



Production Planning & Control Lab

OSCM 3334A Spring 2021

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Reference Books:

Production Planning and Control (SAP PP) with SAP ERP, by Jawad Akhtar, 2nd Edition, SAP PRESS, 2016 (ISBN 978-1-4932-1431-0).

Manufacturing Planning and Control, by F. Robert Jacobs, William L. Berry, D. Clay Whybark, and Thomas E. Vollmann. McGraw Hill, Sixth Edition (ISBN 978-0-07-337782-7).

The SAP Materials Management Handbook, by Ashfaque Ahmed, CRC Press Taylor & Francis Group (ISBN: 978-1-4665-8162-3).

Course description (*From Goldmine*)

Production Planning and Control Lab This course covers the configuration and implementation of Manufacturing Planning and Control concepts in an ERP system. It includes the practice of Demand Management, Resource Planning, Sales and Operations Planning, Capacity Requirements Planning, and Material Requirements Planning. Some emphasis will be placed on Process Management.

Welcome to Production Planning and Control Lab, the official information for OSCM 3334 Lab course, including grades, will be posted on Blackboard. You are responsible for reading the “Announcements”, “Assignments”, and any other information concerning this course; check your Blackboard account daily.

Objectives:

At the completion of this course, students will be able to:

1. Conduct demand management processes in an ERP system.
2. Perform sales and operations planning in an ERP system.
3. Determine and plan capacity requirements in an ERP system.
4. Manage and control business processes in an ERP system.
5. Execute manufacturing planning & control processes in an ERP system.

Prerequisite: OSCM 3333 or may be taken concurrently.

Grading Policy:

Grades for this course will be based on the percentage of successful completion of the laboratory exercises.

Percent	Grade
90 to 100	A
80 to 89	B
70 to 79	C
60 to 69	D
Below 60	F

COURSE POLICIES

Lectures

This is an asynchronous online course. It is expected that you complete the course activities as indicated in the course calendar. You should be available to complete them on time.

Technology Requirements

Course content is delivered via the Internet through the Blackboard learning management system (LMS). Ensure your UTEP e-mail account is working and that you have access to the Web. You may use any of the primary Web browsers. When having technical difficulties, try switching to another browser.

You will need to have access to a computer/laptop, a webcam, a microphone, and the UTEP virtual private network. Check that your computer hardware and software are up-to-date and able to access all parts of the course.

You can download Microsoft Office programs (including Word, PowerPoint, Outlook and more) for free via UTEP's Microsoft Office Portal. Click the following link for more information about Microsoft Office 365 and follow the instructions.

If you encounter technical difficulties of any kind, contact the Help Desk (UTEP Library Room 300, TS.UTEP.EDU, 915-747-4357). Please contact the UTEP Help Desk as they are trained specifically in assisting with technological needs of students. Please do not contact me for this type of assistance. The Help Desk is much better equipped than I am to assist you!

Course Communication

Because this is an online class, we won't see each other in the ways you may be accustomed to: during class time, small group meetings, and office hours. However, there are a number of ways we can keep the communication channels open:

- **Office Hours:** We will not be able to meet on campus, but I will still have office hours for your questions and comments about the course. My office hours will be held on Blackboard Collaborate using this link:

<https://us.bbcollab.com/guest/836bb588932344838f55e7ccdbe2ee38>

and during the following time:

- Wednesdays: 6:30-7:30 p.m. Mountain Time

- By appointment, please email me to setup a day and time jablannedorosas2@utep.edu

- **Email:** UTEP e-mail is the best way to contact me. I will make every attempt to respond to your e-mail within 24 hours of receipt. When e-mailing me, be sure to email from your UTEP student account and please put the course number in the subject line. In the body of your e-mail, clearly state your question. At the end of your e-mail, be sure to put your first and last name, and your university identification number.

- **Discussion Board:** If you have a question that you believe other students may also have, please post it in the Course Question section inside of Blackboard (left hand side menu). Please respond to other students' questions if you have a helpful response.

- **Announcements:** Check the Blackboard announcements frequently for any updates, deadlines, or other important messages.

Netiquette

- Always consider audience. Remember that members of the class and the instructor will be reading any postings.
- Respect and courtesy must be provided to classmates and to instructor at all times. No harassment or inappropriate postings will be tolerated.
- When reacting to someone else's message, address the ideas, not the person. Post only what anyone would comfortably state in a F2F situation.

- Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space. If students wish to do so, they have the ethical obligation to first request the permission of the writer(s).

Late Work Policy

Labs will be due on Fridays at midnight (11:59 PM). No late work will be accepted.

Drop Policy

To drop this class, please contact the [Registrar's Office](#) to initiate the drop process. If you cannot complete this course for whatever reason, please contact me. If you do not, you are at risk of receiving an "F" for the course.

Accommodations Policy

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the [UTEP Center for Accommodations and Support Services](#).

Scholastic Integrity

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as one's own. Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be reported to the [Office of Student Conduct and Conflict Resolution \(OSCCR\)](#) for possible disciplinary action. To learn more [HOOP: Student Conduct and Discipline](#).

Student Resources

UTEP provides a variety of student services and support:

- [UTEP Library](#): Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.
- [Help Desk](#): Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, website, or in person if on campus.
- [Math Tutoring Center \(MaRCS\)](#): Ask a tutor for help and explore other available math resources.
- [Military Student Success Center](#): UTEP welcomes military-affiliated students to its degree programs, and the Military Student Success Center and its dedicated staff (many of whom are veterans and students themselves) are here to help personnel in any branch of service to reach their educational goals.
- [RefWorks](#): A bibliographic citation tool; check out the RefWorks tutorial and Fact Sheet and Quick-Start Guide.

COVID-19 Precautions

- You must STAY AT HOME and REPORT if you (1) have been diagnosed with COVID-19, (2) are experiencing COVID-19 symptoms, or (3) have had recent contact with a person who has received a positive coronavirus test. Reports should be made at screening.utep.edu. If you know of anyone who should report any of these three criteria, you should encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to COVIDaction@utep.edu.
- For each day that you attend campus—for any reason—you must complete the questions on the UTEP screening website (screening.utep.edu) prior to arriving on campus. The website will verify if you are permitted to come to campus. Under no circumstances should anyone come to class when feeling ill or exhibiting any of the known COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, and alternative instruction will be provided. Students are advised to minimize the number of encounters with others to avoid infection.
- Wear face coverings when in common areas of campus or when others are present. You must wear a face covering over your nose and mouth at all times in this class. If you choose not to wear a face covering, you may not enter the classroom. If you remove your face covering, you will be asked to put it on or leave the classroom. Students who refuse to wear a face covering and follow preventive COVID-19 guidelines will be dismissed from the class and will be subject to disciplinary action according to Section 1.2.3 Health and Safety and Section 1.2.2.5 Disruptions in the UTEP Handbook of Operating Procedures.

Course Outline

Week	Lab Session
1	Online Orientation Session Wednesday Jan 20 at 6:30 pm, via Blackboard Collaborate Ultra
1 01/17-01/23	Introduction to logging on to SAP and Navigation
2 01/24-01/30	Master Data I: Material Masters
3 01/31-02/06	Master Data I: Material Masters
4 02/07-02/13	Master Data II: BOMs and Routings
5 02/14-02/20	Master Data II: BOMs and Routings
6 02/21-02/27	Forecasting and Sales and Operations Planning
7 02/28-03/06	Forecasting and Sales and Operations Planning
8 03/07-03/13	Master Scheduling and Material Requirements Planning
9 03/21-03/27	Master Scheduling and Material Requirements Planning
10 03/28-04/03	Master Scheduling and Material Requirements Planning
11 04/04-04/10	Purchasing and Financial Accounting
12 04/11-04/17	Purchasing and Financial Accounting
13 04/18-04/24	Production Planning
14 04/25-05/01	Production Planning
15 05/02-05/08	Production Planning