

BBER208E Purchasing and Production

ECTS Value: 4 ECTS
Self-Study Hours: 48

Contact Hours: 20
Assessment Hours: 32

Overall Objectives and Outcomes

Purchasing and production share internal customers. To carry out its responsibilities, the production department requires infrastructure and raw materials. It is only possible if the procurement department fulfills its responsibilities and delivers supplies and needs to the production department on schedule. The flow of products and services inside an organization should correspond to the capabilities and functions of the organization. Inconsistencies create bottlenecks, which have an influence on the efficacy and efficiency of the organization's resources. To achieve balance, departments must operate in a smooth, transparent, and streamlined manner.

By the end of this module, the learner will be able to:

Competences

- a. Develop Students' Analytical Thinking through case studies and role plays.
- b. Investigate the relationship between Purchasing and Production
- c. Create lesson plans that focus on students' engagement on topics such as manufacturing process and the purchasing department
- d. Prepare case studies for class use
- e. Organise, calculate and analyse information relevant to decision making;

Knowledge

- a. Define Purchasing and Production, and their use
- b. Recognize the fundamental roles of the Purchasing and Production Departments
- c. Determine which individuals/stakeholders influence the Purchasing and Production
- d. Describe and discuss Purchasing vs Production departments
- e. Describe the process of Stock management – EOQ (economic order quantity)
- f. Identify basic and preliminary information for the receipt and processing of goods
- g. Label retail documentation used for purchasing
- h. Describe the ABC method – understand the percentage rule
- i. Describe the role of warehouse management
- j. Identify, analyse and evaluate the ABC method
- k. Discuss and explain the nature and purpose of stock;

Skills

Applying knowledge and understanding

The learner will be able to:

- a. Apply appropriate formula for stock accounting principles to comprehend and explain management accounts used in business administration.
- b. Draw on their knowledge to build lesson plans and resources
- c. Draft retail documentation for receipt and purchasing of goods
- d. Use multimedia in the teaching of Purchasing and Production

- e. apply the EOQ to understand ordering of stock levels

Assessment Methods

This module will be assessed through: Forum Participation, Presentation and Portfolio

Suggested Readings

Core Reading List

1. Burns, Marketing Reserach (2019), Pearson Eductiaon Limited, United Kingdom
2. La Verne, Effect of the Learning Process in Determing Economic Order Quantities (2021), Creative Media Parnters, LLC
3. Herbert, ABC of Behavioural Methods (1996), John Wiley and Sons, United Kindom
4. Pooler, Global Purchasing and Supply Management(2013), Springer-Verlag New York Inc., United States
5. France, Finance for Purchasing Managers (2013), Taylor and Francis Ltd., United Kingdom
6. Stolle, From Purchasing to Supply Management (2008): Gabler, Germay.

Supplementary Reading List

1. Handfield, Purchasing and Supply Chain Managment (2020), Cengage Learning, United States
2. Construction Purchasing and Supply Chain Management (2009), Mac-Graw Hill Professional, United States