



What is work study?

- One of the most powerful tools to in improving productivity is work study.

Work study is:

- ✓ The systematic examinations of the methods of carrying on activity
- ✓ To improve effective use of resources
- ✓ To set up standards of performance

Work study also aims at the following:



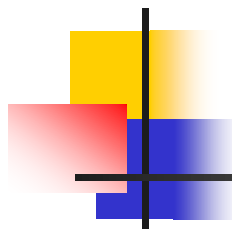
- Simplifying or modifying the methods of operation
- Reduces unnecessary or excess work
- Stops wasteful use of resources
- Contributes to industrial safety by identifying hazardous work and developing safer methods
- Cuts down the time of performing a certain activity.



Some terminologies

- **Total time in a Job:** The time taken by a worker or a machine to carry out an operation to produce a given quantity of certain product.
- **A work Hour:** The labor of one person for one hour.
- **A Machine Hour:** Running of the machine or plant for one hour.
- **Basic work content:** The basic irreducible minimum time theoretically required to produce one unit output. This is a perfect condition which is not achieved in most of the cases.

Total Time of operation under existing conditions



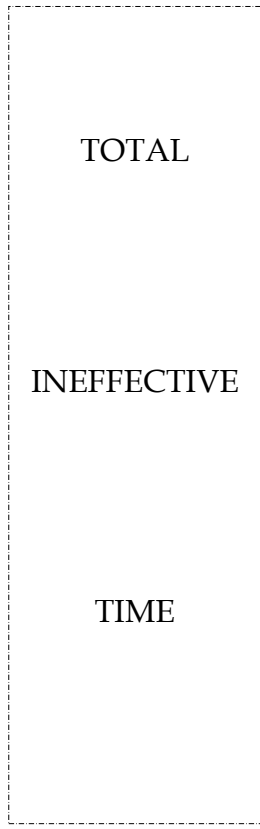
Basic work content
(Minimum time required to perform one output)

Basic content added by poor product design or material Utilization

Work content added by inefficient methods of manufacture or operation + Poor material handling + Poor quality standards + Poor inventory

Inefficient time due to human contribution
Like:
Absenteeism
Bad

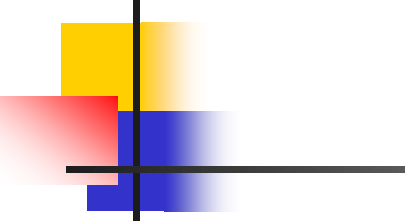
workmanship
Accidents etc



TOTAL

INEFFECTIVE

TIME



Total Time of operation under existing conditions

Basic work content

(Minimum time required to perform one output)

Basic content added by poor product design or material Utilization

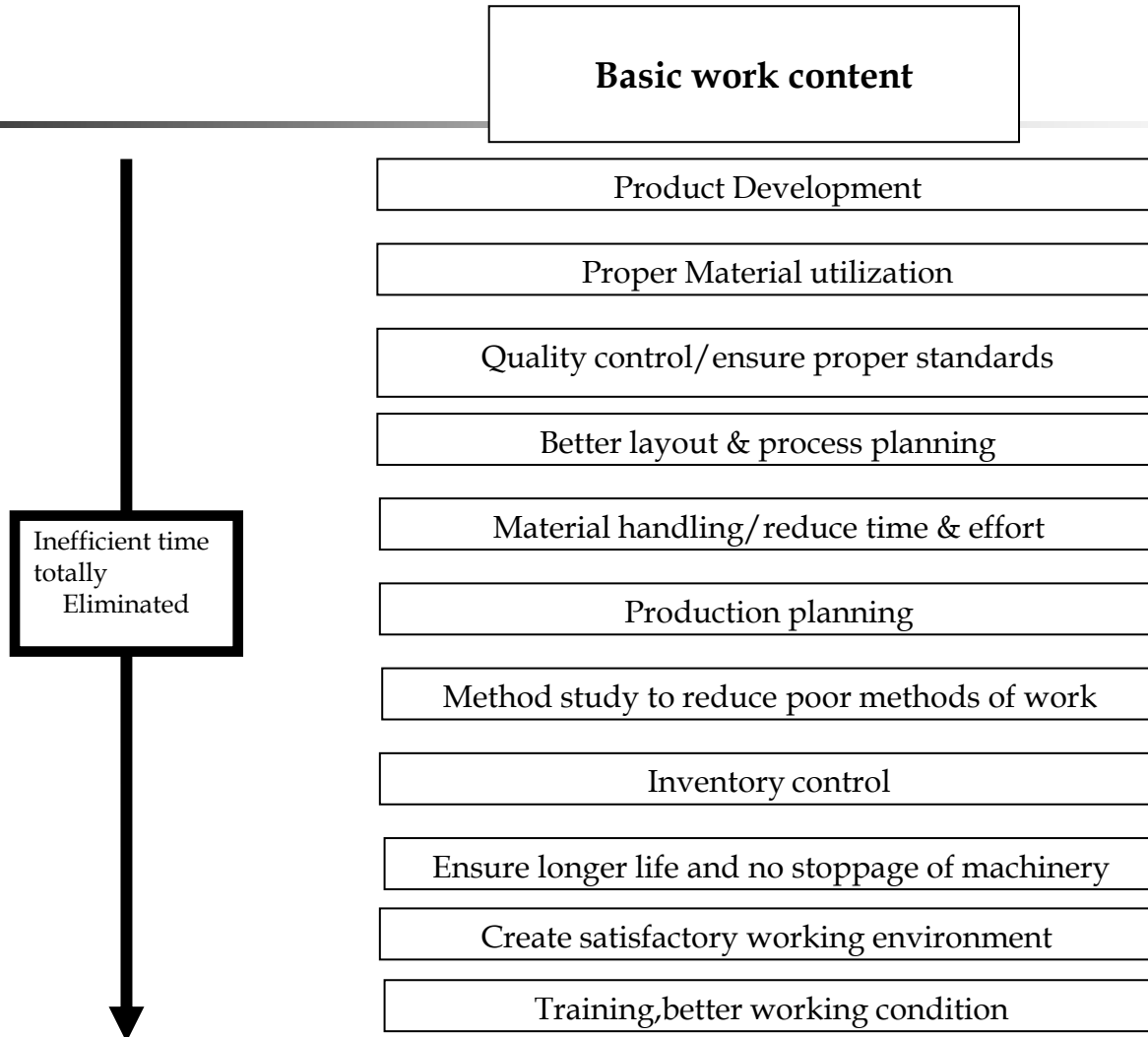
INEFFECTIVE

Work content added by inefficient methods of manufacture or operation
+ Poor material handling
+ Poor quality standards
Poor inventory

TIME

Inefficient time due to human contribution
Like: Absenteeism
Bad workmanship
Accidents etc

■ How Management technique can reduce ineffective time?





Human Factor in the application of work study:

Attitude

Case study of Maharashtra Scooters, Satara

- System Improvement
- Method improvement
- Line Balancing