



Academic year	2014-15
Subject	20515 - Operations and Processes in Tourist Enterprises
Group	Group 21, 1S, GTUR
Teaching guide	L
Language	English

Subject identification

Subject	20515 - Operations and Processes in Tourist Enterprises
Credits	1.8 de presencials (45 hours) 4.2 de no presencials (105 hours) 6 de totals (150 hours).
Group	Group 21, 1S, GTUR (Campus Extens)
Teaching period	1st semester
Teaching language	English

Professors

Lecturers	Horari d'atenció alumnes					
	Starting time	Finishing time	Day	Start date	Finish date	Office
	12:00h	13:00h	Tuesday	22/09/2014	31/07/2015	DB012 (office hours on appointment by email)
Abel Ernesto Lucena Pimentel abel.lucena@uib.eu	12:00h	13:00h	Monday	22/09/2014	31/07/2015	DB012 (office hours on appointment by email)

Contextualisation

This course belongs to the module called *Tourism Companies*, and is one of the courses dedicated to the area of *Quantitative Methods for Business Management*. During this course, it is expected that students obtain a general vision about the most relevant issues in the field of operations and supply management that prevail in the tourism industry. Furthermore, the course aims to provide students with opportunities to learn a set of useful tools, many of which are usually implemented by managers in the field of service operations management. The course also aims to provide a deep understanding on how to make strategic, operational and tactical decisions related to service operations and supply management issues. It is expected that students develop a general vision of how services are designed in the tourism industry, at that time they acquire a wide-ranging set of skills addressed to enhance her/his value for potential employers.

Requirements

This course does not have any prerequisites.

Recommendable

In order to make the most of this course, students should have already taken all the first year courses. In particular, it is recommendable that students have already passed the course: *Introduction to Business*





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(20607), because it covers basic concepts that provide a base for the study of operations and supply management issues.

Skills

According to the specifications established by the Bachelor Degree of Tourism, competences and skills to be developed during this course are divided into “Specific” and “General”.

Specific

- * CE-6. Acquiring a critical understanding of the importance of financial processes, business relations, market policies and the evolution of world economies that have a broad influence on tourism flows..
- * CE-7. Learning to gather, process, analyse and interpret information and to tackle tourism issues through the application of specific skills used by workers employed in different branches of tourism, including the appropriate use of information and communication technologies (ITC)..
- * CE-12. Applying knowledge, methods and techniques in the workplace that have been acquired during his/her undergraduate training and developing them with a high degree of responsibility, ethical commitment and capacity for integration in multidisciplinary teams..

Generic

- * CG-2: Knowing how to apply technical and methodological knowledge to his/her work and doing so in a professional manner, integrating the different tourism-related subject areas that he/she has studied. Possessing the necessary skills and demonstrating them by putting forward and defending arguments and solving problems in relevant subject areas..
- * CG-3: Having the capacity to gather and interpret relevant quantitative, qualitative and spatial data, so as to make judgements that entail critical reflection on relevant tourism-related subjects of a spatial, social, economic, legal, scientific and ethical nature..
- * CG-4: Being able to get across information, ideas, problems and solutions in any of the tourism-related subject areas to both a specialist and non-specialist public..

Basic

- * You may consult the basic competencies students will have to achieve by the end of the degree at the following address: <http://www.uib.eu/study/grau/Basic-Competences-In-Bachelors-Degree-Studies/>

Content

The course contents are organized in five sections: “Introduction”, “Processes”, “Supply Chain Design”, “Planning and Control”, and “Operational analysis tools”.

Theme content

SECTION I. Introduction to Operations and Supply Management in Tourism Companies

1. Introduction to operations and supply management:

Discussion on the relevance of this field for the management of tourism companies, description of the strategic decisions adopted by managers in this field, analysis of the historical evolution and current issues in operations management.

2. Operations and supply strategy:





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What is operational and supply strategy? Strategy fit: fitting the operational activities to strategy, description of the framework for operations and supply strategy.

3. Service design:

The product and service development process, designing for the customer, design of tourism services.

SECTION II. Processes:

4. Strategy capacity management:

Decisions, capacity management in operations, capacity planning concepts, planning service capacity in tourism companies.

5. Process analysis:

Types of processes, measuring process performance, process throughput time reduction.

6. Service processes:

The nature of services, an operational classification of services, designing service in organizations, service design types, managing customer-introduced variability.

7. Quality management and lean in services:

Total quality management, quality specifications and quality costs, six-sigma methodology and the Shingo system, introduction to lean services.

SECTION III. Supply Chain Design

8. Supply chain strategy:

Tourism supply strategy, measuring supply performance, supply chain design, outsourcing and global outsourcing.

9. Logistics and facility location:

Decisions related to logistics, issues in facility location, plan location methods, locating services facilities.

SECTION IV. Planning and Controlling the Supply Chain

10. Planning systems:

Introduction to the use of "Enterprise Resource Planning (ERP), implementing ERP systems, E-business applications, aggregate sale and operations planning, the aggregate operations plan aggregate planning technique.

V. Operational Analysis Tools

A. Operations and supply cost analysis

Definition of the cost-volume-profit model and its applications to the analysis of strategic capacity management.

B. Applications of linear programming using Excel Solver

Definition of linear programming problems, introduction to Excel Solver, applications.

C. Introduction to yield management

Definitions, conditions, applications to the tourism business.

Teaching methodology

Below is presented the methodology to be adopted in order to develop the course contents.





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Workload

This section describes the workload associated with the range of activities comprising the student's coursework.

In-class work activities

Modality	Name	Typ. Grp.	Description	Hours
Theory classes	Theory sessions	Large group (G)	Introduce and explain each subject matter, encouraging debate and discussion during the classroom sessions. Explanations by the lecturer of the contents comprising the course.	22.5
Practical classes	Case study presentations	Medium group (M)	Preparation and presentation of case studies related to the area of operations and supply management. These activities will provide students a base for applying concepts, notions, and models examined over the course. At the same time, these activities aim to improve reading comprehension, team work, and abilities to identify essential clues and insights, synthesize ideas, and express them orally and in writing effectively. After case study presentations, students can be required to submit a summary report with the main conclusions reached during class discussion.	8.5
Practical classes	Study of problems in the field of operations and supply management	Medium group (M)	Analysis and solutions during practical sessions of exercises and problems related to the field. The idea is that students can put into practice the knowledge acquired along the course. These sessions attempt to encourage students to use tools in the areas of operations and supply management with a greater focus on the study of business tourism operations. The objective of these sessions is to deepen the assimilation of the theoretical background examined by the course and illustrate its applications in concrete settings. In doing so, this activity aims to develop and reinforce the students' analytical and problem-solving capabilities.	9.5
Assessment	Partial exams	Medium group (M)	Written exams across the semester. These exams seek to assess the acquisition of skills and competences previously-described, as well as the degree of assimilation reached by the students on the tools and subject matters comprising the course.	4.5

At the beginning of the semester a schedule of the subject will be made available to students through the UIBdigital platform. The schedule shall at least include the dates when the continuing assessment tests will be conducted and the hand-in dates for the assignments. In addition, the lecturer shall inform students as to whether the subject work plan will be carried out through the schedule or through another way included in the Campus Extens platform.

Distance education work activities





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Modality	Name	Description	Hours
Individual self-study	Individual self-study	The work and student self-study is critical to properly assimilate the fundamentals of this course. To achieve this objective, students should review the contents explained during classes, read, analyze and summarize the subject matters presented by textbooks recommended by the reference list of the course. In particular, it is strongly recommended that students read regularly the textbook adopted by the lecturer in this course: Operation and Sypply Management by Jacobs, Chase and Aquilano. For more details, see the reference list below.	45
Group or individual self-study	Case study preparation	Preparing cases, reading lists and articles, discussing them with other students. The idea is to develop a self-learning capacity as well as teamwork skills.	30
Group or individual self-study	Exercises and problems	Achieve skills to work in teams, the ability to argue and propose solutions to practical exercises that will be proposed by the lecturer. In advance, study and solve problems to be discussed at practical sessions during the semester.	30

Specific risks and protective measures

The learning activities of this course do not entail specific health or safety risks for the students and therefore no special protective measures are needed.

Student learning assessment

Performance on the course will be assessed as follows:

Theory sessions

Modality	Theory classes
Technique	Oral tests (non-retrievable)
Description	Introduce and explain each subject matter, encouraging debate and discussion during the classroom sessions. Explanations by the lecturer of the contents comprising the course.
Assessment criteria	Class participation will be assessed during the course. This evaluation will be based on students' comments that suggest interesting ideas, questions or show valuable insights on the subjects proposed by the lecturer. This assessment also will take into account the lecture's judgements on the students' attitudes towards the activities taking place during both theory and practical sessions. Weight in the final course grade: 6%.

NOTE:

Students are expected to come to class regularly. Nonetheless, attendance is not compulsory. Come to class is not an element to be considered for assessing class participation. Even in the case of a very good attendance, students might have zero points in the assessment of class participation if they do not participate actively in class discussions during the semester.

Final grade percentage: 6%





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Case study presentations

Modality	Practical classes
Technique	Oral tests (non-retrievable)
Description	Preparation and presentation of case studies related to the area of operations and supply management. These activities will provide students a base for applying concepts, notions, and models examined over the course. At the same time, these activities aim to improve reading comprehension, team work, and abilities to identify essential clues and insights, synthesize ideas, and express them orally and in writing effectively. After case study presentations, students can be required to submit a summary report with the main conclusions reached during class discussion.
Assessment criteria	Preparation and presentation of case studies related to the area of operations and supply management in the tourism industry. These activities will provide students a base for applying concepts, notions, and models examined over the course. At the same time, these activities aim to improve reading comprehension, team work, and abilities to identify essential clues and insights, synthesize ideas, and express them orally and in writing effectively. After case study presentations, students can be required to submit reports with the main conclusions reached during the class discussions. Weight in the final course grade: 16%.

NOTE:

Attendance to case study presentations is compulsory. The lack of attendance without a proper justification will imply to get zero as a grade in the corresponding evaluation.

Final grade percentage: 16%

Partial exams

Modality	Assessment
Technique	Extended-response, discursive examinations (non-retrievable)
Description	Written exams across the semester. These exams seek to assess the acquisition of skills and competences previously-described, as well as the degree of assimilation reached by the students on the tools and subject matters comprising the course.
Assessment criteria	Three partial exams, each one with a weight equal to 26%: The first partial exam: it will assess the degree of assimilation reached by the students on subject matters 1-4. It will also assess the students' skills to apply the CVP-model in the analysis of relevant problems in the field of operations supply management. Weight in the final course grade: 26%. The second partial exam: It will assess the degree of assimilation reached by the students about subject matters 5-6. In addition, it will assess the students' skills in solving linear programming problems in the field of operations and supply management. Finally, this exam will assess students' abilities to analyze problems related to strategic capacity decisions using yield management tools. Weight in the final course grade: 26%. Third partial exam: It will assess the level of assimilation reached by the students' regarding the subject matters 7-10. In addition, it will assess the students' capabilities to integrate prior subject matters with those studied at the end of the semester, which are reviewed in subject matters 7-10. Weight in the final course grade: 26%.

NOTE:

*** Bear in mind that there is no final exam in this course. The final grade will be computed as the weighted-average of the grades obtained by the students in previously described items.**





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*** Failure to attend to any exam will imply automatically to get zero points in the exam under consideration. Students must clearly justify the lack of attendance to any exam, according to the rules established by the University.**

Final grade percentage: 78%

Resources, bibliography and additional documentation

In what follows, students will find the textbook adopted by this course as well as a list of secondary references. In addition, students will find links that may provide useful information about the field of operations and supply management.

Basic bibliography

Chase, R.B., Jacobs, F.R. & Aquilano, N.J. (2009). Operations and Supply Management. 12th edition. The Mc Graw-Hill/Irwin.

Complementary bibliography

Heizer, J. (2011). Principles of Operations Management. 8th edition. Pearson Education.

Other resources

Links of interest:

- * Harvard Business publishing: <http://hbsp.harvard.edu/product/cases>
- * IDEO: <http://www.ideo.com/uk/>
- * Asociación Española de Normalización y Certificación: <http://www.aenor.es/aenor/inicio/home/home.asp>
- * European Foundation of Quality Management: <http://www.efqm.org/en/>
- * The Center for Hospitality Research, University of Cornell: <http://www.hotelschool.cornell.edu/research/chr/>

