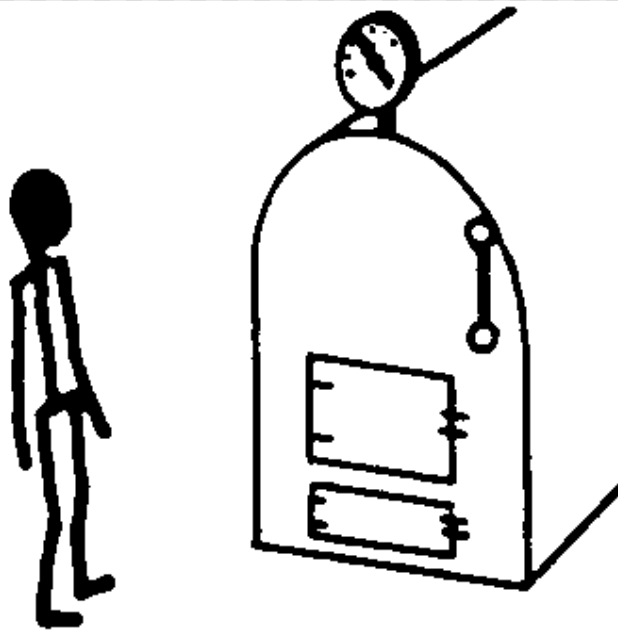


A triangle

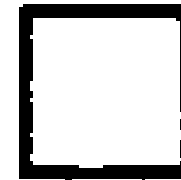


**Finished product
in warehouse**

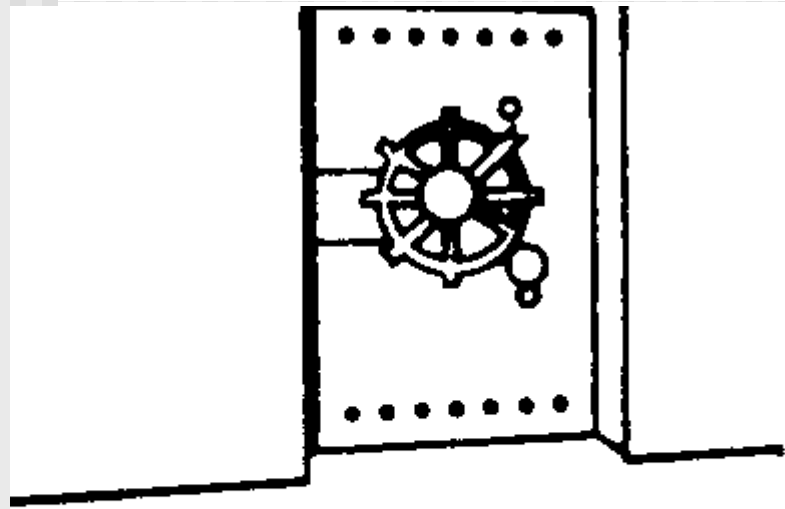
Inspection indicates verifying quality or quantity



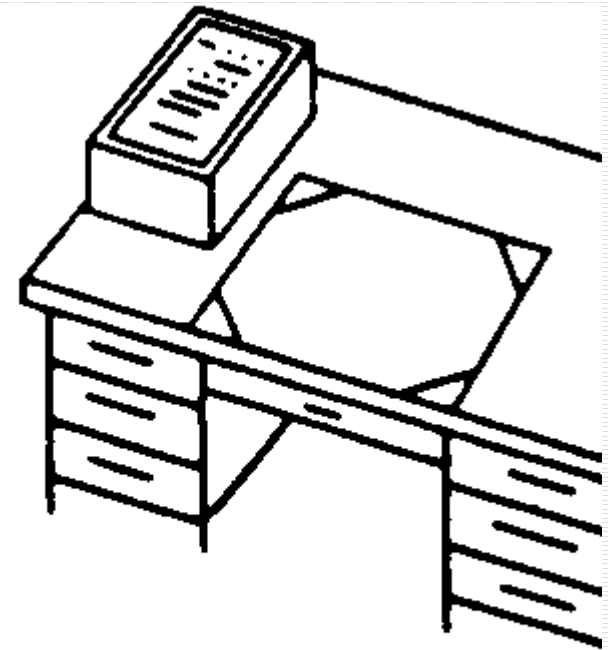
Read steam gauge
on boiler



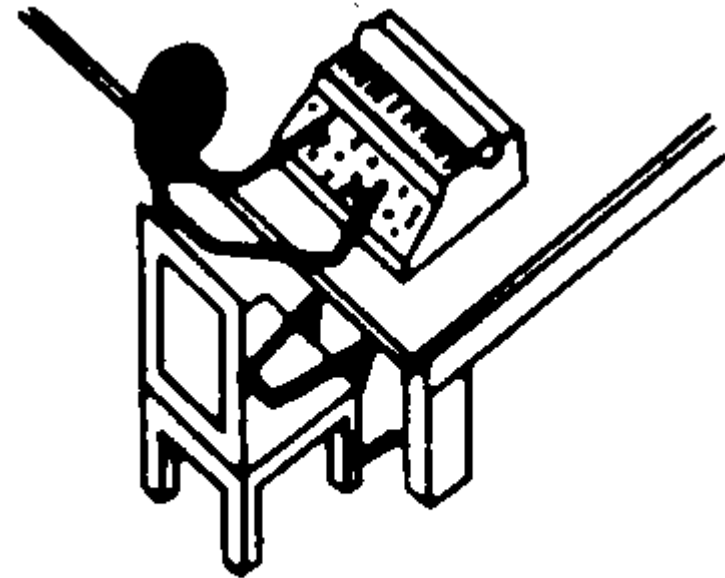
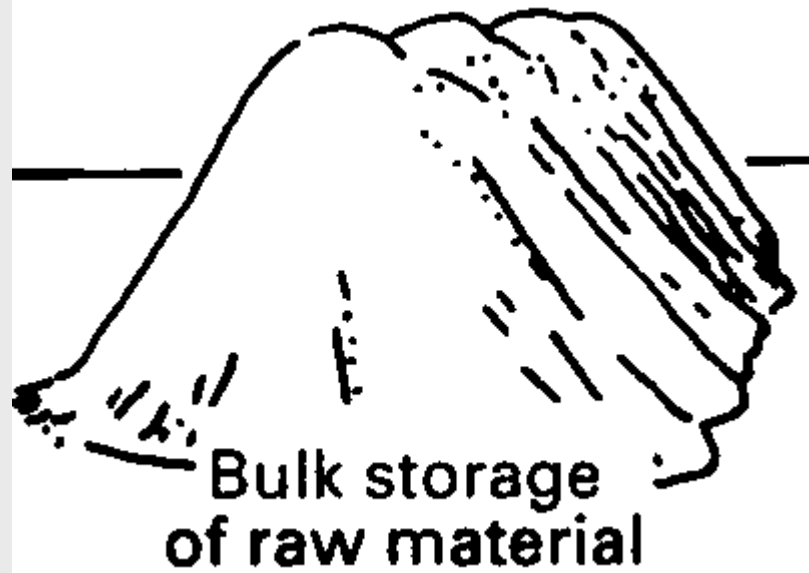
A square

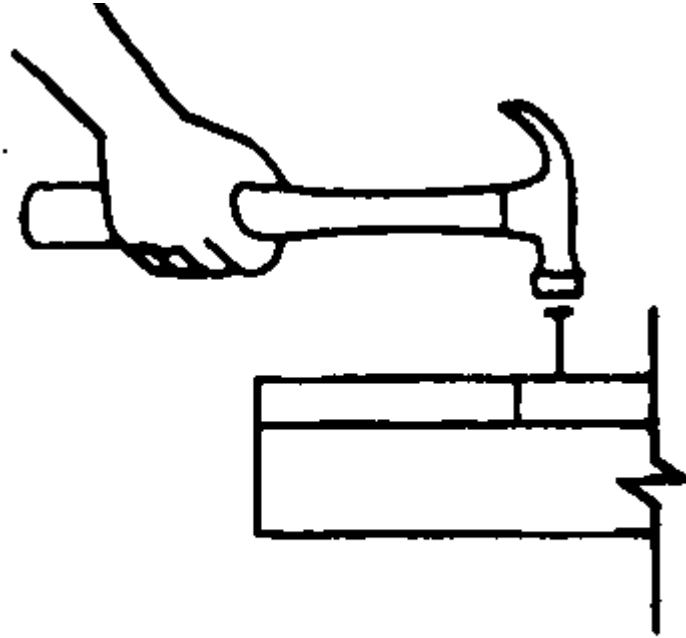


**Documents and records
in storage vault**



**Papers waiting
to be filed**

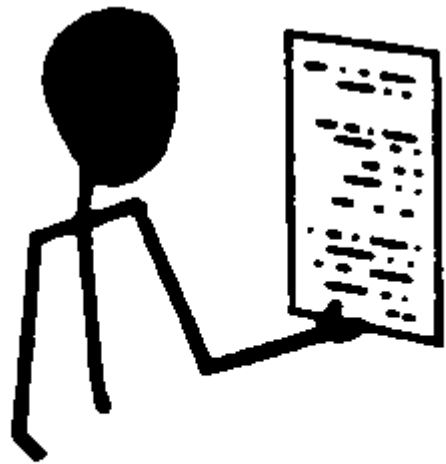




Drive nail



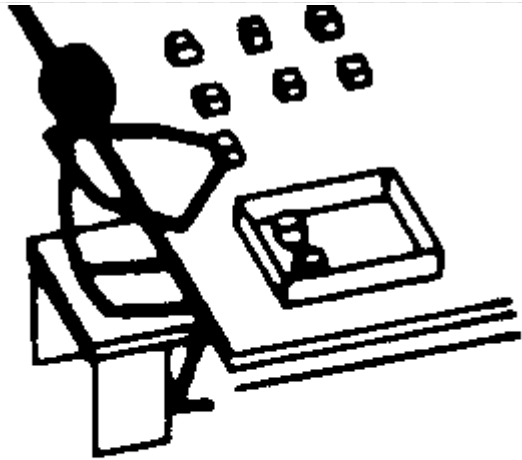
Move material by truck



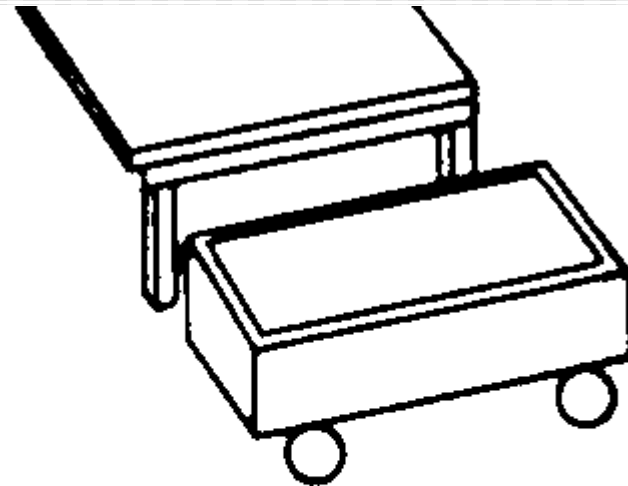
**Examine printed form
for information**



**Move material
by hoist or elevator**



**Examine material for
quality or quantity**



**Material in truck or on
floor at bench waiting
to be processed**

Outline process chart

- Giving an overall picture involved by recording in sequence only the main operations and inspections irrespective who does them and where they are performed
- Note on method of numbering, brief note on the nature of activities

Flow process chart

- ◆ ***Man type*** : A flow process chart which records what the worker does.
- ◆ ***Material type*** : A flow process chart which records how material is handled or treated
- ◆ ***Equipment type*** : A flow process chart which records how the equipment is used.

Multiple activity chart

- Multiple activity chart is a chart on which the activities of two or more subjects (worker, machine or item of equipment) are each recorded on a common time scale to show their interrelationship

Important reminder

- Give complete picture what is being done and helps mind to understand
- Represent the “time” situation should includes delays and transport
- Obtained from direct observation and confirmed by the supervisor
- High standard of neatness and accuracy should be maintained
- Provide complete information