



LSCM 4510: Logistics & Business Analysis – Room BLB 140

Spring 2019

3 Semester Hours Thursday Nights 6:30 – 9:20 p.m.

Course Description

This is a project class, so the learning sessions are designed to be group work. Our focus will be on how to manage projects within an organization. Learning will be in a class setting and webinar-style groups.

Project Groups: (Note this Class format will be flexible based upon skill sets and overall understanding of the subject matter.)

- > Class Group Challenges (Excel or Internet Based)
- > Them – Us – Fit
- > BCA – Timeline and Project overall viability
- > Financial Support
- > Cumulative Final Presentation

Projects: Them-Us-Fit

- > Service Parts Logistics
 - a. trucker/warehouse phone
 - b. cell phone to unlock house door for carrier delivery
 - c. cell phone warehouse safety alerts
 - d. package tape communication with temperature damage-cell phone based RFID technology
 - e. IOT
 - f. Block-chain
- > HVAC local DFW based businesses

General Overview

“Logistics & Business Analysis” is designed to provide a comprehensive overview and understanding of ‘Project Management’ that is used in the logistics industry.

Instructor: Bryan Wahlberg, M.S.

Conference Hours: By appointment: I will be available in our classroom before or after any class meeting.

Email: You may email me directly at: bryan.wahlberg@unt.edu

Course Goals

The overall goal of this course is to develop a detailed project plan that can be presented at a board level. This course is designed to provide basic project skills for logistic professionals to manage the complexities of the supply chain.

Course Objectives

Upon successful completion of this course, students will have a basic understanding of:

- Organization Project Management – Companies invest millions of dollars of capital. Once the money is spent, project management is used to forge path forward to achieve desired results.
- You will learn how companies launch new strategies and how projects ultimately drive new ideas
- Project Phases: Define – Plan – Execute – Close-out
- Balance Resources from a Project Manager
 - What do You Need to DO?
 - Learn to Plan and Act
 - Focus on the Project’s End
 - Be a Manager and a Leader
- Seven Traits needed to be a good Project Manager
- Twelve Golden Rules of Project Management
- Understand the Reasons why Projects Fail
- Must Know Items
 - Project Integration Management
 - Project Scope Management
 - Project Time Management
 - Project Cost Management
 - Project Quality Management
 - Project Human Resources Management
 - Project Communication Management
 - Project Risk Management
 - Project Procurement Management
- Stakeholder Management – C- Level
- Goal Specific Management
- Project Charter
- Managing Risks and Constraints

- Common Project Problems
- Delivering Quality – The Very Best

Each of the above student-learning outcomes must be performed at an appropriate level per course assignment requirements and grading scale.

Course Structure/Approach

This course meets in both the classroom, and distance based learning. It involves individual and small groups, as well as whole classroom learning. Students will form small groups for discussions, when directed to do so, by the professor, and will work to complete a project Business Case to present at a Board Level. Students will utilize Canvas for turning in written assignments using the Blackboard Assignment Tool.

Course Requirements

Attendance and Participation:

This is an interactive course. In-class assignments cannot be made up. If you are scheduled to present, it is your responsibility to be in class to share your work or lead a discussion. All individual assignments must be turned in on Blackboards.

Must Do's:

- If you want an **(A)** Attend and Participate **In Class Discussions**
- Correct submission of your **resume** (format, name, and on-time) and complete the **Resume Authorization** assessment. – **Due by Feb 07** (50 points)
- **What Are You Meant To Do** – **Due Jan 31** - .ppt past and future timeline (50 points)
- Team Project, students will be in teams of 5-7 people and create a Them-Us-Fit presentation involving: Buyers, Sales, Customs, Documentation, Logistic Manager, Finance, Warehouse Engineer, Forwarder, Quality Manager (200 Points – Team Presentations)
- **Personal Profile** – Take your Personality Profile – This will give an insight into your core traits – **Due Feb 7^h** (50 points)
- **All assignments must be turned in on time, printed with a student rubric already graded. Failure to comply will result in one grade deduction.**

Note: Students who fail to engage with the course materials in a timely manner risk being administratively dropped from the class.

Time commitment: Business students are expected to devote approximately 3 hours per week to study for every unit of coursework. Logistics students should anticipate spending 4 hours weekly engaged with course readings and learning experiences.

UNT Policies - Disability Support Policy Statement

The College of Business Administration complies with the American Disability Act in making reasonable accommodation for qualified students with a disability. If you have an established disability, as defined in the Americans with Disability Act and would like to request accommodation, please see Dr. Farris as soon as possible.

Academic Integrity

Honesty in completing assignments is essential to the mission of the University and to the development of the personal integrity of students. In submitting graded assignments, students affirm that they have neither given nor received unauthorized assistance, and that they have abided by all other provisions of the Code of Conduct in the UNT Student Handbook. Cheating, plagiarism, fabrications or other kinds of academic dishonesty will not be tolerated and will result in appropriate sanctions that may include failing an assignment, failing the class, or being suspended or expelled. Suspected cases in this course may be reported to Student Life. For additional information about the University Integrity policy, go to <http://VPAA.unt.edu/academic-integrity.htm>.

Instructor Travel

If I am pulled away in the event of travel, I may hold an on-line class or offer alternative .XLS assignment based learning. The lecture materials will be sent prior to the call. This will be held in a business webinar meeting format. I will be using **your UNT email address** to communicate these details prior to class.

Assignments

Assignments and resources are numbered sequentially. You will be provided an assignment sheet and a rubric for each of the following assignments. These documents will contain complete information and criteria for assessment. Unless specifically directed otherwise, all assignments will be submitted electronically via Blackboard.

Class Preparation and Participation: Individual Assignment

Students are expected to attend every face-to-face class, arrive on time, stay for the entire class, and to prepare by reading assignments before arriving in the classroom. Students, who are late, leave early, or miss a class will not earn full class participation points.

Assessment

All students are expected to engage in high-quality learning processes and produce high-quality products. All assignments must be original work composed for this course. Students must cite their sources. Plagiarism will not be tolerated. All individual projects must be submitted via Blackboard.

A rubric will be provided for each course assignment. The final course grade is based on this point system:

Class Participation (15 @ 20 pts. each)	300 points
Personality Profile	50 points
Them-Us-Fit	100 points
Resume	50 points
What Are You Meant To Do?	50 points
BCA Format	100 points
Financial ROI	100 points
Final Presentation	200 points
.XLS Challenges	300 points

Total Possible Points 1250

Final Grades (Also see Absence Policy):

90% – 100%	= points = A
80% – 89%	= points = B
70% – 79%	= points = C
60% - 69%	= points = D

Class Participation – Question of the Day – Print QTD

Students are expected to attend every face-to-face class, arrive on time, stay for the entire class, and to prepare before arriving in the classroom. Students who are late, leave early, or miss a class will not earn full class participation points. **We will have a question of the day and this is how attendance/participation grades will be tracked. I will also assign a class number to simplify sorting and grading. Please remember to include this number on your assignments.**

Resume

Time to start thinking about graduation! Get your resume ready? It should be!

Your assignment: Electronically submit your resume in Microsoft Word .DOC format (no other formats accepted). Using the Learning! Assignment feature no later than 6:00 PM on Thursday January 31st. To receive full point name your resume file using your last name and the term you will graduate. For example: “Wahlberg_Spring_2019.DOC”. Failure to properly name your file will result in a 50% penalty. The logistics faculty may use this version of your resume to send to companies that contact us throughout the semester so make sure it is your very best, no excuses. No updates after the deadline will be accepted. There is a 100% penalty for late submissions. Students adding the course after January 24th will have 48 hours to make-up this exercise from the time they start the course. In addition, to receive submission points, you must have completed

the Resume Authorization via the Learn! Assessments feature prior to the resume submission deadline. Within the authorization, you may request your resume **NOT** be distributed to potential employers.

What Am I Meant to Do? Prepare a 3-5 slide PowerPoint based on your past experiences and really think about what you want to accomplish in your life. Think about it from a personal and professional perspective. Use my life example slides from our first lecture as an example. (Submit in Canvas)

Assignment Policies

1. If unable to complete an assignment by the scheduled date and time, the student must make arrangements with the professor **prior** to the scheduled date. As a general policy, missed assignments and tests may **not be made up**.
2. Assignments must be submitted **before or by the due date and time (6:30 PM Day of the class) to receive full credit**.
3. Unless **prior** arrangements are made, **late work will earn half the points**.
4. Unless stated otherwise, all assignments must be submitted **electronically**. Writing errors such as spelling, punctuation, and grammatical errors, will be taken into consideration and may lower the grade. All assignments should be **professional** in appearance, such as you would submit to a principal or employer.
5. Students are permitted and encouraged to **proofread** each other's assignments.
6. Make a **copy** of every assignment before submitting it to the professor.
7. In the event of an unusual final point distribution, the final point requirements may be lowered. This is solely at the **professor's discretion**.
8. **No grades of "incomplete"** will be given in this course, except as defined in the UNT Student Handbook.
9. **Do not plan on Extra Credit**
10. **Challenge Policy** you have until the start of the next class to submit a **written** request for a re-grade (known as a "challenge") after an exam or assignment has been returned to the class. To earn additional points, you must convince me in writing why your answer is correct.
11. **Assignments must be turned in via Blackboards**

Course Calendar

DATE DUE	ASSIGNMENT	WHERE TO SUBMIT	POINTS POSSIBLE
Jan 17	Course Overview Question of the Day (20)	In Class QOTD	20
Jan 24	Personality Profile (50) Question of the Day (20)	In Class QOTD	70
Jan 31	Resume Due – (50) Question of the Day (20)	In Class QOTD	70
Feb 7	Meant To Do? (50) Question of the Day (20)	What Are You Meant to DO? In Class QOTD Resume – In Class	70
Feb 14	Class Challenge (100) Question of the Day (20)	Class Challenge, In Class QOTD	120
Feb 21	Them – Us – Fit (100) Question of the Day (20)	Class Presentation In Class QOTD	120
Feb 28	Question of the Day (20)	In Class QOTD	20
Mar 7	BCA – Timeline Presentation (100) Question of the Day (20)	BCA Presentation, In Class QOTD	120
Mar 21	Class Challenge (100) Question of the Day (20)	Class Challenge, In Class QOTD	120
Mar 28	Question of the Day (20)	In Class QOTD	20
Apr 4	Class Challenge (100) Question of the Day (20)	IN Class QOTD	120
Apr 11	Financial Presentation (100) Question of the Day (20)	Financial Presentation, In Class QOTD	120
Apr 18	Question of the Day (20)	In Class QOTD	20
Apr 25	Class Open – Class Tour	Planning a facility tour	20
May 2	Final Presentation + Class Attendance	Group Presentation turn in material Team Presentations	220

Final Grade Appeals, Changes, Awarding and Removal of an 'I'

I strictly follow the guidelines set forth in the current Undergraduate Catalog for grade appeals, changes, and the awarding and removal of an 'Incomplete.' Please check the latest Catalog for details and procedures.

Contacting the Instructor

Bryan Wahlberg – Phone: 972-974-6771

Please contact me via email. I am “in the office” every Thursday at 6:00 P.M.

bryanwahlberg@unt.edu

I will respond to your email within 24 hours, unless I am traveling and lack regular Internet access. In that case, I will let the class know my “out of office” dates in advance. Ideally, students will also respond to the professor within 24 hours of all communication. Thank you.

Office:

University of North Texas

College of Business Marketing & Logistics

1155 Union Circle Stoddard Hall

Denton, Texas 76203-5017

Syllabus Agreement

I have read and understand the Syllabus for Spring 2019 LSCM 4510: **Logistics & Business Analysis** Class taught by Bryan Wahlberg. I understand the reading expectations and grading requirements.

Student Number: _____ Students Signature: _____
Dated: _____

Attachment 1 Resume Assignment

So, you attend a professional meeting tonight and chat with a vice president with a 3PL. “Looking for an exceptional UNT graduate highly capable to do great things for your company?” you ask. She replies, “Send me your resume by Noon tomorrow.”

Now is the time to get your resume in shape. Complete the attached resume cover sheet and post in the Assignments module within Blackboard Learn no later than 5:00 PM on January 31st. To avoid a reduction in participation points name your resume file using your last name and the term and year of your graduation. For example:

Lastname_GraduationTerm_GraduationYear.doc
Example: Doe_Fall_2030.doc¹

Failure to properly name your file will result in a penalty toward participation points. Late submissions will receive a three point reduction in their final grade. The logistics faculty will use this resume to send to companies that contact us throughout the semester so make sure it is your very best, no excuses. You have the right to request your resume not be distributed to potential employees.

YOU MUST COMPLETE THE FORM ON THE FOLLOWING PAGE AND TURN-IN A SIGNED COPY as a scanned pdf or Word document (cut and paste out of the syllabus) and post with your resume in Canvas Learn by Jan 31st.

¹ This student obviously does not plan to pass LSCM4560 on the first attempt!



Logistics and Supply Chain Management Resume Posting Authorization

Name your resume file as follows:

LastName_GraduationSemester_GraduationYear.doc
Example: Doe_Spring_2030.doc

Student name: _____
ID Number: _____
Submit Date: _____

Please check the appropriate responses:

A Logistics intern position for:

- ☐ Fall 2018
- ☐ Spring 2019
- ☐ Summer 2019
- ☐ I am not interested in a Logistics related internship

A part time position in Logistics:

- ☐ Fall 2018
- ☐ Spring 2019
- ☐ Summer 2019
- ☐ I am not interested in part time employment in Logistics

Post graduation permanent professional employment:

- ☐ Fall 2018
- ☐ Spring 2019
- ☐ Summer 2019
- ☐ will not be seeking employment in the logistics field

Release my resume:

- ☐ The University of North Texas has permission to distribute my resume to prospective employers.
- ☐ Please do not release my resume. It is submitted for a class requirement only.

Signed: _____

