



COURSE SYLLABUS

Course: **WCOB 4223 ERP Configuration and Implementation**

Prerequisite: WCOB 4213

Welcome to ERP Configuration and Implementation! I look forward to a wonderful semester working with you. E-mail will be used as the primary means of communication between my students and me throughout the semester. I strongly encourage you to use e-mail or office hours to talk about the class or to receive any assistance with any projects/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.

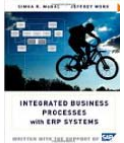
Course Description:

This is the second course in the ERP curriculum. This course focuses on the configuration and implementation of an ERP system. In this course the student will configure ERP systems for 2 organizations using the SAP R/3 and Solution Manager Products. In addition, we will revisit challenges specific to an ERP implementation such as Business Process ReEngineering, Process Modeling, and Change Management.

Required Materials:

Solution Manager, Business Process Integration I, and other handouts – All available on Blackboard

Optional Materials:



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

Prerequisite:

WCOB 4213 – ERP Fundamentals

Course Objectives:

In this course, students will gain an understanding of the configuration, implementation, and integration processes and will complete two hands-on configuration projects. Configuration settings in FI, MM, and SD will be studied and alternative configuration settings will be discussed. Students will gain insight into mapping the organizational structure to SAP as well as further study of implementing the business process in an ERP environment. Through the hands on projects, students will also gain insight into project and team management.

Course Goals:

Upon completion of this course, students should be able to

- Describe the strengths and limitations of ERP systems and processes in regards to system design, configuration, and implementation. Specifically, students will become familiar with SAP systems and processes supported by the FI, MM, and SD modules.
- Demonstrate the ability to configure and implement an ERP solution to support financial, procurement, and sales processes based on a set of provided requirements and constraints.
- Apply project management and system lifecycle techniques to manage an ERP implementation, specifically leveraging the SAP Solution Manager methodology and tool set.
- Evaluate a business process with the intention of implementing process improvement or re-engineering initiatives, by understanding and applying a prescribed process improvement model.

Class Procedures:

Lecture, discussion, in-class activities, outside assignments, and team projects 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. The software allows for me to post documents, announcements, etc. 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 listed at the end of the document and the syllabus 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 semester there may be points associated with in-class assignments – you must be in attendance to receive the points.

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 semester 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.

Exams:

There will be three 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. The first two exams are worth 50 points each and the last exam is worth 100 points. 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.

Assignments:

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

- Assignments will consist of hands-on BPI exercises as well as other individual assignments as appropriate.
- 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.
- BPI exercises must be completed individually but can be worked on in collaboration.
- 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 labs.

Project:

The semester project assigned in the class involves an ERP configuration and implementation of a realistic company. The project will be introduced in two parts. The project groups will be made up of 3 - 5 people with the maximum of 5 people. 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 will be given later.

Grades:

Final scores will be computed as the following:

Exams: (2 @ 50 points each and 1 @ 100 points)	200
BPI Exercises	70
Participation	30
Project Part 1	100
Project Part 2	100
Total Points Possible for Class:	500

Points Required:

448	A
398	B
348	C
298	D
297 - below	F

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), RazAlert will notify those signed up for the service and 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.

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 maximum. 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.”

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 in the syllabus will be announced in class or via e-mail.