
1800 Bronson Blvd., Fennimore, WI 53809 | 608.822.3262 | Toll Free: 800.362.3322 | www.swtc.edu

**Purchasing Agent/Buyer Pathway Certificate Program**

**Course Curriculum**

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| **Semester 01**   (Tuition: $760  Books: $100-$130) |
| **Course #** | **Course Title** | **Credits** |
| 10-182-111 | Foundations of Inventory | 1 |
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| Credits: 1 Lecture Hours: 18Learners will create a foundation for managing materials and labor in an organization. The foundations will include creating bills of materials and routings, and understanding inventory records and transactions. |
| 10-182-115 | Lean Principles | 1 |
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| Credits: 1 Lecture Hours: 18In Understanding Lean Principles learners will examine the historic roots of lean and its current application in manufacturing, service sector, health care, and government. Learners will internalize the five principles and identify non-value added activities in a process. Leaners will explore the characteristics of an organizational culture necessary to support and sustain a lean enterprise. |
| 10-182-120 | Purchasing Process | 1 |
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| Credits: 1 Lecture Hours: 18Learners will examine the role of purchasing within an organization and explore basic purchasing activities. |
| 10-182-121 | Evaluating the Purchasing Process | 1 |
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| Credits: 1 Lecture Hours: 18Learners will develop an evaluation for the purchasing function to include analyzing ordering quantities, evaluating suppliers, and monitoring cost. |
| 10-182-122 | Professional Networking and Development | 1 |
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| Credits: 1 Lecture Hours: 18Learners will develop networking and professional development plans to assist in career progression in the supply chain management field. |
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| **Semester 02**   (Tuition: $1,210  Books: $50-$70) |
| **Course #** | **Course Title** | **Credits** |
| 10-182-105 | Principles of Negotiations | 1 |
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| Credits: 1 Lecture Hours: 18Students will be introduced to negotiating skills, strategies, tools, and techniques. Students will develop their own negotiating skills as they explore topics in communication, strategy, perception, bias, leverage, ethics, global negotiations, and managing difficult negotiations. |
| 10-182-125 | Benefits and Challenges of an ERP System | 1 |
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| Credits: 1 Lecture Hours: 18Learners will review the processes that make up a business enterprise and examine the advantages and disadvantages of implementing Enterprise Resource Planning (ERP) software. |
| 10-182-126 | Supply Chain Process Modeling | 1 |
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| Credits: 1 Lecture Hours: 18Learners will develop process modeling strategies to improve existing supply chains. |
| 10-182-127 | Technology in the Supply Chain | 1 |
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| Credits: 1 Lecture Hours: 18Learners will investigate technology advances that have improved the efficiency supply chain management. |
| 10-182-128 | Global Supply Chain Management | 1 |
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| Credits: 1 Lecture Hours: 18Learners will explore strategies and gain insight into developing an international supply chain. |
| 10-182-129 | Global Sourcing | 1 |
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| Credits: 1 Lecture Hours: 18Learners will examine the process of identifying, qualifying, and negotiating the purchase of goods from global sources. |
| 10-182-130 | Global Logistics | 1 |
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| Credits: 1 Lecture Hours: 18Learners will consider factors that affect global transportation of both imports and exports. |
| 10-182-134 | The Role of Logistics | 1 |
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| Credits: 1 Lecture Hours: 18Learners will develop an understanding of logistics within a supply chain. |
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| **Total Credits: 13** |
| **Estimated Total Tuition: $1,970** |