Course title	Business Process Management with SAP ERP		ECTS code	14.3.EM.SZ.3118
			ECTS credits	2

Name of unit administrating study	KL	Field of study	MSG**	Field of specialisation	IB;
Teaching staff		Agnieszka Szmelter-Jarosz, Ph.D. ; Dariusz Weiland, Msc.			

Number of hours										
Lectures	0	Classes	0	Tutorials	30	Laboratory	0	Seminars	0	Language classes	0

Forma aktywności		Year&Type of studies*	3 SS1,
Hours with the participation of the academic teacher (including office hours, exams, others):	48	Semester:	5,
Hours without the participation of the academic teacher (student's self-study, homeworks):	2	Type of course:	obligatory
Total number of hours:	50	Language of instruction:	English

Teaching form	in-class learning
Teaching methods	Lectures including multimodal presentations, Activating methods in training classes, Work in computer laboratories, Case studies, Using literature sources in English, Using professional academic English

Prerequisites (required courses and introductory requirements)	
Required courses	Microeconomics Information Technologies Accounting
Introductory requirements	Knowledge: Basic knowledge about total, average and marginal costs, supply and demand characteristics Basic knowledge about business IT solutions Basic knowledge of accounting principles, financial statements, posting principles, general ledger and subledgers Skills: Computer skills (Windows, MS Office) Good knowledge of English language

Assessment method, forms and criteria	
Assessment method	Exam
Assessment criteria	Final test (60% of final grade) Percentage of points to get a grade: 91-100% 5 81-90% 4,5 71-80% 4 61-70% 3,5 51-60% 3 0-50% 2 Solving case studies and discussion in class (40% of final grade) - the grade is based on students'

		presence and activity level while solving case studies

Course objectives

To show the role of ERP systems (transactional systems) in realizing efficient flow of resources in companies and supply chains.
To gain skills by students to manage business processes with SAP ERP system, the most popular ERP system worldwide.
To prepare students to work in companies with a global range.
To show functioning of ERP applications, widely used in every sector in global economy.

Learning outcomes

Knowledge	MSG1_W10	Student understands the importance of transactional systems (especially ERP) in business process management.
	MSG1_W10	Student characterizes the functioning of ERP systems and their impact on the flow of information across the enterprise and supply chain.

Verification of learning outcomes - Knowledge

Outcomes	written exam	oral exam	test	essay/paper /portfolio	tasks/ homeworks	individual presentation	group presentation	classroom activities	classroom discussion	individual project	group project
MSG1_W10			X					X			

Skills	MSG1_U07	Student plans and executes the process of procurement and production.
	MSG1_U08	Student understands the rules of business process management and the role of ERP system in it.
	MSG1_U08	Student uses SAP ERP system to manage procurement, production planning and execution and optimize their outcomes.

Verification of learning outcomes - Skills

Outcomes	written exam	oral exam	test	essay/paper /portfolio	tasks/ homeworks	individual presentation	group presentation	classroom activities	classroom discussion	individual project	group project
MSG1_U07								X			
MSG1_U08			X					X	X		

Attitudes	MSG1_K04	Student identifies and solves complex decision problems in the areas of sourcing, production planning and execution.
	MSG1_K04	Student is able to communicate with suppliers and customers in order to plan seamless flow of resources in the area of sourcing and production.
	MSG1_K01	Student is open to new methods for solving decision problems in different areas of business activity.

Verification of learning outcomes - Attitudes

Outcomes	written exam	oral exam	test	essay/paper /portfolio	tasks/ homeworks	individual presentation	group presentation	classroom activities	classroom discussion	individual project	group project
MSG1_K01								X			
MSG1_K03								X			

Course contents

1. Introduction to ERP systems:
1.1. Characteristics of ERP systems
1.2. Architecture of ERP systems
1.3. ERP market, main vendors of ERP solutions
2. General information about SAP AG and its products
3. Introduction to GBI study
3.1. Structure of the database

3.2. Basic information about business processes
3.3. Discussion about organization characteristics mapped in eEPC notation
4.   Navigation in SAP ERP
5.   Materials Management module in SAP ERP:
5.1.   Introduction to MM study
5.2.   Creating new records in master data
5.3.   Creating purchase requisitions and requests for quotation
5.4.   Maintaining quotations from vendors
5.5.   Creating purchase orders and goods receipts
5.6.   Verifying physical receipts
5.7.   Posting payment to vendors
6.   Production Planning module in SAP ERP:
6.1.   Introduction to PP study
6.2.   Creating and changing records in Material Master
6.3.   Changing routing
6.4.   Creating SOP (Sales and Operation Plan)
6.5.   Running Master Production Schedule
6.6.   Creating production orders
6.7.   Confirming production completion
6.8.   Receiving goods from production orders
6.9.   Review of costs assigned to production orders

Recommended reading lists

Basic:

SAP University Alliances materials

additional materials uploaded by teacher

L. K. Lau, Managing Business with SAP: Planning, Implementation and Evaluation, Idea Group Inc., 2005.

Szmelter A., Communication in global supply chains in automotive industry, Information Systems in Management 2015, Vol. 4, no 3, p. 205-218

Facultative:

D. E. O'Leary, Enterprise Resource Planning Systems. Systems, Life Cycle, Electronic Commerce and Risk, Cambridge University Press, 2000.
S. R. Magal, J. Word, Integrated Business Processes with ERP Systems, Jhn Wiley & Sons, 2011.
M. Murray, Discover logistics with SAP ERP, Galileo Press, 2008.
J. T. Dickersbach, G. Keller, Production Planning and Control with SAP ERP, Galileo Press, 2011.
E. Monk, B. Wagner, Enterprise Resource Planning, Cengage Learning EMEA, 2008.
G. C. Williams, Implementing SAP ERP Sales&Distribution, McGraw Hill Professional, 2008.
J. Kappauf, B. Lauterbach, M. Koch, Logistics Core Operations with SAP, Springer, 2011.

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 * SS1- undergraduate studies   * SS2 - graduate studies   * SDang - doctoral studies
** MSG - International Economic Relations