

MODULE LOG3030: PURCHASING 3

Level: Advanced

Theme: Purchasing

Prerequisite: LOG2030 Purchasing 2

Module Description: Students develop knowledge about contract and business law, supplier quality assurance and performance management. Students also develop negotiation skills and an appreciation for the importance of professional ethics.

Module Parameters: Access to purchasing, warehousing and distributing facility.

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 explain key principles of: <ul style="list-style-type: none"> – contract and business law – supplier quality assurance – performance management • demonstrate basic understanding and skills in professional ethics • demonstrate negotiation skills 	<p><i>Assessment of student achievement should be based on:</i></p> <ul style="list-style-type: none"> • preparing and presenting a report on: <ul style="list-style-type: none"> – impact of business and contract law on purchasing activities – how supplier quality assurance affects purchasing decisions and activities – performance management models • identify ethical behaviours and professional associations related to logistics • explain the purpose and process for negotiating • demonstrate negotiating skills in one or more purchasing activities. <p><i>Assessment Tool</i> <i>LOG3030: Purchasing 3 Competency Profile and Assessment Checklist</i></p> <p><i>Standard</i> <i>A minimum performance rating of 3 for each applicable area of assessment</i></p>	<p>10</p> <p>10</p> <p>10</p> <p>20</p> <p>10</p> <p>40</p>

MODULE LOG3030: PURCHASING 3 (continued)

Module Learner Expectations	Assessment Criteria and Conditions	Suggested Emphasis
<p><i>The student will:</i></p> <ul style="list-style-type: none"> demonstrate basic competencies. 	<p><i>Assessment of student achievement should be based on:</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>Integrated throughout</p>

Concept	Specific Learner Expectations	Notes
<p>Ethics</p>	<p><i>The student should:</i></p> <ul style="list-style-type: none"> define the term professional ethics identify and explain the role of professional ethics in the purchasing process define and give examples of conflict of interest explain the role of the: <ul style="list-style-type: none"> Purchasing Managerial Association of Canada (PMAC) National Institute of Government Purchasing (NIGP) International Federation of Purchasing and Materials Management (IFPMM). 	<p>The PMAC has an enforceable code of ethics.</p>
<p>Negotiation Skills</p>	<ul style="list-style-type: none"> define the term negotiate explain the purpose of negotiating in purchasing activities demonstrate negotiating skills in purchasing activities. 	

MODULE LOG3030: PURCHASING 3 (continued)

Concept	Specific Learner Expectations	Notes
Contract and Business Law	<p><i>The student should:</i></p> <ul style="list-style-type: none"> • identify key principles of contract and business law; e.g.: <ul style="list-style-type: none"> – liens – waivers – liability – negligence • explain the impact of contract and business law on purchasing activities • identify and describe legislation that affects purchasing activities; e.g., <i>Sales of Goods Act</i> • identify purchasing activities that are in alignment with contract and business law and relevant legislation. 	
Supplier Quality Assurance	<ul style="list-style-type: none"> • explain the principles of Supplier Quality Assurance (SQA) • identify and describe the impact of SQA on: <ul style="list-style-type: none"> – delivery – equality – invoicing – damaged goods – customer service. 	
Performance Management	<ul style="list-style-type: none"> • explain the principle of performance management • identify and describe the purpose of performance management in purchasing activities • identify and describe performance management models; e.g.: <ul style="list-style-type: none"> – Total Quality Management (TQM) – Quality Teams • evaluate performance management models employed using appropriate assessment tools and instruments. 	

MODULE LOG3030: PURCHASING 3 (continued)

Concept	Specific Learner Expectations	Notes
Career Opportunities	<p><i>The student should:</i></p> <ul style="list-style-type: none"> • identify and describe requirements for entry into a purchasing career as a: <ul style="list-style-type: none"> – cost analyst – specialty products buyer – senior purchasing agent – maintenance manager – mobile equipment buyer – director of logistics – any other purchasing position • identify and describe requirements for designation as a: <ul style="list-style-type: none"> – Certified Professional Purchaser (CPP) – Certified Professional Public Buyer (CPPB) – Certified Professional Purchasing Officer (CPPO). 	<p>Include as many requirements as possible; e.g.:</p> <ul style="list-style-type: none"> • academic • teamwork • communication skills • numeracy skills • ability to use technology.