

Piscataway Magnet School  
**Global Logistics & Supply Chain  
Management Syllabus**  
**Career and Technical Education  
Program of Study**  
**Robert Araujo**  
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**COURSE  
DESCRIPTION**

Global Logistics & Supply Chain Management will start with the introduction of Supply Chain Management & Logistics for all grades and will be studied and practiced throughout the existing time of the school year. All grades will learn and continue to learn all skills applicable to GLSCM attaining to and not limited to Warehousing Tools & Equipment, Inventory methods & techniques, accounting & book-keeping, corporate finance, Applicable Mathematics and Sciences, Financial Literacy, and Resume Building and career and Interviewing.

**TEXTBOOK**

Fundamentals of Supply Chain Management  
Kendall Hunt, 2017

**GRADING**

Includes projects, 4 Required Per year plus elective projects

Exams - All exams can be retaken once with a maximum retake score of 89%

Classwork - Posted on the Google classroom, may be submitted in paper if needed.

Homework- All incomplete classwork is assigned as homework, must be completed by due date

There are NO EXEMPTIONS given for final exams in Global Logistics & Supply Chain Management.

End of course exams are also provided by Rutgers University. In order to receive articulation for the course, students must score 80% or greater on the Level 1 - 3 exams. Students are permitted to retake the exam as many times as needed during the time window for the administration of the Exams.

Lack of appropriate classroom attire may affect a student's participation as well as the corresponding grade.

District Policy - [5600](#) Code of Conduct

Students who cheat on a test, plagiarize, misuse AI, or refuse to submit an assignment may suffer a reduced grade due to disqualified work.

**Marking Period**

**Classwork/Homework/Projects 80%**

**Tests/Quizzes 20%**

At least 10 assignments (weekly) or  
At least 20 assignments (daily)

At least 5

*All assignments will be points-based (not percentage)*

**GRADING SCALE**

Middlesex County Magnet Schools policy [2624](#) - Grading System

A+	100-98	B+	89-86	C+	79-76	D	69-65
A	97-92	B	85-82	C	75-72	F	64 and below
A-	91-90	B-	81-80	C-	71-70		

**PARTICIPATION**

**Global Logistics and Supply Chain Management - Professionalism Daily Rubric**

Category (Grade Calculation)	Excellent 10 - 9	Good 8 - 7	Satisfactory 7 - 6	Poor 6 - 0
<b>Safety in Shop Activities/ Cleanup</b>	Student follows all safety rules and present a professional attitude towards the assigned task. Exemplifies safety regulations to other students and helps others achieve the level by keeping the work area clean, free of debris, and returns tools and equipment to their proper place. Takes an active part in shop maintenance.	Student follows all safety rules and presents a professional attitude towards assigned tasks by returning tools and equipment to their proper place. Takes an active part in shop maintenance.	Student has to be reminded of safety rules occasionally. Needs encouragement to achieve a professional attitude towards assigned task by not taking part in shop maintenance.	Student fails to follow safety rules or achieve a professional attitude towards assigned task by not taking part in shop maintenance.
<b>Punctuality</b>	Student is on time, prepared to shop with proper attire, safety equipment, and any other materials needed to start assigned tasks. Guides other students to achieve same state of readiness	Student is on time and prepared for shop and class with proper attire, safety equipment, and other materials needed to start the assigned task	Student has to be encouraged to be on time for shop, class and to get prepared with proper attire, safety equipment and other materials needed to start the assigned task.	Student is late for shop/class, not prepared for assigned task.
<b>Task Completion</b>	Student completes assigned task at the highest professional standard. Correctly uses tools and equipment in a responsible manner, tools are returned to their designated area in a clean condition and encourages others to perform at the same level.	Student completes assigned task at the highest professional standard. Correctly uses tools and equipment in a responsible manner, tools are returned to their designated area in a clean condition.	Student completes task at a moderate level. Needs direction for the proper tool selection and use. Tools are returned to designated area in a clean condition	Student fails to complete task, does not use tools correctly or return tools to designated area in a clean condition
<b>Demeanor</b>	Student is respectful of his or herself and others. Does not criticize others work or ideas. Takes on assigned task with enthusiasm.	Student is not critical of work or ideas of others, has positive attitude towards assigned task. Is respectful of others.	Student is usually respectful towards others and is not overly critical of work or ideas of others, and are somewhat positive towards assigned task.	Student is critical of work or ideas of other students, is disrespectful towards others or shows a negative attitude towards assigned task. Student uses disparaging or unkind language.
<b>Cooperative Learning (working with others)</b>	Student always listen and share ideas with others. Supports the ideas and efforts of others. Students feel safe volunteering ideas in his/her presence. Displays leadership qualities	Student always listens and shares ideas with others. Supports the ideas and efforts of others. Displays high effort.	Student occasionally listens and shares ideas with others. Occasionally supports the ideas and efforts of others. Displays minimal effort.	Student rarely listens and shares ideas with others, often disrupting or discouraging the efforts of others to participate. Displays no effort.

**COURSE OVERVIEW**

- Freshman Year Major Topic(s) - Supply Chain Flow, Strategic Sourcing & Supplier Selection, Manufacturing Strategy Decision, Transportation Mode Selection
- Sophomore Year Major Topic(s) - Material Planning, Insourcing vs Outsourcing Decision, Lean Manufacturing, Distribution Warehouse Network
- Junior Year Major Topic(s) - Production and Capacity Planning, Ethical Sourcing & Sustainability, Service Supply Chain, Logistics Service Provider Agreement
- Senior Year Major Topic(s) - Sales & Operations Planning, Collaborative Planning, International Trade & Importing, Supply Chain Optimization

## CLASSROOM RULES

- Students are not permitted to use any equipment on which they have not been trained
- Any injury including a cut, burn, fall, etc. must be reported immediately to your instructor
- All instructor established safety procedures must be followed at all times.
- All applicable OSHA and PEOSH regulation must be followed
- All required Personal Protective Equipment must be worn during hands-on instruction
- Subject to change as needed with prior notice to students and parents
- No Gum chewing
- Foul language is not allowed to be spoken in class or will be tolerated
- Keep your hands to yourself, Treat your classmates and teachers with respect
- No cell phones or over ear headphones allowed in class
- No one is permitted to leave class without a pass, One student at a time is permitted to leave class
- NO FOOD permitted in the shop without direct permission from Mr. Araujo
- No roughhousing or play fighting in the shop

## WORK BASED LEARNING REQUIREMENT S

All Students are required to abide by the Guidelines in the Middlesex Magnet Schools [Work Based Learning Handbook](#). *All Job Shadowing, Community Service, Volunteering, Service Learning, Internship and Cooperative Education Experience must be **within the CIP Code of the student's approved Program of Study** and the required documentation in the Snapshot Table in the Work-Based Learning Handbook on page 15 must be completed.*

### Grade 9

All grade 9 students must successfully complete industry-specific **OSHA 10** during *Marking Period 2*. . Students who are Ability Diverse may be administered an alternate Shop Safety Assignment based on their IEP or 504, however all students must receive the required scaffolding and support to successfully complete OSHA 10 certification by the end of 9th grade. Students will be permitted to utilize shop “tools”, at the discretion of the Director of Career and Technical Education, until OSHA 10 certification has been successfully completed. All Grade 9 students must participate in at least **6 hours of Job-Shadowing**. The requirement will count as an assessment weighted as an average exam grade for students during Marking Period 4..

### Grade 10

All Grade 10 Students who will turn 16 prior to January 1 of their sophomore school year are required to complete **6 hours of Community Service/Volunteering/Service Learning**. All Grade 10 students who will turn 16 on or after January 1 of will be required to complete **6 hours of Job Shadowing**. The requirement will count as an assessment weighted as an average exam grade for students during Marking Period 4..

### Grade 11

Grade 11 students who are at least 16 years of age on January 1st of their Junior Year are eligible to participate in Internship or Cooperative Education experiences 2 days each

week beginning on February 1st of the current school year, if they have successfully completed:

- 4 hours of Community Service/Volunteering/Service Learning
- a Dual Enrollment course in their Program of Study or earned a [Tier II Industry Valued Credential](#) as identified by the NJ DOE and recognized on the district IVC list.

**All Grade 11 students must participate in 4 hours of Community Service/Volunteering/Service Learning and participate in a Simulated Workplace Experience during their Junior Year.** The requirements will each count as an assessment weighted as an average exam.

Grade 11 students who participate in an Internship or Cooperative Education Experience must sign out in the main office utilizing the Turnstile feature in Genesis.

### **Grade 12**

Grade 12 students who are at least 16 years of age prior to October 1st of their Senior Year and have *completed a dual credit course in their Program of Study or earned a [Tier II Industry Valued Credential](#)* as identified on the district IVC list are eligible to participate in a(n) Internship (At the discretion of the Director of Career and Technical Education), Cooperative Education, Pre Apprenticeship or Youth Apprenticeship (May begin on July 1 of the student's senior year with approval from the Director of Career and Technical Education).

Senior eligibility may be re-evaluated at the end of Marking Period 2 for the 2nd semester. Students enrolled in Pre Apprenticeships or Youth Apprenticeships are exempt from the Dual Credit or Tier II Industry Valued Credential requirement.

The placement will count as an assessment weighted as an average exam grade for students during each marking period in which they are enrolled. Students must sign out in the main office utilizing the Turnstile feature in Genesis.

The above placements may begin on October 1st after student have completed the required soft skills training and occur 5 days per week with the following exceptions:

- Students will be required to report to school every other Wednesday (bi-weekly) to review graduation progress, participate in workshops, evaluate placements, mentor underclassmen, serve as a teaching assistant, and any other activities as deemed necessary by the Director of Career and Technical Education.
- Students will be required to report to school for applicable Industry Presentation and Field Trips
- Students will be required to report to school for State Mandated testing
- Students will be required to attend non-CTE courses on-time and on a daily basis. Any student who meets the criteria for chronically absent as defined by the NJDOE may have their placement revoked by the Director of Career and Technical Education.
- Students who do not maintain a C in their non-CTE courses may be assigned tutoring. Students who do not participate in tutoring sessions as required may have their placement revoked by the Director of Career and Technical Education.
- Students who do not maintain satisfactory progress toward the goals established in their Student Learning Plan may have their placement revoked by the Director of Career and Technical Education.

**All Grade 12 students who do not participate in one of the aforementioned Work-Based Learning placements must:**

- Complete 8 hours of Community Service/Volunteering/Service Learning (2 hours per marking period; counted as an assessment and weighted as an average exam grade)
- Participate in a Simulated Workplace Experience each marking period of their senior year (counted as an assessment and weighted as an average exam grade)
- Present a capstone project beginning with the graduating class of 2025. (counted as an assessment and weighted as an average exam grade)

The above experiences will count as a separate assessment weighted as an average exam grade for students during each marking period in which they are enrolled.

**MAKE UP WORK:**

*Middlesex County Magnet Schools Board [Policy](#) and [Regulation 5200](#)*

Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. The parent or student is responsible for requesting missed assignments and any assistance required. Teachers will cooperate in the preparation of home assignments for students who anticipate an absence of five or more school days in duration. **Students will be allowed two days to make up missed work for each one day of absence.**

In accordance with N.J.S.A. 18A:36-14, a student who is absent from school for observing a religious holiday has the right to take an alternate test or examination that was missed because of the absence provided there is a written excuse of such absence signed by the parent.

*Middlesex County Magnet School [Policy 2624 - Grading System](#)*

If the make-up work is not completed in the time required, a failing grade for the marking period will be given for the assignments that were not completed, which may result in a failing grade for the marking period.

**LATE WORK POLICY:**

In the event a student hands in their Homework/ Classwork late, their grade will drop 10 points for everyday it is late. Homework will be given once a week, sometimes more if needed.

**ELECTRONIC DEVICE POLICY:**

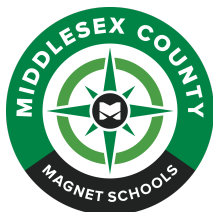
[District Policy 5600](#) - Student Code of Conduct

Students are expected to engage in instruction without interruptions from any electronic device including but not limited to cell phones, computers, watches, or VR glasses. Devices should be stored in a student's bag or locker unless express permission is provided by the instructor.

Infraction	1st Occurrence	2nd Occurrence	3rd Occurrence
Using an electronic device in an inappropriate manner	2 Administrative detentions	Device confiscated and 3 Administrative detentions	Device confiscated 1 day suspension

**PLEASE RETURN THE NEXT PAGE WITH SIGNATURE BY**

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I have read and understood the course policies and expectations.

\_\_\_\_\_  
print student name

\_\_\_\_\_  
student signature

\_\_\_\_\_  
date

\_\_\_\_\_  
parent/guardian signature

\_\_\_\_\_  
date

\_\_\_\_\_  
parent email

\_\_\_\_\_  
parent phone number

Which form of communication is preferred (circle one):      Email      Phone

