GTTM 3301
Supply Chain Planning & Logistics

School	School of Business + Media
Program	GTTM
Course Credits	4
Minimum Passing Grade	50%
Start Date	September 02, 2025
End Date	December 12, 2025
Total Hours*	4
Total Weeks	15
Hours/Weeks	.27
Delivery Type	Lecture
Prerequisite(s)	• *No prerequisites are required for this course.*
CRN	48851

Acknowledgement of Territories

The British Columbia Institute of Technology acknowledges that our campuses are located on the unceded traditional territories of the Coast Salish Nations of Sḵwx̱wú7mesh [1] (Squamish), səl̓ilwətaʔɬ [2] (Tsleil-Waututh), and xʷməθkʷəy̓əm [3] (Musqueam).

Instructor Details

Name	Leo Lei
E-mail	Leo_Lei@bcit.ca
Location	SE6 340
Office Hours	By appoitment Only Meet either F2F or virtually

Course Description

Business Logistics is a set of activities involved in the flow of materials and products through an organization to the market, and is therefore vital to the economy and to the individual firm. Logistics 1 presents an overview of the total supply chain management concept. The course examines the integrated logistics management concept, the role of logistics in a market-oriented society, the use of distribution channels respective of a firm's customer service objectives, purchasing within the materials management functions, the financial impact of inventory and the importance of order processing and information systems on logistical performance.

Course Learning Outcomes/Competencies

Upon successful completion, the student will be able to:

- Outline the integrated logistics management concept and understand the role of logistics in a market-oriented society.
- Demonstrate the use of channels of distribution respective of a firm's customer service objectives.
- Explain purchasing within a Materials Management system.
- Apply logistics in a variety of manufacturing and service firm settings.
- Understand the financial impact of inventory and the importance of order processing and information systems on logistical performance.
- Understand the structure and main modules in a typical ERP system and how ERP system manages business processes and financial controls for companies
- Able to perform transactions for logistics and supply chain function in a ERP system & running reports for tracking & control purposes

Learning Resources

Intro to Materials Management, 8 ed, Chapman et al, Pearson, 2017; or newer

Course Goals

Upon successful completion of the course, the student will be able to:

· Outline the integrated logistics management concept and understand the role of logistics in a market-oriented society.

· Demonstrate the use of channels of distribution respective of a firm's customer service objectives.

· Explain purchasing within a Materials Management system.

· Apply logistics in a variety of manufacturing and service firm settings.

· Understand the financial impact of inventory and the importance of order processing and information systems on logistical performance.

· Understand the structure and main modules in a typical ERP system and how ERP system manages business processes and financial controls for companies

· Able to perform transactions for logistics and supply chain function in a ERP system & running reports for tracking & control purposes

Evaluation Criteria

Criteria	%	Comments
Assignments	30	
Mid term	30	
Final	30	
Participation	10	

Course Schedule and Assignments

Week	Material Covered/Lecture	Assignment / Lab	Due date
1	Introduction of Logistics and Supply Chain Management / Ch 1		
2	Introduction of ERP system / Ch 2 &3		
3	Material Planning / Ch 4		
4	Forecasting / Ch 8	Case Study # 1	
5	Inventory and Management / Ch 9		

Week	Material Covered/Lecture	Assignment / Lab	Due date
6	Purchasing & Reviews / Ch 7	Quiz 1	
7	Mid Term		
8	Order Quantities / Ch 10		
9	Independent Demand Ordering System / Ch 11		
10	Physical Inventory and Warehouse Management / Ch 12	Case Study #2	
11	Logistics		
12	Lean Production & Review / Ch 15	Quiz 2	
13	Case 2 Presentations		
	Final Exam		

BCIT Policy

The following statements are in accordance with the BCIT Policies 5101, 4501, 5103, 5104, and 7507, and their accompanying procedures. To review these policies and procedures please click on the links below.

Attendance
In case of illness or other unavoidable cause of absence, the student must communicate as soon as possible with their instructor or Program/Department Head, stating the reason for the absence. When absences result in missed safety requirements, exams, or other deadlines, an instructor or Program/Department Head may request appropriate supporting documentation, including a medical note. For all other absences, the student is responsible to ensure they seek out missed information, preferably from a classmate or recording (when available). Please see BCIT Policy 5101 - Student Regulations [4] , and accompanying procedures, for more information.

Attempts
As stated in BCIT Policy 5103 - Student Evaluation [5] , students must successfully complete a course within a maximum of three (3) attempts at the course. Students with two attempts in a single course will be allowed to repeat the course only upon permission from the Associate Dean. Students who have not successfully completed a course within three attempts will not be eligible to graduate from their respective program. For those courses or programs that have Education Council approval, the number of attempts as stated in the evaluation section of the course outline shall apply.

Academic Integrity
It is the responsibility of all students to be familiar with the Student Code of Academic Integrity. Violations of the Code, including plagiarism, cheating, misrepresentation, and academic advantage, are prohibited and will be handled in accordance with BCIT Policy 5104 – Student Code of Academic Integrity [6] , and accompanying procedures.

Accommodation
Any student who may require accommodation from BCIT because of a physical or mental disability should refer to BCIT's Policy 4501 - Accommodation for Students with Disabilities [7] , and contact BCIT's Accessibility Services (SW1 2360, 604-451-6963) at the earliest possible time. Requests for accommodation must be made to Accessibility Services, and should not be made to a course instructor or Program area.

Any student who needs special assistance in the event of a medical emergency or building evacuation (either because of a disability or for any other reason) should promptly inform their course instructor(s) and Accessibility Services of their personal circumstances.

Human Rights, Harassment and Discrimination
The BCIT community is made up of individuals from every ability, background, experience and identity, each contributing uniquely to the richness and diversity of the BCIT community as a whole. In recognition of this, and the intrinsic value of our diversity, BCIT seeks to foster a climate of collaboration, understanding and mutual respect between all members of the community and ensure an inclusive accessible working and learning environment where everyone can succeed. Respect, Diversity, and Inclusion [8] is a supportive resource for both students and employees of BCIT, to foster a respectful learning and working environment. Any student who feels that they are experiencing discrimination or harassment (personal or human rights-related) can confidentially access this resource for advice and support. Please see BCIT Policy 7507 – Harassment and Discrimination [9] and accompanying procedure.

Students should make themselves aware of additional Education, Administration, Safety and other BCIT policies listed at https://www.bcit.ca/about/administration/policies.shtml [10]

Guidelines for School of Business + Media

Attendance:
As set out in <u>BCIT Policy 5101 Student Regulations [11]</u>, regular attendance in lectures and labs is integral to student success. Therefore, attendance in class is monitored.

Students are responsible for communicating with instructors proactively about both potentially approved and unexcused absences. It is the student's responsibility to work with their instructor to find an effective means to complete work missed due to both approved and unexcused absences.

Students who are seeking accommodation for a medical absence must have a <u>BCIT-approved medical certificate [12]</u>. For other absences, students must be prepared to provide appropriate supporting documentation. If absences are the result of a medical or other accommodation, notification from Accessibility Services personnel will be accepted in lieu of a doctor's note, on an interim basis.

Additionally, attendance for certain assignments, tests, projects, team or group work, safety or equipment training or other course activities such as work integrated learning, as well as participation in discussion groups or other online activities may be deemed mandatory by instructors and may be evaluated as a component of a course in categories such as participation or professionalism..

A student who has ceased to attend a course without explanation before the withdrawal deadline (two-thirds of the way through the course) will receive a Vanished (V) grade. The V grade is calculated into the GPA as a 0 (zero).

These requirements are set out in accordance with both <u>BCIT Policy 5101 Student Regulations [13]</u> and <u>BCIT Policy 5103 Student Evaluation [14]</u>

More information regarding withdrawal deadlines is available at <u>Academic Dates & Deadlines [15]</u>.

Academic Integrity and Use of Artificial Intelligence:
The unauthorized use of Artificial Intelligence tools (such as ChatGPT) for any part of student work in this course is prohibited, and, when identified by your instructor, will result in an academic integrity violation. See <u>BCIT Policy 5104 Student Code of Academic Integrity. [16]</u>

A violation of academic integrity may result in one or more of the following consequences:

1. A written warning;
2. Required resubmission of the work in question for equal or lower grade value;
3. A lower grade on the work submitted (i.e. a penalty applied);
4. A failing grade on the work submitted; or
5. An academic misconduct letter being placed on the student's record.

IMPORTANT: A lack of familiarity with the regulations cannot be used as a defence by those found to have violated academic integrity policy. It is the **student's responsibility** to become familiar with the rules.

Approved

I verify that the content of this course outline is current.
Leo Lei, Program Head
September 02, 2025

I verify that this course outline has been reviewed and complies with BCIT policy.
Phil Ramer, Associate Dean
September 02, 2025

Note: Students will be given reasonable notice if changes are required to the content of this course outline.

*Course hours and credits are calculated per <u>Policy 5012 [17]</u> and the <u>associated procedure [18]</u> .

Total hours – Example of 3 credit lecture/lab course:

- ***Full-time course***: *45 hours of scheduled learning*
- ***Flexible Learning course***: *36 hours of scheduled learning plus 9 hours of independent (non-scheduled, non-instructional) learning*

List of links found on this page

This list includes all links found on this page for your reference.

[1] https://www.squamish.net/
[2] https://twnation.ca/
[3] https://www.musqueam.bc.ca/
[4] https://www.bcit.ca/files/pdf/policies/5101.pdf
[5] https://www.bcit.ca/files/pdf/policies/5103.pdf
[6] https://www.bcit.ca/files/pdf/policies/5104.pdf
[7] https://www.bcit.ca/files/pdf/policies/4501.pdf
[8] https://www.bcit.ca/respect/
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