



COURSE SYLLABUS

Course: **WCOB 4213 ERP Fundamentals**

Prerequisite: WCOB 2023 and WCOB 2043 or CSCE 2014 each with a grade of "C" or better

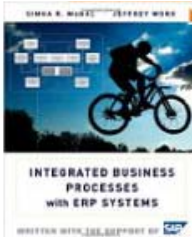
Welcome to ERP Fundamentals! I look forward to a wonderful summer session working with you. E-mail will be used as the primary means of communication throughout the session. I strongly encourage you to use e-mail or office hours to talk about the class or to receive any assistance with any assignments that you might need. My office hours are listed above and will also be posted outside my office door. Please contact me if you need to make an appointment other than regularly scheduled office hours.

Course Description:

The focus of this class will be the following:

- Introduction to Enterprise Resource Planning
- Understanding of modern information systems and their role in common business processes
- Examine SAP R/3 implementation and its integration in to existing business processes
- Discussion of impact of SAP on organizations and change management

Text:



Magal, Simha R. & Word, Jeffrey, Integrated Business Processes with ERP Systems.
ISBN: 978-0-470-47844-8(**Required**)

Various Readings – available on Blackboard

License:

The ERP Sim Game will require a registration code purchase that will be discussed in class.

Prerequisite:

WCOB 2023 and WCOB 2043 each with a grade of “C” or better.

Course Objectives:

In this course, students will learn about common business processes and gain proficiency in the use of SAP R/3 transactions. Students will take a high level look at ERP markets and selection, Supply Chain Management, and Change Management. SAP implementations will be studied through cases, articles, and guest speakers from industry and consulting.

Course Goals:

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

- Describe the advantages, strategic value, and organizational impact of utilizing an ERP system for the management of information across the functional areas of a business: sales and marketing, accounting and finance, human resource management, and supply chain management.
- Demonstrate a working knowledge of how data and transactions are integrated in an ERP system to support the cash-to-cash cycle, including the planning, procurement, production, and sales processes. Examine processes separately, and then collectively using a simulated business environment in which business decisions are made and executed in the ERP.
- Demonstrate the ability to collect and analyze data from ERP systems to make both tactical and strategic business decisions by examining data generated in a simulated business environment.
- Create and interpret visual models of processes, to understand existing business processes and to describe ERP-delivered processes in order to demonstrate the value of an ERP implementation.
- Evaluate organizational opportunities and challenges in the design and implementation of an ERP system within a business scenario.

Class Procedures:

Lecture, discussion, case studies, in-class activities, presentations, outside assignments, and a semester project are the formats that will be used in class. Video and computer demonstrations may be used when appropriate. Guest speakers may also be utilized in this course.

We will be using the Blackboard software for document posting. The website address is <http://learn.uark.edu>. It will be each student's responsibility to check the class blackboard page for news and/or announcements about their particular class, as well as any changes and/or additions to the tentative schedule. This webpage and e-mail will be used extensively throughout the semester as our "communication tool."

Recording:

Students may not record any class or office sessions without the consent of the instructor. Video captures of each class period will be available for student viewing.

Class Schedule:

The course schedule is posted on Blackboard. The schedule is subject to change. Students will be notified of significant changes to material or activities. Students are responsible for keeping up with materials and assignments.

Accommodations:

If you need any type of accommodation due to a disability, **please see me in my office within the first week of class.** Students are responsible for requesting accommodations from the Center for Educational Access (CEA). The Walton College of Business policy is that any student must also request testing accommodations from their instructor. **You must submit the CEA report for any accommodation to me at least one week before the first exam to receive accommodation.**

Schedule a meeting with me in my office to discuss necessary arrangements.

Attendance Policy:

I will assess class attendance periodically. Regular class attendance is vital because the nature of the course is a hands-on learning environment. If you should need to miss a class, it will be your responsibility to obtain notes and any class information given. During the session there may be points associated with in-class assignments – you must be in attendance to receive the points.

Inclement Weather:

Should we have bad weather during this semester, I would expect you to use your best judgment regarding attending class. If classes are cancelled (University of Arkansas closes), a recording will be available at the telephone number 575-7000 and announced on television and/or radio. This recording will also include Razorback Transit operations information as well. Please see the inclement weather policy located on the University's web page (<http://www.uark.edu>) for further information. Also KUAF, 91.3 FM, the University's public radio station, is another good source for receiving information.

Communication and Office Hours:

Please see the first page at the top for available office hours. I will be happy to schedule an appointment with you if the times listed do not work with your schedule. If you need assistance please do not hesitate to visit during office hours or schedule an appointment. I will check e-mail at least once per weekday during the session and will attempt to respond within 24 hours. E-mail is usually checked in the morning when arriving at the office and before leaving to go home for the day; weekends will have longer response times.

Classroom Behavior:

Appropriate classroom behavior is expected of the instructor and all students. Inappropriate and disruptive classroom behavior (inappropriate language and gestures, class disruptions, disrespect to other students or instructor, and other behavior as determined by the instructor) will not be tolerated and will result in possible removal from the class and /or disciplinary action as per the student handbook.

Please turn cell phones to vibrate mode at the least. Please respect the learning environment of your fellow students by refraining from texting, surfing the web, or any other non-class related activity on any electronic device in class. These activities distract those around you and can detract from their learning experience. If you feel that you must do any of these activities, please leave the room to do so.

Equal Treatment for All:

The University Catalog reprints the Campus Council Statement on Discrimination. In the spring of 1983, the Campus Council adopted a statement on equal treatment, amended in fall 1991: “The Campus Council of the University of Arkansas, Fayetteville, **does not condone discriminatory treatment of students or staff on the basis of age, disability, ethnic origin, marital status, race, religious commitment, sex, or sexual orientation in any of the activities conducted on this campus. Members of the faculty are requested to be sensitive to this issue, when, for example, presenting lecture material, assigning seating within the classroom, selecting groups for laboratory experiments, and assigning student work. The University faculty, administration, and staff are committed to providing an equal educational opportunity to all students.**”

Exams:

There will be two exams given throughout the semester. The format of each exam will be announced in class prior to the day of the exam. Dates of the exams will be posted on the class schedule.

Absolutely no makeup exams will be given for uncoordinated/unexcused exam absences. ***Any uncoordinated, unexcused exam will result in a score of 0 for that exam***, unless prior permission has been given. Permission to take a make-up exam will be given only for extreme circumstances.

A grade of zero (0) will be assigned if any examination materials are removed, even briefly, from the examination administration or the graded examination review site before, during, after, or during graded review of an examination, **NO EXCEPTIONS**. When exams are returned to you in the classroom and/or office environment for viewing your score, make sure they are returned to your instructor or a grade of zero (0) will be assigned to you for that particular exam. If you are absent on the day exams are returned in the classroom, it will be your responsibility to contact your instructor and make an appointment to come by my office and view your exam.

Quizzes:

There will be announced and unannounced quizzes. No late or make-up quizzes will be given, but with good cause, early quizzes may be given with adequate notice. The quizzes will be taken during the class period and will cover present material discussed in class. If a student comes to class after a quiz has been given OR leaves class prior to a quiz being distributed or administered, a grade of "0" will be given to the student for that particular quiz.

Assignments:

The best way to become familiar with ERP Fundamentals concepts is by using them. To aid in your learning there will be individual assignments in this class.

- The due date and points for each assignment will be shown on the assignment, announced in class, listed on the Blackboard grade book, and/or listed on class schedule. Late project/assignments including will have a **10% point deduction** and will be only accepted up to 2 days (not business days) after the due date.
- If the assignment is a group assignment, all team members will receive the late deduction.
- Assignments are due by 11:59 PM on the due date unless otherwise announced.
- Assignments are to be completed individually and on your own unless otherwise noted on the assignment or announced in class.
- Assignments should be completed in accordance with the University of Arkansas Academic Integrity Policy.
- All documents should be saved in an MS Word format unless other software is required such as Excel, PowerPoint, or course-specific tools.
- You will submit your assignments using the "Assignments" feature in Blackboard. Please make sure your files are free of viruses before sending them as attachments. Submission of an assignment with a computer virus may lead to a grade of zero on the assignment.
- When submitting files, you must include your name and the name of the assignment in the file name. For example, if Jane Doe was submitting an assignment called "Assignment 1", the filename would be: "jdoe_assign_1.doc". Also, make sure to include your name, course name, and page number in the header or footer of the document. Credit will not be given if this information is omitted.

- You may use either your own computer or one in any of the available campus general access labs.

Simulation Game:

The simulation game involves your class divided into teams to compete in a simulated market environment. The goal is to achieve the greatest level of profitability through process optimization and strategic and tactical market analysis. The Simulation Game teams will be made up of 4-6 people. If possible, all teams should be comprised of students from different disciplines/backgrounds, so please keep this in mind this when selecting your team members. I reserve the right to arrange/rearrange team assignments. Group members will critique other group members' contribution and these critiques will have a direct bearing on the points allocated to individuals on each team. Further details on the project and presentation will be given later.

Grades:

Final scores will be computed as the following:

Points Required:

Exams: (2 @ 50 points)	100
Lab Assignments	100
Quizzes, Other Assignments, & Participation	100
Simulation Project & Write-Up	100
Total Points Possible for Class:	400

358	A
318	B
278	C
238	D
237 and below	F

Academic Honesty:

As a core part of its mission, the University of Arkansas provides students with the opportunity to further their educational goals through programs of study and research in an environment that promotes freedom of inquiry and academic responsibility. Accomplishing this mission is only possible when intellectual honesty and individual integrity prevail.

Each University of Arkansas student is required to be familiar with and abide by the University's 'Academic Integrity Policy' which may be found at <http://provost.uark.edu/> Students with questions about how these policies apply to a particular course or assignment should immediately contact their instructor.

Application of the Academic Honesty Policy, as stated at <http://provost.uark.edu/> will be fully adhered to in this course, and all courses within the Sam M. Walton College of Business.

Disclaimer:

The instructor may deviate from the schedule and/or make changes to the syllabus. Changes from the schedule/syllabus will be announced in class or via e-mail.