

Course title		Business Process Management with SAP ERP						ECTS code		14.3.EM.SZ.3118		
								ECTS credits		4		
Name of unit administrating study		KL		Field of study		MSG**		Field of specialisation		IB;		
Teaching staff		Agnieszka Szmelter-Jarosz, Ph.D.										
Number of hours												
Lectures	0	Classes	0	Tutorials	0	Laboratory		30	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):								Semester:		5,		
Hours without the participation of the academic teacher (student's self-study, homeworks):								Type of course:		obligatory		
Total number of hours:						0		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		Course completion (graded)										
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
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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		Student understands the importance of transactional systems (especially ERP) in business process management.
Skills		Student plans and executes the process of procurement and production.
Attitudes		Student identifies and solves complex decision problems in the areas of sourcing, production planning and execution.

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.

Contact

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