

MGT300 Unit Outline

Unit Code and Title: MGT300 PURCHASING MANAGEMENT
Course(s): Bachelor of Professional Accounting
Core Unit: Elective
Credit Points: 10 credit points
Study Period: Year Three
AQF Level 7: One Quadmester
Study Load: Students should expect to spend approximately 130 hours on studying and completing assignments across the study period. This includes time spent attending scheduled weekly classes, Work Integrated Learning (WIL) activities (if any), undertaking private study, and preparing for assessments, and examinations.
Pre-Requisite: There is one prerequisite MGT201 Business Logistics Management.
Mode(s) of Delivery: This unit will be delivered predominantly face-to-face and online via Learning Management System (Canvas)/Zoom with recordings available for later viewing. Where appropriate, assessments MUST be submitted to Turnitin for authentication checking

Unit Description:

This unit focuses on the role of purchasing management in a business organisation. The unit aims to equip students with the principles and techniques of purchasing management in a contemporary organisation and covers key activities of corporate purchasing: such as purchase order cycle, sourcing, price-cost analysis, negotiation, supplier selection and evaluation, as well as the legal aspects of purchasing. Students will be provided an opportunity to discuss the impact of new and emerging technologies on purchasing functions and operations.

Prescribed Textbook:

Monczka, R.M., Handfield, R.B., Giunipero, L.C., and Patterson, J.L. 2021. Purchasing and Supply Chain Management. 7th edn. Boston: Cengage Learning.

Unit Learning Outcomes (ULOs): On successful completion of this unit, students will be able to:

[ULO1] Explore and discuss the role and functions of purchasing systems and operations.
[ULO2] Explain and analyse the process of the purchase order cycle and the value-add opportunity for effective purchasing.
[ULO3] Explain and assess the techniques for effective sourcing, outsourcing, price-cost analysis, and negotiation.

[ULO4] Explain the process to analyse and evaluate bids, select supplier and evaluate performance.
[ULO5] Demonstrate and debate the legal aspects affecting purchase contracts.
[ULO6] Discuss and analyse the impact of new and emerging technologies on purchasing functions and operations.

Assessment Requirements:

Assessment Type	Due	Weighting (% of total marks)
Assessment 1: Discussion Forum – On-Campus and Online	Week 1 to 8	10%
<p>Assessment 2: Individual Case Study Report</p> <p>The individual assignment requires each student to have a specific focus on the role and functions of purchasing systems and operations, process of the purchase order cycle and the value-add opportunity for effective purchasing and the techniques for effective sourcing, outsourcing, price-cost analysis, and negotiation.</p> <p>Students will submit online in Canvas a 1500-word report related to applying the purchasing management functions, systems and techniques discussed in the subject. Variations of plus or minus 10% of word limitation are acceptable.</p>	Week 4	15%
<p>Assessment 3: Group Benchmarking Report with Presentation:</p> <p>In this group benchmarking report, students are required to use and share their skills and knowledge to analyse and evaluate bids, select supplier and evaluate performance, with their group members, debate the legal aspects affecting purchase contracts and analyse the impact of new and emerging technologies on purchasing functions and operations.</p> <p>Presentations to address the key points of the group report must be approx. 15-20 minutes long in which all group members participate and occupy discrete roles.</p> <p>Groups of three or four must provide a 6000-word written report with an individual reflective summary report of 1500 words from each group member. Variations of plus or minus 10% of word limitation are acceptable.</p>	Week 8	25% (Report 20% plus presentation 5%)
Assessment 4: Final examination (Closed Book). The 3 hours invigilated examination is conducted in the week 10 following the week 9 of study break and exam revision	Week 10	50%

Note: It is your responsibility as a student to regularly check the academic policy documents available on the school website and unit materials available on the Learning Management System (LMS). ***Failure to do so could lead to students taking a risk of failing to maintain satisfactory progress in the unit and completing the course on time. *A breach of academic integrity could lead to the imposition of penalties.**