

OPERATIONS MANAGEMENT BMG K218

Spring, 2007, syllabus distributed by Asst. Professor G. KENT HARDING

This syllabus is subject to change; notice of any changes will be provided in class

REQUIRED MATERIALS:

- **TEXT & CD-ROM (incl.) - Operations Management, 8e** by Jay Heizer & Barry Render; Published by Pearson, Division of Prentice Hall;
- **ACCESS TO A COMPUTER** running Windows XP and Excel 2000 or later;
- **CALCULATOR (occasional)**

PREREQUISITE:

- **Math K137 (intermediate algebra) or equivalent knowledge (non-degree students)**
- **Accounting K118 or equivalent knowledge (non-degree students)**

COREQUISITE:

- **Math K163 (statistics) or equivalent math**

COURSE DESCRIPTION: A STUDY OF BASIC OPERATIONS MANAGEMENT LANGUAGE, TERMINOLOGY, APPLICATIONS, TOOLS AND THEORY WITH PARTICULAR EMPHASIS PLACED ON THEIR APPLICATION TO STRUCTURED PROBLEMS COMPARABLE TO THOSE FOUND IN THE GLOBAL MARKETPLACE.

INSTRUCTIONAL METHODOLOGY:

- CLASSROOM LECTURE
- CLASSROOM DISCUSSION
- PROBLEM ANALYSIS & SOLUTION:
 - CLASSROOM DEMONSTRATION OF SAMPLE PROBLEMS
 - GRADED IN CLASS QUIZES USING COMPARABLE SAMPLE PROBLEMS
 - GRADED SOLUTIONS TO SELECTED "TEST" PROBLEMS
- HOMEWORK

EDUCATIONAL OBJECTIVES - Develop a basic understanding of :

- Selected issues and types of problems relevant to providing goods & services in a global marketplace;
- How to solve operational problems & interpret the solutions;
- The use and application of selected software programs (tools) applicable to these issues;
 - The selection of the appropriate tool for the problem;
 - The translation of the problem information for input to the tool(s);
 - The generation, interpretation and application of solutions to the problems;
 - Solution optimization by changing inputs;
 - Effects of "what if" changes on the original solution(s);
- How to formulate an issue or problem for solution

DISABILITIES STATEMENT: IF YOU ARE A STUDENT WITH A DISABILITY AND BELIEVE YOU WILL NEED ACCOMMODATIONS FOR THIS CLASS, IT IS YOUR RESPONSIBILITY TO CONTACT THE DISABILITIES COUNSELING SERVICES AT 383-5240. TO AVOID ANY DELAY IN THE RECEIPT OF ACCOMMODATIONS, YOU SHOULD CONTACT THE COUNSELOR AS SOON AS POSSIBLE. PLEASE NOTE THAT I CANNOT PROVIDE ACCOMMODATIONS BASED UPON YOUR DISABILITY UNTIL I HAVE RECEIVED AN ACCOMMODATION LETTER FROM THE DISABILITIES COUNSELOR. YOUR COOPERATION IS APPRECIATED.

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ATTENDANCE:

THERE IS NO SPECIFIC PENALTY FOR MISSING A CLASS. AN ATTENDANCE SHEET WILL BE DISTRIBUTED AT THE START OF CLASS FOR THE PURPOSE OF FINANCIAL AID DOCUMENTATION. THIS SHEET WILL BE THE ONLY EVIDENCE OF TIMELY ATTENDANCE. IF YOU DID NOT SIGN IT YOU WERE NOT IN ATTENDANCE !

GRADING:

Your grade will be comprised of homework (30%) and tests (70%). There will be four (4) tests and the lowest graded test will be excluded in computing your aggregate test value. GRADING IS AS STATED IN THE MANUAL OF POLICY & PROCEDURES ON GRADES & QUALITY POINTS.

THERE ARE NO MAKE-UPS OR EXTRA-CREDIT OPTIONS

LETTER GRADE SUMMARY *				
A's	B's	C's	D's	F
110 < A > 93	90 > B+ > 86	80 > C+ > 76	70 > D+ > 66	F < 60
	87 > B > 82	77 > C > 72	67 > D > 62	
93 < A- > 89	83 > B- > 79	73 > C- > 69	63 > D- > 59	

- **TESTS WILL BE DISTRIBUTED AND COLLECTED ON THE DATES SHOWN IN THE INCLUDED COURSE ASSIGNMENT SHEET OR AS MAY BE ANNOUNCED IN CLASS.**
- **YOU MAY RETURN A TEST AFTER THE DESIGNATED DATE BUT NO LATER THAN THE BEGINNING OF THE CLASS IN WHICH THE GRADED TESTS ARE RETURNED ONLY IF YOU MAKE APPROPRIATE ARRANGEMENTS WITH THE INSTRUCTOR PRIOR TO OR WITHIN 24 HOURS OF THE CLASS DURING WHICH THE TEST IS DISTRIBUTED.**
- **NO HOMEWORK ASSIGNMENTS WILL BE ACCEPTED AFTER THE CLASS FOLLOWING THE ORIGINALLY SCHEDULED DUE DATES.**
- **NO ONE WITHOUT A DISABILITIES RELEASE WILL BE PERMITTED ADDITIONAL TIME TO COMPLETE AN IN-CLASS ASSIGNMENT ONCE IT HAS BEEN DISTRIBUTED.**

All other policies are as stated in the STUDENT HANDBOOK, the COLLEGE CATALOG both printed and on the WEB-SITE, and other college publications.

THE DONUT CLAUSE

ALL ELECTRONIC PAGERS AND CELL PHONES ARE TO BE TURNED OFF OR SWITCHED TO THE SILENT MODE. BY STAYING IN THIS CLASS, YOU AGREE TO BUY THE ENTIRE CLASS DONUTS AND DELIVER SAME TO THE NEXT SCHEDULED CLASS IF ANY ELECTRONIC DEVICE RINGS DURING CLASS HOURS FOR ANY OCCURRENCE AFTER THE FIRST. THIS AGREEMENT WILL NOT APPLY TO CASES IN WHICH THE INSTRUCTOR IS INFORMED IN ADVANCE OF POSSIBLE CALLS BECAUSE OF AN EMERGENCY SITUATION.

ATTACHMENTS:

1. Course reading and homework assignments; and
2. Instructor's contact sheet