**Course Information**

| | |
|---|---|
| *Course Number/Section* | OPRE 3310-5E1 |
| *Course Title* | Operations Management |
| *Term* | Fall 2019 |
| *Location* | Collin Higher Education Center |
| *Room* | CHEC 212 |
| *Time* | We 7:15PM - 10:00PM |

**Professor Contact Information**

| | |
|---|---|
| *Professor* | Reza Sajjadi |
| *Office Phone* | N/A |
| *Other Phone* | |
| *Email Address* | reza.sajjadi@utdallas.edu |
| *Office Location* | CHEC 152 |
| *Office Hours* | by appointment |
| *TA Information* | Jaishree Ramakrishnan |
| TA Email | Jaishree.Ramakrishnan@UTDallas.edu |

**About the Instructor**

Reza Sajjadi is a part time Lecturer in the Jindall School of Management. He teaches undergraduate and graduate courses in Operations and Supply Chain Management. He has +10 years' experience working in industry and currently works for PepsiCo.

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

MATH 1326 or MATH 2 MATH 1326 or MATH 2414 or MATH 2419 and MATH 2333 or MATH 2418 or CS 2305 or OPRE 3333. Prerequisite or co-requisite: STAT 3360 or OPRE 3360.

**Course Description**

This course teaches concepts useful in efficiently managing the transformation of materials, labor, and capital into products or services. Topics covered include: the role of operations management in overall competitive strategy, key performance measures, and tools for improving operations performance. The level of discussion varies from long-term strategic planning to daily control of business processes

**Student Learning Objectives/Outcomes**

Students will understand the role operations management plays in business processes. Upon completion of the course, students will also be able to:

- Quantitatively analyze and interpret operations information
- Solve typical operations management problems
- Document and report operations performance
- Recognize and address ethical issues that arise when managing operations

**Required Textbooks and Materials**

*Required Texts*
*Operations Management* by William J. Stevenson, 13th Edition
ISBN 978-0-07-802410-8
Irwin/McGraw Hill
(10th, 11th, or 12th edition of same text may also be used as well as loose-leaf editions.) DO NOT PURCHASE ANY EDITION EARLIER THAN 10TH EDITION.

*Required Materials*
Calculator (any)

**Suggested Course Materials**
*Suggested Readings/Texts*
None
*Suggested Materials*
None

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.

## Course Policies

**Makeup Exams**

Students are expected to take exams on the scheduled dates. Make up exams will be available due to conflicts with approved university events or in the case of serious illness.

**Extra Credit**

There will be multiple opportunities for students to earn extra credit. However, there will be restrictions on how much extra credit a student may earn. Therefore you are encouraged to study and prepare for the major exams. Extra credit opportunities will be announced during the semester.

**Late Work**

There will be a 24 hour grace period to submit homework assignments after the due date/time. However, there will be a 15% reduction in grade for submitting assignments during the grace period. After the 24 hour grace period no homework assignment will be accepted regardless of reason. There is no grace period for any extra credit assignments. Homework should be submitted through the Assignments feature in e-learning. Attaching homework to email or e-learning messages is NOT a valid method of submitting homework.

**Special Assignments**

N/A

**Class Participation**

At U.T.A., each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance. I will be taking attendance randomly during the semester. Please note that if you are absent, you run the risk of missing extra credit opportunities, quizzes and in-class assignments, which will be randomly given during the semester - no make-ups are permitted for these things if a student is absent. I communicate with students in e-learning as needed. You should check for new e-learning messages, announcements and discussion posts every day.
Students are required to login regularly to the online class site.

**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**
N/A


**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.


**Students @ CHEC location**
Sign up for CougarAlerts at http://www.collin.edu/cougaralert.html
So you will receive alerts if there are any emergency situations at the CHEC.  You should also sign up for the alerts.  If Collin College closes the CHEC for any emergency situation, UTD will not hold classes here.  Also, if UTD closes for a weather related emergency, UTD classes will not be held here.

**Academic Calendar**

| Session | Date | Event | Topic - Plan | Chp # | Day | Homework |
|---------|------|-------|--------------|-------|-----|----------|
| 1 | 21-Aug | | Course Administration / Syllabus Review | | 4 | |
| 2 | 21-Aug | | Unit 1 Intro to OM | 1 | 4 | |
| 3 | 28-Aug | | Unit 1 Intro to OM | 2 | 4 | |
| 4 | 28-Aug | | Competitiveness, Strategy, Productivity | 2 | 4 | |
| 5 | 4-Sep | | Competitiveness, Strategy, Productivity | 2 | 4 | |
| 6 | 4-Sep | | Forecasting | 3 | 4 | |
| 7 | 11-Sep | | Forecasting | 3 | 4 | |
| 8 | 11-Sep | | Forecasting | 3 | 4 | HW1 Post |
| 9 | 18-Sep | | Quality Control | 9 | 4 | |
| 10 | 18-Sep | | Quality Control | 9 | 4 | |
| 11 | 25-Sep | Exam1: Chap 1-3 – In class | | | 4 | HW1 Due |
| 12 | 25-Sep | Exam1: Chap 1-3 – In class | | | 4 | |
| 13 | 2-Oct | | Quality Control | 10 | 4 | |
| 14 | 2-Oct | | Quality Control | 10 | 4 | |
| 15 | 9-Oct | | Quality Control | 10 | 4 | HW2 Post |
| 16 | 9-Oct | | Supply Chain Management | 15 | 4 | |
| 17 | 16-Oct | | Supply Chain Management | 15 | 4 | |
| 18 | 16-Oct | | Supply Chain Management | 15 | 4 | HW3 Post |
| 19 | 23-Oct | Exam2: Chap 9,10,15 – In class | | | | HW2 Due |
| 20 | 23-Oct | Exam2: Chap 9,10,15 – In class | | | | |
| 21 | 30-Oct | | Inventory Management | 13 | 4 | HW3 Due |
| 22 | 30-Oct | | Inventory Management | 13 | 4 | |
| 23 | 6-Nov | | Inventory Management | 13 | 4 | |
| 24 | 6-Nov | | Inventory Management | 13 | 4 | HW4 Post |
| 25 | 13-Nov | | Assessment Quiz – Chap 13 | 13 | 4 | |
| 26 | 13-Nov | | No Class after assessment Quiz | | 4 | |
| 27 | 20-Nov | | Aggregate Planning | 11 | 4 | HW4 Due |
| 28 | 20-Nov | | MRP/ERP/Lean | 12,14 | 4 | HW5 Post |
| 29 | 27-Nov | Fall Break - Nov 25-27 - No Class | | | | |
| 30 | 27-Nov | Fall Break - Nov 25-27 - No Class | | | | |
| 31 | 4-Dec | Exam3: Chap 11-14 – In class | | | | HW5 Due |
| 32 | 4-Dec | Exam3: Chap 11-14 – In class | | | | |

**\*Upon time availability up to two chapters will be added to the syllabus.**


**"Please note that the above schedule is simply a guide for the course and changes may occur.  As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course."  - Reza Sajjadi**

**Proctored Final Exam Procedures**

*If* your course has a proctored exam requirement, please see the Student Success Center Proctored Exam website http://www.utdallas.edu/studentsuccess/testingcenter/proctored_exams/index.html to make arrangements.

**Grading Policy**

Your professor will award + grades but not – grades at the end of the semester.  For example, a student may receive a B+ or B but not a B-.  Your instructor will only change a final letter grade if a calculation error occurs.  Therefore, your instructor asks students to NOT request a final letter grade change (unless a calculation error has occurred) or any special consideration or additional extra credit assignments.

**Weights**

| Homework Avg (5 assignments) | 15 | % |
|---|---|---|
| Exam 1 | 25 | % |
| Exam 2 | 25 | % |
| Exam 3 | 25 | % |
| Assessment Quiz | 10 | % |
| Total | 100 | 100% |

**Grading Scale**

| Semester Average | Letter Equivalent |
|---|---|
| 97.5-100 | A+ |
| 90-97 | A |
| 87.5-89 | B+ |
| 80-87 | B |
| 77.5-79 | C+ |
| 70-77 | C |
| 60-69 | D |
| Less than 60 | F |

**Assignments**

There will be 5 graded homework assignment.  To receive full credit you must submit the assignment through e-learning on or before the due date/time.  You are encouraged to use Excel graphs and formulas on 4 of 5 homework assignments to boost your skill in this very important tool.  As a reward for using Excel there will be bonus points to be added to your final homework average.  The amount of bonus points for excel usage will be announced with each homework assignment

**Group Projects**

None

**Assignment submission instructions**

Locate the assignment in your eLearning course.  You will submit your assignments in the required file format with a simple file name and a file extension.

To submit your assignment

- Click the assignment name link and follow the on-screen instructions
- Upload (attach) your file(s).
- Click the Submit button. (**NOTE: IF YOU DO NOT CLICK SUBMIT YOU HAVE NOT SUBMITTED YOUR ASSIGNMENT).**

Your must click the SUBMIT button for your assignment to be submitted.
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.   Your homework should be graded on a scale of 0-100 points no later than two weeks after submission.

**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](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.***