Course Description
Prerequisites: MARK 3311, MANA 3300 and MANA 3305. Solution architects, project managers, project team members and solution consultants who want to gain a broad fundamental understanding of the core processes, business interrelations and integration of the individual business applications within the SAP ERP eco-system.

Class Time
August 25 – November 19
Tues/Thurs 11:00am – 12:20pm COB 255 & Online – See Slack announcements

December 1 – December 3 and Final Exam
Online through Canvas

Instructor Information
Dr. Robert P. Schumaker
Professor, Computer Science Dept.
ruschumaker@uttyler.edu

Office Hours
DM through Slack (preferred), Zoom, email
If your inquiry is grade-related, please make a Zoom appointment.
Because of University regulations regarding Covid-19, there will be no physical office hours this semester. Appointments can be made at roschumaker.youcanbook.me

Textbook Information
Understanding SAP ERP Integration (Viswanathan and Szymanski, 2015)
ISBN: 978-1-941773-01-7

Course Objective
This course is designed with the following goals:
- Acquire a global view of ERP components and how they work together
- Summarize each module's function and interactions
- Develop knowledge and skills appropriate to the learning unit
- Illustrate learning unit mastery in preparation for certification
- Explain the fundamental business processes and integration points within SAP
- Assess business requirements and recommend appropriate ERP-based solutions

Computer Account Access
Students will need a Patriot account and password for computer access. This information can be found at http://www.uttyler.edu/ccs

Course Documents and Slides
This class will use Canvas for course documents, slides and other class-related materials. Students are encouraged to check the website frequently during the course of the semester to keep up to date about course changes.
Course Grading

Course evaluation will be based on the following:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
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<tbody>
<tr>
<td>Homeworks (2 @ 10 points)</td>
<td>20</td>
</tr>
<tr>
<td>Quizzes (5 @ 2 points)</td>
<td>10</td>
</tr>
<tr>
<td>Business Exercises (2 @ 10 points)</td>
<td>20</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>20</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20</td>
</tr>
<tr>
<td>Class Participation</td>
<td>______</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td>100</td>
</tr>
</tbody>
</table>

Grading Scale

- **A** 90.0 points or more
- **B** 80.0 to 89.999 points
- **C** 70.0 to 79.999 points
- **D** 60.0 to 69.999 points
- **F** 59.999 points or less

Course Policies

1. **Quizzes** – Five quizzes will be given throughout the semester. Each quiz will take place during the beginning of class and will test material mastery.

2. **Exams** – Two exams including a comprehensive final will be administered covering all material disseminated through the assigned readings as well as what was discussed in class. Exams are designed to measure the student's hands-on knowledge of the material as well as their ability to use these skills in an efficient manner. Examinations may consist of multiple choice questions or application problems.

3. **Make-up exams** will be granted at the discretion of the instructor. Make-ups will be given only under extremely unusual circumstances, will be different from exams given during the regular class time and may be penalized up to 50% of the grade. **Permission for a makeup exam must be obtained PRIOR to the regular exam and must include written documentation of the student's absence.**

4. **Class Participation** – Class Participation points will be scored by the quantity of quality discussion a student contributes regarding relevant technology-related articles. The maximum points that can be earned is ten.

5. **Missed Work:** Business professionals must also take responsibility for attending all scheduled meetings and activities. Attendance is absolutely necessary in order to be successful in this class. We will cover a new topic each class period and each subsequent class will build upon prior skills and concepts. If you miss a class you will miss an entire topic and any materials and assignments passed out. **Students who miss class are responsible for getting missed materials and lecture information on their own time from their peers.**

6. **Certification Training:** This class will prepare you to sit for the SAP Terp-10 training to become a SAP Certified Business Associate. More details will be provided in class.
7. Classroom Lab Rules
   - Please do not surf the Web during class unless instructed to access the Internet.
   - Do not access inappropriate Web sites during class. This will lead to dismissal from the class.
   - Please do not work on other computer assignments during class.
   - Please do not talk to your neighbor during class.
   - Do not use the printer during class.
   - Please do not bring food or an uncovered drink into the computer classroom lab.
   - Do not use your phone during class.

8. Where can I turn to for help?
   The Soules College of Business has a student-staffed SAP Lab available for tutoring and homework assistance. The lab is in COB 251.

   If you still have questions or something remains unclear, please see the instructor for additional help.

University Policies and Additional Information that Must Appear in Fall 2020

Important Covid-19 Information for Classrooms and Laboratories
Students are required to wear face masks covering their nose and mouth, and follow social distancing guidelines, at all times in public settings (including classrooms and laboratories), as specified by Procedures for Fall 2020 Return to Normal Operations. The UT Tyler community of Patriots views adoption of these practices consistent with its Honor Code and a sign of good citizenship and respectful care of fellow classmates, faculty, and staff.

Students who are feeling ill or experiencing symptoms such as sneezing, coughing, or a higher than normal temperature will be excused from class and should stay at home and may join the class remotely. Students who have difficulty adhering to the Covid-19 safety policies for health reasons are also encouraged to join the class remotely. Students needing additional accommodations may contact the Office of Student Accessibility and Resources at University Center 3150, or call (903) 566-7079 or email saroffice@uttyler.edu.

Recording of Class Sessions
Class sessions may be recorded by the instructor for use by students enrolled in this course. Recordings that contain personally identifiable information or other information subject to FERPA shall not be shared with individuals not enrolled in this course unless appropriate consent is obtained from all relevant students. Class recordings are reserved only for the use of students enrolled in the course and only for educational purposes. Course recordings should not be shared outside of the course in any form without express permission.

University Policies and Additional Information that Must Appear in Each Course Syllabus (5/17)

UT Tyler Honor Code
Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

Students Rights and Responsibilities
To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: http://www.uttyler.edu/wellness/rightsresponsibilities.php
Campus Carry
We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at http://www.utttyler.edu/about/campus-carry/index.php

UT Tyler a Tobacco-Free University
All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors. Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kretexs, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit www.utttyler.edu/tobacco-free

Grade Replacement/Forgiveness and Census Date Policies
Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. (For Fall, the Census Date is Sept. 12.) Grade Replacement Contracts are available in the Enrollment Services Center or at http://www.utttyler.edu/registrar

Each semester’s Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar. Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date (Sept. 12th) is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a “W” grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy
Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university.

For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the
extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability/Accessibility Services
In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including non-visible disabilities such as learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment you are encouraged to visit https://hood.accessiblelearning.com/UTTyler and fill out the New Student application. The Student Accessibility and Resources (SAR) will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at http://www.utttyler.edu/disabilityservices, the SAR office located in the University Center, # 3150 or call 903.566.7079.

Student Absence due to Religious Observance
Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities
If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement
It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation
Everyone is required to exit the building when a fire alarm goes off. Follow your instructor’s directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

Student Standards of Academic Conduct
Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

i. “Cheating” includes, but is not limited to:
   • copying from another student’s test paper;
   • using, during a test, materials not authorized by the person giving the test;
   • failure to comply with instructions given by the person administering the test;
   • possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed “crib notes”. The presence of textbooks
constitutes a violation if they have been specifically prohibited by the person administering the test;

- using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
- collaborating with or seeking aid from another student during a test or other assignment without authority;
- discussing the contents of an examination with another student who will take the examination;
- divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
- substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
- paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
- falsifying research data, laboratory reports, and/or other academic work offered for credit;
- taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
- misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

ii. “Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.

iii. “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

iv. All written work that is submitted will be subject to review by plagiarism software.

UT Tyler Resources for Students
- UT Tyler Writing Center (903.565.5995), writingcenter@uttyler.edu
- UT Tyler Tutoring Center (903.565.5964), tutoring@uttyler.edu
- The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- UT Tyler Counseling Center (903.566.7254)
# Tentative Course Schedule and Assignments:

<table>
<thead>
<tr>
<th>Date</th>
<th>Concept</th>
<th>Assignments</th>
<th>Readings</th>
<th>Logon Set</th>
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<tr>
<td>Aug 25</td>
<td>Introduction to ERP Architecture Using SAP</td>
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<tr>
<td>Aug 27</td>
<td>ERP Basics</td>
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<tr>
<td>Sept 1</td>
<td>SAP Order-to-Cash Exercise</td>
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<tr>
<td>Sept 3</td>
<td>Sales Order Processing</td>
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<tr>
<td>Sept 8</td>
<td>Business Exercise I</td>
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<td>Sept 10</td>
<td>Business Exercise I continued…</td>
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<tr>
<td>Sept 15</td>
<td>Business Exercise Discussion</td>
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<td>Sept 17</td>
<td>Organizational Levels</td>
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<tr>
<td>Sept 22</td>
<td>Financial Accounting (FI - GL)</td>
<td>Homework I Due</td>
<td>Pgs 41-62</td>
<td>FS</td>
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<td>Sept 24</td>
<td>Financial Accounting (FI - AP/AR)</td>
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<td>Sept 29</td>
<td>Financial Accounting (FI - AA)</td>
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<td>Oct 1</td>
<td>Managerial Accounting (CO - OM – CCA)</td>
<td>Quiz 1 - Fi</td>
<td>Pgs 63-86</td>
<td>FS</td>
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<td>Oct 6</td>
<td>Managerial Accounting (CO – PC – PCA)</td>
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<td>Oct 8</td>
<td>Human Capital Management (HCM)</td>
<td>Quiz 2 - CO</td>
<td>Pgs 163-184</td>
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<td>Oct 13</td>
<td>Test Review</td>
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<td>Oct 15</td>
<td>Midterm Exam</td>
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<td>Oct 20</td>
<td>Purchase to Pay (MM - Reqs and Orders / Goods Receipts and Transfers)</td>
<td>Pgs 87-102</td>
<td>IDES</td>
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<td>Oct 22</td>
<td>Material Resource Planning (MRP)</td>
<td>Quiz 3 - MM</td>
<td>Pgs 103-116</td>
<td>IDES</td>
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<td>Oct 27</td>
<td>Production Planning (PP)</td>
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<td>IDES</td>
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<td>Oct 29</td>
<td>Inventory and Warehouse Management (IM and WM)</td>
<td>Quiz 4 - MRP and PP</td>
<td>Pgs 143-156</td>
<td>IDES</td>
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<td>Nov 3</td>
<td>Lifecycle Data Management (LDM)</td>
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<td>Nov 5</td>
<td>In-Class Business Exercise II</td>
<td>Quiz 5 - IM, WM and LDM</td>
<td>WDG</td>
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<td>Nov 10</td>
<td>In-Class Business Exercise II continued…</td>
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<td>WDG</td>
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<td>Nov 12</td>
<td>Enterprise Asset Management and Project Management (PM)</td>
<td>Homework II Due</td>
<td>Pgs 157-162 &amp; 185-210</td>
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<tr>
<td>Nov 17</td>
<td>Review and Special Topics</td>
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<tr>
<td>Nov 19</td>
<td>Review and Special Topics</td>
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<tr>
<td>Nov 24</td>
<td>No Classes – Thanksgiving</td>
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<td>Nov 26</td>
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<td>Dec 1</td>
<td>Review and Special Topics</td>
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<td>Dec 3</td>
<td>Test Review</td>
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Scheduled dates may vary depending on the pace of the class.