Moravian College
Spring 2007
Management 260: Intermediate Microeconomics (Sections A & B) Syllabus
SYLLABUS *n* 1: a compendium or summary outline of a discourse, treatise, course of study, or examination requirements : a series of abstracts. (Webster's Third New International Dictionary (1966))

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	Mon	**Tue**	**Wed**	**Thu**	**Fri**
Section A	12:50 - 2:00		12:50 - 2:00		
Section B	2:20 - 3:30		2:20 - 3:30		
Office Hours	11:00 - 12:00		11:00 - 12:00	1:00 - 2:00	
FCFS! No appointments!	3:30 - 4:00		3:30 - 4:00		
		6:00 - 6:30	ECON225 PM students go first, 6:00-6:30 on Tue.		

You are welcome to an appointment at another mutually convenient time.
Ask in person or by email or telephone, *including some times that would work for you.*
These hours and any changes to them will be posted on my office door.

Course Prerequisites: Students enrolled in MGMT 260 must have completed (passed) ECON 152 (Principles of Economics) and ECON 156 (Economic and Business Statistics).
I recommend, as the Moravian College Catalog states, that students complete ECON 225 (Intermediate Microeconomics) before taking MGMT 260.

Course Goals: Production & Operations Management develops students' ability to apply economics, management, and statistics to unfamiliar problems using graphic and quantitative methods. The course uses problems of process improvement, scheduling, inventory control, and other topics to:

I. Apply your ability to use concepts and tools that were introduced in Principles of Economics (and developed in Intermediate Microeconomics) including:
   A. Preference and constraint applied to production,
   B. Graphic analysis, and
   C. Elasticities;

II. Apply your ability to use concepts and tools that were introduced in Economic and Business Statistics including:
   A. Confidence intervals,
   B. Hypothesis testing, and
   C. Forecasting; and

III. Develop your ability to use additional concepts and tools, including:
   A. Using and building spreadsheets to solve quantitative problems and
   B. Using and building databases to manage data.

Required Texts:
Reid, R. Dan and Nada R. Sanders (2005) *Operations Management: An Integrated Approach, second edition*. Hoboken, NJ: John Wiley & Sons, Inc. (ISBN 0-471-74527-8) **with CD**
   (Website: http://bcs.wiley.com/he-bcs/Books?action=index&itemId=0471347248&bcsId=1982)
Youngman, Kelvin (2003-2006) A Guide to Implementing the Theory of Constraints
   (Website: http://dbrmfg.co.nz) The site has much more important material than we can use.

Approach: Operations Management shares some topics (Strategy, Forecasting, and Work Design & Measurement, for example) with other management courses. Some topics primarily require reading comprehension while others involve algebraic or statistical analysis, including optimization, simulation, and linear programming. In order to devote as much class time as possible to topics that are not shared with other courses, you must *read each assignment completely, be ready to: ask a question about material you do not understand, and start a correct answer or ask a clarifying question that lets you start a correct answer about assigned Chapter Highlights, Key Terms, Formula Review, Solved Problems, and Discussion Questions before the first day it is scheduled.* Other time will be devoted to spreadsheet modeling.

Class	Topic	Reading Assignments, Homework and Exam Due Dates
		ALL R&N reading assignments include:
		Chapter Highlights, Key Terms, Formula Review,
		Solved Problems, and Discussion Questions.

Class	Topic	Reading Assignments, Homework and Exam Due Dates
15Jan M	Introduction & Review	Microeconomics and Statistics Reviews
17Jan W	Prerequisite Pretest	
22Jan M	Operations Management	R&N Chapters 1 - 4 (pp 1-170)
		KY Homepage, Preface (Press Homepage ENTER),
		Site Map, Introduction, Strategy, Supply
		Chain, Next Step > Dead Horse Strategies
24Jan W	Operations Management	R&N Chapter 14 ERP pp 520-527 & chapter end
29Jan M	Project Management	R&N Chapter 16
31Jan W	Project Management	
5Feb M	Spreadsheet Modeling	R&N Supplement A
7Feb W	Statistical Quality Control	R&N Chapter 5 - 6
		KY Bottom Line and all subtopics,
		Production and Quality/TQMII subtopic
12Feb M	Statistical Quality Control	Spreadsheet SQC models
14Feb W	Statistical Quality Control	
15Feb H	First Homework (Processes)	Deadline: 4:30 in the basket outside my office
16Feb F		Solution Set on the table outside my office 8:30
19Feb M	First Exam (Processes)	Readings, database & spreadsheet models
21Feb W	JIT and Lean	R&N Chapter 7
		KW Supply Chain and all subtopics
		Production and all subtopics
26Feb M	Forecasting	R&N Chapter 8
28Feb W	Simulation	R&N Supplement C
12Mar M	Capacity, Location, Layout	R&N Chapters 9 - 10
14Mar W	Optimization Models	R&N Supplement B
19Mar M	Independent Demand Inventory	R&N Chapter 12 (Chapter 11 is NOT assigned)
21Mar W	Independent Demand Inventory	
22Mar H	Second Homework (Inventory)	Deadline: 4:30 in the basket outside my office
23Mar F		Solution Set on the table outside my office 8:30
26Mar M	Second Exam	Readings, simulation & optimization models
28Mar W	Aggregate Planning	R&N Chapter 13
		KW Supply Chain and all subtopics
		Production and all subtopics
2Apr M	Material Planning	R&N Chapter 14 (pp 528 - 55)
4Apr W	Material Planning	
9Apr M	Material Planning	
11Apr W	Scheduling	R&N Chapter 15
16Apr M	Scheduling	
18Apr W	Waiting Lines	R&N Supplement D
23Apr M	Waiting Lines	
25Apr W	Conclusion, Odds & Ends	KY Bottom Line
26Apr H	Third Homework (Scheduling)	Deadline: 4:30 in the basket outside my office
27Apr F		Solution Set on the table outside my office 8:30
? ?	Cumulative Final Exam: 150 points Scheduling, 50 Processes, 50 Inventory	

Course Policies

Academic Honesty: You are responsible for understanding and abiding by the College's current Academic Honesty policy. The policy is published annually in the Student Handbook and is on the intranet.

Attendance: I take attendance at the beginning of each class and part to: attach faces to names, know who is present and ready to work at the scheduled time, and assist the Academic Affairs Office in financial aid matters when a student withdraws. Students who are present at the scheduled starting time for at least 27 of 28 scheduled class parts will receive 50 attendance points. Missing or being late for a class 14 more times, 16 in all, will mean 0 attendance points and the loss of a letter grade.

    This is not a "cut" policy as I understand that term. Such policies reduce grades after as few as three or four absences or tardies. Losing a letter grade under this policy means being absent or tardy at least 8 of 14 class weeks, almost 60% of scheduled classes.

*Computers may be used **only** for course work during class time.* They may not be used for email or any other unassigned purpose. Arrive early enough to make sure the laptop you expect to use is working. When you have done that, follow any instructions posted for that day or log out and close it ***before class begins***, until instructed to use it. You may lose attendance or preparation points for using computers for non-class purposes.

Email: Email messages and questions are welcome, but you may not submit graded assignments by email. I do not discuss grades by email to protect your privacy.

Exams: If you miss an exam without prior approval will receive a zero.

Group Study: I encourage group study *but all material you turn in for evaluation must be your individual work.* Do not let enthusiasm lead to material that appears to be the work of more than one person.

Learning and Other Disabilities: Any student who wishes to disclose a disability and request accommodations under the Americans with Disabilities Act (ADA) **must first** meet with Mrs. Laurie Roth in the Office of Learning Services (learning disabilities or ADD/ADHD) or Dr. Ronald Kline in the Counseling Center (all other disabilities).

Preparation: The list of students who will have opportunities to answer questions about the Chapter Highlights, Key Terms, Formula Review, Solved Problems, and Discussion Questions will be set by random numbers. I may call on you more than once in a class, or a row. The list will come from all registered students, regardless of attendance unless specific arrangements were made in advance. Credit depends on your ability to start a correct answer or ask a clarifying question that lets you start a correct answer. Points per question will depend on the number you are asked. If you are asked one question per week on average, for example, there will be about 13 1/3 points per question. If you average two questions per week, they will count about 6 2/3 points each.

Reading, Homework, and Study Time: Colleges and their faculties expect typical full-time students to devote 40 – 50 hours per week to their courses. Under Moravian College's unit system, full-time students typically enroll in four courses each semester, so they should spend 10 – 12 hours per week on each course. After class meetings of about 3 hours, they have about 8 hours per week for class preparation, homework, study, and projects per course. If you find a course more challenging than usual, you may have to devote more time to it.

Vocabulary: You are responsible for using every word in the assigned readings correctly. Use the definitions provided in the assignments, each word's context, printed and online dictionaries, each other, and me to build your understanding of the words that make this discipline.

Course Work:		Points		Days & Dates		
Prerequisite Pretest (See the handout.)		100	10%	Tuesday	Jan	17
Process Improvement	Homework	50	5%	Monday	Feb	12
	Exam	150	15%	Wednesday	Feb	14
Inventory Management	Homework	50	5%	Monday	Mar	27
	Exam	150	15%	Wednesday	Mar	3
Scheduling	Homework	50	5%	Monday	Apr	24
Final Exam (Scheduling 150, Process & Inventory 50 each)		250	25%			
Attendance		50	5%			
Preparation		150	15%			
Total		1000	100%			

Interested in extra credit? Ask me about independent study!

Points Earned	Percent	Letter Grade
933	93.33%	A
900	90.00%	A-
867	86.67%	B+
833	83.33%	B
800	80.00%	B-
767	76.67%	C+
733	73.33%	C
700	70.00%	C-
667	66.67%	D+
633	63.33%	D
600	60.00%	D-
<600	<60.00%	F

Notes
1. See me about extra help as soon as you realize that you could use it.
2. Making a record of your grades will help you know if you need extra help.
3. Grading student assignments and course work requires qualitative judgments that are not easily translated to a numeric scale. **Please see me *during office hours or by appointment if you have questions about any grade.***
4. Any changes to the syllabus or calendar will be distributed in class before they take effect. You are responsible for using the current versions when they prepare assignments or study for exams, including any changes in due dates.
   A copy of this syllabus is on file in the Academic Affairs Office (Monocacy Hall).