**FIT3133
Integrated business systems SAP**

Unit Guide

Semester 2, 2010

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FIT3133 Integrated business systems SAP - Semester 2, 2010

Chief Examiner:

Associate Professor Vincent Cheng-Siong Lee
Associate Professor
Phone: +61 3 990 52360
Fax: +61 3 990 55159

Contact hours: Wednesday 9:00-11:00 am

Lecturer(s) / Leader(s):

Clayton

Associate Professor Vincent Cheng-Siong Lee
Associate Professor
Phone: +61 3 990 52360
Fax: +61 3 990 55159

Contact hours: 9:00-11:00am every Wednesday

Nan Wang (Tutor)

Contact hours: 11:00-13:00

Introduction

Welcome to FIT3133 Integrated busines system SAP. This 6 point unit is an elective unit to all undergraduate degree programs in the Faculty of IT.

Unit synopsis

This unit is designed to describe the role of enterprise systems as part of the larger IT infrastructure of large scale organisations. mySAP ERP solution in combination with SAP Best Practice Baseline Packages will be used to introduce students to the complexity of enterprise wide systems through tutorial workshops where appropriate.

Learning outcomes

At the completion of this unit students will:

- be familiar with the discrete business units and processes present in most service/product supplying organisations;
- be familiar with the discrete business systems that support these processes;
- be able to enumerate and understand the advantages of integrating these discrete systems into an integrated business system;
- become proficient (able to operate with minimal supervision) as a user in such an integrated environment through familiarity with a particular environment (SAP Real time ERP);
- become proficient (able to develop with supervision) as a configuring developer in such an integrated environment through familiarity with a particular environment (SAP Real time ERP);
- become knowledgeable (understand the main issues and concepts) about ERP integration;
- know the evolution from Operations Support Systems and Management Support Systems to Enterprise Systems;
- understand the complexity and limitation of enterprise systems packages;
- analyse different steps required to complete a typical work process in an organisation;
- understand what data is required to customise an Enterprise System and what different types of data used by such systems are;
- understand the specific integration requirements of small and mid sized enterprises;
- value the maintenance of the highest ethical and professional standards by the analyst in evaluating different Enterprise Systems packages;
- develop the ability to be productive in a teamwork environment;
- develop the ability to communicate effectively with all stakeholders of an Enterprise Systems implementation project;
- develop attitudes which enable the setting of reasonable expectations for Enterprise Systems adoption and performance;
- have the skill to divide a typical work process on an Enterprise System into its smallest units;
- have the skill to complete or modify a typical work process on an Enterprise System;
- have the skills for getting around in a typical Enterprise System and to identify the link between two heavily integrated modules on such packages;
- have the ability to evaluate different modules of Enterprise Systems packages to make an informed recommendation;
- be able to work as part of a team retrieving, analysing, evaluating and presenting the findings of the evaluation;
- be able to communicate Enterprise system related issues and content to professional work groups in organisations;
- be able to work collaboratively in a team environment building relationships by enhanced skills in communication, teamwork and leadership and management.

Contact hours

2 hrs lectures/wk, 2 hrs laboratories/wk

Unit relationships

Prerequisites

Completion of 24 points at level 1

Prohibitions

FIT2057, BUS4700, BUS5700, BUS2700

Teaching and learning method

Teaching approach

Timetable information

For information on timetabling for on-campus classes please refer to MUTTS,
http://mutts.monash.edu.au/MUTTS/

Tutorial allocation

On-campus students should register for tutorials/laboratories using the Allocate+ system:
http://allocate.its.monash.edu.au/

Unit Schedule

Week	Date*	Topic	Key dates
1	19/07/10	SAP Enterprise + SAP Business One	
2	26/07/10	Enterprise Structure: Business scenario	
3	02/08/10	Sales and Distribution	
4	09/08/10	Sales and Distribution	Assignment task 1-11 Aug 10 Wednesday (Progress assessment I-SDM)
5	16/08/10	Introduction to Financial Accoutning and Reporting	
6	23/08/10	Financial Accounting and Reporting	
7	30/08/10	Financial Accoutning and Reporting	
8	06/09/10	Human Resource Information System	Assignment task 2-08 Sep 10 Wednesday (Progress assessment 2 - FICO)
9	13/09/10	Human Resource Processing in SAP	
10	20/09/10	Advanced Business Application Prgramming	
		Mid semester break	
11	04/10/10	Advanced Business Application Prgramming	
12	11/10/10	Advanced Business Application Prgramming	Assignment task 3-13 October 2010 Wednesday (Progress assessment 3 - HCM & ABAP
13	18/10/10	Examination Revision	

*Please note that these dates may only apply to Australian campuses of Monash University. Off-shore students need to check the dates with their unit leader.

Improvements to this unit

The progress tests are implemented as continuous assessment tasks during the laboratory classes.

Unit Resources

Prescribed text(s) and readings

On-line material and on-line Help will be a major resource for this subject.

No prescribed text book for this unit. Some good textbooks for realtime enterprise system are available from the Monash University Book Shops. Availability from other suppliers cannot be assured.

Recommended text(s) and readings

On-line material and on-line Help will be a major resource for this subject.

Equipment and consumables required or provided

Students studying off-campus are required to have the minimum system configuration specified by the Faculty as a condition of accepting admission, and regular Internet access. On-campus students, and those studying at supported study locations may use the facilities available in the computing labs. Information about computer use for students is available from the ITS Student Resource Guide in the Monash University Handbook. You will need to allocate up to **n** hours per week for use of a computer, including time for newsgroups/discussion groups.

Study resources

Study resources we will provide for your study are:

SAP IDES Data set

ABAP programming codes

Assessment

Overview

Examination (2 hours): 65%; In-semester assessment: 35%

Faculty assessment policy

To pass a unit which includes an examination as part of the assessment a student must obtain:

- 40% or more in the unit's examination, and
- 40% or more in the unit's total non-examination assessment, and
- an overall unit mark of 50% or more.

If a student does not achieve 40% or more in the unit examination or the unit non-examination total assessment, and the total mark for the unit is greater than 50% then a mark of no greater than 49-N will be recorded for the unit.

2 hours final closed book examination 65% weight.

Hands on assignments (continuous laboratory class assessments) with oral examination during practical classes using SAP IDES Data Set will carry total of 35% weight.

Assignment tasks

Assignment coversheets

Assignment coversheets are available via "Student Forms" on the Faculty website:
http://www.infotech.monash.edu.au/resources/student/forms/
You MUST submit a completed coversheet with all assignments, ensuring that the plagiarism declaration section is signed.

Assignment submission and return procedures, and assessment criteria will be specified with each assignment.

Assignment submission and preparation requirements will be detailed in each assignment specification. Submission must be made by the due date otherwise penalties will be enforced. You must negotiate any extensions formally with your campus unit leader via the in-semester special consideration process:
http://www.infotech.monash.edu.au/resources/student/equity/special-consideration.html.

- **Assignment task 1**

    Title:
    > Sales and Distribution
    Description:
    > This assignment is based on SAP sales and distribution module using the SAP IDES dataset. The module scope covers sales order processing, sales and procurement processes, and its interface with FICO module.
    Weighting:
    > 10%
    Criteria for assessment:

Criteria used for continuous assessment will be based how well students are able to complete the practical tasks and their practical skills on the understanding of SAP sales and distribution module as an integrated enterprise system. The correct use of SAP navigation tool, validating the data entry, and the timely initiation of sales and procurement processes.

Due date:
11 Aug 2010 during practial/laboratory session

• Assignment task 2

Title:
Description:
This assignment is based on SAP Financial and Control (FICO) module using the SAP IDES dataset. The module scope covers Profit and loss and balance sheet statement preparations, management accounting report prepartion, billing process, generation of financial documents (invoice, leadgers, etc), cost allocations and their interfaces with sales and procurement processes document preparations.

Weighting:
10%

Criteria for assessment:
Criteria used for continuous assessment will be based how well students are able to complete the practical tasks and their practical skills on the understanding of SAP (Financial accounting and management control module as an integrated enterprise system. The correct use of SAP navigation tool, validating the data entry, and the timely initiation of parallel accounting.

Due date:
08 Sep 2010 during practical/laboratory session

• Assignment task 3

Title:
Human Capital Management Module and SAP Advanced Business Application Programming

Description:
This assignment covers two parts.

Part 1 involves the tasks required to enter personnel record, staff recruitment, posting and professional development using the SAP Human Capital Module (HCM). (5% weight)

Part 2 involves the use of data tables (reading and writing data record into table) using SAP Advanced Business Application Program (ABAP). Students are expected to learn ABAP programming language during the lecture and laboratory exercises (10%).

Weighting:
15%

Criteria for assessment:
Criteria to be used for assessment are:

1. Corrrectness on the use of SAP record type to create position, jobs, personnel posting, professional development processes, andtravel managment process.

2. All SAP program codes (ABAP language) must compile and run correctly with evidence of testing is required.

      3. Demonstrated the use of ABAP for reading and writing data records into SAP table format.

Due date:

13 Oct 2010 during practical/laboratory session

Examination

-

Weighting:

65%

Length:

2 hours

Type (open/closed book):

Closed book

Electronic devices allowed in the exam:

None

Remarks:

65%; 2 hours closed book final examination (multiple choices plus short answers questions).

See Appendix for End of semester special consideration / deferred exams process.

Due dates and extensions

Please make every effort to submit work by the due dates. It is your responsibility to structure your study program around assignment deadlines, family, work and other commitments. Factors such as normal work pressures, vacations, etc. are not regarded as appropriate reasons for granting extensions. Students are advised to NOT assume that granting of an extension is a matter of course.

Students requesting an extension for any assessment during semester (eg. Assignments, tests or presentations) are required to submit a Special Consideration application form (in-semester exam/assessment task), along with original copies of supporting documentation, directly to their lecturer within two working days before the assessment submission deadline. Lecturers will provide specific outcomes directly to students via email within 2 working days. The lecturer reserves the right to refuse late applications.

A copy of the email or other written communication of an extension must be attached to the assignment submission.

Refer to the Faculty Special consideration webpage or further details and to access application forms: http://www.infotech.monash.edu.au/resources/student/equity/special-consideration.html

Late assignment

Return dates

Students can expect assignments to be returned within two weeks of the submission date or after receipt, whichever is later.

Feedback

Types of feedback you can expect to receive in this unit are:

Informal feedback on progress in labs/tutes

Graded assignments with comments

Interviews

Appendix

Please visit the following URL: http://www.infotech.monash.edu.au/units/appendix.html for further
information about:

- Continuous improvement
- Unit evaluations
- Communication, participation and feedback
- Library access
- Monash University Studies Online (MUSO)
- Plagiarism, cheating and collusion
- Register of counselling about plagiarism
- Non-discriminatory language
- Students with disability
- End of semester special consideration / deferred exams