Instructor: Silvia Garcia  IB, MBA

Instructor Contact Information: silvia.garcia@hccs.edu

Office location and hours
Please feel free to contact me at any time concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. I am available to hear your concerns and discuss course topics. Feel free to contact me by sending me an email to silvia.garcia@hccs.edu or by calling 713-320-1723.

Course Description
Introduces the concepts and principles of materials management to include inventory control and forecasting activities.

Instructional Materials

INTRO.TO MATERIALS MANAGEMENT
- Author: ARNOLD
- Edition: 7TH
- Publisher: PEARSON
- ISBN: 9780131376700

Prerequisites
None
Frequent Prerequisites
ENGL 0300 or 0347
GUST 0342 (9th -11th Grade Reading)
MATH 0306 (Basic Math Pre-Algebra)

Program Learning Outcomes
1. Solve transportation problems utilizing knowledge of world geography and the transportation system.
2. Explain the total supply chain management and function in distribution
3. Explain logistics/supply chain terms.
4. Demonstrate understanding of technological factors of logistics in international trade.
5. Apply forecasting techniques to various facets of supply chain management.

Course Student Learning Outcomes
1. Explain the various topic terms and how they relate to the overall concept of materials management.
2. Apply forecasting techniques related to inventory control.
3. Interpret the principles of materials handling as it relates to time, form, and place utility.

Learning Objectives
Explain the various topic terms and how they relate to the overall concept of materials management.
Apply forecasting techniques related to inventory control.
Interpret the principles of materials handling as it relates to time, form, and place utility.

SCANS or Core Curriculum Statement and Other Standards
Discuss the broad issues of international purchasing and sourcing.
Foundation Skills-Basic-Reading
Foundation Skills-Basic-Writing
Foundation Skills-Basic-Mathematics
Foundation Skills-Basic-Listening
Foundation Skills-Basic-Speaking

Complete a project in sourcing specific items.
Foundation Skills-Basic-Reading
Foundation Skills-Basic-Writing
Foundation Skills-Basic-Mathematics
Foundation Skills-Basic-Listening
Foundation Skills-Basic-Speaking

Utilize technical factors such as exchange rates, channels of distribution, or customs regulations to resolve problems.
Foundation Skills-Basic-Reading
Foundation Skills–Basic-Writing
Foundation Skills–Basic-Mathematics
Foundation Skills–Basic-Listening
Foundation Skills–Basic-Speaking

**Instructional Methods**
As an instructor, I want my students to be successful. I feel that it is my responsibility to provide you with knowledge concerning LMGT 1321 by modeling good teaching strategies and implementing scenarios and real-life examples that allow you to connect the information that you learn in this course to the real world.

As a student wanting to learn about Materials Management, it is your responsibility to read the assigned chapters in the textbook, submit assignments on the due dates, study for the exams, and enjoy yourself throughout the experience.

**Student Assignments**
Assignments have been developed that will enhance your learning. To better understand a topic, you will be given assignments on key information that you will need to remember for your success in LMGT 1321.

**HCC Grading Scale**
A = 100 – 90: ...........................................4 points per semester hour
B = 89 – 80: ...........................................3 points per semester hour
C = 79 – 70: ...........................................2 points per semester hour
D = 69 – 60: ...........................................1 point per semester hour
59 and below = F ....................................0 points per semester hour
IP (In Progress) .....................................0 points per semester hour
W (Withdrawn) .....................................0 points per semester hour
I (Incomplete) ......................................0 points per semester hour
AUD (Audit) ........................................0 points per semester hour

IP (In Progress) is given only in certain developmental courses. The student must re-enroll to receive credit. COM (Completed) is given in non-credit and continuing education courses. To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades “IP,” “COM” and “I” do not affect GPA.

**Grading Criteria**
I will conduct quizzes, exams, and assessments that you can use to determine how successful you are at achieving the course learning outcomes (mastery of course content and skills) outlined in the syllabus. If you find you are not mastering the material and skills, you are encouraged to reflect on how you study and prepare for each class. I welcome your observations on what you discover and may be able to assist you in finding resources that will improve your performance.
HCC Policy Statements
Access Student Services Policies on their website:
http://hccs.edu/student-rights

Access DE Policies on their Web site:
All students are responsible for reading and understanding the DE Student Handbook, which contains policies, information about conduct, and other important information. For the DE Student Handbook click on the link below or go to the DE page on the HCC website.

The Distance Education Student Handbook contains policies and procedures unique to the DE student. Students should have reviewed the handbook as part of the mandatory orientation. It is the student's responsibility to be familiar with the handbook's contents. The handbook contains valuable information, answers, and resources, such as DE contacts, policies and procedures (how to drop, attendance requirements, etc.), student services (ADA, financial aid, degree planning, etc.), course information, testing procedures, technical support, and academic calendars. Refer to the DE Student Handbook by visiting this link:

http://de.hccs.edu/de/de-student-handbook

Access CE Policies on their Web site:
http://hccs.edu/CE-student-guidelines