



Soules College of Business
Department of Technology
TECH 5348 Warehouse Management
Course Syllabus

Instructor: Dominick E. Fazarro, Ph.D.

Section: 060

Spring 2025

Class Time: ONLINE

Email: dfazarro@uttyler.edu

Other Availability: Phone: N/A

Course Content:

This course is designed to provide students an understanding of general warehousing and distribution strategies to control and administer warehousing operations from the time goods enter a warehouse until shipped out to customers.

Required Textbook:

Scott B. Keller & Brain C. Keller (2014). *The Definitive Guide to Warehousing: Managing the Storage and Handling of Materials and Products in the Supply Chain*. Pearson Education: Upper Saddle, NJ. ISBN # 13-978-0-13-344890-0

Course Learning Objectives:

These are the objectives for this course:

- ❖ Describe warehousing's role in supply chain
- ❖ Describe the distribution center concept
- ❖ Apply design and layout of a warehouse
- ❖ Select the essential of personnel to warehousing operations
- ❖ Prepare warehouse negotiations, agreements, and contracts
- ❖ Describe the application of warehouse management and performance
- ❖ Gain an understanding the concepts of industrial product packaging
- ❖ Describe the importance of managing inventory
- ❖ Apply practices to select warehouse locations
- ❖ Recognize and apply safety and security measures of a warehouse
- ❖ Describe the use of material handling equipment and information technology

Student Learning Outcomes

At the end of the course, students learning outcomes should be achieved in the Industrial Technology program along with assessments used:

Student Learning Outcomes

Students will be able to apply warehouse layouts to maximize efficiency. *(by case studies & assignments)*

Students will be able to explain the warehouse role under the supply chain umbrella. *(by assignments)*

Students will be able to identify safety and security measures to operate a warehouse. *(by case studies, assignments, & final project)*

Students will be able to apply industrial packaging concepts. *(by case studies, final project & assignments)*

Students will be able to determine strategic locations for warehouse location. *(by assignments)*

Students will be able to select material handling equipment and information technology to optimize flow of material. *(by case studies, & final project)*

Students will be able to recognize and manage negotiations, agreements, and contracts of incoming and outgoing of material. *(by assignment & final project)*

Core/Program Competencies

Program Outcomes	TECH 5348
1. Identify the proper materials and manufacturing processes used to fabricate a specific part	
2. Understand and use technical software, data sources, and automation such as CAD, CAM, CNC, PLC's, and robotics	
3. Demonstrate a thorough knowledge of current management and supervisory practices	
4. Prepare well-organized and mechanically correct documents in order to plan production	
5. Apply and follow recommended safety standards	
6. Understand facility layout and the management of supply chains	X

Learning-Management

Students will be able to view announcements, course progress, and retrieve some assignments using Canvas™. This technology enable students to be proactive in their learning and effective communication between the student and instructor.

Tentative Course Requirements:

Weighted grade distributions#

- Book/Internet Assignments (30 pts) 20%
- Discussion Board Assignments (35 pts) 35%
- Final Examination (100 pts) 45%
- Total 100%

Schedule of Assignments for Course

Date	No.	Topic/Activity	Reading (Pgs.)/Sources DUE DATE
Jan 13	1	CHAPTER 1-Warehousing's Role in the Supply Chain	1-13
Jan 13	1	Assignment	Jan 20
Jan 19		Orientation (Zoom Session) EXPLANATION OF FINAL PROJECT	Jan 19
Jan 20	2	CHAPTER 2-Distribution Center Concept	15-20
Jan 20	2	Assignment (Discussion Board)	Feb 3
Feb 3	3	CHAPTER 3-General Warehousing and Distribution...	21-44
Feb 3	3	Assignment	Feb 10
Feb 10	4	CHAPTER 4-Design and Layout	45-55
Feb 10	4	Assignment (Discussion Board)	Feb 17
Feb 17	5	CHAPTER 5-Personnel	57-78
Feb 17	5	Assignment	Feb 24
Feb 24	6	CHAPTER 6-Warehouse Negotiations, Agreements, and...	79-86
Feb 24	6	No Assignment (Read Chapter)	--
Mar 3	7	CHAPTER 7-Warehouse Management	87-98
Mar 3	7	Assignment	Mar 10
Mar 10	8	CHAPTER 8-Warehouse Performance	99-110
Mar 10	8	Assignment (Discussion Board)	Mar 17
Mar 17	9	CHAPTER 9-The Role of Industrial Product Packaging	111-120
Mar 17	9	Assignment	Mar 24
Mar 24	10	CHAPTER 10-Warehousing and Transportation Interface	121-144
Mar 24	10	No Assignment (Read Chapter)	--
Mar 31	11	CHAPTER 11-The Importance of Managing Inventory	145-160
Mar 31	11	Assignment	Apr 7
Apr 7	12	CHAPTER 12-Selecting Warehouse Locations	161-172
Apr 7	12	Assignment (Discussion Board)	Apr 14
Apr 21	13	CHAPTER 13-Safety & Security NO ASSIGNMENT (READ CHAPTER)	--
Link OPENS Apr 21	14	UPLOAD RESEARCH PROJECT	Apr 29

Grade Scale Breakdown:

A=90 - 100%

B=80 - 89%

C=70 - 79%

D=60 - 69%

F=BELOW 60%

Note: 89.99999999999999 is still a B.

Course Format

The course involves PowerPoint slides, discussions with critical feedback, current readings, YouTube videos, and CANVAS Discussions.

Using Canvas for Turning in Assignments

CANVAS will be the tool for communication and turning in assignments. **ALL ASSIGNMENTS WILL OPEN UP AT 7AM AND TURNED IN PROMPTLY AT 11PM.** Folders will be created for each assignment to attach your assignments. Each assignment will have a due date. **IF YOU DO NOT MEET THE DUE DATE FOR THE ASSIGNMENT, THE FOLDER WILL DEACTIVATE. THEREFORE, YOU WILL NOT BE ABLE TO TURN YOU ASSIGNMENT TO RECEIVE CREDIT.** The only exception to turn in an assignment after the due date is if you are ill (with a written excuse) or technical difficulties. **IT IS YOUR REPSONSIBILITY TO COMMUNICATE WITH TECHNICAL SERVICES TO RESOLVE YOU CANVAS MALFUNCTIONS.**

Canvas Assignment Discussions

The online course format requires communication between students to stimulate conversation and feedback on the topics. Student responses on the discussion board should have quality content to demonstrate critical-thinking and creativity. In order to receive credit/points for every discussion posted, **you MUST respond to at least two students, if not, YOU WILL RECEIVE ONLY 15 POINTS!!!** *One to two sentences do not constitute a quality response; therefore, full credit will not be given.*

Zoom Sessions

Zoom sessions are not mandatory but the help students if some of the material is difficult to understand and to track progress of students for this course. Zoom sessions will be held every other Sunday. An announcement will be posted before every session that is held. The sessions will last 30 to 45 minutes and begin at 8pm. **There will be a mandatory session in January. An announcement will go out between 2 to 5 days for the zoom session.**

Late Assignment Penalty (PLEASE READ CAREFULLY!!!)

You have at least 3-5 days to complete your assignments. I do understand that you have assignments in other courses, but the management is important. **If assignments are uploaded late, there will be no points!!!** If you do experience computer problems, please contact Computer Support and email me documentation of time and date of the call. That will help me to also contact Computer Support to expedite your request to fix any problems you may have.

Grade Dispute

If you have a disagreement with your final grade, you have **1 week to resolve it**. You must email all your assignments when meeting with the instructor by video or by phone.

Date to Withdraw Without Penalty:

March 31, 2025

Dates of Final Exam:

April 28-30, 2025

University Policies and Information

Withdrawing from Class

Students may [withdraw](#) (drop) from this course using the [Withdrawal Portal](#). Withdrawing (dropping) this course can impact your Financial Aid, Scholarships, Veteran Benefits, Exemptions, Waivers, International Student Status, housing, and degree progress. Please speak with your instructors, consider your options, speak with your advisor, and visit the One-Stop Service Center (STE 230) or email enroll@uttyler.edu to get a complete review of your student account and the possible impacts to withdrawing. We want you to make an informed decision. UT Tyler faculty and staff are here for you and often can provide additional support options or assistance. Make sure to carefully [read the implications for withdrawing from a course and the instructions](#) on using the [Withdrawal portal](#)..

Texas law prohibits students from dropping more than six courses during their entire undergraduate career*. The six courses dropped includes those from other 2-year or 4-year Texas public colleges and universities. Consider the impact withdrawing from this class has on your academic progress and other areas, such as financial implications. We encourage you to consult your advisor(s) and Enrollment Services for additional guidance.

CAUTION #1: Withdrawing before census day does not mean you get a full refund.

Please see the [Tuition and Fee Refund Schedule](#). **CAUTION #2:** All international students must check with the [Office of International Programs](#) before withdrawing. All international students are required to enroll full-time for fall and spring terms. **CAUTION #3:** All UT Tyler Athletes must check with the Athletic Academic Coordinator before withdrawing from a course. **CAUTION #4:** All veterans or military-affiliated students should consult with the [Military and Veterans Success Center](#).

* Students who began college for the first time before 2007 are exempt from this law.

Artificial Intelligence Statement

UT Tyler is committed to exploring and using artificial intelligence (AI) tools as appropriate for the discipline and task undertaken. We encourage discussing AI tools' ethical, societal, philosophical, and disciplinary implications. All uses of AI should be acknowledged as this aligns with our commitment to honor and integrity, as noted in UT Tyler's Honor Code. Faculty and students must not use protected information, data, or copyrighted materials when using any AI tool. Additionally, users should be aware that AI tools rely on predictive models to generate content that may appear correct but is sometimes shown to be

incomplete, inaccurate, taken without attribution from other sources, and/or biased. Consequently, an AI tool should not be considered a substitute for traditional approaches to research. You are ultimately responsible for the quality and content of the information you submit. Misusing AI tools that violate the guidelines specified for this course is considered a breach of academic integrity. The student will be subject to disciplinary actions as outlined in UT Tyler's Academic Integrity Policy. *Refer to the About This Course section of the UT Tyler Syllabus Module for specific information on appropriate use of AI in your course(s).*

Final Exam Policy

Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the Dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members must maintain student final examination papers for a minimum of three months following the examination date.

Incomplete Grade Policy

If a student, because of extenuating circumstances, is unable to complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in place of a grade *only when all of the following conditions are met*: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all coursework or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor, and (c) the student presents these reasons before the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to meet all of the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has yet to be assigned within one year, then the Incomplete will be changed to an F, or NC. If the course was initially taken under the CR/NC grading basis, this may adversely affect the student's academic standing.

Grade Appeal Policy

Disputes regarding grades must be initiated within sixty (60) days from the date of receiving the final course grade by filing a Grade Appeal Form with the instructor who assigned the grade. A grade appeal should be used when the student thinks the final course grade awarded does not reflect the grades earned on assessments or follow the grading scale as documented in the syllabus. The student should provide the rationale for the grade appeal and attach supporting document about the grades earned. The form should be sent via email to the faculty member who assigned the grade. The faculty member reviews the rationale and supporting documentation and completes the

instruction section of the form. The instructor should return the form to the student, even if a grade change is made at this level. If the student is not satisfied with the decision, the student may appeal in writing to the Chairperson of the department from which the grade was issued. In situations where there is an allegation of capricious grading, discrimination, or unlawful actions, appeals may go beyond the Chairperson to the Dean or the Dean's designee of the college from which the grade was issued, with that decision being final. The Grade Appeal form is found in the [Registrar's Form Library](#).

NOTE: The Grade Appeal Form is different from the Application for Appeal form submitted to the Student Appeals Committee, which does not rule on grade disputes as described in this policy.

Disability/Accessibility Services

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA), the University of Texas at Tyler offers accommodations to students with learning, physical, and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler/> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with the Assistant Director Student Accessibility and Resources/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <https://www.uttyler.edu/disability-services>, the SAR office located in the Robert Muntz Library, LIB 460, email saroffice@uttyler.edu, or call 903.566.7079."

Military Affiliated Students

UT Tyler honors the service and sacrifices of our military-affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay in contact with your faculty member if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make your faculty member aware of any complications as far in advance as possible. Your faculty member is willing to work with you and, if needed, put you in contact with university staff who are trained to assist you. The [Military and Veterans Success Center \(MVSC\)](#) has campus resources for military-affiliated students. The MVSC can be reached at MVSC@uttyler.edu or via phone at 903.565.5972.

Students on an F-1 Visa

To remain in compliance with Federal Regulations requirements you must do the following:

- Traditional face-to-face classes: Attend classes on the regular meeting days/times.

- Hybrid Classes: Attend all face-to-face classes convened by the instructor according to the schedule set for your specific course.
- Online course: Only one online course can count toward your full-time enrollment. Students are expected to be fully engaged and meet all requirements for the online course.

Academic Honesty and Academic Misconduct

The UT Tyler community comes together to pledge that "Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do." Therefore, we enforce the [Student Conduct and Discipline policy](#) in the Student Manual Of Operating Procedures (Section 8).

FERPA

UT Tyler follows the Family Educational Rights and Privacy Act (FERPA) as noted in [University Policy 5.2.3](#). The course instructor will follow all requirements to protect your confidential information.

Absence for Official University Events or Activities

This course follows the practices related to [Excused Absences for University Events or Activities](#) as noted in the Catalog.

Absence for Religious Holidays

This course follows the practices related to [Excused Absences for Religious Holy Days as noted in the Catalog](#).

Absence for Pregnant Students

This course follows the requirements of Texas Laws SB 412, SB 459, SB 597/HB 1361 to meet the needs of pregnant and parenting students. Part of the supports afforded pregnant students includes excused absences. Faculty who are informed by a student of needing this support should make a referral to the Parenting Student Liaison. NOTE: Students must work with the Parenting Student Liaison in order to receive these supports. Students should reach out to the Parenting Student Liaison at parents@uttyler.edu and also complete the [Pregnant and Parenting Self-Reporting Form](#).

Campus Carry

We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.