MIS 6319 Online Course Syllabus

Course Information

Course Number/Section	MIS 6319 0W1
Course Title	Enterprise Resource Planning
Term	Summer 2016

Professor Contact Information

Professor	Dr. Lou Thompson
Office Phone	972-883-2558
Other Phone	972-342-7041
Email Address	Through Class eLearning course messages only
Office Location	JSOM 3.813
Online Office Hours	By Appointment only
TA Name	TBA

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

Openness to learning and thinking.

Course Description

This course is designed to provide students with an understanding of the practical use of enterprise resource planning systems in modern business. Specifically, the course has the following objectives:

1. To provide students with an understanding of integrated business processes in ERP systems
2. To provide students with hands on transaction experience with SAP ERP modules
3. To provide students with an understanding of ERP development methodologies
4. To provide students with an understanding of ERP based project management

This is an introductory course! Students must put in their time learning the system in order to be very successful in the course.
A windows based laptop is required for use in this course.

Student Learning Objectives/Outcomes
1. Students will be able to describe the basic structure of an Enterprise Resource Planning system.
2. Students will be able to describe the integrated business processes in SAP ERP.
3. Students will obtain a working knowledge of using SAP ERP business transactions.
4. Students will be able to maintain master data sets the enable SAP ERP business transactions.
5. Students will develop a competency for participating in SAP ERP implementation projects.

Required Textbooks and Materials
Required Texts
"Integrated Business Processes with ERP Systems 1st Edition" by Magal/Word (ISBN 978-0470-478448) Main textbook you need it.

"Enterprise Systems for Management" 2nd Edition by Motiwalla/Thompson (ISBN-13: 978-0132145763) Supplemental used mostly for case assignments.

Required Materials
SAP GUI Download will be provided for access to the SAP R/3 server. High speed internet access is required (Cable Modem or DSL). **Dial-up will not work**

Suggested Course Materials
Suggested Readings/Texts
I will address this as the course progresses.

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Textbooks and some other bookstore materials can be ordered online through Off-Campus Books http://www.offcampusbooks.com or the UT Dallas Bookstore http://www.bkstr.com/texasatdallasstore/home. They are also available in stock at both bookstores.

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 http://www.utdallas.edu/elearning/students/getting-started.html#techreqs on the Getting Started with eLearning webpage http://www.utdallas.edu/elearning/students/getting-started.html.

Course Access and Navigation
The course can be accessed using the UT Dallas NetID account at: https://elearning.utdallas.edu. Please see the course access and navigation http://www.utdallas.edu/elearning/students/getting-started.html#courseaccessandnav section of the site for more information.

To become familiar with the eLearning tool, please see the Student eLearning Tutorials http://www.utdallas.edu/elearning/students/eLearningTutorialsStudents.html.
UT Dallas provides eLearning technical support 24 hours a day/7 days a week. The eLearning Support Center http://www.utdallas.edu/elearninghelp services include 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 eLearning Tutorials webpage http://www.utdallas.edu/elearning/students/eLearningTutorialsStudents.html 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 page http://www.utdallas.edu/elearning/students/cstudents.htm for details.

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 http://www.utdallas.edu/elearninghelp. The instructor and the eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

Assignments & Academic Calendar

WEEK	DATES	TOPIC	READING/LECTURE	ASSIGNMENT / ACTIVITY
1	May 23	Module 1 Class Introduction Keys to Success Introduction to Business Processes SAP Navigation **Course Expectation Document**	Reading: Magal Ch1 Lecture: Intro Lecture: Chapter 1 (Parts1-2) Louisville ERP Video Video Notes Navigation (Parts 1-2)	Video Questions Assignment 1 (SAP) Navigation & Material Create **Due 5-29-16** **Course Expectation Quiz (5-29-16)**
2	May 30	Module 2 Introduction to Enterprise Systems	Reading: Magal Ch2 Lecture: Chapter 2 (Parts 1-3)	Assignment 2 (SAP) Customer & Pricing Master Data **Due 6-5-16**
3	June 6	Module 3 The Procurement Process	Reading: Magal Ch4 Lecture: Chapter 4 (Parts 1-5) Digital Hospital Video Video Notes	Assignment 3 (SAP) Procure to Pay **Due 6-12-16**

4	June 13	Module 4 Introduction to Accounting	Reading: Magal Ch3 Lecture: Chapter 3 (Parts 1-3) Chapter 3 Lecture Questions	Assignment 4 (SAP) Financial Accounting Lecture Questions **Due 6-19-16**
5	June 20	Module 5 Case Study Implementation Framework	Reading: Chapter 4 "Development Life Cycle" Motiwalla Chapter 5 " Implementation Strategies" Motiwalla Case 1 Review questions posted for online discussion Lecture: Implementation Framework Video: ERP Implementation Video notes	Assignment 5 on Case 1 Discussion 1: Case 1 Chapter 4 Questions Chapter 5 Questions **Due 6-26-16**
6	June 27	Exam 1 - Mid-Term Exam **(Proctored only @ Test Center)**	Exam 1 Date: **June 29, 2016, due by 9:00 PM CT**	Exam 1 - Mid-Term Exam **(Proctored only @ Test Center**)
7	July 4	Module 6 Order to Cash	Boston Scientific Video Reading: Magal Ch5 Lecture: Chapter 5 (Parts 1-5) Video Notes	Assignment 6 (SAP) Sales Order to Cash Chapter 5 Questions **Due 7-10-16**
8	July 11	Module 7 Material Planning Process	Reading: Magal Ch8 Lecture: Chapter 8 (Parts 1-3) Reading: Chapter 11 "Supply Chain Management" Motiwalla Case 2 Review questions posted for online discussion	Assignment 7 (SAP) Production Planning Assignment 8 on Case 2 Discussion 2: Case 2 Chapter 11 Questions **Due 7-17-16**
9	July 18	Module 8 Production Process Case Study	Reading: Magal Ch6 Lecture: Chapter 6 (Parts 1-3) Case 3 Review questions posted for online discussion Louisville Aluminum Bat Production Video Video Notes	Assignment 9 (SAP) Production Execution Assignment 10 on Case 3 Discussion 3: Case 3 **Due 7-24-16**
10	July 25	Module 9 Human Capital Mgmt	Lecture: Chapter 10 (Parts 1-6)	Assignment 11 (SAP) Human Resources Part 1 Assignment 12 (SAP) Human Resources Part 2 **Due 7-31-16**
11	July 31	Exam 2 – non comprehensive final exam **(Proctored only @ Test Center)**	Exam 2 Date: **August 3, 2016, due by 9:00 PM, CT**	Exam 2 - Final Exam **(Proctored only @ Test Center**)

Grading Policy

Weights

Two Exams (only exams are rounded) Proctored Only	60%
Assignments (No Rounding)	35%
Course Expectation Quiz (No Rounding)	5%
Total (No Rounding)	100%

Grading criteria

Scaled Score	Letter Equivalent
90 – 100 %	A
80 – 89 %	B
70 – 79 %	C
Less than 70%	F

Course Policies
Make-up exams
None

Extra Credit
None

Late Work
Penalty charge is enforced over a two day grace period immediately following the date that the assignment is due.

Special Assignments
None

Class Participation
Students are required to login regularly to the online class site. The instructor will use the tracking feature in eLearning to monitor student activity.

Please maintain clear threads of discussion. State your viewpoint succinctly. Please remember not to clutter the board with noisy points. Up to 2 postings are expected from each student on each topic

Classroom Citizenship
The same guidelines that apply to traditional classes should be observed in the virtual classroom environment. Please use proper etiquette when interacting with class members and the professor.

Assignments

There will be a total of 12 assignments for the course. Details and instructions of each assignment will be available as an attached document under each assignment link. All assignments will be released on Monday and due on Sunday of the week. Please check the Course Schedule table below for the due date and the responsible instructor for each assignment. Assignments make up 35% of your final class grade.

Assignment submission instructions

You will submit your assignments (in the required file format with a simple file name and a file extension) by using the Assignments tool on the course site. Please see the Assignments link on the course menu or see the icon on the designated page. You can click each assignment name link and follow the on-screen instructions to upload and submit your file(s). For additional information on how to submit assignments, view the Submitting An Assignment video tutorial. **Please note**: each assignment link will be deactivated after the assignment due time. After your submission is graded, you may go to My Grades on the course menu and click the score link to check the results and feedback.

Online Exams

Course Expectation Quiz - (online) 5%
Exam 1 – Midterm (online, proctored) 30%
Exam 2 – Final (online. Proctored) 30%

Midterm and Final are online timed exams with multiple-choice and true/false questions, to be completed for one time within the specified time windows as in the course schedule table. Both exams are to be proctored at a testing center. Time allowed for each exam is 100 minutes.

The Final Exam will only cover the material presented after the Mid-Term Exam.

You're required to take both exams with Respondus LockDown Browser. If you're taking the exams at an outside testing facility, please be sure they can install the LockDown Browser for these online exams.

You can access quizzes/exams by clicking the Assessments link on the course menu or see the quiz/exam icon on the designated page. Each quiz is timed and can be accessed only one time within the scheduled time window. Please read the on-screen instructions carefully before you click "Begin". After each quiz is graded and released, you may go to My Grades page and click the score link of the quiz to view your grade.

There will be a black out period after the Mid Term and Final Exams which means the following.
- I **will only release your exam 1 test score (no test content) on July 6, 2016**
- **I will not answer any phone calls, emails, or office visits during the blackout period (June 29, 2016 – July 6, 2016).**
- I **will only release your exam 2 test score (no test content) on August 10, 2016**
- **I will not answer any phone calls, emails, or office visits during the blackout period (August 3, 2016 – August 10, 2016).**
- **I will post the overall class results per section and your final exam results on August 10, 2016 in eLearning.**

- **You will receive your overall final grade from Orion only. I will submit on the due date of August 10, 2016 by which after UTD approval should be available to you to a few days later.**

Proctored Exam Information

Both exams will be taken online but be proctored at a testing center. Local students can take their exams on-campus at the **UTD Student Success Center - Testing Center** (no fee charge) on the scheduled dates (**Exam 1: Wed. June. 29; Exam 2: Wed. Aug. 3**, **during 9:00 am – 9:00 pm**). Please see the **UTD Student Success Center - Testing Center Website** for more information and check the hours of operation and testing center policies. Please be sure to view and follow the **Test Center Student Guidelines** found on the Testing Center main page. All students are required to make an appointment using the **RESERVE-A-SEAT** application found on the Testing Center main page to take the exam during the required exam test window as specified. The UTD Testing Center is located at the McDermott Library basement (**Room MC 1.304**). When you arrive to take your exam, you will sign in with your **Comet Card** (or **a photo ID & UTD ID number** if you do not have a Comet Card).

Students who find UTD geographically inconvenient may use a testing service of their choice at a convenient location to have the exam proctored. All exams must be completed within this required exam time window: (**Exam 1 only on June. 29, 2016 and Exam 2 only on Aug. 3, 2016**). All students must inform the instructor of their outside testing location. A proctored exam application **must** be completed **by June 6.** Please go to the **Proctored Exam Information** page to check out **Procedures for Arranging an Individual Proctored Exam** and to access and complete the **Online Proctored Exam application**. Please note students are responsible for any fee charge of their testing services. Please check with your testing facility to make sure they can proctor an exam taking online using Respondus LockDown Browser. All exams must be completed by the due dates to allow timely grade reporting to the UTD Registrar.

The UTD Testing Center requests all students strictly follow the proctored exam scheduling deadlines. If any student needs special accommodations, please seek the instructor's approval in advance. If you have any questions about using either UTD or outside testing center service, please email TestingCenter@utdallas.edu.

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."

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 http://go.utdallas.edu/syllabus-policies for these policies.

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