

BCIS 485. Section 02
Enterprise Resource Planning
Class Meets TR 11:45 a.m. – 1:00 p.m., BC 115

Instructor:	Dr. Carlo A. Mora M.	Office:	Guthrie 218
Office Hours:	T: 1:30 – 3:00 p.m. W: 10:30 – 11:30 a.m. or by appointment	Phone:	646-5044
		Website:	http://salsa.nmsu.edu

Course Description

This course covers concepts in enterprise resource planning (ERP). The main focus of this course is to show **how ERP systems integrate business processes across functional areas and support business management and performance analysis**. This course will also examine how ERP systems evolved from early computer systems and manufacturing, and benefits and costs of implementing an ERP system. Example software, such as SAP, will be used extensively to illustrate how ERP systems work in a business environment.

Prerequisite: BCIS 338 or BCIS 350 with a grade of C or better or by consent of instructor.

Course Objectives

By the end of the semester, each student should know:

- **Business processes** common to most businesses, including order processing, inventory management, procurement, etc.
- **Master data** common to most businesses (e.g. customer, vendor, inventory, etc.).
- **Process modeling** by creating diagrams to depict the sequence of tasks completed in a business process.
- How a business process spans different functional areas of the business: accounting, marketing, etc.
- How enterprise systems, such as SAP, **integrate business functional areas** into one enterprise-wide information system.
- The **issues involved in implementing an ERP system**.

Required Materials

1. Concepts in Enterprise Resource Planning by E. Monk & B. Wagner, Thomson Course Technology, **3rd edition** .(2009)
2. Fitter Snacker SAP exercises.
3. ERP Simulation Game Participant's Guide by Leger, Robert, Babin, Pellerin, and Wagner. (2008)

Responsibilities

As your **teacher** I have the following responsibilities:

- Come prepared to every class.
- Plan my class so you can accomplish the objectives listed above.
- Treat you as responsible adults.
- Consider that is not always your fault if you don't understand the material.
- Encourage you to ask and answer questions.

As **students** you have the following responsibilities:

- Come prepared to every class.
- Complete all work on time with proper thought.
- Behave as responsible adults.
- Consider that it is not always my fault if you don't understand the material.
- Treat others with respect.

Point Distribution and Grades

Scores for each category of points will be approximately weighted as shown below.

	Points	Estimated percentage of overall grade
Quizzes	100	14%
Exams	300	43%
SAP Exercises (Fitter Snacker & others)	100	14%
SAP Exercises in preparation for ERPsim (e.g. master data, business processes, standard & custom reports)	50	7%
Company presentation (after ERPsim simulation)	150	21%
Total	700	100%

Grades will be assigned as follows:

90% through 100%	A
80% through 89.9%	B
70% through 79.9%	C
60% through 69.9%	D
Below 60%	F

Note: After all the material is graded, letter grades will be assigned as in the table above. I will do some rounding, but in the following manner: 89.444 is a B, no exceptions, but 89.445 will round to an A.

Quizzes and Exams. There will be 8-12 quizzes and three exams. The quizzes and exams will cover material from the textbooks, lectures, and assigned outside readings. Quiz/exam questions will be a combination of multiple choice and short answer and exams may include one or two essay questions.

Individual Assignments. There will be several individual assignments using SAP given throughout the semester to enable each student to use example ERP software, such as SAP. There is a 20% late penalty per day for late assignments.

Team Work & Presentation. An important component of this course will be to set up and run a company using the SAP Enterprise System (ERPsim). The business will run for approximately 4-7 quarters. At the conclusion of this simulation, each team will prepare a presentation to explain their results, what strategic and operational decisions they made and why.

General Policies

Attendance

You **are expected to attend class**. Although I will not take attendance, you cannot expect to have a thorough grasp of the material if you miss class. You are responsible for all material or assignments that are covered in class. However, attendance is **required during the execution of the simulation**. Each person will have a role to play in their team's company and everyone must be present during the simulation run during those class times. The simulation will be run approximately for 4 – 7 class periods. There will be a 5% penalty of the overall course points for each absence during the simulation runs (i.e. half a letter grade).

In addition to lecture and discussion there will be several hands-on exercises using SAP. If a student misses a class, it is up to the student to find out what was covered by talking to other students, getting someone's notes, and checking the class WebCT site. The student may get specific assignments from the instructor or ask the instructor specific questions only after the student has reviewed the notes for the missed class.

Class Procedures

The teaching method for this course will include lecture/discussion, in-class exercises, and individual assignments. All individual assignments are to be done independently.

Getting help outside office hours

The Bulletin Board (BB) on WebCT is an extension of my office hours. You are to post all course related questions here. **I will not answer questions in private e-mails**. Make sure you use relevant subject headings for your postings. A good, descriptive subject heading will help other students learn from the answers to your questions. A subject heading of “Error” is not relevant. An example of a more relevant subject heading is “Help: Fitter Snacker Exercise 1. Step 12. Output does not show the expected result” If you are going to start a new topic, or ask a new question, make sure that you start a new thread. Continuing a previous thread with a new question will only ensure that most people miss your question. Be sure to include enough information in your question. Also, please post your question in the appropriate topic area. **Do not wait until the last minute to post a question**. I strongly encourage other students to post answers to questions they see on the BB.

Missing Quizzes, and Exams

- No makeup Quizzes will be given.
- Makeup Exams will be given only under extraordinary circumstances and the student **must** submit a **legitimate excuse**. Examples of legitimate excuses:

If it is ...	You have to bring a...
Due to illness:	note from doctor
Due to business:	note from supervisor
Death in family:	note from family member and obituary
Due to an university sponsored activity	note from sponsor
Other	on a case-by-case basis

Read carefully: I must be informed prior the exam to count as a legitimate excuse. **If you cannot reach me, leave a message at the department’s office (646-4901) indicating time and date.** Notifying me by email will not be sufficient. Notifying me after the exam will result in a grade of zero for that exam.

Your excuse must be submitted to me and it must contain a telephone number so that your absence can be verified. **Failure to follow the guidelines will mean that you forfeit the excused absence option.**

If a student misses an exam **without a legitimate excuse**, s(he) will receive a grade of zero for that exam.

Withdrawal Policy

Last day to Withdraw is **Wednesday, October 15**. No faculty or department head signatures are required to drop a class if you drop a class on or before this date.

Incompletes

A grade of "I" (Incomplete) will be assigned only in circumstances in agreement with the current NMSU *Undergraduate Catalog* (http://www.nmsu.edu/Academic_Progs/Undergraduate_Catalog/ch1/regulations.html). Incomplete grades are to be given only if a student has passed the first half of the course and is unable to complete the course due to circumstances beyond the student's control. (If the circumstances develop during the first half of the course, the student has the opportunity to drop the class). Examples of appropriate circumstances are documented illness, documented death or crisis in the student's immediate family and similar circumstances. The catalog states that job related circumstances are generally not appropriate grounds for assigning an "I" grade and that this grade is not to be used to avoid assigning a D, F, or U grade.

Academic Misconduct

All work submitted must be your original work. Any work done by groups of more than one (i.e., the work of two or more students is remarkably similar), or too similar to work of previous students will be construed as cheating. Your work must be kept private from others; should your work appear in the work of another student, both parties will be considered to have cheated, both will receive a failing grade for the course. Please refer to the Student Handbook

(http://www.nmsu.edu/~vpss/SCOC/student_hand_book.html) for a full description of the NMSU Policy.

Disabilities Statement

If you have or believe you have a disability and would benefit from any accommodations, you may wish to self-identify by contacting the Services for Students with Disabilities (SSD) Office (phone: 646-6840). If you have already registered, please make sure that your instructor receives a copy of the accommodation memorandum from SSD within the first two weeks of classes. It is your responsibility to inform either your instructor or SSD representative in a timely manner if services/accommodations provided are not meeting your needs.

If you have a condition which may affect your ability to exit safely from the premises in an emergency or which may cause an emergency during class, you are encouraged to discuss any concerns with the instructor and/or Michael Armendariz, SSD Coordinator. Feel free to call Mr. Gerard Nevarez, Director of Institutional Equity and EEO/ADA Office at 646-3635 with any questions about the Americans with Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act of 1973. All medical information will be treated confidentially.

Professional Behavior Guidelines

Tardiness: Please arrive on time. If you are later than the start of the class, please quietly take a seat nearest the entrance.

Side Conversations: Side conversations make it difficult for your classmates to actively listen and learn.

Sleeping: falling asleep in class is not considered professional behavior.

Inattention: Please do not read other material (chat, browsing the web, books) or study for other courses during the class. It is not polite. Please pay attention and join in the individual and group discussions. It will help you master the material.

Cell Phone: Please turn off your cell phone or set it to silent mode while you are in the class. Cell rings can disturb your classmates as well as me.

Miscellaneous Policies

- Although I will try to maintain the class schedule and objectives, I may need to make adjustments.
- I do not give additional projects to increase one's grade before or after the exam(s).
- No food or drinks allowed in the lab.