ERP6120 ERP Configuration and Integration  
Spring 2015

Department of Business & Information Technology Mission

“Capitalizing on the strong technological emphasis of Missouri University of Science & Technology (S&T), the Department of Business and Information Technology prepares professionals 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. The Department provides distance education opportunities utilizing advanced learning technologies”

INSTRUCTOR AND COURSE INFORMATION

| Instructor: | Bih-Ru Lea, Ph.D. |
| Office: | Fulton 102A |
| Phone: | 573-341-6436 |
| E-Mail: | leabi@mst.edu |
| Course Credit: | 3 semester hours of credit |
| Prerequisite: | ERP 5110 (ERP 346 previously) |
| Class Web: | http://blackboard.mst.edu |
| Class: | W 4:00 pm – 6:30 pm |
| Class room: | Fulton 107A |
| Office Hours: | Monday & Wednesday: 10 am – 11 noon, Tu: 11 am - 12 am, and by appointment (suggest a time via email) |

COURSE CATALOG DESCRIPTION:
Implementation and design practices for business processes in Enterprise Resource Planning (ERP) systems. Course will examine and apply techniques used in SAP ECC for system configuration and integration with a focus on financial accounting and logistics.

PLANNED LEARNING OBJECTIVES

<table>
<thead>
<tr>
<th>Course Objectives</th>
<th>Program Learning Objectives</th>
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<tbody>
<tr>
<td></td>
<td>Communication Skills</td>
</tr>
<tr>
<td></td>
<td>X</td>
</tr>
<tr>
<td>• Understand and communicate the need and examine the capabilities of an enterprise resource planning system</td>
<td>X</td>
</tr>
<tr>
<td>• Understand the importance of an integrated business and identify how the activities of each process contribute value to the organization</td>
<td>X</td>
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<tr>
<td>• Understand and communicate the impact of events, activities, and transactions across the functions of an organization</td>
<td>X</td>
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<tr>
<td>• Demonstrate and communicate the impact of integrated real-time information on the decision making process across various functional areas of an organization</td>
<td>X</td>
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<tr>
<td>• Gain hands-on experience on an enterprise resource planning environment</td>
<td>X</td>
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</tbody>
</table>
TEXTBOOK(S) AND MATERIALS FOR COURSE

Students **MUST** bring the required Course Notes and Lab Manual when attending class. Both course materials can only be purchased from the university bookstore, [http://www.mstbookstore.com/](http://www.mstbookstore.com/) or 573-341-4705

- **ERP6120 Course Notes and Readings (Course Pack 1 of 2)**
- **ERP6120 Lab Assignments and Project Assignments (Course Pack 2 of 2)**
- **ERP Simulation License Fee**

**GRADING POLICIES AND PROCEDURES:**

<table>
<thead>
<tr>
<th>Test 1</th>
<th>120 pts</th>
<th>Class Project</th>
<th>200 pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test 2</td>
<td>120 pts</td>
<td>Assignments, quizzes, and Labs</td>
<td>410 pts</td>
</tr>
<tr>
<td>Comprehensive Final Exam</td>
<td>120 pts</td>
<td>Discussion board participation</td>
<td>30 pts</td>
</tr>
</tbody>
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**Grading Scale:**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score Range</th>
</tr>
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<tbody>
<tr>
<td>A</td>
<td>≥ 890</td>
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<tr>
<td>B</td>
<td>790 – 889</td>
</tr>
<tr>
<td>C</td>
<td>690 - 789</td>
</tr>
<tr>
<td>D</td>
<td>590 – 689</td>
</tr>
<tr>
<td>F</td>
<td>&lt; 590</td>
</tr>
</tbody>
</table>

**General Grading Policies:**

- **ALL ASSIGNMENTS AND TESTS ARE INDIVIDUAL WORKS UNLESS OTHERWISE SPECIFIED.**
- All assignments should be handed in at the beginning of class on the date announced. **NO LATE ASSIGNMENTS WILL BE ACCEPTED.**
- Please make every effort to make it to class on time. It is disruptive to the class to have members arriving late.
- Attendance is encouraged. If you are unable to attend a class, you need to **turn in assignments in advance** (ask a friend to turn it in for you, use digital drop box provided by blackboard, etc.). You are also responsible for finding out what was covered in class and what announcements were made as well as obtaining handouts.
- The instructor will assign NO incompletes in lieu of a regular grade.

**Tests and Quizzes**

- There are two tests and a comprehensive final exam. Each test will consist of a written test and a computer operation test. **All exam materials may become property of the instructor after completion.**
- It is possible to have announced and pop quizzes throughout the semester. Student will be given the date of announced quizzes one week in advance.
- Exam and quizzes dates are a part of the class schedule. Failure to appear for a test/quiz will result in the assignment of a zero for that test/quiz. If you are going to miss a test/scheduled quiz with a legitimate reason (e.g., scheduled surgery, official University business, job interview), contact the instructor **PRIOR** to the administration of that test/quiz. A make-up test may be allowed only if convincing reasons and proper documentations (such as a doctor's note in case of a surgery/illness) are given for the absence. The make-up test will be a comprehensive exam covering the material from throughout the course.
- All in-class quizzes and exams are closed books and closed notes unless otherwise specified.

**Project**

- An integrated configuration and simulation team project will be assigned during the semester and account for 200 points of the final grade.
- All students, both on-campus and distance students, are required to make proper arrangement to participate in a final live simulation competition from 10:30 am to 2 pm in the lobby of Heavener Center scheduled during the 14th or 15th week. Students can participate in person or via online web conference (e.g., WebEx). The public simulation date will be determined by the class during the 2nd week. Failed to participate in the final simulation could lead to a fail grade on the project.
Assignments & Labs

- Throughout the semester, each student will be configuring a fictitious company through a series of lab exercises on a SAP ECC system.
- Your company’s configuration labs will be evaluated at the end of each test phase. There are four test phases, related assignments, and quizzes that account for 410 points of the final grade.

Discussion Board Participation

The sheer size of the SAP software limits the instructor from covering every aspect and screen that we will be using this semester. To help students to better understand course materials, to develop debugging skills, and to learn from each other, the instructor have enabled a discussion board on blackboard. **All technical support for SAP Labs and project will be provided through the Discussion Board on Blackboard.** SAP system related questions will NOT be answered through e-mail by the instructor or graduate assistant.

- If you do not understand a concept or encounter a problem/error that you do not know how to resolve yourself, you will need to post your questions on the discussion board. You are also expected to answer questions asked by your peers. Occasionally, the instructor will also post questions and answers.
- Before post a question on the Discussion Board, it is the student’s responsibility to check and ensure no same question has been posted before.
- By the end of the semester, every student is expected to have asked and answered 10-15 questions. These discussions will account for 30 points of your grade. Straight forward questions (for example – how do I get to this transaction, where can I find this button etc) will not count. Do not post questions just for the case of posting.

Attendance and Participation

- Overall, student participation and discussion is essential to ensure that the course topics are understood and are made relevant to actual business situations encountered in the workplace. As such, attendance and participation are an essential factor in the learning process and a tool for assessing student learning. Therefore, you are encouraged and expected to attend all classes. You are responsible for making your contributions heard and your presence felt in class. You are encouraged to keep your remarks relevant, timely, and constructive.
- Each 10% **unexcused absences will result in loss of a letter grade**. For example, if your grade is a B and you have missed 10% of classes without legitimate excuses, you will end up with a C.
- The instructor reserves the right to drop a student if a student has missed more than 20% of class meeting times.

GENERAL COURSE POLICIES:


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.

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. Additional guidance for faculty, including the University’s Academic Dishonesty Procedures, is available on-line at [http://ugs.mst.edu](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/](http://ugs.mst.edu/academicintegrity/studentresources-ai/)
- [http://stuco.mst.edu/about/honor.shtml](http://stuco.mst.edu/about/honor.shtml)
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General guidelines for course assignments are provided below (adopted from Assignment Policies developed by Dr. Berry Flachsbart):

There are two kinds of homework assignments for this course: Individual homework and Group Homework. Each assignment is generally due one week after being assigned (assignment dates are in the tentative schedule -- the assignments and due dates are posted and updated in “HW Due Dates” on Blackboard).

Individual Homework is to be done individually -- you may not receive help from any individual other than the Instructor, class peer assistants, and the Blackboard Discussion Forum and you may not use or look at any material generated by someone else, either in the past or present (e.g. "files"). You may not use online sources that provide answers to specific questions. You may use online sources that provide general tutorial information, but must cite them if you use them. Of course, you may not give your homework to anyone else or assist others, either. Note especially that this means you may NOT work as a team or group on any Individual Homework or discuss the Individual Homework while you are working on Group Project Homework! Students will be asked to sign a statement verifying individual work. Homework without the signed statement will receive no credit.

Team assignment IS to be done by the assigned team members. -- but not to be shared or worked on outside of the designated team. The team is to follow the same prohibitions as listed in the section on individual homework. It is recommended that you do the Team Assignment first and discuss within your team the concepts learned while doing it. You will then individually be better prepared to tackle the Individual Homework. Submit one copy of the team assignment solution, with the names of all members of the team on it.

Homework is to be turned in at the start of the class period on the date due and NO LATE assignments will be accepted.

Academic Alert System: http://academicalert.mst.edu

Missouri S&T is committed to the success of its students by providing an environment conducive to teaching and learning. To ensure that every student takes full advantage of the educational opportunities and support programs on campus, the University has implemented an Academic Alert System, a web-based application. The purpose of the System is to improve the overall academic success of students by:

- Improving communication between students, instructors, and advisors;
- Reducing the time required for students to be informed of their academic status;
- Informing students of actions they need to perform in order to meet the academic requirements in the courses they are taking.

To assist you, the instructor will initiate an academic alert for students who are not meeting academic course requirements through poor performance on assignments or poor attendance. When an alert is initiated, an email is immediately sent to the instructor, student, and advisor. You are encouraged to respond quickly to all academic alerts. If you fail to open the alert within one week, email notification is sent to your advisor.

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.
Lateness

Normally, the instructor will be in class on time. However, if the instructor is late by more than fifteen minutes, students should check with the Department of Business Administration located in Fulton 101 whether the class will be canceled. Students are expected to be in class on time.

Classroom Egress Maps: [http://registrar.mst.edu/links/egress.html](http://registrar.mst.edu/links/egress.html)

Please familiarize yourself with the classroom egress maps posted online so that you will know where emergency exits are located.

KEY DATES:
- The last day to add this course is Monday, February 2, 2015
- The last day to withdraw from this course without a “WD” showing on transcript is Monday, March 2, 2015
- The last day for dropping this course is Friday, April 17, 2015

Reading list


# ERP6120 ERP Configuration and Integration
## Spring 2015

### TOPICS AND SCHEDULE

This is a tentative lecture schedule. The instructor will make a reasonable effort to adhere to this schedule. However, some changes will be necessary due to extenuating circumstances that exact coverage and sequencing of course content, grading criteria and weights may change. Students will be notified as far in advance of such changes.

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Readings</th>
</tr>
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| 1    | Introduction to ERP 6120  
Review of ERP System  
*Lab:* Order to Cash Cycle Review Exercises (Lab: pp. 9-20) | R1: Ch.2  
Notes: pp. 1 - 49 |
| 2    | Accounting Information System  
Financial Accounting Overview  
*Lab:* FI Organization Structure (Lab: pp. 29-36) | Notes: pp. 50 – 60 |
| 3    | Financial Accounting and Operations  
*Lab:* MM Organization Structure, FI Master Data (Lab: pp. 37-54) | Notes: pp. 61-86 |
| 4    | Quiz 1 Simulation case Facts (Lab: pp. 189-216)  
Material and Customer Management  
*Lab:* MM Master Data, MM Rules (Lab: pp. 55-71)  
Team Project assignment 1 (Lab: p. 291) | Notes: pp. 87-101 |
| 5    | Business Transactions and Financial Statements  
*Lab:* FI Rules, FI Transactions (Test Phase 1, Lab: pp. 73-84) | Notes: pp. 102 - 109 |
| 6    | **Test 1 (Concept test & Computer Operation)**  
*Lab:* Project Individual FI setup (Lab: p. 294, Notes: 413-416) | |
| 7    | Procurement Cycle Management  
Inventory Management  
*Lab:* MM Rules, MM Transactions (Test Phase 2) (Lab: pp. 85 - 112)  
Project individual assignment 3 (Lab: p. 295, Notes: 417-423) | Notes: pp. 110-128  
Notes: R2: 129-176 |
| 8    | Sales and Distribution (SD)  
*Lab:* SD Organization Structure, SD Master Data (Lab: pp. 113-130)  
Project Team Q1 transactions (lab: pp. 296-300; Notes: pp. 413-424) | Notes: pp. 177-193 |
| 9    | Q1 Live Simulation & ERP Reporting (Notes: p. 424-427)  
*R3 & R4:* SD Rules, The Sales and Revenue Cycle  
| 10   | **Spring Break (3/22 to 3/29)** | |
| 11   | **Test 2 (Concept test & Computer Operation)** | |
| 12   | Q2 Simulation  
Management Accounting: Cost Center Accounting | Notes: pp. 411- 429 |
| 13   | R5: Cost allocation and Assessment, Internal Orders  
*Lab:* Q3 Simulation | Notes: pp. 307 - 332 |
| 14   | Master Production Scheduling (MPS), Capacity Planning, and Material Requirement Planning (MRP)  
*Lab:* Controlling (CO) Organization Structure, CO Master Data, CO Rules, CO Transactions (Test Phase 4) (Lab: pp. 156-178) | Notes: pp. 333-310 |
| 15   | **R6: Production Cycle and Transactions**  
**Mandatory: Public Live Simulation Q4 & Q5** (lab: pp. 302-304)  
pp. 337-368 (optional) |
| 16   | Project presentation (Lab: pp. 305-306)  
Course Review | |
| 17   | **Final Exam: 7 pm – 9 pm, Wednesday, May 13, 2014**  
**Project Report due at 12 noon on Friday, May 15, 2014** | |

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Project Report due at 12 noon on Friday, May 15, 2014