



DIVISION OF ECONOMIC AND FINANCIAL STUDIES

STATISTICS DEPARTMENT

STAT321 LOGISTICS AND PROJECT MANAGEMENT

FIRST SEMESTER 2007

UNIT OUTLINE

Unit Convenor: Kj Byun

Students in this unit should read this unit outline carefully at the start of semester. It contains important information about the unit. If anything in it is unclear, please consult one of the teaching staff in the unit.

ABOUT THIS UNIT

Stat321 is a three credit point unit offered by the Statistics Department in the Division of Economic and Financial Studies. It is only offered in the first semester each year.

This unit consists of the two modules – Project Management followed by Logistics. In the study of Project Management topics include Arrow Diagrams, Gantt Charts, Resource Allocation, Resource Levelling, Critical Path Method, PERT analysis, Time-cost Tradeoffs and Project Selection. Practical applications will be undertaken using Microsoft Project 2000/2003.

Logistics will include the following topics: supply chain management, Push and Pull distributions and materials management.

Whilst it is open to any students having successfully completed Stat175 or Stat171 or Stat273 and Stat279, it is a compulsory unit for students obtaining a Bachelor of Commerce in the area of Operations Research. The combination of appropriate units will lead to a degree that will equip the graduate with the necessary skills required to solve practical real-world problems.

There is no set textbook for this unit but lecture notes including exercises and examples will be provided each week.

TEACHING STAFF

- KJ Byun Office: E4A 509 Tel: 9850 7473 E-mail:kbyun@efs.mq.edu.
 Consultation Hours: Wednesday 3pm – 4pm, 5pm-6pm

Please note that any communication with staff via email will only be conducted using your University email address.

CLASSES

- Length: One 3 hour lecture beginning in Week 1
- Location: E6A131
- Time Wednesday 6pm – 9pm

The timetable for classes can be found on the University web site at:

<http://www.timetables.mq.edu.au/>

RECOMMENDED REFERENCE MATERIALS

Friedrichsen “*Microsoft Project 2000, New Perspective Series Introductory*” [HD69.P75.B86]

Meredith. “*Project Management, A Managerial Approach (4th Ed)*” [HD69.P75.M47/2000]

Kerzner, Harold. “*Project management: a systems approach to planning, scheduling and controlling*” [HD69.P75.K47/2001]

Rosenau, Milton, D. “ <i>Successful project management: a step-by-step approach with practical examples</i> ”	[HD69.P75.R67/1998]
Tatnall, A. “Project management: a guide to Microsoft Project”	[HD69.P75.T38/1996]
BALLOU Ron H. “ <i>Business Logistics Management</i> ”	[HD38.5.B35/1998]
GILMOUR P. “ <i>Logistics Management</i> ”	[HF5415.12.A8.G476]
SHAPIRO R. “ <i>Logistics Strategy</i> ”	[HD38.5.S53/1985]
TYNDALL G. “ <i>Supercharging Supply Chains</i> ”	[HD38.5.s895/1998]
BLOOMBERG David. “ <i>The Management of Integrated Logistics</i> ”	[HD38.5.B55/1998]

UNIT WEB PAGE

- The web page for this unit can be found at:

<http://www.stat.mq.edu.au/units/stat321/index.htm>

LEARNING OUTCOMES

The learning outcomes of this unit will be:

- Understanding the difference between project and project management;
- An appreciation of information requirements within organisation;
- Competence in the analysis of business decisions using modern techniques.

In addition to the discipline-based learning objectives, all academic programs at Macquarie seek to develop students’ generic skills in a range of areas. One of the aims of this unit is that students develop their skills in the following:

- Self-awareness and interpersonal skills;
- Communication skills;
- Critical analysis skills;

TEACHING AND LEARNING STRATEGY

LECTURES

- Students should attend all the lectures. Any students who cannot attend lectures due to other commitments should not enrol in this unit.
- In each week, lectures will be conducted following the structure of the handout provided. It will contain examples and exercises mostly without solution.
- The solution to these examples and exercises will be covered only in the lecture.
- Some additional exercises may be discussed during the lecture time.
- Students are encouraged to participate in the lecture discussion and ask questions.

LECTURE SCHEDULE (E1 2007)

<i>Week</i>	<i>Lecture Date</i>	<i>Topic</i>	<i>Assignments due</i>
1	28 Feb	Introduction to Project Management	
2	7 March	Creating a project schedule and network Scheduling	
3	14 March	CPM and PERT	Assignment 1
4	21 March	Resource allocation	
5	28 March	Resources and scheduling	
6	4 April	Time-cost trade analysis in a project environment	Assignment 2
Mid Semester Break (9th April – 20th April)			
7	25 April	<i>Anzac Day Public Holiday</i>	
8	2 May	Mid Semester Test	
9	9 May	Introduction to Logistics Systems	Assignment 3
10	16 May	Development and Growth of Business Logistics	
11	23 May	The Supply-Chain Concept – Demand Driven Logistics	
12	30 May	Logistics of Information Systems	Assignment 4
13	6 June	Revision	

ASSESSMENT

The assessment for this unit will consist of *three* components:

1. Mid-semester examination	20%
2. Four assignments	20%
3. Final Examination	60%

In order to pass the unit, **both** the following criteria must be satisfied:

- Submission of the assignment with a satisfactory performance.
- A passing performance in the mid-semester and final examination

Attendance at the lectures is optional but may be monitored to aid in deciding the grades of those students who are close to a grade borderline or who have requested special consideration.

MID-SEMESTER EXAMINATION

- The exam will be held during the lecture time on **2nd May** and will commence at **6:10pm**.
- The exam will cover all material up to and including the end of **Week 6**. It will be of 2 hours duration.
- In the examination you will be provided with relevant tables but *no* formulae will be given. However, you will be able to bring into the examination **one piece of paper up to A4 size** on which you may **write** anything you like on **one side only**.
- Marked tests will be handed back to the students during the lecture on **9th May**.

ASSIGNMENTS

- There will be 4 assignments worth 20% of the total unit assessment.
- Assignments are **COMPULSORY** and late assignments will *not* be accepted for credit without an appropriate medical certificate.
- In addition to being an assessment task, the assignments are meant to be a learning device so that marks will be awarded for the level of attempt made, presentation and logical answers.
- In addition, your effort in this component together with your attendance at the lectures will be used in deciding the grades of those students who are close to a grade borderline or who have requested special consideration.

FINAL EXAMINATION

- The final examination will be held during the exam period and will be of 3 **hours** duration.
- The final examination will cover all topics dealt within the unit.
- In this examination you will be provided with relevant tables but no formulae will be given. However, you will be able to bring into the examination **one piece of paper up to A4 size** on which you may **write** anything you like on **both sides**. No other notes or books are allowed.

The University Examination period in First Half Year 2007 is from **13th – 29th June**. You are expected to present yourself for examination at the time and place designated in the University Examination Timetable. The timetable will be available in Draft form approximately eight weeks before the commencement of the examinations and in Final form approximately four weeks before the commencement of the examinations.

<http://www.timetables.mq.edu.au/exam>

The only exception to not sitting an examination at the designated time is because of documented illness or unavoidable disruption. In these circumstances you may wish to consider applying for Special Consideration. Information about unavoidable disruption and the special consideration process is available at:

<http://www.reg.mq.edu.au/Forms/APSCon.pdf>

If a Supplementary Examination is granted as a result of the Special Consideration process the examination will be scheduled after the conclusion of the official examination period.

Note that there is a Division policy regarding requests for special consideration for examinations and the granting of supplementary examinations which can be found at:

<http://www.efs.mq.edu.au/supexams.htm>

You are advised that it is Macquarie University policy not to set early examinations for individuals or groups of students. All students are expected to ensure that they are available until the end of the teaching semester that is the final day of the official examination period.

PLAGIARISM

The University defines plagiarism in its rules: "Plagiarism involves using the work of another person and presenting it as one's own." Plagiarism is a serious breach of the University's rules and carries significant penalties. You must read the University's practices and procedures on plagiarism. These can be found in the *Handbook of Undergraduate Studies* or on the web at:

<http://www.student.mq.edu.au/plagiarism/>

The policies and procedures explain what plagiarism is, how to avoid it, the procedures that will be taken in cases of suspected plagiarism, and the penalties if you are found guilty. Penalties may include a deduction of marks, failure in the unit, and/or referral to the University Discipline Committee.

UNIVERSITY POLICY ON GRADING

Academic Senate has a set of guidelines on the distribution of grades across the range from fail to high distinction. Your final result will include one of these grades plus a standardised numerical grade (SNG).

Your raw mark for a unit (i.e., the total of your marks for each assessment item, including the final examination) may not be the same as the SNG which you receive. Under the Senate guidelines, results may be scaled to ensure that there is a degree of comparability across the university, so that units with the same past performances of their students should achieve similar results.

It is important that you realise that the policy does not require that a minimum number of students are to be failed in any unit. In fact it does something like the opposite, in requiring examiners to explain their actions if more than 20% of students fail in a unit.

The process of scaling does not change the order of marks among students. A student who receives a higher raw mark than another will also receive a higher final scaled mark.

For an explanation of the policy see:

<http://www.mq.edu.au/senate/MQUonly/Issues/Guidelines2003.doc> or
<http://www.mq.edu.au/senate/MQUonly/Issues/detailedguidelines.doc>.

STUDENT SUPPORT SERVICES

Macquarie University provides a range of Academic Student Support Services. Details of these services can accessed at

<http://www.student.mq.edu.au>.