

Missouri University of Science and Technology
Department of Business and Information Technology

Department Mission

Capitalizing on the strong technological emphasis of Missouri S&T, the Department of Business and Information Technology educates individuals for careers in modern business organizations. The Department emphasizes management through technology with particular focus on information systems and their application in a fast-changing, global, and competitive environment. Through innovative instruction and research, the Department serves the economic interests of industry and the evolving needs of society.

Course: ERP 2110 Introduction to ERP **Semester:** Fall 2016
Days and Times: MWF 11:00 - 11:50AM **Room:** Civil Engineering 313

Instructor's Name: Yu-Hsien Chiu **Office Location:** 112 Fulton Hall
Office Phone: 573-341-6907 **Email:** chiuyu@mst.edu
Web Locations: <http://blackboard.mst.edu>
Office Hours: T 11:00AM–12:00PM, T 1:30-2:30PM, Th 10:30–11:30AM, Th 1:00-2:00PM, or by appointment

COURSE INFORMATION

Catalogue Description:

The course provides an overview of Enterprise Resource Planning software systems and their role within an organization. It introduces key concepts integrated information systems and explains why such systems are valuable to businesses. In addition to lecture, students will be guided through several hands-on activities of various business processes in SAP R/3 software product. The course will also provide a discussion on various business cases in which ERP concepts can be applied.

Course Prerequisite

IST 1750

Required Material

1. Custom Text for ERP 2110 Intro to Enterprise Resource Planning by *Pearson*. ISBN 978-1-269-82753-9. Available at MS&T bookstore.
2. SAP Lab Manual by *S&T Publishing*. Available at MS&T bookstore.

Instructional Methods

Class instructions will include lectures, laboratories, and team activities. Laboratories are intended to give practical, hands on experience in the computer system taught in the class. All assigned material may not be covered in the lectures. You are responsible for the information in the assigned readings, regardless of whether it is covered in lecture, and vice versa.

**Missouri University of Science and Technology
Department of Business and Information Technology**

Course Learning Objectives

By completing this course, students are expected to be able to:

Course Objectives	Program Learning Objectives				
	Oral Communicati	Written Communicati	Information Technology	Teamwork	Critical Thinking
Know basic business functional areas and explain how they are related.	X	X	X	X	
Illustrate how fragmented information systems fail to support business decision and how integrated information systems can help a company prosper by providing business managers with accurate, consistent, and current data.	X	X	X	X	
Understand how Enterprise Resource Planning software is used to optimize business processes.	X	X	X	X	X
Acquire experience in using ERP software that can be applied in further coursework			X		

**Missouri University of Science and Technology
Department of Business and Information Technology**

GRADING POLICY AND GRADING

Grading Scale

A final letter grade is to be awarded to each enrolled student in accordance with the standard grading scale system:

A: ≥ 716 B: 636 – 715 C: 556 - 635 D: 476 – 555 F: < 476

Grading Plan

Exams	(80+100*2)	35.0%	280 points
Assignments		32.5%	260 points
Business Game		18.75%	150 points
Quizzes (15 points * 4 quizzes)		7.5%	60 points
Attendance		6.25%	<u>50 points</u>
			<u>800 points</u>

Grade Determination

Exams

During the course of the semester, there will be three exams. The first exam accounts for 80 points. Exam 2 and 3 account for 100 points each. The first two exams will take place in the regular lecture time. The third exam will be scheduled during the final exam period. There will be no make-up exams during the semester.

If you are going to miss an exam for a legitimate reason (e.g. official University business), you must notify the instructor 5 school days before the test date. A make-up test may be given only if the case of legitimate reasons and with proper documentation. If you are going to miss an exam due to illness, you must notify the instructor before the test date. Proper documentation is required.

Assignment

During the course of the semester you will be expected to work on one business process assignment and six SAP lab assignments. Assignments are expected to be completed with individual efforts. You may only discuss the process of SAP transactions with others. However, you need to write up assignment all by yourself with your own screenshots or observation and interpretation. Timely completion of these exercises is very important to be successful in this course. Help session could be arranged the day before the lab assignment is due. Assignment must be submitted at the beginning of the class period on the assigned date due. Grades on late work will be reduced by 25%, if turn in late at the same due date. No assignment will be accepted if submitted four days after the due date, including the weekends. Exception will only be given to student with a legitimate reason and he/she notifies the instructor 5 days before the due date.

Business Game

During the semester, you will be put in situations in which you have to operate your business using an ERP system. Each team operates a fictitious company. ERP system will be used to record operation results and to make business decisions. The game is to

Missouri University of Science and Technology
Department of Business and Information Technology

demonstrate the master of the information systems that you learn in this semester. Each team will consist of four students. Details will be provided in the class.

A group member who is not contributing to the game may be dropped by the team. Every group member's effort in the project will be evaluated by the other group members. Peer evaluation will determine a portion of the project score for each team member. If you are going to miss a team event for a legitimate reason, you must notify the team and the instructor 2 school days before the event date.

Quizzes

Quizzes, consisting of true/false, multiple-choice questions, and/or system operation, will be given several times during the semester. Quizzes may be announced or unannounced. Each is worth 15 points. The lowest quiz will be dropped – this could even be a quiz you miss. There will be no make-up quizzes.

Attendance

You are advised to attend class regularly. Pop-up class activities will be given by the instructor from time to time. There will be no make-up activities. Absence will be excused if arrangement is made prior to the absence.

COURSE POLICIES

Use of Learning Management System

The Learning Management System for this course is Blackboard. Course materials, homework, schedule, and grades can be found on Blackboard. You will be either alerted by e-mail (done through Blackboard) and announcement when there are changes, additions, or assignments on Blackboard.

Late Work

All assignments are due at the beginning of the class on its due date. Grades on late work will be reduced by 25%, if turn in late at the same due date. No assignment will be accepted if submitted five days after the due date, including the weekends. Exception will only be given to student with a legitimate reason and he/she notifies the instructor 5 school days before the due date.

Classroom Attendance/Participations

Disruptive behavior will not be tolerated in this class. Turn off all audible alerts before class. Computing devices such as desktop and laptop should not be used for surfing websites or checking emails in the class unless instructed.

Grade

The grade of each individual grading item, including exam, assignment, etc. should be reviewed by the student promptly. If you are not satisfied with your grade on any given exam/quiz/assignment, you must bring your concerns to the attention of your instructor within one week after I return your exam/quiz/assignment. Do not expect me to review your old exam grades during the last week of the semester (or right before drop date!). Student also has the responsibility to check the accuracy the grade posted on blackboard. Your grade will reflect how you have mastered the material, including the ability to use your knowledge to solve complex problems. I will make the score and score distributions

Missouri University of Science and Technology
Department of Business and Information Technology

for each grading item available to help you evaluate your performance and your relative position in the class, but please don't expect me to be able to tell you what final letter grade you will get prior to the end of the course.

Student Honor Code and Academic Integrity:

Violations of the University's academic code include, but are not limited to, possession of or use of unauthorized materials during quizzes or tests; providing unauthorized information to another student; or copying the work of another person. Violations may result in academic penalties in addition to receiving an "F" on the assignment in question.

The Honor Code developed and endorsed by Missouri S&T Student Council can be found at this link: <http://stuco.mst.edu/about/honor-code/>.

Page 30 of the Student Academic Regulations handbook describes the student standard of conduct relative to the University of Missouri System's Collected Rules and Regulations section 200.010, and offers descriptions of academic dishonesty including cheating, plagiarism or sabotage (<http://registrar.mst.edu/academicregs/index.html>). Additional guidance for faculty, including the University's Academic Dishonesty Procedures, is available on-line at <http://ugs.mst.edu>. Other informational resources for students regarding ethics, integrity and the student honor code can be found online at <http://ugs.mst.edu/academicintegrity/studentresources-ai> and <http://stuco.mst.edu/about/honor-code>.

US Federal Law Title IX:

Missouri University of Science and Technology is committed to the safety and well-being of all members of its community. US Federal Law Title IX states that no member of the university community shall, on the basis of sex, be excluded from participation in, or be denied benefits of, or be subjected to discrimination under any education program or activity. Furthermore, in accordance with Title IX guidelines from the US Office of Civil Rights, Missouri S&T requires that all faculty and staff members report, to the Missouri S&T Title IX Coordinator, any notice of sexual harassment, abuse, and/or violence (including personal relational abuse, relational/domestic violence, and stalking) disclosed through communication including but not limited to direct conversation, email, social media, classroom papers and homework exercises.

Missouri S&T's Title IX Coordinator is Vice Chancellor Shenethia Manuel. Contact her directly (manuels@mst.edu; (573) 341-4920; 113 Centennial Hall) to report Title IX violations. To learn more about Title IX resources and reporting options (confidential and non-confidential) available to Missouri S&T students, staff, and faculty, please visit <http://titleix.mst.edu>.

Disability Support Services: (<http://dss.mst.edu/>)

If you have a documented disability and anticipate needing accommodations in this course, you are strongly encouraged to meet with me early in the semester. You will need to request that the Disability Services staff send a letter to me verifying your disability and specifying the accommodation you will need before I can arrange your accommodation. If you have a disability that might require academic accommodations, please visit Disability Support Services in 204 Norwood Hall (341-4211; dss@mst.edu) very early in the semester.

Missouri University of Science and Technology
Department of Business and Information Technology

Classroom Egress Map: (<http://registrar.mst.edu/links/egress.html>)

Please familiarize yourself with the classroom egress maps posted on-line at:
<http://designconstruction.mst.edu/floorplan/> so you will know where emergency exits are located.

Missouri University of Science and Technology
Department of Business and Information Technology

COURSE OUTLINE

The following is our tentative schedule for the semester. The Instructor reserves the right to modify course schedule and/or procedures in the event of circumstances beyond her control.

Wk	Date	Lecture Topic	Key dates
1	Mon., 8/22/16	Introduction – Course objectives and requirements	
	Wed., 8/24/16	Chapter 1 Business Process, Information Systems, and Information	
	Fri., 8/26/16	Chapter 1 Business Process, Information Systems, and Information	
2	Mon., 8/29/16	Chapter 2 Using IS to Improve Processes	Assign Assignment 1
	Wed., 8/31/16	Chapter 3 Supporting Processes with ERP Systems	
	Fri., 9/2/16	Chapter 3 Supporting Processes with ERP Systems	
3	Mon., 9/5/16	<i>Labor Day. No class.</i>	
	Wed., 9/7/16	Lab 1 SAP R/3 Navigation	Assignment 1 due
	Fri., 9/9/16	Lab 1 SAP R/3 Navigation	Assign Assignment 2
4	Mon., 9/12/16	Chapter 4 Supporting the Procurement Process with SAP	
	Wed., 9/14/16	Chapter 4 Supporting the Procurement Process with SAP	Assignment 2 due
	Fri., 9/16/16	Lab 2 Procurement Logistics Process	
5	Mon., 9/19/16	Lab 2 Procurement Logistics Process Review for Exam 1	
	Wed., 9/21/16	Exam 1: Chapters 1, 2, 3 & Lab 1	
	Fri., 9/23/16	Lab 2 Procurement Logistics Process	
6	Mon., 9/26/16	Lab 2 Procurement Logistics Process	Assign Assignment 3
	Wed., 9/28/16	Chapter 4 Supporting the Procurement Process with SAP	
	Fri., 9/30/16	Lab 3 Production Logistics Process	Assignment 3 due
7	Mon., 10/3/16	Lab 3 Production Logistics Process	
	Wed., 10/5/16	Lab 3 Production Logistics Process	Assign Assignment 4
	Fri., 10/7/16	Chapter 5 Supporting the Sales Process with SAP	
8	Mon., 10/10/16	Lab 4 Sales Logistics Process	
	Wed., 10/12/16	Lab 4 Sales Logistics Process	Assignment 4 due
	Fri., 10/14/16	Lab 4 Sales Logistics Process Review for Exam 2	
9	Mon., 10/17/16	Exam 2: Labs 2 & 3 Hands-on	
	Wed., 10/19/16	Exam 2: Chapter 4, Lab 2 & 3	
	Fri., 10/21/16	Lab 4 Sales Logistics Process	Assign Assignment 5
10	Mon., 10/24/16	Chapter 5 Supporting the Sales Process with SAP	
	Wed., 10/26/16	Financial Management Process	Assignment 5 due
	Fri., 10/28/16	Lab 5 Financial Management Process	
11	Mon., 10/31/16	Lab 5 Financial Management Process	Assign Assignment 6
	Wed., 11/2/16	Lab 6 Human Capital Management	
	Fri., 11/4/16	Lab 6 Human Capital Management	Assignment 6 due Assign Assignment 7
12	Mon., 11/7/16	Business Game Preparation	
	Wed., 11/9/16	Business Game Preparation	Assignment 7 due

Missouri University of Science and Technology
Department of Business and Information Technology

	Fri., 11/11/16	Business Game 1 - Procurement	
13	Mon., 11/14/16	Business Game 1 - Procurement	
	Wed., 11/16/16	Business Game 2 - Sales	
	Fri., 11/18/16	Business Game 2 - Sales	
	Mon., 11/21/16	<i>Thanksgiving vacation. No class.</i>	
Wed., 11/23/16			
Fri., 11/25/16			
15	Mon., 11/28/16	Business Game 3 - End-to-End	
	Wed., 11/30/16	Business Game 3 - End-to-End	
	Fri., 12/2/16	Business Game 4 - Finance	
16	Mon., 12/5/16	Business Game 4 - Finance	
	Wed., 12/7/16	Wrap up & award ceremony Review for Exam 3	
	Fri., 12/9/16	<i>Study Day. No class.</i>	
17	12:30-2:30pm, Tue., 12/13/16	Exam 3: Chapter 5, Lab 4, 5, & 6	