



BUSN 3333 BUSINESS PROCESS ANALYTICS

Fall 2022 CRN: 16602 MW 3:00 ~ 4:15 pm BUSN 320

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Office hours: MW 1:30 ~ 3:00 pm
 or by appointment

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COURSE DESCRIPTION

The purpose of this course is to introduce the BBA students Enterprise Resource Planning (ERP) and the use of these systems in various business process modules such as human resources, supply chain, accounting, and finance. This is a foundational course in principles of ERP designed primarily for business students as part of an integrated business education and is also useful for any major who wishes to understand how ERP is used.

COURSE OBJECTIVES

The major goal of this course is to introduce students to Enterprise Resource Planning (ERP), a business management paradigm that integrates all facets of the business, including planning, manufacturing, sales, finance and accounting. Course will cover both the methodology and practice of ERP using SAP, a leading commercial software package. Hands-on homework will be assigned so the student can work through real-life business situations using the SAP system and explore the interaction among the different business processes. These exercises, along with in-class discussions, will prepare the student with the knowledge and skill sought by a growing number of businesses attempting to use enterprise systems to maintain or expand their competitive edge.

LEARNING OBJECTIVES

Specifically, upon completion of the course, the student should have familiarity with the following business processes and the skill to work with these processes with the SAP software tool:

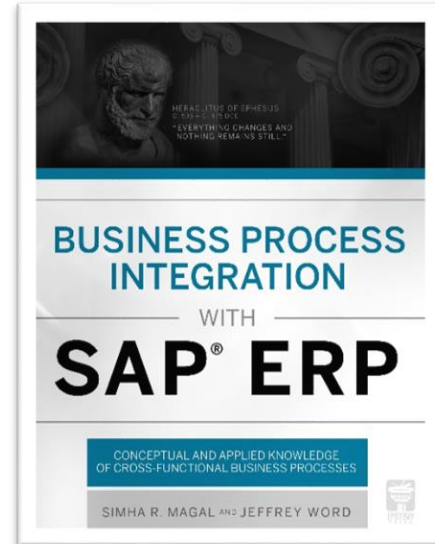
- Accounting Process
- Procurement Process
- Fulfillment Process
- Production process
- Inventory and Warehouse Management Process
- Material Planning process
- Process integration

SAP University Alliances Community (SAP UAC) is a free site for all university students who are enrolled in an SAP course. The registration process is very simple and is free -- <http://uac.sap.com>. In addition to the detailed Global Bike Incorporated (GBI) case information, you will also gain access to several SAP career services, including certification information and internship and job opportunities.

TEXTBOOK

The following is required:

- **(Required) Business Process Integration with SAP S/4HANA (2020)**
 - By Simha R. Magal & Jeffrey Word
 - The online textbook can be purchased at: <https://courses.epistemypress.com/>
- **(Required) Harvard Business Review Cases:**
 - Two HBR cases will be used throughout the semester.
 - The cases can be purchased at:
 - <https://hbsp.harvard.edu/import/966005>
- **The Wall Street Journal**
 - This is optional but highly recommended!
 - UTEP sponsors WSJ memberships for students, faculty and staff. You can activate your digital school-sponsored membership at:
 - [WSJ.com/ActivateUTEP](https://www.wsj.com/activate/utep).



Prerequisite: ACCT 2301 w/C or better AND ACCT 2302 w/C or better AND ECON 2303 w/C or better AND ECON 2304 w/C or better AND QMB 2301 w/C or better)

Disclaimer:

The following is a rough detail about what will be covered in lectures, assignments, grading, tests, etc. This is not a contract, but rather it is a guideline to be adjusted as necessary.

COURSE WEBSITE

Blackboard: The electronic platform for this course will be Blackboard. Students are responsible for checking Blackboard and your UTEP email daily for course announcements and updates through the my.utep.edu portal. Blackboard is the main source of communication between faculty and students. Students are encouraged to access this site daily. Course syllabus, calendar, and slides are posted on this site. Grades will be made available ONLY through this site. Important announcements for this class will be sent through “Blackboard announcement” and will go directly to your email. Please check your email every day for any communication.

GRADING

1	Class participation	50 pts
2	Quizzes	90 pts (10 pts each)
3	News presentations	40 pts (20 pts each)
4	HBR cases	60 pts (30 pts each)
5	Team project	200 pts
6	Labs	270 pts (30 pts each)
7	Exams	300 pts (100 pts each)
	Total	1000 pts

Grades will be assigned based on the following scale.

A	900+	B	800-899	C	700-799
D	60-699	F	<600		

CLASS PARTICIPATION (preparation/contribution/professionalism):

Students are expected to read the textbook chapter/watch the textbook video lectures before class. During the class meetings, students will work in groups to answer the discussion questions that help the students to further comprehend the material. Therefore, it is important for students to finish watching all the videos and participate the in-class discussion.

I expect you to show up, pay attention and participate. You can't participate if you are not present. However, only attendance in class does not guarantee the students to receive this credit. This credit will be assigned only to students with active performance.

Your contribution will be evaluated periodically. Please remember to show respect for your peers.

QUIZZES

9 Quizzes will be given during the course (one for each chapter). Each quiz will be available on the blackboard a week before the corresponding class session and is due before class. Each quiz is worth 10 points. **All quizzes are due before class starts.**

NEWS PRESENTATION

Indispensable managers scan and plan. They know what is happening in the world around them and spot new trends and best practices before the competition. To help build this HABIT, please read the WSJ and other credible trade press of your choice regularly throughout the semester. Each student will present twice throughout the semester. For each presentation, the student selects a piece of news related to business that occurs within a month and presents in class. Each student will submit a note one day before the presentation day including **the title of the news**, **the source of the news** (e.g., website links or a scanned copy from a newspaper or a magazine), and **a short paragraph** on why you think the news is important or interesting to you. The note should be no longer than a page. On the day of the presentation, the students are expected to come to class 5 minutes earlier to set up the presentations. Each presentation should be 8~10 minutes, and 15 minutes total including Q&As.

HBR CASES

There are two HBR cases during the semester. Students will form two groups for this assignment. For each case, students will read the case and answer the discussion questions. During the in-class discussion, one group will be assigned randomly to present their answers and the other team will question/criticize the answers of the presenting team.

TEAM PROJECT

You will form a team and conduct a business process analysis project. The group project consists three parts: a project proposal (20 pts), a final presentation (80 pts), and a final report (100 pts). The project will be worth 200 points. All group members in a team will be assigned the same grade. The project is due before midnight on the date highlighted in Blackboard. If you turn in a project on the day after the due date, 20 points will be deducted from your grade. 10 additional points will be deducted from your grade for each additional late day.

LABS

Labs are an essential component of this course. There are 9 labs throughout the semester. Each lab worth 30 points while the number of questions may vary. The labs' reports must be submitted via Blackboard before the due date and late submissions will have 5 points deducted from the grade. 2 additional points will be deducted from your grade for each additional late day.

EXAMS

There are two midterm exams and a final exam and will cover the materials during that part of the semester for which the test is given. You will not be tested on any materials that are not covered in the class.

A student who is unable to take an exam due to an emergency must inform me of that fact on or earlier than the day of the exam and arrange for a make-up exam. Any student requiring a make-up exam will have to document his/her excuse (e.g., a letter from a physician written on the physician's letterhead).

All exams are delivered in the **IN-CLASS E-EXAMS** using the blackboard platform. For all exams, you will be asked to use the Respondus Lockdown Browser (RLB) and Monitor. There will be a **Mock Quiz** to allow you to get the full experience of taking an exam using these tools. Prior to the quiz/exams, you will be asked to get your personal computer ready to take the exam by downloading and installing all necessary software. You will need to make your webcam available during the Bb exam and you will be video-recorded taking the exam. There is more information on Bb on how to set up RLB and be ready to take all exams.

DISRUPTIONS:

You are expected to arrive for class on time and stay in class for its duration. Please minimize class disruptions by completing bathroom visits before class time. Please turn off your cell phone once you are in the classroom.

INCOMPLETE GRADE POLICY

Incomplete grades may be requested only in exceptional circumstances after you have completed at least half of the course requirements. Talk to me immediately if you believe an incomplete is warranted. If granted, we will establish a contract of work to be completed with deadlines.

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 \(CASS\)](#). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at cass@utep.edu, or apply for accommodations online via the [CASS portal](#).

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 ones' 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, please visit [HOOP: Student Conduct and Discipline](#).

COVID-19 PRECAUTIONS

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you have tested positive for COVID-19, prior to, after, and/or during your time enrolled in your course(s), you are highly encouraged to report your results to covidaction@utep.edu as well as to let our office know at ppp@utep.edu.

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people. The best way that we can take care of ourselves and others is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area. For more information about the current rates, testing, and vaccinations, please visit epstrong.org.

Tentative Schedule of Classes

Week	Dates	Activities
1	08-22	First day of class
	08-24	Ch 1: "Intro to Business Processes"
2	08-29	A hand game of business process
	08-31	Ch 2: "Intro to Enterprise Systems"
3	09-05	Lab 1 - Navigation
	09-07	Ch 3: "Intro to Accounting"
4	09-12	Lab 2 - FI
	09-14	Case 1: Bloom & Grow Asia (I): ERP Strategy and Planning
5	09-19	Ch 4: "The Procurement Process"
	09-21	Lab 3 - MM
6	09-26	Lab 3 – MM (cont.)
	09-28	Ch 5: "The Fulfillment Process"
7	10-03	Lab 4 - SD
	10-05	Lab 4 – SD (cont.)
8	10-10	Test 1: Ch 1, 2, 3, 4 & 5
	10-12	Team project proposal presentation
9	10-17	Ch 6: "The Production Process"
	10-19	Ch 7: "Inventory and Warehouse Management Process"
10	10-24	Ch 8: "Material Planning Process"
	10-26	Lab 5 - PP
11	10-31	Lab 5 – PP (cont.)
	11-02	Case 2: The Diet Center: The SAP ERP Decision
12	11-07	Ch 9: "Process Integration"
	11-09	Lab 6 – WM-I
13	11-14	Lab 7 – WM-II
	11-16	Lab 8 – WM-III
14	11-21	Lab 9 – WM-IV
	11-23	3D printing tour
15	11-28	Team Project Presentations
	11-30	Test 2: Ch 6, 7, 8 & 9
	12-05	Final Exam: Comprehensive 1:00 – 4:00 pm

Fall Drop/Withdrawal Deadline: **Oct 28th**