



The University of Southern Queensland

Course specification

Description: Industrial Engineering

Subject	Cat-nbr	Class	Term	Mode	Units	Campus
MEC	1207	34654	2, 2004	ONC	1.00	TWMBA

Academic group:	FOENS
Academic org:	FOES02
Student contribution band:	2
ASCED code:	030703

STAFFING

Examiner: Harry Ku

Moderator: Mick Morgan

SYNOPSIS

Because many graduates will find themselves in some supervisory or middle management role, it is essential that they be given a grounding in planning and management techniques commonly employed in manufacturing organisations. The objective of this course is to introduce the student to effective analysis and planning of manufacturing operations. The responsibility of management to provide efficient methods of production will be realised by the student. Various procedures and techniques used to achieve such methods will be studied. The layout of physical facilities will be dealt with, as will the scheduling and control of production through such facilities. Work study techniques are covered in detail.

OBJECTIVES

To give the student a course of instruction which will provide a basis for work employment in a manufacturing organization.

1. The student will utilise a theoretical knowledge of the techniques required to efficiently plan and control work carried out in manufacturing and service environment.
2. The student will also comprehend an insight into modern concepts of controlling the organisation of work methods.

TOPICS

Description	Weighting (%)
1. Work study & productivity	5.00

2.	Method study	25.00
3.	Work measurement	10.00
4.	Group technology and Just in Time	10.00
5.	Operation and production management	50.00

TEXT and MATERIALS required to be PURCHASED or ACCESSED:

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at <http://bookshop.usq.edu.au> click 'Semester', then enter your 'Course Code' (no spaces).

1992, *Introduction to Work Study*, 4th edn, ILO,

MEC3204 Production Engineering Study Book 1, USQ Publication,

Lockyer, Mulemann & Oakland 1992, *Production and Operations Management*, 6th edn, Pitman,

REFERENCE MATERIALS:

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

Groover, M. P. 2000, *Automation, Production Systems and Computer Integrated Manufacturing*, 2nd edn, Prentice Hall,

STUDENT WORKLOAD REQUIREMENTS:

ACTIVITY	HOURS
Directed Study	52.00
Examinations	3.00
Lectures	13.00
Private Study	43.00
Report Writing	31.00
Tutorial	13.00

ASSESSMENT DETAILS

Description	Marks out of	Wtg(%)	Due date
ASSIGNMENT	300.00	30.00	13 Sep 2004
2 HOUR RESTRICTED EXAMINATION	700.00	70.00	END S2 (see note 1)

NOTES:

1. Student Administration will advise students of the dates of their examinations during the semester.

IMPORTANT ASSESSMENT INFORMATION

- 1 Attendance requirements:
There are no attendance requirements for this course. However, it is the students' responsibility to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration.
- 2 Requirements for students to complete each assessment item satisfactorily:
(i) To complete each of the assignments satisfactorily, students must obtain at least 50% of the marks available (or at least a grade of C-) for each assignment. (ii) To complete the examination satisfactorily, students must obtain at least 50% of the marks available (or at least a grade of C-) for the examination.
- 3 Penalties for late submission of required work:
If students submit assignments after the due date without prior approval then a penalty of 20% of the total marks available for the assignment will apply for each working day late.
- 4 Requirements for student to be awarded a passing grade in the course:
To be assured of a passing grade, students must demonstrate, via the summative assessment items, that they have achieved the required minimum standards in relation to the objectives of the course by satisfactorily completing all summative assessment items (the examination and assignments), as stated in 2 above.
- 5 Method used to combine assessment results to attain final grade:
The final grades for students will be assigned on the basis of the weighted aggregate of the marks (or grades) obtained for each of the summative assessment items in the course.
- 6 Examination information:
In a Restricted Examination, candidates are allowed access to specific materials during the examination. The only materials that candidates may use in the restricted examination for this course are: writing materials (non-electronic and free from material which could give the student an unfair advantage in the examination); calculators which cannot hold textual information (students must indicate on their examination paper the make and model of any calculator(s) they use during the examination).
- 7 Examination period when Deferred/Supplementary examinations will be held:

Any Deferred or Supplementary examinations for this course will be held during the examination period at the end of the semester of the next offering of this course.

8 University Regulations:

Students should read USQ Regulations 5.1 Definitions, 5.6. Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL <http://www.usq.edu.au/corporateservices/calendar/part5.htm> or in the current USQ Handbook.

ASSESSMENT NOTES

- 1 The due date for an assignment is the date by which a student must despatch the assignment to the USQ. The onus is on the student to provide proof of the despatch date, if requested by the Examiner.
- 2 Students must retain a copy of each item submitted for assessment. This must be despatched to USQ within 24 hours if required by the Examiner.
- 3 In accordance with University's Assignment Extension Policy (Regulation 5.6.1), the examiner of a course may grant an extension of the due date of an assignment in extenuating circumstances.
- 4 The Faculty will normally only accept assessments that have been written, typed or printed on paper-based media.
- 5 The Faculty will NOT accept submission of assignments by facsimile.
- 6 Students who do not have regular access to postal services or who are otherwise disadvantaged by these regulations may be given special consideration. They should contact the examiner of the course to negotiate such special arrangements.
- 7 In the event that a due date for an assignment falls on a local public holiday in their area, such as a Show holiday, the due date for the assignment will be the next day. Students are to note on the assignment cover the date of the public holiday for the Examiner's convenience.
- 8 Students who have undertaken all of the required assessments in a course but who have failed to meet some of the specified objectives of a course within the normally prescribed time may be awarded one of the temporary grades: IM (Incomplete - Make up), IS (Incomplete - Supplementary Examination) or ISM (Incomplete -Supplementary Examination and Make up). A temporary grade will only be awarded when, in the opinion of the examiner, a student will be able to achieve the remaining objectives of the course after a period of non directed personal study.
- 9 Students who, for medical, family/personal, or employment-related reasons, are unable to complete an assignment or to sit for an examination at the scheduled time may apply to defer an assessment in a course. Such a request must be accompanied by appropriate supporting documentation. One of the following temporary grades may be awarded IDS (Incomplete - Deferred Examination; IDM (Incomplete Deferred Make-up); IDB (Incomplete - Both Deferred Examination and Deferred Make-up).