



THE PACKAGING SCHOOL ONLINE COURSE LIST

Free Online Training for All AICC Member Employees

SPONSORED COURSES

Benefits of ERP Software Solutions for the Packaging Industry

Time Length: 60 Minutes

Description: This course focuses on how ERP software solutions can help your company with financials, operations and logistics, sales and marketing, and customer satisfaction. Told through firsthand accounts of professionals in the packaging industry, this a course you do not want to miss!

Digital Transformation for Corrugated Printing

Time Length: 60 Minutes

Description: Changes in consumer trends are driving brands to consider adding digital printing to their marketing strategies. Boxmakers must be in a position to respond to the decisions made by the brands. However, transitioning to digital does not happen overnight. This course will show you the workflow systems ideal for converters seeking a smooth transition to digital, some digital corrugated solutions, and case studies highlighting digital conversion success stories. It's definitely an exciting time for the digital print industry.

Essential Principles of Water Based Inks **TRANSLATED IN SPANISH**

Time Length: 60 Minutes

Description: While there are choices when it comes to the different inks you can use for printing; one thing is certain - inks are critical to a successful print job. This course will give you the basics you need to know as a printer or supplier of water-based flexo inks and how to engineer these inks for consistent, quality printing.

Optimizing the Flexographic Printing Process **TRANSLATED IN SPANISH**

Time Length: 60 Minutes

Description: How many of us know how to become the perfect version of ourselves? Many of us do not, and neither do our flexographic print processes. However, this course is designed to showcase the cutting-edge technologies and systems within the flexographic printing industry that can help make your press the best version of itself.

Rightweighting

Time Length: 60 Minutes

Description: Rightweighting can be used to find substrates that optimize the performance of the box and appeal to both the end-users and box manufacturers in terms of cost, sustainability, and efficiency. The shift to right-weighting did not happen overnight. This course will dive into the origin of right-weighting, its application today, the technology, and where the future of rightweighting is headed.

Rotary Die Cutting Operation

Time Length: 60 Minutes

Description: Rotary die cutters represent an excellent solution for flexographic printing and die cutting in-line, providing enhanced productivity, superior registration-and-print quality, increased flexibility, and a lower total cost of ownership. Rotary die-cutters are used in two main industries: the manufacture of corrugated packaging with high printing and die-cutting requirements, and the production of in-store displays from corrugated board. As these industries continue to grow, we must follow suit, and this course is the perfect place to begin that journey! This course covers the fundamentals of rotary die cutting operations, major sections of the machine, and housekeeping and maintenance procedures for your machine.

The Corrugator

Time Length: 60 Minutes

Description: This course focusing on the corrugator dives into key sections and systems of the corrugator, including the wet end, dry end, and the corrugator control system.

CUSTOMER SERVICE

How to Help an Upset Customer

Time Length: 60 Minutes

Description: Even the best companies occasionally have upset customers. Terri Lynn Levesque offers a strategy that will assist anyone with managing their own emotions while helping to find a solution for the customer. This very brief course uses the acronym SPAA to equip you to calmly manage these difficult conversations.

FINANCE

Understanding Accounts Receivable and Cash

Time Length: 60 Minutes

Description: Cash flow is the life blood of business. Learn how every department in your company influences cash flow, specifically Accounts Receivable and why collections are important to everyone in your firm. Prompt processing and payment of invoices increase the value and health of your business.

Keeping Score: How to Read Financial Statements

Time Length: 60 Minutes

Description: Demystify the four most common financial statements: The purpose of the Balance Sheet, the Income Statement, the Cash Flow Statements and the Ratio Analysis. This course offers a practical approach for people of all levels of your packaging company to keep score using these tools.

HUMAN RESOURCES

Internal Staff Development Guide

Time Length: 60 Minutes

Description: The internal staff development guide is a tool for onboarding and ongoing professional development. The course provides Human Resources, and key training people with resources to help effectively train new employees and make sure an employee understands the requirements and expectations of the company. Since the information at times can be company specific, the user downloads the documents and works to complete the information as it relates to the company and the companies` rules and expectations. Questions such as who to contact for quotes, dock times, quality issues are all key components within every manufacturing company this course helps both the company as well as the employees establish guidelines if not already developed and reaffirm current rules and processes for effective work performance.

Corrective Counseling

Time Length: 45 Minutes

Description: HR consultant and attorney Grace Schmitt gives direction for coaching and retaining employees in a tough labor market. She shares best practices for preparing for and conducting the difficult conversations that help employees to be successful.

Designing Your Training Space

Time Length: 60 Minutes

Description: The purpose of this course is to guide you through the process of creating a physical space for adults to learn effectively. These spaces will reflect your company's commitment to training team members to work safely and productively. To optimize your training space, we focus on 1) key policies and priorities related to training so that you may be successful, 2) how adults learn best, including some insights into the various learning styles 3) setting up the individual learning space, and 4) the collaborative workspace.

INDUSTRY

Corrugated Basics Bundle **TRANSLATED IN SPANISH**

Time Length: 3 Hours

Description: This course covers the History and Industry Overview, Corrugated Board and its Uses, and Manufacturing and Converting Board. Currently set up as a three part series, Corrugated Basics 101, 102, and 103. We started with looking at the Corrugated Industry as it stands today. We discuss the construction, configurations and types of Board. We cover how it's made, specifications of Linerboard, medium, and finished combined corrugated board as well as tests that assure quality. Finally, we cover the most common forms of corrugated packaging, box terminology, and box blanks before they have been form.

Corrugated Basics 101: History and Industry Overview

Time Length: 60 Minutes

Description: In this course, called History and Industry Overview, we'll discuss the History of Corrugated and provide you with an Overview of the Corrugated Industry today. Also in this module, we will take a look at the Corrugated Industry as it stands today. We'll look at the different types of Manufacturers and what they produce. We'll cover the size and scope of the corrugated industry. And finally, we'll discuss why corrugated is so popular as a shipping container material.

Corrugated Basics 102: Corrugated Board and Its Uses

Time Length: 60 Minutes

Description: In this course, called Corrugated Board and its Uses, we'll discuss the construction, configurations and types of Corrugated Board. It's divided into three lessons. In lesson 1, we'll look at how corrugated board is made. Lesson 2 covers the specifications of Linerboard, Medium and finished Combined Corrugated Board and we'll have a look at some of the tests used to assure quality. In lesson 3 you'll see some of the various types of products being made from Corrugated Fiberboard.

Corrugated Basics 103: Manufacturing and Converting

Time Length: 60 Minutes

Description: This course is on the manufacture of Corrugated Board and converting that board into various products. In this module we'll cover the most common forms of corrugated packaging, from the smallest folding cartons to huge bulk containers. We'll discuss some box terminology and show you some box blanks before they have been formed. You'll see several types of containers, from small Folders and Wrap-Arounds to large Bulk Containers, including the most common package, the "Regular Slotted Container". And, we'll show you how to correctly describe a box using industry conventions and terms. We'll also show you some of the "non-container" uses for corrugated board.

Introduction to the Rigid Box

Time Length: 45 Minutes

Description: Industry expert Nelva Walz explains the many uses for the Rigid Box, and how it complements corrugated and folding carton packaging. She describes the styles of various box types as well as the materials that are used to construct them.

LEADERSHIP

Communication for Coaches

Time Length: 60 Minutes

Description: Modern management requires coaching skills, and first among these skills is communication. Participants complete a short survey that provides real world feedback on business.

Go Team! How to Make Your Team More Productive

Time Length: 60 Minutes

Description: This course was updated in August 2018. Understand the stages of team development so that you can lead them to higher productivity. You will learn to build a Team Charter, identify the functional stage and equip them to accomplish more and enjoy the process! In addition, the value of learning from both success and failure is explored, as are key aspects of measurement and recognition.

Navigating Time: Time Management for the Job Shop

Time Length: 60 Minutes

Description: The frustration of time management in a job shop is due to two factors. First, whether your job is in sales or production the schedule is ever changing in our service oriented and chaos friendly companies. Second, time cannot be managed any more than a kayaker can manage a river, only plan-full navigation will keep your adventure from becoming an ordeal. This course guides you thorough the process of goal setting and scheduling to achieve greater balance and get more done on the things that matter most.

Avoiding Antitrust Liability

Time Length: 60 Minutes

Description: Through the video, you will learn what antitrust law is, along with basic principles and guidelines to follow to avoid costly violations that could cause lasting and significant harm to yourself, your company and the industry as a whole. Please note that although this video is designed to educate, it is intended to supplement, not to replace, your companies' antitrust compliance policies and training programs. AICC's Antitrust Manual is included with this course.

Delegation DIY

Time Length: 60 Minutes

Description: Learn to be more productive while investing in the knowledge and skill of your dissect reports. Learn to evaluate the level of delegation at which others delegate to you. In both cases you will gain skills to attain the next level of delegation effectiveness.

Giving Motivational Feedback

Time Length: 60 Minutes

Description: This course provides a step by step plan for delivering both positive and negative feedback by the most effective methods. Participants practice using the steps to work through real workplace interactions. This course, which originally aired as an AICC webinar in December 2018, will equip any manager to improve the delivery and motivation of their feedback. The instructor is professional coach Leah Ashford.

How to Train Anyone to do Anything

Time Length: 60 Minutes

Description: Much of the training in busy packaging plants is hurried and consists of reading procedures or learning in a classroom without the opportunity to demonstrate the ability to comply with the training. This course is provided to train the trainer in best practices for engaging employees and transferring critical knowledge for a safe and productive workplace. Perfect for seasoned employees who are tasked with training a new generation.

Maximize Training ROI

Time Length: 60 Minutes

Description: This course addresses proven methods of effective employee engagement, planning, and application of training. Best practices for use of AICC Packaging School, destination classes, or any other learning experience show how to check the learner's knowledge and get the benefit of application right away. The planning process is explained, and resources are provided. Finally, a plan for overcoming cultural resistance to training and implementation is shared.

Mentoring Best Practices

Time Length: 60 Minutes

Description: Mentoring is an essential component in today's workforce. Seasoned employees at all levels of the organization have a wealth of knowledge that is critical to future success. This course describes the best practice and provides tools to allow anyone to form an effective mentoring relationship.

Situational Leadership

Time Length: 60 Minutes

Description: This course was originally presented as a webinar in November of 2018 and has been adapted for e learning. Professional Coach Leah Ashford shows the various leadership styles and offers strategies for adapting managerial style to fit developing employees.

MAINTENANCE

Implementing a Scheduled Routine Maintenance Process

Time Length: 60 Minutes

Description: Successful companies, pursue business goals by INTENTION, not LUCK. The roadmap of these paths of success are expressed in detail by the various processes, procedures and plans used to operate the company. Scheduled Routine Maintenance is a plant wide process. This presentation covers a sampling of the steps taken to implement a Scheduled Routine Maintenance Process.

Maintenance Mapping

Time Length: 60 Minutes

Description: John Kravontka, CMRT, CMRP teaches the process and benefits of Maintenance Mapping for improved safety, quality. and productivity. This technique brings the skills of value stream mapping to the maintenance department with benefits to machine health, speed of response to production issues, organization of the shop, and reduction in chronic productivity losses.

Preventive Maintenance Optimization

Time Length: 60 Minutes

Description: Explores and explains operator preventative maintenance activities, and equipment visuals. He explains the primary causes of most breakdown and demonstrates use of the diagnostic tools to prevent them. Lubrication strategies and measures are also explained. These practices improve Predictive Maintenance and help to optimizing PMs with schedules and one-point lessons. Presented by John Kravontka, CMRT, CMRP.

SAFETY

Safety Basics TRANSLATED IN SPANISH

Time Length: 3 Hours

Description: This course provides employees with the knowledge and skills required to safely perform their assigned duties, recognize potential hazards and avoid them. Topics covered include: Job Safety Analysis, Personal Protective Equipment, Ergonomic Injury Avoidance, Housekeeping, Utility Safety, Machine Safety, Forklift Safety, Dust Collection, Chemical Safety, Fire and Tool Safety.

SALES

18 Ways to Sell Value

Time Length: 60 Minutes

Description: The marketplace is getting more competitive and there are companies that are willing to do almost anything to land an account- including compromising quality. Learn 18 ways to sell on VALUE instead

of price. This is a pre-recorded webinar.

Convergent Selling

Time Length: 60 Minutes

Description: Imagine a World Without Traditional Salespeople Linking Creativity, Communication and Delivery to Increase Sales Momentum in the New Marketplace Pursuing business with the traditional road warrior framework has become cost prohibitive. Fewer buyer meetings and less effective prospecting generate lower yields, while high compensation models remain intact. To be effective in today's marketplace, everyone in your organization now resides in the department of Revenue Generation. Every member--from the CEO to Production, Customer Service to Shipping, Design to Accounting--is an integral link in the customer experience chain. What we do, how we do it, and who we do it for are the shared objectives. This framework designed around your customer's experience and how you make their business better.

PRODUCTION

WARP, and how to control it TRANSLATED IN SPANISH

Time Length: 60 Minutes

Description: Learn how paper or combined board reacts to moisture or tension and how operator adjustments can correct warp. Participants will increase their working knowledge of a corrugator moisture control process while keeping bond integrity intact.

Understanding Combined Board Combinations TRANSLATED IN SPANISH

Time Length: 60 Minutes

Description: Any given ECT can be made from a variety of containerboard grades. Linerboards and mediums come in a wide range of strength properties. It's always a matter of selecting the highest strength at the least basis weight at the lowest cost. Know your corrugator's efficiency at maximizing the inherent strengths of the raw materials.

Fingerprinting the Flexographic Press

Time Length: 60 Minutes

Description: Fingerprinting demonstrates the capability of your press to print an image with consistency and quality. Learn to validate the settings on any flexographic press in order to diagnose issues for improvement, and to gain speed, quality and repeatability of print.

Flexographic Print Fundamentals

Time Length: 60 Minutes

Description: High quality flexographic printing on corrugated substrates has always been a challenge. This course demonstrates how to produce clean solids and line work as well as halftones and spot colors. Many typical troubleshooting issues are addressed, from dot gain and die-cutting to proper graphic design for corrugated to ensure best results. This course is based on core objectives covered in the live workshop held at Clemson's PrintCon facility.

Flexographic Print Plates: Volume 1

Time Length: 30 Minutes

Description: This course was prepared by Jason Cagle who has also been a contributor to AICC's live Flexo Best Practices course at Clemson University. In this course Jason explains the best practices for storage and cleaning of print plates for quality print and extension of print plate utility. In vol 2 the best use of plates on press will be described.

How to Spec a Corrugated Box TRANSLATED IN SPANISH

Time Length: 60 Minutes

Description: In this course you will learn how to determine what type of box you will be measuring,

determine the box construction material, prepare the box for accurate measurement, and finally determine the inside length and width of the carton.

Packaging Production Math TRANSLATED IN SPANISH

Time Length: 60 Minutes

Description: This course is a practical guide to how math skills are used in packaging production. Math instructor Greg Davis refreshes your knowledge of fractions, use of a tape measure, converting standard and metric measurements to decimals, and estimation of product counts. While this course is not a replacement for a basic math class, it will prepare workers by showing how and where math skills will help them succeed in packaging production.

Understanding Anilox Rolls

Time Length: 60 Minutes

Description: We will look at the function, operation, cleaning, and maintenance of anilox rolls for peak performance in printing. Flexography is a process and the anilox is the heart of ink control. Here we will learn about volume, cell count, screen angle and cell geometry. This course also covers anilox cleaning and maintenance and outlines daily, weekly and monthly maintenance for maximum performance, importance of anilox roll identification, tracking and inventory inspection.

PROCESSES AND SYSTEMS

Faster, Better, Smart with Value Stream Maps

Time Length: 60 Minutes

Description: This course gives an essential understanding of the tools for analysis and improvement of material and information flow. The various uses of Value Stream Mapping (VSM) will be described. Participants will learn to map material flow through the supply chain, production, and warehousing to eliminate bottlenecks and reduce inventory costs. By mapping Information flow they will learn how to increase ease, accuracy, and speed of the order process from customer contact to the production handoff. Finally, we will depict the customer experience and improve both communication and the quality of time spent doing business with your company.

Build a Visual Workplace with 7S TRANSLATED IN SPANISH

Time Length: 60 Minutes

Description: The foundation of improvement is organization of the workplace. Until the environment is organized for success it will be impossible to maintain any gains in productivity. The five Ss are described and the two desired results are also included so that employee motivation is aligned with company goals. The concepts and best practices of organization activities and employee agreements necessary to sustain progress are described. Each participant also receives the Visual Workplace Handbook by the Psquared Team.

OEE for the Packaging Industry TRANSLATED IN SPANISH

Time Length: 60 Minutes

Description: In this course Overall Equipment Effectiveness is defined and shown to be a balanced and practical measurement for productivity. Scott Heilmann walks us through the steps to gather baseline measures, calculate OEE, quantify related savings, compensate for the changeover effect, and set motivating production goals. Additional resources are provided.

Setup Reduction TRANSLATED IN SPANISH

Time Length: 60 Minutes

Description: Lean manufacturing techniques are explained in this course for the purpose of eliminating waste in the change-over time between jobs. The waste reduction tool TIMWOOD is used by all the participants to identify seven types of waste. Using video of a ten-minute set-up is the operators are tracked using a spaghetti diagram, then process of prioritizing and leveling the work is described. The duties, as well as the time it takes to accomplish them are analyzed and the necessary training is

completed. Most often this results in a set up time reduced by half.

Standardized Work

Time Length: 40 Minutes

Description: Make it easy to do the right thing in your company. Standardized work is built through documentation, teamwork, and practice to accomplish continuous improvement in any important process. This course teaches the creation of Standard Operating Procedures, One Point Lessons, Decision Trees, checklists, and more. Templates and guidelines will equip you to provide clear guidelines for important task that will improve productivity and speed of training.

Proposals, Problems, and Projects with A3

Time Length: 60 Minutes

Description: The A3 is a one-page document that communicates a problem solution, a proposal, or the status of a project. It is widely used as a standard communication tool in learning companies that subscribe to the principles of lean production of goods and services.

Project Planning: MAPP the project for Success

Time Length: 60 Minutes

Description: This course gives an essential understanding of the tools for analysis and improvement of material and information flow. The various uses of Value Stream Mapping (VSM) will be described. Participants will learn to map material flow through the supply chain, production, and warehousing to eliminate bottlenecks and reduce inventory costs. By mapping Information flow will they will learn how to increase ease, accuracy, and speed of the order process from customer contact to the production handoff. Finally, we will depict the customer experience and improve both communication and the quality of time spent doing business with your company.

Key Performance Indicators

Time Length: 90 Minutes

Description: Key Performance Indicators (KPI) are dashboard level measurements that allow us to monitor our performance. This course shows the process of creating meaningful KPIs that drive better performance. Because the measure are developed to meet or exceed customer expectations they also help break down the negative perceptions that often exist within the companies various departments. Also, they help create a positive impression with customers as promises are kept. Special attention is also paid in this course to improving relationships between departments by perceiving one another as a string of suppliers and customers.

Certificate Program - Packaging Science

Packaging Regulations

Description: Laws and regulations are used to protect people and limit environmental damage that is caused in the packaging process. There is not one sole governing body for packaging regulations, as such individual agencies and their pertinent laws are examined.

Distribution

Description: In this course we assess all the ways to distribute a package, including space optimization and various green methods to ensure best shipping methods. The complete supply chain overview is taught.

Packaging Design Workflow

Description: Course features the overall strategy utilized in developing a packaging system. After a recap on terms and basic design attributes, learn how to develop a design brief, kickoff the project, brainstorm packaging ideas, and set up a timeline to production.

Introduction to Polymers

Description: In this course we examine all the types of plastics, the application of the material, how it is

created, its raw materials, and how it is used in the packaging industry.

Metal Packaging

Description: In this course, you will learn the definition and types of metal, as well as the different can styles. Applications for different types of metal and can styles will be taught.

Machinery

Description: In this course we overview the packaging production line and examine the purpose and process of each individual station in the line. You will learn how to identify bottlenecks and make use of buffers to improve efficiency. Top packaging machinery companies are presented.

Package Printing

Description: This course covers the different aspects of printing, its uses on various materials, and how different types of printing are used to achieve desired results. The course will also cover how graphics are used to attract customers and successfully market the product.

Corrugated Containers Fundamentals

Description: This course discusses the use of corrugated fiberboard in packaging by providing a thorough summary of manufacturing, specifications and use of the substrates. The science of selecting the correct corrugated board specification for your packaging application will be discussed with examples and proper calculations.

Packaging Foundation

Description: In this course we cover the essentials of packaging, beginning with an industry overview that covers common functions and terms, the evolution of packaging, its role in society, and how it applies to the industry.

Glass Packaging

Description: Glass is a material that is widely used in the alcohol, soda, and food industries due to its perceived quality image, barrier properties, and tactile feel. Glass is the only material that is 100% recyclable and can be recycled endlessly without loss in quality or purity - something no other food and beverage packaging option can claim. This course defines the composition of commercial glass, its manufacturing process, and how to choose the correct type of glass and bottle design for various applications.

Paperboard Cartons

Description: With its unmatched graphics, billboard appeal, sustainability, and ease of use, it is easy to see why paperboard is the packaging substrate of choice for package designers and marketers, to supply chain managers, retailers, and consumers. You will learn how paper is sourced and manufactured, what paperboard grade is best for your application, and the possibilities for creating unique, eye-catching paperboard packaging designs. You will have access to powerful tools that help you select styles, designs, point sizes, print processes, and pricing.

Sustainable Packaging

Description: This course outlines ways that professionals can increase sustainability. This involves increased use of life cycle inventory and life cycle assessment to help guide the use of packaging, which reduces environmental impacts and ecological footprints.

Corrugated Containers

Description: This course discusses the use of corrugated fiberboard in packaging by providing a thorough summary of manufacturing, specifications and use of the substrates. The science of selecting the correct corrugated board specification for your packaging application will be discussed with examples and proper calculations.