

FLORIDA STATE COLLEGE AT JACKSONVILLE

COLLEGE CREDIT COURSE OUTLINE

COURSE NUMBER: MNA 2216

COURSE TITLE: Inventory Management

PREREQUISITE(S): None

COREQUISITE(S): None

CREDIT HOURS: 3

CONTACT HOURS/WEEK: 3

CONTACT HOUR BREAKDOWN:

 Lecture/Discussion: 3

 Laboratory:

 Other _____:

FACULTY WORKLOAD POINTS: 3

STANDARDIZED CLASS SIZE ALLOCATION: 24

CATALOG COURSE DESCRIPTION:

This course covers an analysis of inventory control problems and methods. Topics include demand forecasting, independent demand inventory systems, inventory models and aggregate planning.

SUGGESTED TEXT(S): Paul H. Zipkin, Foundations of Inventory Management, 1st Edition, McGraw-Hill, 2000

IMPLEMENTATION DATE: Fall Term, 2006 (20071)

REVIEW OR MODIFICATION DATE:

COURSE TOPICS	CONTACT HOURS <u>PER TOPIC</u>
I. Importance of Inventory Control	8
II. Inventory Control Operations	8
III. Inventory Reports	6
IV. Inventory Control Procedures	8
V. Technology in Inventory Control	8
VI. Inventory's Impact on Pricing	6
VII. Examinations	1

PROGRAM TITLE: Business Administration
COURSE TITLE: Inventory Management
CIP NUMBER: 0506040102

LIST PERFORMANCE STANDARD ADDRESSED:

NUMBER(S): TITLES(S):

01.0 PERFORM MATH COMPUTATIONS--The student will be able to:

- 01.01 Perform basic computational operations manually and with a calculator.
- 01.02 Interpret graphs and tables.
- 01.03 Solve and interpret financial problems such as sales, purchases, markups, markdowns, simple and compound interest, future value, present value, and time value of money using a calculator.
- 01.04 Determine elapsed time between two events, stated in seconds, minutes, hours, days, weeks, months, or years.
- 01.05 Determine whether sufficient, insufficient, or extraneous information is given for solving a problem.
- 01.06 Solve problems related to measurement and space allocation.

02.0 DEMONSTRATE BASIC COMPUTER SKILLS --The student will be able to:

- 02.01 Demonstrate keyboarding techniques.
- 02.02 Demonstrate basic proficiency in spreadsheet, word processing, database, and presentation software and e-mail communication.
- 02.03 Perform research using the internet and intranet.

04.0 PERFORM COMMUNICATION ACTIVITIES--The student will be able to:

- 04.01 Demonstrate effective telephone usage and courtesy.
- 04.02 Demonstrate effective listening skills.
- 04.03 Give, follow, and interpret oral and written communications.
- 04.04 Demonstrate knowledge of e-mail etiquette and ethics.
- 04.05 Compose business correspondence and related documents and demonstrate correct spelling, grammar, punctuation and word choice.
- 04.06 Prepare, outline, and deliver an effective short oral presentation.
- 04.07 Participate in a group discussion as a member and as a leader.
- 04.08 Obtain appropriate information from graphics and other visual media.
- 04.09 Research and interpret information retrieved from print and electronic resources.
- 04.10 Annotate letters, reports, and/or news articles.
- 04.11 Proofread and edit documents.

LIST PERFORMANCE STANDARD ADDRESSED: (Continued)

NUMBER(S): TITLES(S):

- 04.12 Research and compose a document containing statistical information.
- 04.13 Prepare visual material, including electronic media, to support an oral presentation.
- 04.14 Demonstrate ability to communicate effectively with diverse populations.

05.0 DEVELOP HUMAN RELATIONS SKILLS--The student will be able to:

- 05.01 Analyze and develop written solutions to behavior problems affecting job performance.
- 05.02 Demonstrate ability to work effectively as part of a team.
- 05.03 Demonstrate conflict resolution skills.
- 05.04 Demonstrate punctuality, initiative, courtesy, dependability, flexibility and honesty.
- 05.05 Develop and demonstrate the unique human relations skills needed for success in the business sector.
- 05.06 Recognize different personality styles and how to interact effectively with them in the workplace.
- 05.07 Differentiate between an acceptable and unacceptable code of ethical conduct in business.
- 05.08 Discuss how values and attitudes influence behavior.
- 05.09 Explain how understanding of self-concept and self-esteem impacts human relations skills.

08.0 PERFORM DECISION MAKING ACTIVITIES--The student will be able to:

- 08.01 Choose appropriate action in situations requiring application of business ethics.
- 08.02 Identify ways to assign work to others.
- 08.03 Apply steps in a rational decision making process to a business and/or personal situation.

09.0 IDENTIFY, CLASSIFY, AND DEMONSTRATE MANAGEMENT ACTIVITIES--The student will be able to:

- 09.01 Compare management styles.
- 09.02 Identify the major functions of management.
- 09.03 Demonstrate understanding of basic management concepts such as authority, responsibility, delegation, empowerment, and hiring and firing.
- 09.04 Demonstrate knowledge of the relationship between authority and responsibility to task accomplishment.
- 09.05 Select the most effective communication systems.
- 09.06 Identify problems and make an appropriate decision.
- 09.07 Demonstrate understanding of organizational culture and its impact on communication.
- 09.08 Identify and discuss current management issues in business and other organizations.
- 09.09 Describe activities associated with the management functions of planning, organizing, staffing, leading, and controlling.

LIST PERFORMANCE STANDARD ADDRESSED: (Continued)

NUMBER(S): TITLES(S):

10.0 DEMONSTRATE A BASIC UNDERSTANDING OF LEGAL AND ETHICAL ISSUES IN A BUSINESS ENVIRONMENT--The student will be able to:

- 10.01 Demonstrate basic understanding of contracts.
- 10.02 Demonstrate basic understanding of human resource issues.
- 10.03 Demonstrate basic understanding of negotiable instruments.
- 10.04 Demonstrate basic understanding of intellectual property rights.
- 10.05 Demonstrate basic understanding of appropriate use of employer property.
- 10.06 Demonstrate basic understanding of confidentiality.
- 10.07 Demonstrate basic understanding of role of ethical decision making in dealings with stakeholders.
- 10.08 Demonstrate knowledge of social responsibilities.
- 10.09 Demonstrate knowledge of legal and privacy issues regarding e-mail, voice mail, internet, telephone, and other communication methods.



NOTE: Use either the Tab key or mouse click to move from field to field. The box will expand to accommodate your entry.

<i>Section 1</i>	
COURSE PREFIX AND NUMBER: <u>MNA 2216</u>	SEMESTER CREDIT HOURS: <u>3</u>
COURSE TITLE: <u>Inventory Management</u>	

Section 2

TYPE OF COURSE: (Click on the box to check all that apply)

<input type="checkbox"/> AA Elective	<input checked="" type="checkbox"/> AS Required Professional Course	<input type="checkbox"/> College Prep
<input type="checkbox"/> AS Professional Elective	<input type="checkbox"/> AAS Required Professional Course	<input checked="" type="checkbox"/> Technical Certificate
<input type="checkbox"/> Other _____		
<input type="checkbox"/> General Education: (For General Education courses, you must also complete Section 3 and Section 7)		

Section 3 (If applicable)

INDICATE BELOW THE DISCIPLINE AREA FOR GENERAL EDUCATION COURSES:

<input type="checkbox"/> Communication	<input type="checkbox"/> Social & Behavioral Sciences	<input type="checkbox"/> Mathematics
<input type="checkbox"/> Natural Sciences	<input type="checkbox"/> Humanities	

Section 4

INTELLECTUAL COMPETENCIES:

<input checked="" type="checkbox"/> Reading	<input checked="" type="checkbox"/> Speaking	<input checked="" type="checkbox"/> Critical Analysis	<input checked="" type="checkbox"/> Quantitative Skills	<input type="checkbox"/> Scientific Method of Inquiry
<input checked="" type="checkbox"/> Writing	<input checked="" type="checkbox"/> Listening	<input checked="" type="checkbox"/> Information Literacy	<input type="checkbox"/> Ethical Judgment	<input checked="" type="checkbox"/> Working Collaboratively

Section 5	
LEARNING OUTCOMES	METHOD OF ASSESSMENT
• Demonstrate an understanding of the different aspects and importance of inventory control	Class assignments/projects, case studies, and/or tests
• Demonstrate how technology impacts inventory control	Class assignments/projects, case studies, and/or tests
• Demonstrate how inventory impacts pricing	Class assignments/projects, case studies, and/or tests
• Demonstrate appropriate level of quantitative skills by preparing and analyzing various inventory reports	Tests
• Demonstrate problem solving abilities by being able to analyze data and recommend solutions to inventory control and purchasing problems	Problem-solving project

Section 6

Name of Person Completing This Form: Sandra Beck