

MODULE LOG1020: WAREHOUSE & DISTRIBUTE 1

Level: Introductory

Theme: Warehousing and Distribution

Prerequisite: LOG1010 Logistics

Module Description: Students explore warehousing and distribution systems as subsectors of logistics and participate in warehousing, materials handling systems, stock placement and documentation activities.

Module Parameters: Access to one or more logistics operations.

Curriculum and Assessment Standards

Module Learner Expectations	Assessment Criteria and Conditions	Suggested Emphasis
<p><i>The student will:</i></p> <ul style="list-style-type: none"> identify and describe the roles of warehousing and distribution in logistics identify, describe and demonstrate materials handling: <ul style="list-style-type: none"> – systems/processes – stock placement read, interpret and complete appropriate documentation demonstrate basic competencies. 	<p><i>Assessment of student achievement should be based on:</i></p> <ul style="list-style-type: none"> the student's clarity and accuracy in: <ul style="list-style-type: none"> – reporting on role of warehousing in logistics – reporting on materials-handling processes – demonstrating appropriate materials handling procedures accuracy in selecting and completing documentation. <p><i>Assessment Tool</i> <i>LOG1020: Warehouse & Distribute 1</i> <i>Competency Profile and Assessment Checklist</i></p> <ul style="list-style-type: none"> observations of individual effort and interpersonal interaction during the learning process. <p><i>Assessment Tool</i> <i>Basic Competencies Reference Guide and any assessment tools noted above</i></p> <p><i>Standard</i> <i>A minimum performance rating of 1 for each applicable area of assessment</i></p>	<p>20</p> <p>10</p> <p>30</p> <p>40</p> <p>Integrated throughout</p>

MODULE LOG1020: WAREHOUSE & DISTRIBUTE 1 (continued)

Concept	Specific Learner Expectations	Notes
<p>Warehousing and Distribution</p> <ul style="list-style-type: none"> • Processes • Roles • Purposes • Significance 	<p><i>The student should:</i></p> <ul style="list-style-type: none"> • identify and describe processes involved in: <ul style="list-style-type: none"> – warehousing operations – distribution operations • explain the roles of warehousing and distribution in the logistics sector • distinguish between the purposes of warehousing and the purpose of distribution • explain the significance of warehousing roles and distribution roles in the logistics process. 	
<p>Safety</p> <ul style="list-style-type: none"> • Requirements • Signs and Symbols • Hazard Reports 	<ul style="list-style-type: none"> • identify and describe general and specific safety requirements in warehousing and distribution operations • identify and demonstrate safe work practices associated with: <ul style="list-style-type: none"> – flow of materials – movement of equipment – WHMIS requirements – wearing of protective clothing/personal protective equipment • identify and interpret signs and symbols used in warehousing and distribution operations • identify potential hazards within a warehousing and distribution workplace. 	
<p>Documentation</p>	<ul style="list-style-type: none"> • identify and describe the purpose of documentation used in: <ul style="list-style-type: none"> – warehousing operations – distribution operations • distinguish among: <ul style="list-style-type: none"> – packing slips – bills of lading – advance shipment notices – distribution sheets – other available documents 	

MODULE LOG1020: WAREHOUSE & DISTRIBUTE 1 (continued)

Concept	Specific Learner Expectations	Notes
<ul style="list-style-type: none"> • Accuracy and Attention to Detail • Electronic Data Interchange (EDI) 	<p><i>The student should:</i></p> <ul style="list-style-type: none"> • explain why accuracy and attention to detail are important when completing, reading and interpreting documents • complete appropriate documentation in: <ul style="list-style-type: none"> – warehousing situations – distribution situations • identify and explain the role and impact of technology in the generation of documentation in warehousing and distribution operations • explain the concept of Electronic Data Interchange (EDI) • demonstrate basic ability to use the computer and software. 	
<p>Materials Handling</p> <ul style="list-style-type: none"> • Stock Placement 	<ul style="list-style-type: none"> • describe and explain the concept of materials handling • identify and describe product movement and placement procedures • demonstrate safe stock handling and moving procedures. 	
<p>Career Opportunities</p>	<ul style="list-style-type: none"> • identify and describe current and emerging career opportunities specific to: <ul style="list-style-type: none"> – warehousing – distribution • identify and describe requirements for entry into a warehousing and distribution career at: <ul style="list-style-type: none"> – entry level – skilled level – supervisory level – management level. 	<p>Include physical fitness, academic, willingness to learn, teamwork, numeracy and communication requirements/abilities in discussions of requirements.</p>