Department of Industrial and Information Management

H335200

Introduction to Work Study and Design

(工作研究與設計)

Fall 2010

This mission of Department of Industrial and Information Management is to cultivate industrial and information management professionals who possess TIP (Technological knowledge, Innovative foundation, and Perceptive learning).

Undergraduate Program Learning Goals (goals covered by this course are indicated):

| ✓ 1 | Undergraduate students should be able to communicate effectively verbally and in writing. |
| ✓ 2 | Undergraduate students should solve strategic problems with a creative and innovative approach. |
| ✓ 3 | Undergraduate students should demonstrate leadership skills and ethics demanded of a person in authority. |
| ✓ 4 | Undergraduate students should possess a global economic and management perspective. |
| ✓ 5 | Undergraduate students should possess the necessary skills and values demanded of a true professional. |

Instructor:

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Room 61313 Phone: +886-6-2757575 ext. 53130
Office hour: TBA

Course Description:

This course is a first level course offered for students pursuing baccalaureate degree. It exposes students to the fundamental knowledge of methods engineering, time study, and motion study. Considering the interactions between human operators and other elements in a system, the lecturer will introduce several useful tools that can help students learn how to both analyze and design the job and the worksite in order to find opportunities for saving through increasing productivity and lowering unit cost.

Course Learning Goals:

To equip students with the knowledge to analyze and design both the job and the worksite in a cost-effective manner, as well as to measure the resulting output adequately.

Content Summary:

1. Introduction and history
2. Job analysis
3. Operation analysis
4. Principles of work design
5. Time study
6. Performance rating and allowances
7. Proposed method implementations
8. Motion study and predetermined time systems
9. Work sampling
10. Wage payment

Textbooks:

Course Requirement:
- Participation is a must. You will learn to actively contribute to the group’s knowledge. Each person’s input is encouraged and will be rewarded.
- Homework assignments and laboratory reports need be handed in before the class starts. Overdue works will be penalized unless the permission is granted beforehand.
- Both exams are closed book and notes.
- Class supplements/sample exams will be given on the course website site.

Academic Integrity:

Academic integrity is the pursuit of scholarly activity free from fraud and deception and is the educational objective of this institution. Academic dishonesty includes, but is not limited to, cheating in exams, plagiarism, fabrication of information or citations, facilitating acts of academic dishonesty by others, unauthorized possession of exams, submitting work of another person, or work previously used without informing the instructor, or tampering with the academic work of other students.

Academic misconduct is not tolerated in this course. Note that, while individuals may talk about their assignments, each person/group must write up their original report. Any violation of academic integrity will be thoroughly investigated and dealt with severely.

In this course, students are expected to respect other students’ dignity, rights and property. As this course contains a significant laboratory component, students are also expected to help create and maintain an environment in which all can succeed through the fruits of their individual efforts. All exam work for the course must reflect individual effort and no form of academic integrity violations will be tolerated.
Grading Policy for AACSB Multiple Assessment:

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<th>Category</th>
<th>HW 15%</th>
<th>Midterms 25%</th>
<th>Lab 20%</th>
<th>Final 30%</th>
<th>Participation 10%</th>
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<td>✓ Written Communication</td>
<td>✓ Creativity and Innovation</td>
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