



## **BUSN 3334A BUSINESS PROCESS ANALYTICS LAB**

Spring 2022    CRN: 29302    M 4:30 ~ 5:50 pm    BUSN 310

Instructor:    Yang Yang, Ph.D.  
Department:    Marketing and Management  
Office hours:    MW 3:00 ~ 4:30 pm  
                          or by appointment

Office: BUSN 249  
Phone: 915-747-5598  
Email: [yyang5@utep.edu](mailto:yyang5@utep.edu)

### **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.

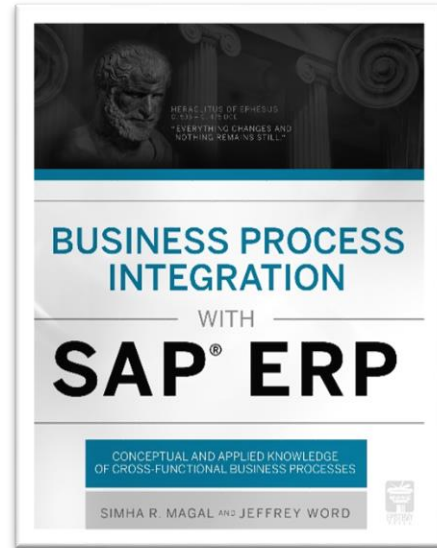
**Text Book:**

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/>

**Prerequisite:** Taking the BUSN 3333 class concurrently

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<b>Grading:</b>	1. Lab Assignments	100%
=====		
	<b>Total</b>	<b>100%</b>

Grades will be assigned based on the following scale.

<b>A</b>	<b>90+</b>	<b>C</b>	<b>70-79.9</b>	<b>D</b>	<b>60-69.9</b>
<b>B</b>	<b>80-89</b>	<b>F</b>	<b>&lt;60%</b>		

**Labs:** Each lab will follow the steps reviewed in the class and will be individual. The points assigned per lab will vary depending on the number of questions and the complexity. 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.

**Incomplete:** University policy states that a grade of "I" may be given only when a student is currently receiving a passing grade in the course. An incomplete is meant for hardship cases where you are unable to complete the course requirements due to circumstances beyond your control. It is not meant to accommodate students who decide that the workload is too heavy. Adequate evidence of such hardship must be presented when requesting an "I" grade.

**Inappropriate Behavior.** Inappropriate behavior distracts other students and interferes with their learning experience. Inappropriate behavior may include arriving late, leaving early, talking, surfing the net, and so on. Rude and inappropriate behavior will not be tolerated. Since it is my responsibility to provide an environment that is conducive to learning for everyone in the class, I will deduct points from the final grade of a student who chooses to repeatedly distract others. In particularly egregious cases, I will have the student permanently removed from the class.

### **Academic Integrity**

The University of Texas at El Paso prides itself on its standards of academic excellence. In all matters of intellectual pursuit, UTEP faculty and students must strive to achieve based on the quality of the work produced by the individual. In the classroom and in all other academic activities, students are expected to uphold the highest standards of academic integrity. Any form of scholastic dishonesty is an affront to the pursuit of knowledge and jeopardizes the quality of the degree awarded to all graduates of UTEP. It is imperative, therefore, that the members of this academic community understand the regulations pertaining to academic integrity and that all faculty members insist on adherence to these standards.

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts. Proven violations of the detailed regulations, as printed in the Handbook of Operating Procedures (HOP) and available in the Office of the Dean of Students, may result in sanctions ranging from disciplinary probation, to failing grades on the work in question, to failing grades in the course, to suspension or dismissal, among others.

### **Plagiarism Detecting Software**

Some of your course work and assessments may be submitted to SafeAssign, a plagiarism detecting software. SafeAssign is used to review assignment submissions for originality and will help you learn how to properly attribute sources rather than paraphrase.

### **Special Accommodations:**

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](mailto:cass@utep.edu), or apply for accommodations online via the [CASS portal](#).

**Student responsibility:** Individual students must operate with integrity in their dealings with faculty and other students; engage the learning materials with appropriate attention and dedication; maintain their engagement when challenged by difficult learning activities; contribute to the learning of others; and perform to standards set by the faculty.

### **COVID-19 PRECAUTIONS**

If you have tested positive for COVID-19, you are encouraged to report your results to [covidaction@utep.edu](mailto:covidaction@utep.edu), so that the Dean of Students Office can provide you with support and help with communication with your professors. It is important to follow all instructions that you receive as part of the diagnosis, including isolation and staying at home until a negative test is produced.

If you experience COVID-19 symptoms, please follow the isolation protocol by staying at home and getting tested as soon as possible. If the test is negative but you are still seeking accommodations, please contact the Dean of Students Office for guidance in a timely manner. Your instructor will work with the Dean of Students Office to determine the extent of any such accommodations.

We strongly encourage you to think and act proactively in all matters related to COVID-19 and your academic endeavors. 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 Miners can take care of miners is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area, and will be available at no charge on campus during the first week of classes. For more information about the current rates, testing, and vaccinations, please visit [epstrong.org](http://epstrong.org).

### Tentative Schedule of Classes

Week	Dates	Activities
1	01-24	Ch.02-01 Introduction to SAP
2	01-31	Ch.03-01 Financial Accounting Master Data
3	02-07	Ch.03-02 Financial Accounting
4	02-14	Ch.04-01 Procurement Master Data
5	02-21	Ch.04-02 Procurement Process
6	02-28	Ch.05-01 Fulfillment Master Data
7	03-07	Ch.05-02 Fulfillment Process
8	03-14	Spring break
9	03-21	Ch.06-01 Production Master Data Ch.06-02 Production Process
10	03-28	Ch.07-01 WH Master Data Ch.07-02 WM Procure from Vendor Process
11	04-04	Ch.07-03 WM Procure from Plant Process Ch.07-04 WM Fulfillment Process
12	04-11	Ch.08-01 MRP Master Data Ch.08-02 MRP Process
13	04-18	Ch.09-01 Integrated Process Ch.09-02 Integrated WM Process
14	04-25	Ch.09-03 Integrated MRP Process Ch.09-04 Integrated WM MRP Process
15	05-02	TBD

**Fall Drop/Withdrawal Deadline: Apr 1st**