**BUSML 4380 ADVANCED LOGISTICS MANAGEMENT (Sections 29910 & 29766)**

**Autumn 2018**

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| **Instructor:** | Steve DeNunzio | **Office:** | Fisher Hall Room 356A |
| **Email:** | denunzio.4@osu.edu | **Office Phone** | (614) 769-3155 |
| **Class Room:** | Converse 139 | **Meeting Days:** | Monday/Wednesday  |
| **Meeting Time:** | 2:20 – 3:40 PM (29910)3:55 – 5:15 PM (29766) | **Office Hours:** | Tuesdays, Noon to 4:00 PM |

## Course Description & Objectives

***Advanced Logistics Management*** is the second course in the logistics major sequence. This course is designed to give students a managerial knowledge of basic concepts and principles. These include core logistics functions, cost integration, and operations within the supply chain. It also includes relationships with suppliers, customers and other firm functions. We will approach issues from a dual perspective of managing logistics to reduce cost and to create competitive advantage. This course is intended as a complement to BUSML 3380, ***Introduction to Logistics***. There may be some overlap and topics may not be covered in the same order as BUSML 3380. In general, BUSML 4380 will go more deeply into certain topics to prepare future logisticians for follow-on courses, internships, and careers.

The objective of this course is to provide the student with:

* An understanding of the role of logistics in national and multinational business and government activity.
* An understanding of some of the individual components of logistics and their interrelationships within individual companies and within supply chains.
* An understanding of analytical tools and techniques useful in solving logistics problems.
* The analytical and problem-solving skills necessary to develop solutions for a variety of logistics problems.
* Knowledge about the professional opportunities in the field of logistics management.

**Required Textbook**

There is a required online textbook for this course. Many of you have used the full version previously in BUSML 3380. The publisher has created an abbreviated version of the text for our use, and you will need to use that version. Using the 3380 version, or your friend’s logon, will **not** be acceptable.

To access the textbook, copy and paste the following link into your internet browser:

* SECTION 29910: http://www.myeducator.com/s/1dR5IPd1401/
* SECTION 29766: http://www.myeducator.com/s/1dR5TlOec01/

You will be asked to create an account with MyEducator if you do not already have one. If you already have an account from when you took BUSML 3380, please log in first. Click on the “Checkout” button. Payment information will possibly be needed if you didn’t use the book for 3380; otherwise, payment should not be required. If you think it’s erroneously trying to charge you, try switching between your “osu.edu” and “buckeyemail.osu.edu” addresses. Once your account is created and any payment due is made, you will be directed to the course material.

When reading each topic chapter, you should plan to compete both the interstitial knowledge checks (quizzes at the end of subsections), and the quizzes at the end of each chapter. I will leave these chapters & quizzes open for the entire course, allowing you to leverage them to study for exams. Your performance on these quizzes will not be graded.

All other materials will be posted to Carmen as needed.

## Assignment Dues Dates

Assignments will be graded for possible full credit when they are submitted on their assigned due dates not later than **9:00 AM**, unless noted otherwise. Any assignment submitted up-to-12 hours after the due date deadline of 9:00 AM will be assessed a 50% deduction from the assignment’s total possible points. **Assignments submitted exceeding 12 hours from the due date deadline will not be counted for credit towards the class total.** Exemptions to this policy will be provided in the event of extraordinary circumstances; however, this does not include minor illnesses, schedule conflicts between school and work, tardiness, travel plans, or unscheduled vacations. If you feel there is a need to request exemption from this policy, please notify me via email at least 12 hours prior to the due date of the assignment.

## Grading Criteria (Total Course Points)

|  |  |  |
| --- | --- | --- |
| **Assignment** | **Points** | **Point Percentage** |
| Class Attendance and Participation | 100 | 10 |
| Team Project Written Report | 200 | 20 |
| Team Project Presentation | 200 | 20 |
| Exam #1 | 250 | 25 |
| Exam #2 | 250 | 25 |
| **TOTALS** | **1000** | **100%** |

## Grading Range: Course Points & Letter Grade Equivalent

|  |  |
| --- | --- |
| **Point Total Range** | **Letter Grade** |
| 930-1000 | A |
| 900-929 | A- |
| 870-899 | B+ |
| 830-869 | B |
| 800-829 | B- |
| 770-799 | C+ |
| 730-769 | C |
| 700-729 | C- |
| 670-699 | D+ |
| 600-669 | D |
| 000-599 | E |

Source: [**http://odee.osu.edu/resourcecenter/carmen/gradebook-using-grade-schemes**](http://odee.osu.edu/resourcecenter/carmen/gradebook-using-grade-schemes)

This course is graded using the **OSU Standard Grading Scheme**. The grading scale is guaranteed. You will receive no less than the letter grade listed within the appropriate class point total ranges. There is no curve.

Your **final** grade in the course will take into account your performance on all components of the course as outlined in this syllabus, and I will take into account your overall performance in the class when finalizing grades at the end of the course. Please do not petition for a grade adjustment at the end of the course. There is no substitute for working hard all semester!

## Team Logistics Project

A key objective of this class is to provide students with the opportunity to interact with logistics concepts and to learn to communicate logistics issues.

The instructor will form students into groups, the size and number of which will depend on the number of students enrolled. Students will be evaluated as a team, with each member receiving the same grade for the project. Issues associated with group effort or dynamic should be brought to the attention of the instructor as soon as possible. Waiting until the last minute to address these issues inevitably results in an unsatisfactory outcome of the parties involved.

The project will consist of a **written report** and an **oral presentation** of a logistics issue of interest to the team. The team members will select the topic to be presented. Typically, the logistics issue might concern an effort on the part of a company to improve its logistics functions. Teams are welcome to meet with the instructor to discuss ideas. A good place to start looking is in business magazines and periodicals (see the list at the end of this syllabus for ideas). The team will select a team lead, who will communicate the intended topic to the instructor.

Team Leads will submit an electronic/digital copy of their **report brief** write-up via Carmen by **9:00 AM** two days prior to their presentation date. The expected deliverable is **to be approximately four (4)** letter-sized (8 ½” x 11”), singe-spaced, type-written pages using 10-12 point Arial, Calibri, Times New Roman, Verdana, or similar font. Page limit does not include the coversheet or appendices/attachments used in the write-up. All team write-ups will need to cite sources inline, used to generate the response, as well as providing a detailed reference list at the end using APA, Chicago, Turabian, or similar format. These should be included as endnotes on a reference page.

On the day assigned, the student team will present to the class **a 10 minute in-class presentation** outlining their analysis. Any data (e.g. academic articles, case, industry journals, periodicals, videos, or other sources of information) relevant to the team’s response needs to be included inline in the presentation. All data used in the presentation will be cited on slides as well as providing a detailed reference slide at the end using APA, Chicago, Turabian or similar format. The Team Lead will submit an electronic/digital copy of their **case presentation** via Carmen by **9:00 AM** two days prior to their presentation.

The expected deliverable for this assignment is an electronic/digital copy of the team’s presentation in Microsoft PowerPoint format. Your presentation will be shared with the class, who will have approximately 5 minutes to ask questions of your team.

All students will also submit an individual **peer evaluation** of their team members’ performance on related to the case analysis project. The object of this assignment is to provide me with feedback on how well team members worked together as well as to prepare students for entry into the workplace. Peer assessment is a key component of employee performance and the supply chain industry. Members receiving a consistently low peer assessment may be subject to lowered scores on the write-up and presentation, as well as individual participation grade. Any student exhibiting a lack of individual effort on the team case analysis project may have her or his participation score lowered or receive a “0” based on the severity of the issue. Team members wishing to report an individual member’s lack of contribution to the group project will need to inform me no later than one week prior to the presentation as well as providing documentation (i.e. email messages, texts, etc.) supporting the request. Peer assessments are to be completed and submitted to me (either by handing in, or emailing) by 11:59 PM on the team’s case presentation date. The Peer Assessment form is located at the end of this syllabus.

***Exam #1:*** An exam will be given covering lectures and Topics 1, 3, 4, 7, 10 & 11 of your online text. This exam will consist of 50 multiple choice questions. Questions could contain material from lectures or text which may or may not have been discussed in our class meetings but are important to understanding logistics/supply chain operations. To assist in exam preparation, a pre-exam review/study guide sheet will be distributed to the class at least 1 week prior to the exam date (**9/12**); this sheet will be posted to Carmen for downloading. Any student failing to take the exam on the scheduled date will not be able to make-up the exam except for extraordinary situations. Student minor illnesses, schedule conflicts, tardiness, unscheduled vacations do not constitute extraordinary situations to be considered for exam make-up. If you feel there is a need to take the exam early or immediately following the scheduled date, please notify me via email no later than **9/5 @ 4:00 PM**. Exam #1 will account for **250** points towards your final grade.

***Exam #2:*** An exam will be given covering lectures and Topics 2, 5, 6, 8 & 9 of your online text. This exam will consist of 50 multiple choice questions. Questions could contain material from lectures or text which may or may not have been discussed in our class meetings but are important to understanding logistics/supply chain decision-making. To assist in student exam preparation, a pre-exam review/study guide sheet will be distributed to the class at least 1 week prior to the exam date (**10/8**); this sheet will be posted to Carmen for downloading. Any student failing to take the exam on the scheduled date will not be able to make-up the exam except in the event of extraordinary situations. Student minor illnesses, schedule conflicts, tardiness, travel plans, or unscheduled vacations do not constitute extraordinary situations to be considered for exam make-up. If you feel there is a legitimate need to take the exam early or immediately following the scheduled date, please notify me via email by **10/1 @ 4:00 PM**. Exam #2 will account for **250** points towards your final grade.

***Attendance & Participation*:** A student’s attendance and active participation is critical to success in class, and is also expected and required in the workplace. Student participation will be based on consistent class attendance, contribution to in-class discussions, as well as active, positive interaction with team members during write-up and presentation preparation. In addition to classroom performance, a student’s participation score will also be determined by their efforts related to this team participation. We will also potentially host guest speakers from industry, and your attendance and intelligent questioning of them is critical.

Your reading of, and completion of the quizzes in, the textbook will be a component of your attendance & participation grade.

You are also expected to participate in constructive questioning of other teams following their presentation. As such, the expectation is that you have reviewed their deck, and prepared to ask meaningful questions. Class participation will account for a total of **100** points towards your final grade.

***Extra Credit:*** The Logistics Association (TLA) provides students with pivotal resources and exceptional opportunities which augment their knowledge of logistics and supply chain management. The TLA holds events regularly, and your participation in the TLA is critical. Therefore, you are being offered up to forty (40) extra credit points, for attending up to four (4) TLA events (ten (10) points apiece). You will receive credit by registering your attendance via the TLA’s check-in process. The TLA will provide me with their attendance roster at the end of the semester. Buckeye Operations Management Society (BOMS) meetings are also acceptable. If your schedule does not permit you to attend student organization meetings, please see the instructor for options.

## Academic Integrity

It is important to your success in the class and university that all individual class assignments, exams, or written papers are to be your own work. Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, the Ohio State University and the Committee on Academic Misconduct (COAM) expects that all students have read and understand the University’s Code of Student Conduct, and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the University’s Code of Student Conduct and this syllabus may constitute “Academic Misconduct.”

The Ohio State University’s Code of Student Conduct (Section 3335-23-04) defines academic misconduct as: “Any activity that tends to compromise the academic integrity of the University, or subvert the educational process.” Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another, and possession of unauthorized materials during an examination. Ignorance of the University’s Code of Student Conduct is never considered an “excuse” for academic misconduct, so I recommend that you review the Code of Student Conduct and, specifically, the sections dealing with academic misconduct.

If I suspect that a student has committed academic misconduct in this course, I am obligated by University Rules to report my suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the University’s Code of Student Conduct (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course, and suspension or dismissal from the University. If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

For more information, visit <http://oaa.osu.edu/coam.html>.

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## American with Disabilities Act

If you have a disability, as defined by the Americans with Disabilities Act **(**ADA), which requires special classroom/course accommodation or auxiliary aids, please inform me of your needs during the first week of class so that I can take appropriate action. Students requiring special accommodations will need to provide the instructor the proper university documentation regarding her/his disability. For more information on Ohio State University’s policies and procedures concerning student disabilities, please visit the Office of Student Life’s Disability Services website at <http://ods.osu.edu>.

**Mental Health**

As a student, you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student’s ability to participate in daily activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. If you or someone you know are suffering from any of the aforementioned conditions, you can learn more about the broad range of confidential mental health services available on campus via the Office of Student Life Counseling and Consultation Services (CCS) by visiting [ccs.osu.edu](http://ccs.osu.edu/) or calling 614-292-5766. CCS is located on the 4th Floor of the Younkin Success Center and 4th Floor of the PAES Building. 24 hour emergency help is also available through the National 24/7 Prevention Hotline at 1-800-273-TALK or at [suicidepreventionlifeline.org](file:///C%3A%5CUsers%5Cdenunzio.4%5CBox%20Sync%5CBUSML4380%5CSyllabi%5Csuicidepreventionlifeline.org).

## Use of Electronic Devices

The use of electronic devices (cell phones, digital recorders, laptops, tablet PC, or other similar devices) is permitted during the class discussion. However, if the use of these devices during class periods creates a disorderly or distracting environment taking away from the course content, goals, etc., their use in the class will be discontinued. In this occurs, the devices are to be powered down and stowed during the class period. Failure to comply with this policy request may result in a student’s dismissal from the class and loss of any in-class points (including and not limited to exams, presentations, etc.). For more information see OSU Code of Student Conduct, § 3335-23-04 Prohibited Conduct Policy, <http://trustees.osu.edu/rules/code-of-student-conduct/3335-23-04.html>. Additionally, should a student need to electronically record any portion of the discussion, lecture, or presentation you will need to obtain the instructor’s or speaker’s authorization 24 hours prior to the event and use of a recording device.

## Syllabus/Course Schedule Disclaimer

The schedule, policies, and assignments contained in this course syllabusor on the course website are subject to change in the event of extenuating circumstances, class progress, or by mutual agreement between the instructor and the students.

## Course Schedule (Subject to Change)

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| --- | --- | --- | --- | --- |
| **Week** | **Date** | **Topic/Case** | **Required Reading** | **Comments/Supplemental Reading** |
| 1 | 8/22/18 | Course Introduction & Overview; Logistics & Supply Chain Management Overview | Topic 1 | Read chapter and complete quizzes. |
| 2 | 8/27/18 | Strategic & Financial Logistics | Topics 3 & 4 | Read chapters and complete quizzes; read the Strategic Profit Model paper posted to Carmen. |
| 2 | 8/29/18 | Guest Speaker #1 –Dave Colina (O2) and Brad Wright (FST) |  | [www.drinkO2.com](http://www.drinkO2.com)[www.fstlogistics.com](http://www.fstlogistics.com)**Pick a team lead and send me topic ideas by this date!** |
| 3 | 9/3/18 | **LABOR DAY – No Class!** |  |  |
| 3 | 9/5/18 | Transportation & Transportation Management | Topics 7 & 10 | Read chapters and complete quizzes. |
| 4 | 9/10/18 | Logistics & Information Technology | Topic 11 | Read chapter and complete quizzes; Exam #1 study guide distributed |
| 4 | 9/12/18 | **Exam #1** |  | In our classroom during class. Covers lectures and chapter topics covered to-date. |
| 5 | 9/17/18 | Inventory Management | Topic 8 | Read chapter and complete quizzes. |
| 5 | 9/19/18 | Demand Management, Order Management & Customer Service | Topics 2 & 6 | Read chapter and complete quizzes; read the DSI journal paper posted to Carmen. |
| 6 | 9/24/18 | **Team Presentations** |  | **Section 29910** | **Section 29766** |
| 6 | 9/26/18 | **Team Presentations** |  | **Section 29910** | **Section 29766** |
| 7 | 10/1/18 | **NO CLASS – Professor Travel** |  |  |
| 7 | 10/3/18 | Sustainability and Reverse Logistics | Topics 5 & 9 | Read chapters and complete quizzes; Exam #2 study guide distributed. |
| 8 | 10/8/18 | **Exam #2** |  | In our classroom during class. Covers lectures and chapter topics covered since Exam #1. |

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| --- | --- |
| **Team Name** |  |
| **Case Title** |  |
| **Date** |  |
| **Points****Possible** | **Points****Awarded** | Presentation Elements |
| 40 |  | **Organization and Preparation:** Clear, action-oriented objective stated up front; complete and accurate audience analysis; ideas sequenced logically and smoothly; comfortable with the material; no manuscript; questions answered skillfully; effective ending summary; and time limit observed. |
| 40 |  | **Visual Aid Usage:** Appropriate to audience and setting; appropriate to topic and content; readability assured through adequate size and clarity; paraphrased rather than read visual; design simple, clean and appealing; and error free. |
| 40 |  | **Delivery – Overall:** Eye contact used; irritating non-words avoided; stories and language appropriate to audience; appropriate dress; body language appropriate; confident appearance; conversational tone – not recited; and clear articulation. |
| 40 |  | **Delivery - Specific**: Easy open posture, strong not slouched; movement free and natural; face relaxed; breathing deep; strong projection – not forced; passion for ideas; maintained strong connection to audience; adjusted presentation to accommodate needs of the audience; and watched/listened to audience throughout the presentation. |
| 40 |  | **Content:** Information accurate and current; major points included; major points adequately supported and developed; and statistics, anecdotes, and/or quotes used cited throughout. Provided reference slide. |
| TotalPoints |  |  |
| Comments:  |
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**Team Presentation Evaluation Form**

**Team Written Brief Evaluation Form**

|  |  |
| --- | --- |
| **Team Name** |  |
| **Case Title** |  |
| **Date** |  |
| **Points****Possible** | **Points****Awarded** | Paper Elements |
| 30 |  | **Format/Layout:** Did the paper meet the page limit? Did the paper provide a cover sheet listing team members and date? Were all pages numbered? Were all responses cited using APA format? Did brief include a reference page? |
| 70 |  | **Content/Information:** Was the paperobjective and addressed in-depth all of the issues of the topic? Did the team provide information necessary and sufficient to discuss the issue? Was information provided technically sound, coherent, and based on careful research? |
| 70 |  | **Quality of Writing:** Well-written from start to finish, without spelling or grammar errors. Well-organized, clear and presents ideas coherently.  |
| 30 |  | **References:** Were allreferences important, and of good/scholarly quality? Did they meet the specific citation requirements of the assignment? Were the references effectively used, correctly cited, and in the right format? Were references adequately used to support any arguments or conclusions? |
| TotalPoints |  |  |
| General Comments: |
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## Team Peer Assessment Form

|  |  |
| --- | --- |
| **Your First Name:** |  |
| **Your Last Name.Email #:** |  |
| **Project Topic/Title:** |  |
| **Team Name (if any):** |  |
| **Presentation Date:** |  |

Team Member’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inactive [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 Active

Disruptive [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 Constructive

Team Member’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inactive [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 Active

Disruptive [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 Constructive

Team Member’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inactive [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 Active

Disruptive [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 Constructive

Team Member’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inactive [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 Active

Disruptive [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 Constructive

Team Member’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inactive [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 Active

Disruptive [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 Constructive

## Some Resources To Get You Started

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| --- | --- | --- |
| **Source** | **Type** | **Website** |
| Bureau of Transportation Statistics | Governmental Agency | [www.bts.gov](http://www.bts.gov/) |
| U.S. Department of Transportation | Governmental Agency | [www.dot.gov](http://www.dot.gov/) |
| American Society of Transportation and Logistics (AST&L) | Professional Organization | [www.astl.org](http://www.astl.org/) |
| APICS The Association for Operations Management | Professional Organization | <http://www.apics.org/default.htm> |
| Council of Supply Chain Management Professionals (CSCMP) | Professional Organization | [http://www.cscmp.org](http://www.cscmp.org/) |
| Institute of Supply Management | Professional Organization | <http://www.ism.ws> |
| Reverse Logistics Association | Professional Organization | <http://www.rltinc.com> |
| American Shipper | Trade Journal | <http://www.americanshipper.com/asdaily> |
| Canadian Transportation & Logistics | Trade Journal | <http://www.ctl.ca> |
| DC Velocity | Trade Journal | [http://www.dcvelocity.com](http://www.dcvelocity.com/) |
| Inbound Logistics | Trade Journal | [www.inboundlogistics.com](http://www.inboundlogistics.com/) |
| Industry Week | Trade Journal | <http://industryweek.com> |
| Internet Retailer | Trade Journal | <http://www.internetretailer.com/home> |
| Logistics Management | Trade Journal | <http://www.logisticsmgmt.com> |
| Logistics Today | Trade Journal | [http://www.logisticstoday.com](http://www.logisticstoday.com/)  |
| Retailing Today | Trade Journal | [http://www.retailingtoday.com](http://www.retailingtoday.com/) |
| Supply Chain Brain | Trade Journal | <http://www.supplychainbrain.com/content/index.php> |
| Supply Chain Digest | Trade Journal | <http://www.scdigest.com/index.php> |
| Transport Topics | Trade Journal | [www.transporttopics.com](http://www.transporttopics.com/) |