



## Course Specifications

<b>Course Title:</b>	<b>Logistics and Material Management</b>
<b>Course Code:</b>	<b>ADMN 312</b>
<b>Program:</b>	<b>Bachelor Of Business Administration</b>
<b>Department:</b>	<b>Business Administration</b>
<b>College:</b>	<b>College of Business Administration</b>
<b>Institution:</b>	<b>Jazan University</b>

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## A. Course Identification

<b>1. Credit hours:</b> 3			
<b>2. Course type</b>			
a.	University <input type="checkbox"/>	College <input checked="" type="checkbox"/>	Department <input type="checkbox"/> Others <input type="checkbox"/>
b.	Required <input type="checkbox"/>	Elective <input checked="" type="checkbox"/>	
<b>3. Level/year at which this course is offered:</b> BBA- Level 5/ 2021-2022			
<b>4. Pre-requisites for this course (if any):</b> None			
<b>5. Co-requisites for this course (if any):</b> None			

## 6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	33	100 %
2	Blended		
3	E-learning		
4	Distance learning		
5	Other		

## 7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	Lecture	33
2	Laboratory/Studio	
3	Tutorial	
4	Others (specify)	
	<b>Total</b>	33

## B. Course Objectives and Learning Outcomes

**1. Course Description:** The Program focuses on planning, organizing and controlling Logistics, Materials & Supply Chain Management activities which are key elements for successful management in any enterprise and it covers strategic planning and decision-making as an important part of the management process. This course also covers the study of knowledge of logistics and various techniques to be applied for acquiring the materials according to the need of a business/ organization without extra wastage with minimum expenditure which is an essential element for the development of any organization.

### 2. Course Main Objective

- ☐ Primary Objective of the course is to recognize terms, facts and concepts related to Logistics and Material management.
- ☐ To summarize important and relevant elements of logistics and Material Management.
- ☐ To determine appropriate procedures & processes involved in Logistics and Material management
- ☐ To inculcate the required knowledge of logistics and material handling.
- ☐ To provide necessary skills for using MIS in material management.

### 3. Course Learning Outcomes

CLOs		Aligned PLOs
1	<b>Knowledge and Understanding</b>	
1.1	Define precisely the Materials Management with scope.	K1
1.2	Describe the meaning and functions of stores.	K1
2	<b>Skills :</b>	
2.1	Critically evaluate the relevance of e-chain management.	S3
2.2	Calculate Economic Order Quantity of the organization.	S1
3	<b>Values:</b>	
3.1	Collaborate in a team to manage the learnt tools, needs and concepts in logistics and material management	V2

### C. Course Content

No	List of Topics	Contact Hours
1	<b>Unit1:</b> Introduction: Material and Purchase Management -- Meaning of Logistics Management.	3
2	<b>Unit1:</b> Definition and Scope of Material Management -- Budget and its Types.	3
3	<b>Unit1:</b> Purchase Management -- Purchase Systems -- Objectives of Purchasing.	3
0	Vendor Development & Evaluation -- Make or Buy Decision (Students Self Study)	0
4	<b>Unit2:</b> Stores Management - Meaning and Functions of Stores -- Stores Systems and Procedures -- Meaning of Stores Accounting.	3
5	<b>Unit2:</b> Methods of Stores Accounting -- Stock Verification and its purpose.	3
6	<b>Unit2:</b> Disposal of Surplus and Scrap.	3
0	Revision Unit 1 and 2 (Students Self Study)	0
7	<b>Unit3:</b> Inventory Control -- Meaning and Objectives of Inventory Control -- ABC Analysis -- VED Analysis.	3
8	<b>Unit3:</b> Economic Order Quantity -- FSN Analysis -- Just-in-Time (JIT) -- Maximum and Minimum Levels of Inventory.	3
9	<b>Unit3:</b> Selective Inventory Control -- Channels of Distribution and Supply Chain Strategies.	3
0	Integrated Material Management -- Meaning of Integrated Materials Management -- Management System (Students Self Study)	0

10	<b>Unit4:</b> E-chains of Supply and distribution -- E- Logistics.	3
11	<b>Unit4:</b> Electronic Data Interchange (EDI) and Real- Time Systems.	3
<b>Total</b>		33

#### D. Teaching and Assessment

##### 1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods

<b>1.0</b>	<b>Knowledge and Understanding</b>		
1.1	Define precisely the Materials Management with scope.	Discussions based on Video cases, class presentation, Faculty Lectures and students presentations	Test and questioning in the class. Objective test items such as fill-in-the-blank, matching, labeling, or multiple-choice questions. Faculty driven evaluation, Peer group evaluation, Self assessment by the student.
1.2	State the meaning and functions of stores.	Discussions based on Video cases, class presentation, Faculty Lectures and students presentations	Faculty driven evaluation, Peer group evaluation, Self assessment by the student , written exams & Peer evaluation
<b>2.0</b>	<b>Skills</b>		
2.1	Critically evaluate the relevance of e-chain management.	Discussion Active Learning.	Mid 1 Assignment Group presentation
2.2	Calculate Economic Order Quantity of the organization.	Discussion Active Learning.	Assignment Group presentation
<b>3.0</b>	<b>Values</b>		

1.0	Knowledge and Understanding		
3.1	Collaborate in a team to manage the learnt tools, needs and concepts in logistics and material management	Discussion Active Learning.	Assignment Group presentation

## 2. Assessment Tasks for Students

#	*Assessment task	Week Due	Percentage of Total Assessment Score
1	Group presentation	8,6,7	10%
2	Assignment	3,5,9	10%
3	1 Midterm Exam	9	30%
4	Final Exam		50%
5	Total		100%

\*Assessment task (i.e., written test, oral test, oral presentation, group project, essay, etc.)

## E. Student Academic Counseling and Support

Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice :

## F. Learning Resources and Facilities

### 1. Learning Resources

<b>Required Textbooks</b>	<ul style="list-style-type: none"> <li>γ Contemporary Logistics, 12th Edition by Murphy &amp; Knemeyer, Pearson, 2018</li> <li>γ Introduction to Materials Management, 8th Edition by Chapman, Arnold, Gatewood &amp; Clive, Pearson, 2017</li> </ul>
<b>Essential References Materials</b>	<ul style="list-style-type: none"> <li>γ International Journal of Logistics Management</li> <li>γ Harvard Business Review</li> <li>γ European Management Journal</li> <li>γ Asia Pacific Business Review</li> <li>γ Journal of International Management</li> <li>γ Sloan Management Review,</li> <li>γ Californian Management Review</li> </ul>

<b>Electronic Materials</b>	<a href="http://www.emeraldinsight.co/insight">http://www.emeraldinsight.co/insight</a> <a href="http://www.allbusiness.com">http://www.allbusiness.com</a> <u>Saudi Digital Library (SDL- <a href="http://www.sdl.edo.sa">www.sdl.edo.sa</a>) website containing several hundred key business and management journals with full text articles with 6 databases.</u> <u>Ebsco Business Source Premier: A database containing several hundred key business and management journals with full text articles updated daily.</u> <a href="http://www.decailibrary.org">www.decailibrary.org</a>
<b>Other Learning Materials</b>	Such as computer-based programs/CD, professional standards or regulations and software.

## 2. Facilities Required

Item	Resources
<b>Accommodation</b> Classrooms, laboratories, demonstration ( )rooms/labs, etc	Class room with Projector facility
<b>Technology Resources</b> )AV, data show, Smart Board, software, etc(	Access to Saudi digital library
<b>Other Resources</b> Specify, e.g. if specific laboratory equipment( )is required, list requirements or attach a list	Library access for students if needed.

## G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Completion of standard course (confidential)	Students	Indirect (questionnaires)



Independent standards students	assessment achieved	of by	Faculty (independent member teaching staff)	Direct (locally developed exams)
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Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching strategies and mentoring System	Faculty	Direct
Extent of student understanding of course after completion.	Faculty	Direct (locally developed exams)
Completion of standard course (confidential)	Students	Indirect (questionnaires)

**Evaluation areas** (e.g., Effectiveness of teaching and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)

**Evaluators** (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify))

**Assessment Methods**(Direct, Indirect)

#### H. Specification Approval Data

Council / Committee	Department Council
Reference No.	2301-09-ADMN312
Date	13/10/2022