

Syllabus

Course Number: CIS 458

Course Title: Business Process Management

Course Description:

Introduces key concepts and approaches to business process management and improvement. Examines how to identify, document, model, assess, and improve core business processes. Hands-on experience with SAP ERP software. Prerequisite(s): CIS 300 and CIS 325.

Prerequisite Courses:

CIS 300 Foundations of Information Systems and CIS 325 Systems Analysis and Design

Course Overview

Enterprise systems are becoming more and more common in businesses around the world. Enterprise systems (ES) can be defined as large-scale application software packages that support an entire organization. ES support business processes, information flows, reporting and data analytics for the organization. It is becoming increasingly important for students to develop a more process-centric perspective (as opposed to a functional perspective) that reflects the realities of the modern business environment. By definition, Information Systems (IS) professionals utilize technology to solve an organization's business problems. Therefore, understanding the integration of business processes and how data flows through an organization is critical for the practicing IS professional. You will get hands on experience with integrated business processes with the world's largest enterprise resource planning (ERP) systems, SAP ERP, in a virtual lab environment. Real-world exposure to SAP increases the student's ability to integrate knowledge across business disciplines and build a firmer grasp of integrated business processes. You will be able to apply the real-world concepts presented in this course immediately upon entering the workforce and will be better prepared to succeed in your career.

Course Outcomes:

Upon completion of this course, learners should be able to:

- Describe key business processes in an organization
- Explain the role of enterprise systems in supporting business processes
- Describe the organizational data related to financial accounting
- Effectively use SAP ERP to execute key steps and extract meaningful information in the procurement, fulfillment, production, and material planning processes
- Demonstrate how inventory and warehouse management processes are integrated with other processes

- Identify and discuss the various integration points among procurement, fulfillment, production, and warehouse management processes
- Analyze the financial and material impacts of various steps in the integrated processes.

Course Materials:

Required Texts:

Magal, Simha R., Word, Jeffrey (2012). *Business Process Integration with ERP Systems*.
(NOTE: This is an online textbook available only at <http://epistemypress.com/books/BPI/>)

Required Resources:

Beer Supply Chain Simulator: We will be using a supply chain simulator in weeks 6, 7. You will need to purchase an access code for \$12 by going to the following page, creating an account, then making the purchase: <http://mgr.responsive.net/Manager/ShowClient>

Detailed instructions for creating an account and accessing the simulator are provided in week 1.

American Psychological Association (current edition). APA Publication Manual. Retrieved from <http://www.apastyle.org/>.

Library Tutorials:

Research Tutorials (n.d.). Regis University Library:

- All tutorials, see <http://libguides.regis.edu/tutorials>.

Computer and Information Science Research Tutorial, see https://mediaspace.regis.edu/media/Regis+Library+-+Resources+for+computer+and+information+science+/0_blk905nh/10579702

Required Technology:

The SAP exercises that you will do throughout the course require the SAP GUI 7.4. You can use the one provided by Regis through the CC&IS Virtual Lab or you can download and install the free version on your *Windows* PC. Both options are provided in Week 1.

Technology Tools:

Adobe Acrobat Reader

RealPlayer (to watch the video presentations)

Optional Materials:

Purdue Online Writing Lab (OWL). Retrieved from <https://owl.english.purdue.edu/owl/section/2/10/>.

Pre-Assignment:

Online Format: Sign on to D2L (Home Page) and become familiar with the course navigation of the Online Curriculum. Read Chapter 1 of Magal text.

Classroom-based Format: Read Chapter 1 of Magal text.

Pre-Assignment Due Dates:

Classroom-based Format: This assignment is due the first night of class.

Online Format: The instructor will specify the due date for this assignment.

Course Assignments and Activities:

	Topics	Readings	Activities/Assignments
1	Introduction to Business Processes	Text: Chapter 1 Online Course: From The Expert	Class Discussion: <ul style="list-style-type: none"> • Introductions & discussion questions Assignments: <ul style="list-style-type: none"> • Configure and test SAPGUI software • Register for Beer Simulator
2	Introduction to Enterprise Systems	Text: Chapter 2 Online Course: From The Expert	Class Discussion: <ul style="list-style-type: none"> • Discussion questions Assignment: <ul style="list-style-type: none"> • Navigation in SAP Systems
3	Introduction to Accounting	Text: Chapter 3 Online Course: From The Expert	Class Discussion: <ul style="list-style-type: none"> • Discussion questions Assignment: <ul style="list-style-type: none"> • SAP Accounting Exercise
4	Procurement Processes	Text: Chapter 4 Online Course: From The Expert	Class Discussion: <ul style="list-style-type: none"> • Discussion questions Assignment: <ul style="list-style-type: none"> • SAP Procurement Exercise
5	Fulfillment process	Text: Chapter 5 Online Course: From The Expert	Class Discussion: <ul style="list-style-type: none"> • Video/research: Failed ERP Implementations Assignment: <ul style="list-style-type: none"> • SAP Fulfillment Exercise • Beer simulator practice Quiz: <ul style="list-style-type: none"> • Text: Chapters 1 - 5

6	Production Process	Text: Chapter 6 Beer simulator practice Online Course: From The Expert	Class Discussion: <ul style="list-style-type: none"> Video/research: Successful ERP Implementations Assignment: <ul style="list-style-type: none"> SAP Production Exercise Beer simulator group work
7	Inventory and Warehouse Management and Material Planning Process	Text: Chapters 7 & 8 Beer simulator classic & transparent mode Online Course: From The Expert	Class Discussion: Current Events Assignment: <ul style="list-style-type: none"> Research Paper Beer Simulator reflection paper
8	Process Integration	Text: Chapter 9 Online Course: From The Expert	Class Discussion: <ul style="list-style-type: none"> Current Events Assignment: <ul style="list-style-type: none"> Lumira Big Data Analytics exercise SAP Warehouse Exercises Quiz: <ul style="list-style-type: none"> Text: Chapters 6 - 9

Student Evaluation Grid:

Assignment	Value (percent of overall course grade)
Discussions/Participation (2.5pts each)	20%
SAP Exercises (6 exercises)	30%
Beer Simulator Reflection Paper	10%
Quizzes (2 at 5% each)	10%
Lumira Big Data Analytics exercise	10%
Research Paper	20%

CC&IS Grading Scale

Letter Grade	Percentage	Grade Point
A	93 to 100	4.00
A-	90 to less than 93	3.67
B+	87 to less than 90	3.33
B	83 to less than 87	3.00
B-	80 to less than 83	2.67

C+	77 to less than 80	2.33
C	73 to less than 77	2.00
C-	70 to less than 73	1.67
D+	67 to less than 70	1.33
D	63 to less than 67	1.00
D-	60 to less than 63	.67
F	Less than 60	0

Additional information about grading can be found in the latest edition of the University Catalog, available at <http://www.regis.edu/Academics/Course%20Catalog.aspx>.

CC&IS Policies and Procedures

Each of the following CC&IS Policies & Procedures is incorporated here by reference. Students are expected to review this information each term, and agree to the policies and procedures as identified here and specified in the latest edition of the University Catalog, available at <http://www.regis.edu/Academics/Course%20Catalog.aspx> or at the link provided.

- The CC&IS Academic Integrity Policy.
- The Student Honor Code and Student Standards of Conduct.
- Incomplete Grade Policy, Pass / No Pass Grades, Grade Reports.
- The Information Privacy policy and FERPA. For more information regarding FERPA, visit the [U.S. Department of Education](http://www.ed.gov).
- The HIPAA policies for protected health information. The complete Regis University HIPAA Privacy & Security policy can be found here: TBD
- The Human Subjects Institutional Review Board (IRB) procedures. More information about the IRB and its processes can be found here: <http://regis.edu/Academics/Academic-Grants/Proposals/Regis-Information/IRB.aspx>.

The CC&IS Policies & Procedures Syllabus Addendum summarizes additional important policies including, Diversity, Equal Access, Disability Services, and Attendance & Participation that apply to every course offered by the College of Computer & Information Sciences at Regis University. A copy of the CC&IS Policies & Procedures Syllabus Addendum can be found here: <https://in2.regis.edu/sites/ccis/policies/Repository/CCIS%20Syllabus%20Addendum.docx>.