

Mgmt 4000 Purchasing & Supply Management Course Syllabus – Summer 2011

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Text: World Class Supply Management, Burt, Dobler, and Starling, 7th edition

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 exams and assignments. All exams and assignments should be completed and received by the instructor by the due dates listed on the class website. Late work may be penalized. You must assume the risks and consequences that come with procrastination of course work (i.e., failing and/or not completing the course).

Final grade computation will be as follows:

Hands-on Project (1 project x 150 points) = 150 points

Research paper (1 paper x 150 points) = 150 points

Exams (7 exams x 100 points each) = 700 points

TOTAL = 1,000 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%

EXAMS: There are 8 exams in this course. You may take all 8 if you wish, but I will use the grades from only the best 7. All exams must be taken in the DSC testing center unless other arrangements are made in advance with the instructor. Access to 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. A limited period of time is allowed to take each exam (i.e., exams are timed). The time

allowed for each exam is set by the instructor and depends on the length and difficulty of the exam. Students should be well prepared before taking an exam and should make sure they will not be interrupted while taking the exam. All exams are made up of multiple choice and/or true/false questions.

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!

PROJECTS: You are required to do one hands-on project that proves to me that you learned how to use at least one of the tools from the textbook that is unique to purchasing and supply management. Your project may be based on one of the more difficult end-of-chapter problems or cases, or come from a real-world situation, and **MUST BE UNIQUE TO THIS COURSE.** Using papers or projects from other people or other courses is cheating – don't do it. Your project must include some sort of analysis. Look in the book for problem examples. Tell me what you have in mind before you do your project so I can give you some feedback on whether or not it is likely to be a good project. You must schedule a time to come in and present your project to me, in my office. You will first explain to me the who, what, when, where, and why of your project (including details of your analysis) and then I will ask questions to test your knowledge of your project. Your grade for this project will be based on how well I am convinced that you understand the practical application of a purchasing/supply management tool/skill. The difficulty level of your project should be at least as great as some of the more difficult end-of-chapter problems. On the other hand, don't take on a project that is much more difficult than that. These presentations/interviews will last about 20-30 minutes. Please call my assistant, Stella Callagee, at 652.7652 to schedule a time for your presentation.

PAPERS: You are required to do one research project in which you write a 10-12 page paper focusing on a topic unique to purchasing and supply management. Papers must be 12 point font, 1 inch margins, with 10-12 pages of solid writing, not including any cover pages or bibliographies. Your paper **MUST BE UNIQUE TO THIS COURSE.** Using papers from other people or other courses is cheating – don't do it. Your paper must utilize multiple academic-quality resources. That means googled sources and Wikipedia don't count for much. Look in the book for examples of research topics. Tell me what you have in mind before you do your paper so I can give you some feedback on whether or not it is likely to be a good one. Turn in a hard-copy of your paper to my office no later than the deadline posted on the class website. Your grade for this paper will be based on how well you researched your topic, how well you write, and how relevant your topic is to purchasing and supply management. **Plagiarism is when include things in your paper that you did not compose yourself and that you do not put in quote marks and cite your source. Don't plagiarize – that's cheating!**

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.

Exam time limits and number of questions
EXAM I (Chapters 1-4) 40 minute time limit / 40 questions
EXAM II (Chapters 5-9) 60 minute time limit / 61 questions
EXAM III (Chapters 10-13) 50 minute time limit / 47 questions
EXAM IV (Chapters 14-16) 50 minute time limit / 50 questions
EXAM V (Chapters 17-20) 45 minute time limit / 44 questions
EXAM VI (Chapters 21-24) 45 minute time limit / 45 questions
EXAM VII (Chapters 25-26) 50 minute time limit / 50 questions
EXAM VIII (Chapters 27-28) 30 minute time limit / 32 questions
Note: additional time is given only if I receive a request from the