

Management of Work Processes Course

<i>Name of the subject:</i> Management of Work Processes-BSc	<i>SUBJECT code:</i>	Weekly hours: 2 lecture + 2 practical work	Credit: 8
<i>Subject leader:</i> Dejan Bogdanovic	<i>Academic Degree:</i> Associate Professor	<i>Prerequisites:</i> Knowledge in Basics management and production management	

Purpose: Introduce students of the concept of work process management and modern approaches to production management in industrial companies. A thorough study of work process planning and control.

Course description: Mechanism and principles of management of work processes. Contemporary contributions in developing the system for managing work processes. The structure of the managing system for work processes. Prediction. Determining dependencies system-environment. Planning of work processes. Inventory management. Preparation work processes. The performance of procedures and work flow control. Analysis of the operating procedures, control costs and consumptions. Forming the basis for adjustment processes.

Schedule

Weeks	Topics
1.	Mechanism and principles of management of work processes
2.	Typical models of management of work processes
3.	The structure of management of work processes
4.	Predicting in management of work processes
5.	Programming in management of work processes
6.	Planning of work process
7.	Determining the sequence of work orders inputs in work process
8.	Scheduling of work orders
9.	Inventory management
10.	Models of inventory management
11.	Preparation of the work process
12.	Execution of work process and procedures flow control
13.	Analysis of work process
14.	The design of adjustment procedure

Final grade:

Activity during the lectures - 10 points

Colloquium – 40 points

Written examination – 30 points

Oral examination – 20 points

Number of points and mark: 51-60 (Mark 6), 61-70 (Mark 7), 71-80 (Mark 8), 81-90 (Mark 9) and 91-100 (Mark 10)

Compulsory literature:

John L Burbidge, The Principles of Production Control, McDonald & Evans, 2005.

Supplemental literature:

D.R. Lehmann, R.S. Winer, Product Management, McGraw Hill, 2005.