

**Commerce 4OI3  
Introduction to Supply Chain Management  
Fall 2023 Course Outline**

**Operations Management Area  
DeGroot School of Business  
McMaster University**

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***COURSE OBJECTIVE***

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- Introduce the general framework of supply chain management, and analyze the key drivers of supply chain performance: facility, inventory, transportation, sourcing, information and pricing, with emphasis on
  - interactions between supply chain management and marketing
  - interactions between supply chain management and information systems
  - interactions between supply chain management and new product development
  - sourcing structures and their influences on supply chain management
  - e-business channels and their influences on supply chain management
- Integrate the supply chain management concepts and techniques in a term long group project

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***INSTRUCTOR AND CONTACT INFORMATION***

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**Section 1: Tue. 10:30am –  
12:20pm**

**Dr. Kai Huang**  
Instructor

[khuang@mcmaster.ca](mailto:khuang@mcmaster.ca)

Office: DSB 404  
Office Hours: After class  
Tel: (905) 525-9140 x23449  
Class Location: KTH 104

**Section 2: Thur. 10:30am -  
11:20am**

**Dr. Kai Huang**  
Instructor

[khuang@mcmaster.ca](mailto:khuang@mcmaster.ca)

Office: DSB 404  
Office Hours: After class  
Tel: (905) 525-9140 x23449  
Class Location: KTH 104

**Alireza Motallebi Nasrabadi**

TA

[motallea@mcmaster.ca](mailto:motallea@mcmaster.ca)

Office: TBD

Office Hours: Upon request

**Course website:** <http://avenue.mcmaster.ca>

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### ***COURSE ELEMENTS***

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Credit Value: 3	Leadership: Yes	IT skills: Yes	Global view: Yes
A2L: Yes	Ethics: No	Numeracy: Yes	Written skills: Yes
Participation: Yes	Innovation: Yes	Group work: Yes	Oral skills: Yes
Evidence-based: Yes	Experiential: Yes	Final Exam: Yes	Guest speaker(s): Yes

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### ***COURSE DESCRIPTION***

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Supply chain, the network of materials, information, and money, has become a key dimension in business competition. Look around us, Apple, Amazon, FedEx, IKEA, Wal-Mart are the examples of extremely successful supply chain management, which helps them prevail in their own industries. In this course, we will present the basic concepts, theories, and techniques in supply chain management, learn the success and failure stories of real-life supply chains, and integrate them in a term long group project. In this term-long project, we will solve a supply chain management problem by ourselves.

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### ***LEARNING OUTCOMES***

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Upon completion of this course, students will be able to complete the following tasks:

- Understand the basic concepts and key drivers in supply chain management
  - Understand the relationships between supply chain management and marketing, information, new product development, e-business, and sourcing
  - Synthesize the knowledge and techniques in a term long group project
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### ***COURSE MATERIALS AND READINGS***

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**Required:**

Avenue registration for course content, readings, and case materials

- [avenue.mcmaster.ca](http://avenue.mcmaster.ca)

Business game (around 15.00 U.S. \$)

- Information on A2L

**Optional:**

Supply Chain Management: Strategy, Planning, and Operation. By Sunil Chopra, Peter Meindl, Pearson Prentice Hall, 5e, 2012 (or higher edition)

- Online or bookstore

## ***COURSE OVERVIEW AND ASSESSMENT***

- Your final grade will be calculated as follows:

### **Components and Weights**

<b>Class participation</b>	Individual	10%
<b>Midterm Exam</b>	Individual	30%
<b>Final Exam</b>	Individual	30%
<b>SAP Assignments</b>	Individual	10%
<b>Project</b>	Group	20%
<b>Total</b>		<b>100%</b>

NOTE: Late assignments will be penalized. Missed exams will receive a grade of zero unless the student has submitted and been approved for a Notification of Absence or MSAF. The use of a McMaster standard calculator is allowed during exams in this course. See McMaster calculator policy at the following URL:

[www.mcmaster.ca/policy/Students-AcademicStudies/UndergraduateExaminationsPolicy.pdf](http://www.mcmaster.ca/policy/Students-AcademicStudies/UndergraduateExaminationsPolicy.pdf)

## ***COURSE DELIVERABLES***

### ***Participation***

Students will be evaluated according to their course participation. There will be 5 minutes random quizzes in lectures. The beer game simulation will be 10% of the participation score.

### ***Midterm exam and final exam***

A midterm exam or final exam takes 2 hours and takes place at a different time from the class time. Each exam is worth 30 percent of the final grade. The content of an exam includes lecture slides/notes and reading materials. The final exam will be accumulative.

### ***SAP Assignments***

This course is part of the SAP certificate program. The students will finish SAP assignments under the guidance of the TA.

### **Project**

Students will form groups of 3~5, approved by the instructor. Each group will finish a course project. There is a final report and a group presentation of the project. The final report will account for 70% of the grade and the group presentation (including the slides) will account for 30% of the grade.

- The report is 10-20 pages.
- The presentation is 10-20 minutes; every member in the group must present.
- The group will meet the instructor to select the project.

### **Grade Conversion**

At the end of the course your overall percentage grade will be converted to your letter grade in accordance with the following conversion scheme:

LETTER GRADE	PERCENT	POINTS
A+	90-100	12
A	85-89	11
A-	80-84	10
B+	75-79	9
B	70-74	8
B-	60-69	7
F	00-59	0

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### **COMMUNICATION AND FEEDBACK**

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Students who wish to correspond with instructors or TAs directly via email must send messages that originate from their official McMaster University email account. This protects the confidentiality and sensitivity of information as well as confirms the identity of the student. Emails regarding course issues should NOT be sent to the Area Administrative Assistants. All students must receive feedback regarding their progress prior to the final date by which a student may cancel the course without failure by default.

- For Level 1 and Level 2 courses, this feedback must equal a minimum of 20% of the final grade.
- For Level 3 courses and above, this feedback must equal a minimum of 10% of the final grade.

Instructors may solicit feedback via an informal course review with students by Week #4 to allow time for modifications in curriculum delivery.

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## ***REQUESTING RELIEF FOR MISSED ACADEMIC WORK***

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In the event of an absence for medical or other reasons, students should review and follow the Academic Regulation in the Undergraduate Calendar [“Requests for Relief for Missed Academic Term Work”](#) and the link below;

<http://ug.degroot.mcmaster.ca/forms-and-resources/missed-course-work-policy/>

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## ***ACADEMIC INTEGRITY***

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You are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity. **It is your responsibility to understand what constitutes academic dishonesty.**

Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: “Grade of F assigned for academic dishonesty”), and/or suspension or expulsion from the university.

For information on the various types of academic dishonesty please refer to the [Academic Integrity Policy](#), located at <https://secretariat.mcmaster.ca/university-policies-procedures-guidelines/>

The following illustrates only three forms of academic dishonesty:

- plagiarism, e.g. the submission of work that is not one’s own or for which other credit has been obtained.
- improper collaboration in group work.
- copying or using unauthorized aids in tests and examinations.

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## ***AUTHENTICITY/PLAGIARISM DETECTION***

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**Some courses may** use a web-based service (Turnitin.com) to reveal authenticity and ownership of student submitted work. For courses using such software, students will be expected to submit their work electronically either directly to Turnitin.com or via an online learning platform (e.g. A2L, etc.) using plagiarism detection (a service supported by Turnitin.com) so it can be checked for academic dishonesty.

Students who do not wish their work to be submitted through the plagiarism detection software must inform the Instructor before the assignment is due. No penalty will be assigned to a student who does not submit work to the plagiarism detection software.

**All submitted work is subject to normal verification that standards of academic integrity have been upheld** (e.g., on-line search, other software, etc.). For more details about McMaster's use of Turnitin.com please go to [www.mcmaster.ca/academicintegrity](http://www.mcmaster.ca/academicintegrity).

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### ***COURSES WITH AN ON-LINE ELEMENT***

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**Some courses may** use on-line elements (e.g. email, Avenue to Learn (A2L), web pages, TopHat, MS Teams, etc.). Students should be aware that, when they access the electronic components of a course using these elements, private information such as first and last names, user names for the McMaster e-mail accounts, and program affiliation may become apparent to all other students in the same course.

The available information is dependent on the technology used. Continuation in a course that uses on-line elements will be deemed consent to this disclosure. If you have any questions or concerns about such disclosure please discuss this with the course instructor.

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### ***ONLINE PROCTORING***

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**Some courses may** use online proctoring software for tests and exams. This software may require students to turn on their video camera, present identification, monitor and record their computer activities, and/or lock/restrict their browser or other applications/software during tests or exams. This software may be required to be installed before the test/exam begins.

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### ***CONDUCT EXPECTATIONS***

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As a McMaster student, you have the right to experience, and the responsibility to demonstrate, respectful and dignified interactions within all of our living, learning and working communities. These expectations are described in the [Code of Student Rights & Responsibilities](#) (the "Code"). All students share the responsibility of maintaining a positive environment for the academic and personal growth of all McMaster community members, **whether in person or online**.

It is essential that students be mindful of their interactions online, as the Code remains in effect in virtual learning environments. The Code applies to any interactions that adversely affect, disrupt, or interfere with reasonable participation in University activities. Student disruptions or behaviours that interfere with university functions on online platforms (e.g. use of Avenue 2 Learn, WebEx or Zoom for delivery), will be taken very seriously and will be investigated. Outcomes may include restriction or removal of the involved students' access to these platforms.

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### **ACADEMIC ACCOMMODATION OF STUDENTS WITH DISABILITIES**

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Students with disabilities who require academic accommodation must contact [Student Accessibility Services](#) (SAS) at 905-525-9140 ext. 28652 or [sas@mcmaster.ca](mailto:sas@mcmaster.ca) to make arrangements with a Program Coordinator. For further information, consult McMaster University's [Academic Accommodation of Students with Disabilities](#) policy.

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### **ACADEMIC ACCOMMODATION FOR RELIGIOUS, INDIGENOUS OR SPIRITUAL OBSERVANCES (RISO)**

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Students requiring academic accommodation based on religious, indigenous or spiritual observances should follow the procedures set out in the [RISO](#) policy. Students should submit their request to their Faculty Office **normally within 10 working days** of the beginning of term in which they anticipate a need for accommodation or to the Registrar's Office prior to their examinations. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

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### **COPYRIGHT AND RECORDING**

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Students are advised that lectures, demonstrations, performances, and any other course material provided by an instructor include copyright protected works. The Copyright Act and copyright law protect every original literary, dramatic, musical and artistic work, **including lectures** by University instructors.

The recording of lectures, tutorials, or other methods of instruction may occur during a course. Recording may be done by either the instructor for the purpose of authorized distribution, or by a student for the purpose of personal study. Students should be aware that their voice and/or image may be recorded by others during the class. Please speak with the instructor if this is a concern for you.

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### ***EXTREME CIRCUMSTANCES***

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The University reserves the right to change the dates and deadlines for any or all courses in extreme circumstances (e.g., severe weather, labour disruptions, etc.). Changes will be communicated through regular McMaster communication channels, such as McMaster Daily News, A2L and/or McMaster email.

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### ***RESEARCH USING HUMAN SUBJECTS***

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All researchers conducting research that involves human participants, their records or their biological material are required to receive approval from one of McMaster's Research Ethics Boards before (a) they can recruit participants and (b) collect or access their data. Failure to comply with relevant policies is a research misconduct matter. Contact these boards for further information about your requirements and the application process.

McMaster Research Ethics Board (General board): <https://reo.mcmaster.ca/>

Hamilton Integrated Research Ethics Board (Medical board): <http://www.hireb.ca/>

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### ***ACKNOWLEDGEMENT OF COURSE POLICIES***

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Your enrolment in Commerce 4O13 will be considered to be an implicit acknowledgement of the course policies outlined above, or of any other that may be announced during lecture and/or on A2L. **It is your responsibility to read this course outline, to familiarize yourself with the course policies and to act accordingly.**

Lack of awareness of the course policies **cannot be invoked** at any point during this course for failure to meet them. It is your responsibility to ask for clarification on any policies that you do not understand.



**COURSE SCHEDULE**

**Commerce 4OI3  
Introduction to Supply Chain Management  
Fall 2023 Course Schedule**

WEEK	TOPIC	DEADLINE
Sept. 4-8	L1 Introduction to supply chain management	
Sept. 11-15	L2 Strategic fit	
Sept. 18-22	L3 Supply chain drivers	
Sept. 25-29	L4 Distribution network	
Oct. 2-6	L5 Outsourcing	
Oct. 9-13	Reading week	
Oct. 16-20	L6 Procurement	
Oct. 23-27	L7 Supply contracts	Midterm exam: TBD.
Oct. 30-Nov. 3	L8 Beer game simulation	
Nov. 6-10	L8 Information technology	
Nov. 13-17	L9 Supply chain risks	
Nov. 20-24	L10 Coordinated product and supply chain design	SAP assignments: Dec. 1
Nov. 27-Dec. 1	Guest speaker; course evaluation	Project: Dec. 8 Final Exam: TBD.