

# Mgmt 4000 Purchasing & Supply Management Course Syllabus – Summer 2012

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Text: World Class Supply Management, Burt, Dobler, and Starling, 7<sup>th</sup> edition. Although you are not "required" to have the textbook, I estimate that having and using the textbook yields an average increase of between one half and one full grade. Make sure you get the 7<sup>th</sup> edition (it is NOT the most recent). ISBN 0071236279 or 978-0071236270. [www.abebooks.com](http://www.abebooks.com) has a bunch of them and amazon has a few. The "International Edition" is a paperback and is fine.

**COURSE DESCRIPTION:** This online course in Purchasing & Supply Management (PSM) provides an exciting, provocative, and insightful learning experience. In practice, PSM demands analytical skills, creativity, the ability to communicate and convince others, and general business competence of the highest order. The application of techniques learned in this course can have profound positive impacts. After all, the purchasing function of most organizations spends approximately 60 percent of the firm's revenue! Good purchasing and supply management greatly improves the firm's quality, productivity, profitability, and return on investment. This course is important to all business students because PSM is the one business function that interacts with every other business function. Careers in PSM offer responsibility, excitement, the enjoyment of exploring new ideas and products, the stimulation of working with different personalities, and the challenge of integrating PSM activities with organizational objectives. Students concentrating in fields such as marketing, operations, finance, and engineering will be greatly handicapped if they do not understand the PSM function.

**COURSE OBJECTIVES:** The objective of this course is to introduce students to the basic issues, methods, and problems of modern PSM. The continued pressure of international competition makes effective PSM critical to the success of all organizations. For those students engaged in, or considering the PSM profession, this course provides a solid foundation for ongoing professional development.

**GRADING:** Grades will be based on three things: weekly homework assignments (1 for each of the 28 chapters), a midterm exam, and a final exam.

***Final grade computation will be as follows:***

Homework assignments (28 assignments x 10 points) = 280 points

Midterm exam = 300 points (take the percentage grade on the exam and multiple by 300 to get total points earned)

Final exam = 300 points (take the percentage grade on the exam and multiple by 300 to get total points earned)

**TOTAL = 880 points**

Grades will be assigned according to the following scale. However, the instructor may, at his sole discretion, uniformly increase all student scores. In no case will the instructor subtract points in order to curve downward the class average.

A = 93 - 100%

A- = 90 - 92.9%

B+ = 87 - 89.9%

B = 83 - 86.9%

B- = 80 - 82.9%

C+ = 77 - 79.9%

C = 73 - 76.9%

C- = 70 - 72.9%

D+ = 67 - 69.9%

D = 63 - 66.9%

D- = 60 - 62.9%

**ASSIGNMENTS: For each and every one of the 28 chapters in the text you must complete a short homework assignment.** With 28 chapters and only 8 weeks to complete all assignments, this equates to an average of at least 3 assignments per week. The first 3 assignments must be completed no later than June 4, 5 p.m. Assignments may be emailed to me or you may turn in a hardcopy.

**EXAMS: There are two exams, a midterm (covers chapters 1-14 with a deadline of June 22) and a final (covers chapters 15-28 with a deadline July 20). Each exam consists of 70 multiple choice questions (5 per chapter).** The exams must be taken in the DSC testing center unless other arrangements are made in advance with the instructor. **NO NOTES are allowed on the exams. You are also NOT ALLOWED** to remove any information about the exams from the testing center. Either of these is cheating, and cheating is something you don't want to live with. Access to the exams is through the class website and requires you to use your personal logon. Access also requires a proctor (authorized person) to input a password. Each exam has a time limit of 90 minutes. Students should be well prepared before taking an exam and should make sure they will not be interrupted while taking the exam. **You must use the Respondus lock-down browser to access the exams.** You are **NOT allowed any notes or other aides during the exam.** It must simply be you and the exam. Copying and/or sharing information about the exam with other students is **cheating**. Please don't be a cheater – it's not worth it! Each exam is worth 300 points. To calculate the points earned for each exam, first calculate your percentage grade (e.g., 60 right answers on 70 questions = .857) and then multiply this number by 300 (e.g., .857 x 300 = 257 points).

**NOTE FOR STUDENTS NOT LOCATED IN ST. GEORGE, UT:** This course can be completed without residing in St. George. However, in order to take the exams you must setup an exam proctoring arrangement. Please email or call me and I will explain that process and assist you as much as I can. Basically, it will require that you find a college/university, library, or other entity that I approve of and that is willing to proctor the exams according to DSC rules and policies.

**CHEATING:** Cheating will not be tolerated. Cheating includes all forms of academic dishonesty, **including allowing another person to copy your work or telling another student about questions on an exam.** A student who is caught cheating will be disciplined according to school policy.

**DISABILITY:** If you are a student with a medical, psychological, or learning disability and need accommodations, contact the Disability Resource Center (435.652.7516) in the Student Services Center. The Disability Resource Center will determine eligibility of the student requesting special services and determine the appropriate accommodations related to the disability.