

# Fall 2017

## EMGT 5730: Fundamentals of Enterprise Resource Planning Software

### UPDATE

Due to Hurricane Harvey, the first face-to-face class was cancelled and all learning materials (including voice-record powerpoint files) are available to enrolled students on the blackboard.

#### 1. Course Information

Title: Fundamentals of Enterprise Resource Planning Software  
Course Number & Section: 5730-01

#### 2. Course Description

This course provides the overall knowledge and concepts on enterprise resource planning (ERP) system. The focus of this course is on illustrating procurement, Material Requirement Planning, production, and sales business processes using ERP software. We will use SAP's ERP Business Suite as an example ERP system.

Prerequisite: Foundation courses (3 CR)

#### 3. Course Learning Outcomes

Upon completion of this course, students will be able to:

- Understand the role of integrated processes within business enterprises.
- Present the fundamental concepts and technology used to build and support ERP systems.
- Use current ERP system technologies.
- Prepare for future courses and future careers using integrated processes and automated information systems.

#### 4. Required Materials:

Magal & Word: **Integrated Business Processes with ERP Systems**  
(hardcopy or online version – published by WileyPlus)

#### 5. Instructor Information

Professor: Xiaojun (Gene) Shan, Ph.D.  
Office: Room 6 at Delta Annex Building  
2700 Bay Area Blvd, Houston, TX 77058  
Office Phone: 281-283-3814; email: [shan@uhcl.edu](mailto:shan@uhcl.edu)  
Office hours:

- 2:00 – 4:00 PM on Tuesday and Wednesday;

- Others by appointment.

Office hours are always by appointment. The email is the preferred method of communication for this class – I am trying to be very responsive. If you leave a voice message, you should be sure to leave your name, the class name and section number, a return phone number and appropriate times for return phone calls.

## 6. Student Responsibilities

### Time Commitment:

This is a 3-credit course conducted over 15 weeks. In order to meet accreditation standards, on average, students should expect to spend between 12 to 15 hours per week on course activities and assignments. Spending less time would be insufficient for success in this course.

### Academic Honesty:

The University of Houston-Clear Lake has a “0” tolerance policy for academic dishonesty and if the student is in violation an “F” the course will be apply. Please refer to the [11.4 ACADEMIC HONESTY POLICY](#) in the Faculty Handbook.

### Dropping Course:

Students may drop a course through the registration process and may receive a refund during the first week of classes. After the first week students need to notify the instructor and then withdraw from the course as faculty will not drop or withdraw it for students. Please refer to the academic calendar for the exact dates and also review the [withdrawal policy](#)

### Counseling Services:

Counseling assistance will be available on Tuesday and Thursdays by appointment

### Technical Assistance:

Help Desk Hours -

Monday through Thursday 8 A.M. to 10:30 P.M.

Friday 8 A.M. to 5 P.M.

Saturday 8 A.M. to 5 P.M.

Sunday Closed

Email: [supportcenter@uhcl.edu](mailto:supportcenter@uhcl.edu)

Phone: (281) 283-2828

### From Student and Educational Services-Students with Disabilities:

If you wish to receive special accommodations as a student with a documented disability, please make an appointment with the Disability Services at ext 2626 or Students service building Room 1301

### Attendance and Feedback

I expect you to login into the Blackboard at least three times per week. I am going to provide my feedback to you within 48 hours. If you miss more than three classes, you

are not going to pass it. This is particularly important since the professional presentation is a core part of the class.

Course Progress:

Considering the diverse course format and intensity, it is strongly recommended that you are to complete all readings required prior to the class.

Late Assignment and Make-up Exam Policy:

No late assignment will be accepted, and there is no make-up exam allowed.

Incomplete Policy:

Incomplete grades may be given at the discretion of the instructor to students who fail to complete necessary work for final evaluation. When assigning the Incomplete grade (“I”), instructors should provide students with an outline of the work to be accomplished before the “I” can be converted to a final mark and should specify a deadline date; the outline constitutes an agreement between the instructor and the student. Students are encouraged to read the “Incomplete policy” at [11.3 Grading Procedures in the Faculty Handbook](#).

7. **Grading Policy**

Your grade will be determined by the following four components:

**Methods of Evaluation:** (approximate)

Weekly Assignments	50% of grade
Combined Quiz Grade	35% of grade
Final Exam (or Term Paper)	15% of grade

Letter grade determination will be based on the following:

A	93-100%	A-	88-92.99%	B+	86-87.99%	B	83-85.99%
B-	80-82.99%	C+	77-79.99%	C	73-76.99%	C-	70-72.99%

8. **Textbooks**

- Integrated Business Processes with ERP systems by Magal & Word
- SAP 2017 winter workshop materials, provided by instructor.

This is a temporary class schedule and it may change at instructor's discretion

<b>Week</b>	<b>Chapter</b>	<b>Quiz</b>	<b>Assignment</b>
<b>1</b> <b>(8/29)</b>	<ul style="list-style-type: none"> <li>CH 1. Introduction to Business Process</li> <li>CH 2. Introduction to Enterprise Systems</li> </ul>		
<b>2</b> <b>(9/5)</b>	<ul style="list-style-type: none"> <li>CH 3 Introduction to Accounting</li> </ul>	Quiz #1 for CH 2	Lab Assignment #1 for CH 3
<b>3</b> <b>(9/12)</b>	<ul style="list-style-type: none"> <li>CH 4: Procurement Process</li> </ul>		Lab Assignment #2 for CH 4
<b>4</b> <b>(9/19)</b>	<ul style="list-style-type: none"> <li>CH 5 Fulfillment Process</li> </ul>	Quiz #2 for Procurement Process	Lab Assignment #3 CH 5
<b>5</b> <b>(9/26)</b>	<ul style="list-style-type: none"> <li>CH6. Production Process</li> </ul>	Quiz #3 for Fulfillment Process	
<b>6</b> <b>(10/3)</b>	<ul style="list-style-type: none"> <li>CH6. Production Process</li> </ul>	Quiz #4 for Production Process	Lab Assignment #4 for CH 6
<b>7</b> <b>(10/10)</b>	<ul style="list-style-type: none"> <li>CH7. Inventory and Warehouse Management Process</li> </ul>	Quiz #5 for Production Process	Lab Assignment #5 for CH 7
<b>8</b> <b>(10/17)</b>	<ul style="list-style-type: none"> <li>CH7. Inventory and Warehouse Management Process</li> </ul>	Quiz #6 for Inventory & WH Process	Lab Assignment #6 for CH 7
<b>9</b> <b>(10/24)</b>	<ul style="list-style-type: none"> <li>CH8. Material Requirements Planning</li> </ul>	Quiz #7 for MRP	Lab Assignment #7 for MRP
<b>10</b> <b>(10/31)</b>	<ul style="list-style-type: none"> <li>CH8. Material Requirements Planning</li> </ul>	Quiz #8 for MRP	Lab Assignment #8 for MRP
<b>11</b> <b>(11/7)</b>	<ul style="list-style-type: none"> <li>CH9 Process Integration (PI)</li> </ul>	Quiz #9 for PI	Lab Assignment #9 for PI
<b>12</b> <b>(11/14)</b>	<ul style="list-style-type: none"> <li>CH9 Process Integration (PI)</li> </ul>	Quiz #10 for PI	Lab Assignment #10 for PI
<b>13</b> <b>(11/21)</b>	<ul style="list-style-type: none"> <li>CH9 Process Integration (PI)</li> </ul>		Lab Assignment #11 for SD
<b>14</b> <b>(11/28)</b>	<ul style="list-style-type: none"> <li>CH9 Process Integration (PI)</li> </ul>		Lab Assignment #12 for MM
<b>15</b> <b>(12/5)</b>	<ul style="list-style-type: none"> <li>Final Exam</li> </ul>		