

Course Syllabus

Course Information

<i>Course Number/Section</i>	OPRE 4340 Sections 0w1
<i>Course Title</i>	Purchasing and Sourcing Management
<i>Term</i>	Fall 2024

Professor Contact Information

<i>Professor</i>	Bin Hu
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<i>Office Location</i>	JSOM 3.414
<i>Online Office Hours</i>	Flexible (by appointment)
<i>Teaching Assistant</i>	Jiarui “Gary” Wei
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<i>TA Office Location</i>	JSOM 3.703
<i>TA Office Hours</i>	Monday 11am-1:30pm

Modality

The course modality is (asynchronous) Online. The class do not meet in person or virtually. Each week the Instructor will upload recorded videos onto eLearning and hold online office hours. The students are required to watch the videos and complete assignments within the week. Any questions could be sent to the Instructor by email or answered during the online office hours. Exams will be held at the Testing Center or online.

Course Pre-requisites, Co-requisites, and/or Other Restrictions

OPRE 3310 Operations Management.

Course Description

Costs associated with purchasing may account for as much as 80% of the cost of goods sold. This means that even a small decrease in purchasing costs can have a significant impact on the bottom line. Purchasing and sourcing is aimed at not only reducing immediate costs but also managing other hidden elements such as quality, risks, and supplier relationships to support the corporate strategy. This course introduces relevant topics in purchasing and sourcing, and useful analytical tools such as quality and quantity control and spreadsheet cost modeling, to prepares students for a potential career in purchasing, sourcing, and supply chain management.

Student Learning Objectives/Outcomes

After taking this class, the students should be able to

- Match commodities to appropriate sourcing strategies
- Understand basic purchasing terminologies
- Build simple cost models
- Perform basic spend analysis
- Calculate component and system reliability
- Calculate acceptance sampling risks
- Calculate economic order quantities and reorder points
- Perform negotiation analysis and adopt basic negotiation techniques
- Recognize common reverse auction formats and adopt appropriate bidding strategies

Required Textbooks and Materials

Required Texts

- *Purchasing and Supply Management (PSM)* by Johnson & Flynn

Required Materials

- None

Suggested Course Materials

Suggested Readings/Texts

- *The Procurement and Supply Manager's Desk References* by Sollish and Semanik

Suggested Materials

- None

Textbooks and some other bookstore materials can be ordered online or purchased at the [UT Dallas Bookstore](#).

Technical Requirements

In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience. Please review the important technical requirements on the [Getting Started with eLearning](#) webpage.

Course Access and Navigation

This course can be accessed using your UT Dallas NetID account on the [eLearning](#) website.

Please see the course access and navigation section of the [Getting Started with eLearning](#) webpage for more information.

To become familiar with the eLearning tool, please see the [Student eLearning Tutorials](#) webpage.

UT Dallas provides eLearning technical support 24 hours a day, 7 days a week. The [eLearning Support Center](#) includes a toll-free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service.

Communication

This course utilizes online tools for interaction and communication. Some external communication tools such as regular email and a web conferencing tool may also be used during the semester. For more details, please visit the [Student eLearning Tutorials](#) webpage for video demonstrations on eLearning tools.

Student emails and discussion board messages will be answered within 3 working days under normal circumstances.

Distance Learning Student Resources

Online students have access to resources including the McDermott Library, Academic Advising, The Office of Student AccessAbility, and many others. Please see the [eLearning Current Students](#) webpage for more information.

Server Unavailability or Other Technical Difficulties

The University is committed to providing a reliable learning management system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will provide

an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the online [eLearning Help Desk](#). The instructor and the eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

Academic Calendar

WEEK	TOPIC	READING (PSM)	ASSIGNMENT	DUE DATE
1	Introduction	Ch. 1, 2	Spartan case prep	08/20
2	Supply structure, process, and technologies	Ch. 3, 4	Iowa case prep	08/27
3	Make or buy	Ch. 5	Garland case *†	09/03
4	Need identification and description	Ch. 6	Tunesha Hicks reflection	09/10
5	Quality ^a	Ch. 7, posted slides		09/17
6	Quantity ^a	Ch. 8 (1 st half), posted slides	Quality questions *	09/24
Midterm exam			Quantity questions *	10/01-02
7	Inventory and delivery ^a	Ch. 8 (2 nd half), 9		10/08
8	Cost ^a	Ch. 11 (1 st half)	Prusa case *†	10/15
9	Negotiation ^a	Ch. 11 (2 nd half)	Christopher Ryan reflection	10/22
10	Price	Ch. 10	Negotiation theory questions *	10/29
11	Supplier management	Ch. 12, 13		11/05
12	Global sourcing	Ch. 14, 15	Charlie Redden reflection	11/12
Final exam				11/21-22

* graded for correctness

† group assignment

^a laptop with Excel required

Grading Policy

Grade Composition:

- Prep/reflection (5 x 2%) 10%
- Individual graded assignments (3 x 5%) 15%
- Group graded assignments (2 x 7.5%) 15%
- Midterm exam 30%
- Final exam 30%

Letter Grading Guideline:

- Top ~35% A's
- Next ~40% B's
- Next ~25% C's and below

Each exam is 120 minutes, on eLearning, open-book/note/computer/calculator. No communication with anyone is allowed. Each exam grade will be curved to have an average of 80 and a standard deviation of 10.

Course Policies

Make-up exams

- Make-up exams must be requested before the regular exam time and are granted on a case-by-case basis. No make-up exams are available for those who miss the regular exam without the instructor's explicit prior permission.

Extra Credit

- No extra credit is available

Late Work

- Because most assignments will be discussed in class, late work is not accepted in principle.

Class Participation

- There will be several single-player games and a multiple-player game. Students are expected to play these games seriously to maximize learning.

Comet Creed

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:

“As a Comet, I pledge honesty, integrity, and service in all that I do.”

Academic Support Resources

The information contained in the following link lists the University's academic support resources for all students. Please go to [Academic Support Resources](#) webpage for these policies.

UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University's policies and procedures segment of the course syllabus. Please go to [UT Dallas Syllabus Policies](#) webpage for these policies.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.