OPER 3000 Section 090 (Topics in Operations Management) Course Syllabus

Spring 2013

Instructor:  James Sisk

Office:  I am available in the classroom 30-minutes before and after class to assist students and, by appointment, in Room 228, Kimbrell Campus of Gaston College (Belmont, NC)

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Email:  jsisk7@uncc.edu

Days/Time/location:  Course is accessible 24/7 through any access to the worldwide web and the


Course Description:  This course examines the logistics operations, processes, and modes of transportation in an interdependent world economy. Emphasis is placed on freight forwarding operations, analyzing and selecting transportation modes, and processing import/export documentation. Upon completion students should be able to arrange and coordinate the transportation of products globally. This course is a unique concentration requirement of the UNCC BISOM program.

Learning Objectives and Outcomes:

At the conclusion of this course students should be able to:

1. Describe the importance that global logistics has on the world economy
2. Explain the organization, roles, and operating parameters of logistics firms engaged in international trade
3. Describe and analyze the critical components of global logistics in the following areas:
   a. Organization & methods of exporting
   b. International contracts & payments
   c. International transportation modes
   d. International shipment documentation
   e. International insurance
   f. International customs & other governmental regulations
4. Describe how international trade is conducted with various forms of contracts, transportation, and documentation
5. Evaluate the components of global logistics given various scenarios and conditions of an international exchange of goods
Organization & Format:

This is a hybrid class that meets once per week during the semester with additional coursework completed online through Moodle. If you are unfamiliar with Moodle or taking online courses – please visit UNCC resources for online learning here:

- Online Learning (opens at http://itservices.uncc.edu/student-services/e-learning)
- Moodle (opens at https://moodle.uncc.edu/)

This class consists of five modules organized around specific chapters of the required text. Modules have readings from your primary textbook, assignments, and end-of-module exams (taken online). Assignment formats are:

- Written responses created by students and sent to the instructor online (e.g. evaluating another website or answering questions from your textbook’s content)
- Research by students for in-class oral presentations.

Evaluation of Student Learning

Grades are based on successful completion of learning module assignments, module exams, and, a comprehensive final exam that have point values associated with them as follows:

1. **Assignments** - you not get an individual grade for each assignment; rather you receive credit in the form of points. Each assignment has a 1 point value if completed by the due date. A maximum of 10 (cumulative) points for module assignments are possible for the course.
2. **Exams** - you will receive a maximum of 10 points of credit for each (chapter) exam taken with your individual score (that will show up in your My Grades area on a 100-point scale) translated to a 10-point scale for a total possibility of 50 points for the course.
3. **Final Exam** - you will receive 15 points of credit based on your final exam taken during the final exam week (see course schedule). Your final exam score will show on a 100-point scale which must be translated to a 10-point scale for a total possibility of 15 points.
4. **Oral presentations** – you will receive 10 points of credit based on your two oral presentations delivered in class for a total of 20 points maximum.
5. **Class participation** – you will receive .33 points of credit for each day of in-classroom meetings with no points granted for any missed class period.
6. Letter grades will be calculated using the points above as a reference. These letter grades are entered in your official records at the end of the course and are based on the following grading policy (letter grade = total cumulative points earned during the semester):

- A = 90 to 100 points
- B = 80 to 89 points
- C = 70 to 79 points
- D = 60 to 69 points
- F = less than 60 points
• 5 Chapter quizzes – 50 pts (each 10 pts)
• 1 final exam – 15pts
• 2 presentations – 20pts (10 each)
• 10 assignments – 10pts (1 each)
• Class attendance – 5 pts (.33 pts per meeting)
• = 100pts

If a student cannot successfully complete course work due to unusual and unavoidable circumstances, a grade of "I" for incomplete may be given according to college policy. This type of grade must be discussed with the instructor as early as possible. Students who feel they cannot successfully keep up with the mandatory due dates for exams and assignments should first contact the instructor immediately. They should then consider withdrawing from the class by submitting an official college withdrawal slip (available in any departmental offices or from the Registrar Office). Failure to officially withdraw will result in a failing grade. The instructor does not withdraw students due to non-performance.

All exams in this course are taken online. There are five exams corresponding to your module structure and one comprehensive final exam. Module exams are available throughout the course. **All exam links will "disappear" at midnight on the last day of regularly scheduled classes.** You are allowed to attempt an exam only once and upon expiration of the exam there are no opportunities for re-test. You access all your exams on Moodle in the Exams area. Graded exams are timed, so please don't wait until you open the exam to start reading the textbook. To look up each answer in the text may take too long and you'll be timed out of the exam. You may use any resource at your disposal when taking an exam. All exam questions come directly from your primary textbook. If you experience problems while taking an exam (e.g. AOL users sometimes get timed out, poor Internet connections disrupt progress) - please contact me at once.

**Online Attendance and Participation**

You are expected to attend every class meeting. Attendance is also monitored by seeing whether all assignments are submitted according to their due dates. Please remember to manage your time wisely and be aware of all course schedule dates.

The responsibility for completing coursework is placed specifically on the individual student. The college reserves the right to sever its relationship with any student who fails to maintain the respective attendance and course completion requirements. Such a student can be dismissed from a given class upon recommendation of the instructor. Students who fail to maintain active participation in a course as defined in the course syllabus may be dropped from the class.

The student is responsible for all material covered in each course for which he is registered. The decision to assist the student with makeup work, including tests, in every case rests with the instructor. The instructor may require verification of medical or personal circumstances presented by the student to influence this decision. Course work not made up, may cost a student grade advantage in the final evaluation since the instructor is not required to offer the student an opportunity to make up course work.
Withdrawal Procedures for Curriculum Classes

It is the student’s responsibility to withdraw from class. Withdrawal from a course for academic reasons must be initiated by the student in accordance with the college’s semester schedule. The student must complete an official withdrawal with the Office of the Registrar.

Note: A student who stops attending classes for any reason should not expect the instructor to drop him or her. Failure to do so could result in an F grade.

Students with Special Needs

In order to receive services under the Americans with Disabilities Act, the student is responsible for supplying documentation to the Counseling Center well in advance of class registration. Students should also schedule a meeting with a counselor in the Counseling and Career Development Center to discuss individual needs regarding reasonable accommodations. See the UNCC website for further information.

Academic Integrity

Students enrolled in courses are subject to the same policies, procedures, and standards as students enrolled in traditional courses in regard to academic responsibilities and code of conduct.

Official UNCC policy on academic integrity: http://legal.uncc.edu/policies/up-407

Campus Safety Announcement

UNCC is very concerned about protecting our students, employees, and visitors at all campuses. You can help the College to protect everyone by reporting any suspicious activities or threats to your instructor, Campus Police, or any other college official. The College takes steps to protect anyone who has reason to believe that he/she is in danger. Also, remember to keep your belongings in secure places at all times. The College offers free and confidential counseling services to students with personal concerns.

Statement of Diversity

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.
### Course Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Textbook Chapter</th>
<th>Subject</th>
<th>Activity</th>
<th>Exam reference</th>
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<tbody>
<tr>
<td>Jan 9</td>
<td>1</td>
<td>Introduction</td>
<td></td>
<td>I</td>
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<tr>
<td>Jan 16</td>
<td>2</td>
<td>International Supply Chain Management</td>
<td></td>
<td>I</td>
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<tr>
<td>Jan 23</td>
<td>3</td>
<td>Logistics Infrastructures</td>
<td></td>
<td>I</td>
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<td>Jan 30</td>
<td>3</td>
<td>Logistics Infrastructures</td>
<td>Student Presentations</td>
<td>I</td>
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<td>Feb 6</td>
<td>4</td>
<td>Entry Methods for International Business</td>
<td>Assignment</td>
<td>I</td>
</tr>
<tr>
<td>Feb 13</td>
<td>5 &amp; 6</td>
<td>Contracts &amp; INCOTERMS</td>
<td>Assignment</td>
<td>II</td>
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<tr>
<td>Feb 20</td>
<td>7 &amp; 8</td>
<td>Payments &amp; Foreign Currency</td>
<td>Assignment</td>
<td>II</td>
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<tr>
<td>Feb 27</td>
<td>9 &amp; 10</td>
<td>Documentation &amp; Insurance</td>
<td>Assignment</td>
<td>III</td>
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<tr>
<td>Mar 13</td>
<td>11</td>
<td>Ocean transportation</td>
<td>Assignment</td>
<td>IV</td>
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<td>Mar 20</td>
<td>12</td>
<td>Air transportation</td>
<td>Assignment</td>
<td>IV</td>
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<td>Mar 27</td>
<td>13</td>
<td>Land &amp; Intermodal transportation</td>
<td>Assignment</td>
<td>IV</td>
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<td>Apr 3</td>
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<td>Packaging for international shipments</td>
<td>Assignment</td>
<td>V</td>
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<td>Apr 10</td>
<td>15</td>
<td>Global Logistics Security</td>
<td>Assignment</td>
<td>V</td>
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<tr>
<td>Apr 17</td>
<td>16</td>
<td>Customs &amp; Cross-border entry</td>
<td>Assignment</td>
<td>V</td>
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<td>Apr 24</td>
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<td>Student presentations</td>
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<td>May 2-3</td>
<td>1 - 16</td>
<td>Comp. Final</td>
<td>Exam</td>
<td>Comp. Final</td>
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