

**Kaizen Event Supply List**

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| **Item** | **Qty.** |
| Roll of brown recycled craft paper | 1 |
| Pads of 3x3 Post It notes: green, pink, yellow, purple, and blue | 3 of each color |
| Roll of masking tape or blue painter's tape to hold the craft paper on the walls | 1  |
| Easel  | 1 |
| Easel pad (per room) | 1 |
| Box of Sharpie flip chart markers - assorted | 1 |
| Sharpie flip chart marker - black | 1 |
| Pens, pencils, rulers |  As needed |
| Digital Camera/Cell Phone  | 1 |
| Projector | 1 |
| Projector screen | 1 |
| Laptop (with internet access preferred) | 1 |
| PowerPoint software | 1 |
| Pair of scissors | 1 |
| Box of colored push pins | 1 |
| Value Stream Mapping - Color Legend Chart | 1 |
| Signs: yellow stars, blue arrows, yellow light bulbs |   |
| Assortment of highlighters |   |