

Title of the Course		BASICS OF LOGISTICS	
Amount in credit points/ECTS)	2/3	Volume (in hours)	80
Prior knowledge	Information management, management science, entrepreneurship		
Science Sector	-		
Science Subsector	-		
Summary of academic hours		Amount (academic hours)	
Distance learning		40	
Contact hours / video lessons		8	
Exercises, self – assessment questions and tests		14	
Individual work/ discussions in distance		16	
Exams/tests		2	
1 <sup>st</sup> level professional study programme	Business Logistics		
Author(s) of the course	Mg.oec. Alisa Lāce		
Lecturer(s) of the course	Mg.oec. Alisa Lāce		
Goal of the course:	The aim of the course is to assure the development of necessary knowledge, skills and competences in logistics, provide students with knowledge about the functions of logistics, management of logistics processes, ability to analyse and assess the logistics functions.		
Requirements for obtaining credit points (structure of course evaluation):	<u>The final evaluation is calculated:</u> Moodle discussion/tasks – 50% Exam – 50% <i>For obtaining final evaluation, both activities should hold successful evaluation – not below 4 points.</i> <i>Final evaluation is the average grade in 10-point system, in proportion of percentage distributed amongst both activities</i>		
Study Results			
1. Knowledge: 1.1. A student names the types of logistics operations, the main functions and logistics flow; 1.2. A student names and explains the main cost groups in logistics; 1.3. A student names the main warehouse functions, equipment and technics. 2. Skills : 2.1. A student identifies and describes the logistics processes in an enterprise and outside it, differentiates between various supply chain and characterizes them; 2.2. A student illustrates and explains the process of order accomplishment and defines the completion time; 2.3. A student identifies the costs of logistics in an enterprise; 2.4. A student names the various kinds of stock, using the ABC principle, completes stock classification; 3. Competences: 3.1. A student analyses the processes of logistics and their related costs in an enterprise, makes suggestions for cost reduction. 3.2. A student assesses various types of transport and their advantages/disadvantages, calculates the costs of delivery, chooses the delivery system, arguments one’s decision.			

**Content of the Course**

No.	Subjects	Contact hours, video, audio lessons	Distance learning	Exercises, self- assessment questions and tests	Individual task – remote discussion. Description of the individual task is available in the E-studies	Exam
1.	Essence of logistics, tasks and functions	8	5	2	2	2
2.	System of logistics and chains. Notion of delivery chain		5	2	2	
3.	Costs of logistics in the chain of logistics		5	2	2	
4.	Notion of time in logistics. Order completion time.		5	2	2	
5.	Introduction to procurement planning and organisation		5	2	2	
6.	Introduction to stock management theory		5	1	2	
7.	Basics of warehouse logistics		5	2	2	
8.	Basic principles of transportation process organisation		5	1	2	
<b>TOTAL:</b>		8	40	14	16	2
<b>80</b>						

**Mastering the course and successfully passing examination, student is capable of** (*knowledge, skills and competencies*)

Study Results:	Evaluation Criteria		
	(40-69%)	(70-89%)	(90-100%)
<b>Knowledge</b>	Understand and define the basic notions	Show the knowledge of interdependence, facts, principles, processes, use it for study purposes	Show diverse knowledge of interdependence, facts, principles, processes, use it in studies and professional activity
<b>Skills</b>	Find solutions to work tasks by choosing and applying the basic methods, materials,	Independently organize own work, completes work tasks, by choosing and applying the	Effectively organize own work, completes work tasks and creatively solves problems by

	means and technologies	most appropriate methods, materials, means and technologies	choosing and applying the most efficient methods, materials, means and technologies
<b>Competences</b>	Take responsibility about the work results in changeable work environment, acting in line with instructions	Independently plan the completion of work and study tasks, find solutions in changeable work environment adjusting action to work conditions	Independently and effectively plan and organize the completion of creative study and work tasks solutions in changeable work environment adjusting action to work conditions

**Acknowledgement of the obtained study results**

Study Results	1.1.	1.2.	1.3.	2.1.	2.2.	2.3.	2.4.	3.1.	3.2.
<b>Evaluation Method</b>									
Moodle discussions/tasks	X		X	X		X		X	
Exam	X	X	X	X	X	X	X	X	X

**Core Literature**

1.	Sprancmanis N. "Biznesa Loģistika", Vaidelote, 2003
2.	Praude V., Beļčikovs J. "Loģistika", Vaidelote, 2003
3.	Christopher, Martin (2016). Logistics & supply chain management. Harlow, England: Financial Times Prentice Hall. 310 p.
4.	Paul R. Morphe, Jr. A.Michael Knemeyer. (2018) Contemporary Logistics. 12th Edition. Pearson Education Limited

**Additional Literature**

1.	Ghiani G., Laporte G., Musmanno R. Introduction to Logistics Systems Management, 2013
2.	Michael H. Hugos. "Essentials of Supply Chain Management", 2nd Edition Wiley; 2 <sup>nd</sup> edition, 2006
3.	Transport Intelligence - <a href="https://www.ti-insight.com/">https://www.ti-insight.com/</a>
4.	Latvijas Auto - <a href="http://www.lauto.lv/category/latvija/">http://www.lauto.lv/category/latvija/</a>