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**UNIVERSITY OF TEXAS AT SAN ANTONIO – COLLEGE OF BUSINESS**  
**Course Syllabus**

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**MS 3403: LOGISTICS MANAGEMENT**

M/W 3:30-4:45pm, BB 3.01.08

Dr. Kefeng Xu, Assistant Professor  
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Office Hrs. - M/W 2:30PM-3:30PM (by appointment).

***Textbook and Readings:***

*The Management of Business Logistics*, 7<sup>th</sup> ed., by John J. Coyle, Edward J. Bardi, and C. John Langley.

Additional readings will be distributed throughout the course of the semester.

***Course Description:***

Logistics and the closely related concept of supply chain management are necessary cornerstones of competitive strategy, increased market share, and shareholder value for most organizations. From the raw materials stage to finished goods on the retail shelf, products must be repeatedly handled, stored, and moved, and demand and customer requirements at each exchange point must be anticipated and satisfied. Planning and coordinating these processes and activities is what Business Logistics is all about. A "systems" approach to integrating these elements is therefore essential to develop a cost- and service-efficient distribution design.

This course provides an overview of business logistics, with the emphasis on a system's view of logistics, stressing the interrelationships between the management of business logistics systems and the other functional areas of the firm. Drawing heavily on your previous studies in accounting, management science, and economic theory, we will study fundamental logistics management concepts and how they are woven into a refined system.

***Value of the Course:***

This course is designed to introduce students to the business logistics in terms of its importance to the firm and the economy, the provision of customer service at all levels

of the supply chain, and its significance in a global business environment. The course is essential for students who would like to pursue a career in logistics or related functions.

### ***Course Objective:***

The primary objectives of this course are to provide students with:

1. A broad overview of business logistics and an in-depth understanding of the elements of business logistics.
2. An understanding of concepts important to analyzing the logistics operation of the firm.
3. An understanding of the relationships and interactions between the various activities comprising business logistics.
4. An understanding of the role of logistics in the business enterprise, and the relationship of logistics to the other functional areas of the firm

### ***Course Requirements:***

Overall: During the semester, there will be two formal examinations, two “nickel presentations” (to be detailed below), and several homework projects assigned.

Make-Up Exams: They are given only in cases of illnesses or other emergencies, only when written documentation is provided prior to the exam (if possible), and only if taken before the regular test is handed back in class (which is usually the next class session following the taking of exam). A doctor's excuse is necessary for a make-up exam. **Make-up exams are not scheduled for non-approved absences.**

Reading Assignments: Textbook reading will be sequenced as listed on the accompanying outline. The course outline is a general guide, and changes or additions may be made from time to time, as conditions warrant. We may speed up or slow down as required to cover the material adequately. Anticipate the next session's reading assignment from the outline, and read ahead to be sure you are current. Students are expected to be prepared for and to participate in each class. This means at a minimum that you should be current in your reading and other assignments.

“Nickel Presentation”: This is a brief (e.g., 5 minutes) presentation made by a student about a particular company's logistics operations, as collected through their own work affiliations, interns, articles reported in trade publications or newspaper, or even articles collected through an Internet website. The objective is to get this and other students in class well familiar with the variety of real world logistics functions. One week before the presentation, the student is expected to distribute a 3-5 pages of the original materials (e.g., the trade journal article the presentation will be based) to other members of the class. At a minimum, the student is expected to discuss: (1) Company background and logistics profile; (2) current challenges or issues in its logistics function; (3) proposed or possible solutions, and their basic reasonings. Typically 3-4 Powerpoint slides would be sufficient in the presentation.

Problems, Cases, and Other Assignments: Projects, involving cases, problems, end-of-chapter questions, etc., will be assigned frequently during the quarter. Such projects must be submitted by the beginning of class on the day due, and must be "acceptable." All projects will be turned in on time. There will 20% of the project score deducted for each day that the project is overdue.

Study Group: Working on homework problems / cases with a friend is allowed, if it contributes to each student's understanding of the course materials, provided that each of you will answer the homework questions independently later on. Study group is encouraged because: (1) You will see similar problems in the examinations; and (2) You might be asked in class to explain how you worked a particular problem.

Class Sessions: Our classes will usually involve lectures, discussions of textbook materials, cases, and/or assigned readings, and in-class problem-solving. Guest speakers may also be invited. Each student is expected to be prepared and to contribute to class discussions. Questions and comments are heartily encouraged. Around 20% of your exams and resulting grade will be drawn from topics presented from case materials, problems, and material presented in class which is outside the textbook.

Catching up: If an absence is unavoidable, it is the student's responsibility to "catch up" on class notes and be informed about assignments and exams. If a new assignment (case, problem, or otherwise) is given in class, absence from that class is no excuse for being unprepared when the assignment is due. Make a friend in class and ask him/her to assist you with class notes, etc., in case you are ever absent.

Attendance: Regular class attendance is essential to performance. Because material not covered in the textbook will often be presented and discussed in class sessions, there is a high degree of correlation between regular, attentive class attendance and overall performance. Students are responsible for any and all material covered in class as well as the reading assigned on the outline. Student's active in-class participation and attendance will count towards the course "Participation" points.

Emails: Each student should own an email account to facilitate the communications in this class. Some class announcements or questions/answers would be distributed through emails. Please check your emails regularly. **Once you obtain such an account, send an email to me (kefeng@lonestar.utsa.edu) immediately**, stating your email address and that you are in my Logistics Management class.

Class Webpage. The Logistics Management class homepage accessible from <http://business.utsa.edu/faculty/kxu> protected with a **Class ID and a Class Password** is the source of your lecture notes, homework information, and miscellaneous announcements. The Class ID and Class Password will be announced in the first day of class. Each of you will also get an **individual ID** and a **PW** for online homework

submissions. Detailed instructions will be provided and demonstrated in classes as the course progresses.

Students with disabilities who believe that they may need accommodations in this class are encouraged to contact the University's Office of Disability Services (MS 2.03.18, tel. 458-4157) or see me immediately after class, as soon as possible, to better ensure that such accommodations are implemented in a timely fashion.

Learning Environment: All students are expected to exercise self-discipline and a respect for the rights of other at all times. To assure all students have the opportunity to gain from time spent in class, students are prohibited from engaging in any form of distraction. **Please turn off your beepers and cellular phones in class!**

Behavioral disruptions that interfere with the business of the classroom or with an individual's ability to learn may be referred to the Office of Student Judicial Affairs in accordance with Section 202 of the *Student Code of Conduct*.

Extra Credits (& *Scholarship* & *JOB?*) Opportunities: During the semester, there are extra credits awarded for attending San Antonio Transportation Association Monthly Meeting (Luncheon) which is typically held on the first Wednesday of each month at the Barn Door (8400 N. New Braunfels). Typical luncheon costs \$15/person. Reservations are required. Details can be viewed through <http://www.satrans.org/> and will be provided in class and/or through emails.

***Tentative Course Grading\****:

Homework Projects	22%
Nickel Presentations	8%
Midterm Exam	30%
Final Exam	35%
Class Participation & Attendance; Discretion	5%
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Total:	100%
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\*Note: The instructor reserves the right to modify the above grading procedure.

TENTATIVE COURSE SCHEDULE\*\*:

<b>Week</b>	<b>Date</b>	<b>Topic</b>	<b>Pre-class Readings</b>	<b>Homework Projects (TBA) &amp; Presentation Sign-ups</b>
<b>1</b>	8/26 8/28	Introduction & course overview Supply Chain Management	Ch.1	
<b>2</b>	9/2 9/4	<b><i>Labor Day Holiday - No Class</i></b> Dimensions of Logistics	Ch.2	
<b>3</b>	9/9 9/11	Dimensions of Logistics	Ch.2	
<b>4</b>	9/16 9/18	Demand Management & Customer Service	Ch.3	
<b>5</b>	9/23 9/25	Procurement & Supply Management	Ch.4	Presenter1____Presenter2____
<b>6</b>	9/30 10/2	Global Logistics	Ch.5	Presenter3____Presenter4____
<b>7</b>	10/7  10/9	(Tentatively) <b>Midterm Exam</b>  Managing Inventory Flows	  Ch.6	  (Chapters 1-5)
<b>8</b>	10/14 10/16	Inventory Decision Making	Ch.7	Presenter5____Presenter6____
<b>9</b>	10/21 10/23	Warehousing Decision	Ch.8	Presenter7____Presenter8____
<b>10</b>	10/28 10/30	The Transportation System	Ch.9	
<b>11</b>	11/4 11/6	Transpotation Management	Ch. 10	Presenter7____Presenter8____
<b>12</b>	11/11 11/13	Third Party Logistics Logistics Information System	Ch.11 Ch.12	Presenter5____Presenter6____
<b>13</b>	11/18 11/20	Supply Chain Performance Measures Logistics Network Design	Ch.13 Ch.14	Presenter3____Presenter4____
<b>14</b>	11/25 11/27	Logistics Network Design Supply Chain Finance	Ch.14 Ch.15	Presenter1____Presenter2____
<b>15</b>	12/4	Course Review if Time Available		
<b><i>Final Exam:</i></b> 1:30-4:15pm, Friday 12/13				

\*\*Note: The instructor reserves the right to change this schedule.

### **Instructions: How to Obtain Lecture Notes on Campus Labs+**

1. In the MS3403 class webpage (<http://business.utsa.edu/faculty/kxu/ms3403/student3403>), you will be able to download all the lecture notes ZIP files.
2. Download the ZIP files of interest in the campus computer labs to a temporary directory in the hard disk.
3. Use WinZip program on the computer (click on Start→Programs→WinZip) to open the downloaded ZIP files. EXTRACT (“Unzip”) the POWERPOINT lecture notes of concern to the temporary directory. Some ZIP files contain other EXCEL example files in addition to the POWERPOINT lecture notes.
4. Start Microsoft Powerpoint application to open the EXTRACTED (“unzipped”) lecture notes files.
5. You are ready to print the lecture notes. Make sure you select “3 or 4 Handouts Per Page” in “**Print What**” window before you hit the Print button.

+You follow the same procedure if you have an Internet access at home or work, and have the free WinZip program loaded on your computer.