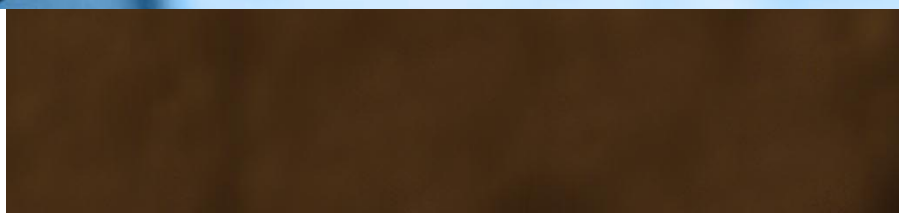
gothia logistics

COURSE CATALOGUE



- General Logistics
- Supply Chain Management
- Lean Production
- Total Productive Maintenance
- Purchasing
- Production Logistics
- Warehouse & Distribution
- Leadership





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Courses in General Logistics

Wide basic education in logistics

Logistic issues affect the profitability and competitiveness of a company.

How efficient a company's logistics are depends on the design of the processes and also the skills of the individual co-workers.

Logistics can be defined as the science of efficient flows. It is an approach and a science that pertains to creating a uniform and efficient flow of materials through the various processes in a company, from supplier to production and finally to the end consumer.



Basic Logistics

Coordinated control of the flows of materials

The central concepts of logistics and economics are clearly linked. This course aims to teach the basic concepts and to demonstrate these relationships.

The course describes material and production management in the company's processes, a material flow of significant dimensions.

You will also get knowledge about supply chain management, from material supply to production and distribution.

Objectives:

The purpose of the course is to provide you with basic skills needed to coordinate the supply, production and distribution functions in an efficient and professional manner.

Participants:

This course is for you, who need a basic introduction to the subject logistics. It is for people who are working, or are about to start working with logistic issues within production planning and development, production engineering, inventory management, purchasing, sourcing and other business professionals related to the flow of materials.

Course contents

- Economic terms
- Definition of Production Systems
- Production processes and systems
- Capacity Management and Control
- Material Requirements Planning

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 15 hours active study time.

Price:

390 Euro / student.

Basic Production Economy and Logistics

Organizing resources and competence

This course gives you, who work with production, a broad introduction to the subject production economy and logistics. The course explains and discusses the connection between economy and logistics and the basic terminology used in daily work situations.

This course is designed especially to suit group studies. It is divided into five parts, each requiring about 3 hours of active studies. Our suggestion for this course is to plan five study opportunities where a group of student gather to study together.

Objectives:

The objective of this education is for you to understand and be able to use various types of economic relationships as well as terminology concerning logistics and production engineering.

Participants:

This course is for you, who need a basic introduction to the subject production economy and logistics. You work with these issues as an operator, economist, logistics engineer, planner, purchaser, production technician or with quality and construction.

Course contents

- Meeting the Customer's Needs
- Budgeting and Use of Capital
- What is Logistics?
- Product Structure for Planning
- The Planning Process

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Flow by Lean and Logistics

Improvement in the efficiency of the operation

Concepts from Lean Production together with logistic methods can be combined to utilize company resources in an efficient way. Based on the company's competitive priorities for its products or services, the operation managers must select a flow strategy.

This determines how the operations system is organized to handle the volume and variety of products or services for a specific market segment.

Objectives:

The purpose of the course is to provide you with profound insights into how to combine lean production and logistics in a manufacturing system.

Participants:

This course is suitable for people working with production planning and development, production engineering, and other business professionals wanting to improve their skills.

Course contents

- Lean Thinking and Manufacturing Planning
- Flow Manufacturing
- Capacity Management
- Process Flexibility
- Cross-functional Coordination

Qualifications:

It helps to have some knowledge of basic logistics principles and some insights into lean production.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Introduction to Business Economics and Budgeting

Planning and organizing resources

Business economics is concerned with the use of company resources necessary for it to function. It is important to use the company's resources as efficiently as possible to satisfy customer needs. A budget is a plan of action for the future that is expressed in financial terms.

This course gives you, who work with production, a broad introduction to the subject business budgeting. The course explains and discusses the connection between economy and logistics and the basic terminology used in daily work situations to satisfy customers.

Objectives:

The objective of this education is for you to understand and be able to use business economics and budgeting to control the efficient use of company resources.

Participants:

This course is for you, who need a basic introduction to the subject economic control and budgeting. You work with these issues as a salesman, purchaser, logistics manager or engineer, production planner or technician or with quality and construction.

Course contents

- What is business economics
- Reasons for keeping inventory
- Basic financial concepts
- Budgeting phases
- Drawing up budgets

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 10 hours active study time.

Price:

300 Euro / student.

Meeting the customer's needs

Companies today hardly operate independently but rather in an integral chain of operations, which involves various actors. The concept of supply chain is about managing coordinated information and material flows, plant operations and logistics.

The fundamental premise of this philosophy is synchronisation within and between various supply chain members. This is coordinated controls of making supply meet demand.



Aggregate Supply Chain Planning

Coordinated control of making supply meeting demand

Global manufacturing has increased the complexity of companies supply and distribution structure. Companies today hardly operate independently rather in an integral chain of operations, which involves different actors such as suppliers, forwarders, consumers/customers etc.

The concept of supply chain is about managing: coordinated information and material flows, plant operations and logistics. The fundamental premise of this philosophy is synchronisation among multiple autonomous business entities represented in it. That is, improved coordination within and between various supply chain members.

Objectives:

The purpose of this course is to provide you with basic skills and insights into how to coordinate the supply, production and distribution functions in an integral chain of operations, meeting the customers´ needs.

Participants:

This course is for you, who need a basic introduction to the subject supply chain management. It is suitable when you are working or are about to start working with logistic issues in the company related to the flow of materials.

Course contents

- Cross-functional Coordination
- Supply Chain Dynamics
- Supply Chain Links to Operation Strategy
- Demand Management, Managing Uncertainty
- Aggregate Production Planning

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience from areas related to supply, production or delivery functions.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 15 hours active study time.

Price:

390 Euro / student.

Basic Demand Planning

To project aggregate demand for production planning

In demand planning estimates of customer requirements and capacity limitations use an aggregate plan to match the required resources. The demand plans of the organization will link strategic goals and objectives with the production plans.

This course explains and discusses various actions due to the planning horizon when managing demands for products to manufacturing and inventory.

Objectives:

The purpose of the course is to provide you with insights into how to ensure demand planning which is needed to coordinate the supply, production and distribution functions in an efficient and professional manner.

Participants:

This course is for you who need a basic introduction to the subject demand planning. You work with these issues as an inventory operator, economist, logistics engineer, production planner, purchaser, production technician or with quality and construction.

Course contents

- Demand Management and Forecasting
- Production and Distribution Chain
- Order Point System and Safety Stock
- Aggregate Planning
- Capacity Planning

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 15 hours active study time.

Price:

390 Euro / student.

Basic Supply Service

Meeting the customer's needs

To a large extent, running a business involves organizing resources and expertise in order to meet the customers' needs. It is important to be able to offer products and services that have a high customer value, and to do this better than the competition.

The course explains and discusses various actions regarding how resources should be organized to have an effective business concept when managing supply service for products from manufacturing and inventory.

Objectives:

The purpose of the course is to provide you with insights into how to conduct basic supply service needed to coordinate the production and distribution functions in an efficient and professional manner meeting the customer's needs.

Participants:

This course is for you, who need a basic introduction to the subject supply service. You work with these issues as an order or sales administrator, inventory operator, economist, logistics planner, purchaser or with quality matters.

Course contents

- Customer service and supply service
- Determining Service Levels
- Distribution and sales interface
- Delivery monitoring
- Manufacturing planning and control

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 15 hours active study time.

Price:

390 Euro / student.

Design of Logistics Concepts for Efficient Supply Chains

Designing Products from a Logistic Perspective

Product development process has become globally distributed with activities spread out both physically and at times, incorporating suppliers and customers. Design is a key competitive capability that is often neglected in the management of supply chains.

The design of a product is a starting point not only for its improvement of the physical characteristics, but also in the area of other conditions having impact on its logistics efficiency.

A logistically efficient product will be understood as goods or service that has a number of features which facilitate or support logistics management of this product or service.

Objectives:

The purpose of the course is to provide you with extended skills and insights into how to develop, adjust and coordinate logistics concepts in the supply, production and distribution functions in an integral chain of operations, meeting the customer's needs.

Participants:

This course is for you, who work with logistic issues within product and packaging development, production planning, production engineering, inventory management, distribution, transportation, and other business positions related to the integrated flow of materials and information.

Course contents

- Logistics Integration in Product Design
- Integrating Product Design into the Supply Chain
- Key Performance Indicators in Logistics
- Requirements of logistics and packaging in transportation
- Financial Measures of Supply Chain Performance

Qualifications:

Previous knowledge is required. It is preferable that you have some work experience from areas related to plan, source, make or delivery functions.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 30 hours active study time.

Price:

677 Euro / student.

Logistics and Supply Chain

Managing demand and product flows in a supply chain network

The internationalization of the world business has substantially increased the border-crossing activities between companies.

In order to manage its demand and product flows, common operations are conducted in a supply chain network. The implementation of this special relationship among business entities is a supply chain management system.

Supply chain management has implications on technology, structure, and resource issues in an enterprise system.

Objectives:

The purpose of the course is to provide you with extended skills and insights into how to develop and coordinate the supply, production and distribution functions in an integral chain of operations, meeting the customer's needs.

Participants:

This course is for you, who work with logistic issues within production planning and development, production engineering, inventory management, distribution, other business professionals related to the integrated flow of materials and information.

Course contents

- Logistics in Global Markets
- Supply and Distribution Structure
- Supply Chain Management Concept
- Aggregate Plans & Service Level Policy
- Capacity Planning & Physical Distribution

Qualifications:

Previous knowledge is required. It is preferable that you have some work experience from areas related to source, make or delivery functions.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 30 hours active study time.

Price:

677 Euro / student.

Tailoring the Supply Chain to Customer Needs

Meeting customers satisfaction in highly demanding markets

Today companies in general are exposed to highly demanding markets. These markets are often characterized as being turbulent and dynamic, meaning that customer requirements may change both quickly and often in unpredictable ways.

Companies often sell multiple products and serve customer segments with very different needs. Different products and segments have different implied demand uncertainty. Supply chain management seeks to synchronize the functions of a company and those of its suppliers to match the flow of materials, services, and information with customer demand.

Objectives:

The purpose of this course is to provide in-depth knowledge in the development and coordination of a company's purchasing, production and distribution functions to different customer segments through adapted strategies and policies in order to meet customer requirements.

Participants:

This course is aimed at those who work with logistics issues at strategic level within purchasing, marketing and distribution, production planning and market analysis, warehouse management and transport or with issues concerning international logistics.

Course contents

- A General Framework for Supply Chain
- Matching Supply and Demand Pattern
- Demand Mapping
- Distribution Channel Design and Dynamics
- Design Features for Responsive Supply Chains

Qualifications:

Prerequisite experience is required. You should have broad work experience from one of the following features: supply, distribution, manufacturing or international transportation.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Courses in Lean Production

Achieve more with fewer resourses

Lean Production has become the newest challenge in the industry. Its purpose is to achieve a process oriented and demand controlled production where everyone works according to a standardized way of working.

There is still a major potential of change in the industry but to be successful, one has to dare to challenge one's processes, both physically and mentally.



5S - Order and method

Organize your workplace

The 5S method can be a part in removing unnecessary and expensive activities in addition to increasing profits.

A standardized approach can be used to develop a superior efficiency and more pleasant place to work at. To succeed in the implementation of continuous improvement 5S is a tool that fits all organizations and companies.

The course 5S is linked to lean production, which often is a further step towards a more effective workplace.

Objectives:

This course will give you the basics of how to work with 5S as a tool to create a workplace where a clear structure exists.

The course may be a prelude to introducing Lean Production in your organization.

Participants:

The course is suitable for all organizations and companies. Whether you are a manufacturing company, distribution company or service, there is always a need to increase the knowledge to create a clear and structured activities.

Course contents

- The Process of Adding Value
- The Foundation of Lean Production
- How 5S Creates an Efficient Organization
- Incetives for improvement
- The Implementation of the Five Steps of 5S

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 5 hours active study time.

Price:

198 Euro / student.

Basic Lean Production

Do more with fewer resources

Lean Production means to only perform activities that add value to a product. In that way energy is released and can instead be used to develop and improve the organization.

Basic Lean Production is a wide course that gives you profound knowledge about the principles and methods used to eliminate all kinds of waste in the organization.

The course also describes how to work together to implement this philosophy in a company.

Objectives:

You will learn to understand and use various principles and methods to implement this long-term, resource-efficient philosophy in your company.

Participants:

The course is for you who work with organizational development and making the company's processes concerning processing of goods and services more effective, both to internal and external customers.

Course contents

- The Process of Adding Value
- Standardization,Stability and Quality
- Commitment and Teamwork
- Standardized Working Methods and Setup Time
- Implementing Lean Production

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 25 hours active study time.

Price:

587 Euro / student.

Introduction to Lean Production

Minimize waste and increase competitiveness

The philosophy behind Lean production is to minimize waste of resources in an organization and to put focus on customer satisfaction.

Introducing Lean in an organization is not a one-time project. Since the world is continuously changing, it takes continuous developments to be able to maintain a Lean organization.

The customer has new requirements, the demand varies and it is not certain that what was optimal yesterday is going to be optimal today.

Objectives:

This short course gives you an introduction to the principles and methods that form the foundation of Lean production.

You learn the importance of standardized work and how improved effectiveness is achieved through relatively simple measures.

Participants:

The course is intended for people working with production, production development and distribution.

Course contents

- What is Lean Production?
- Competitive Method of Working
- Standardization, Stability and Quality
- Customer Focus and Continuous Improvements
- Commitment and Teamwork

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 5 hours active study time.

Price:

198 Euro / student.

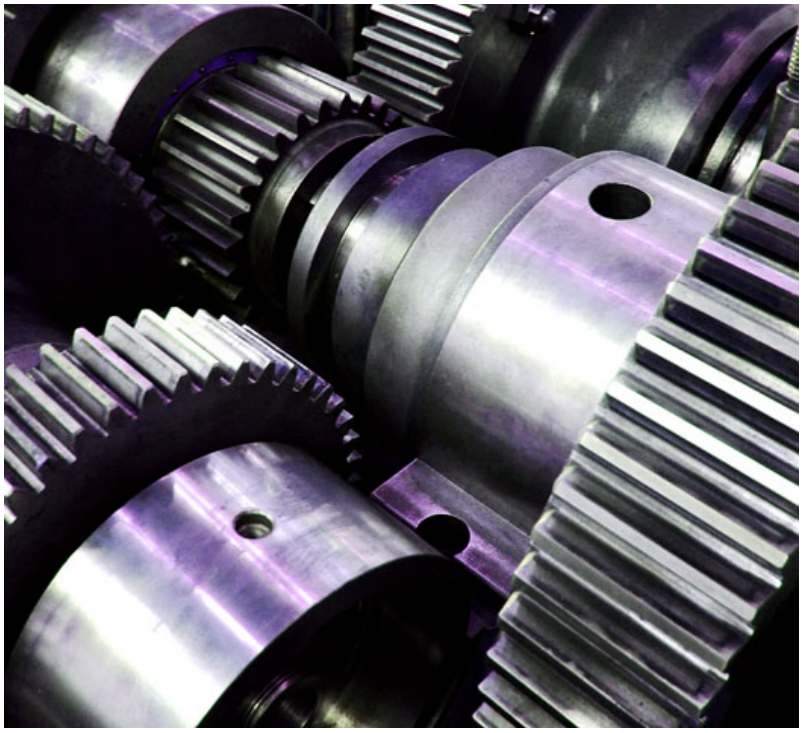
Courses in Total Productive Maintenance

The road to continuous improvement

TPM, Total Productive Maintenance is a holistic concept in maintenance engineering that describes a systematic approach by a dedicated staff to raise the overall equipment effectiveness of the company's productive processes.

Everyone in the company, with emphasis on operators and maintenance personnel should be engaged to eliminate different kinds of losses in the machine equipment and other processes.

There is great potential for improvement in the manufacturing industry, but one must dare to challenge their processes, the physical and mental ones.



Basic TPM

Engage employees and increase equipment efficiency

Total Productive Maintenance (TPM) is an approach that focuses on both the company's production equipment and its employees simultaneously. Operational reliability and a good maintenance work has important implications to an organization's performance.

The concept of TPM is based on three basic building blocks of monitoring malfunctions, operator maintenance and improvement teams. This course describes how to jointly implement this approach in a company.

Objectives:

You will learn to understand the importance of continuous monitoring of operational disruptions for developing the company's productive processes and increase the overall equipment effectiveness.

Participants:

The course is aimed at anyone working operationally with any function within the areas of production technology, production development, maintenance engineering, and development work on streamlining the company's manufacturing processes.

Course contents

- Follow-up of Operational Disruptions
- The Six Major Sources of Operation Losses
- Methods for Maintenance of Equipment
- Model for the Implementation of TPM
- Introduction of Operator Maintenance

Qualifications:

There are no formal knowledge requirements, but you are welcome to have some work experience from maintenance, production and production technology or process development.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 15 hours active study time.

Price:

390 Euro / student.

Operator Maintenance

To prevent errors and disruptions, and address them in the early stages

The TPM concept is based on that the operators through their knowledge and proximity to the machines know what to do to prevent errors and disruptions or detect them at an early stage. This reduces the loss in quality and the delivery reliability is improved.

Operational reliability and a good maintenance work has important implications to an organization's performance. This course describes how to develop operator maintenance and improve reliability.

Objectives:

You will learn to understand the importance of continuous monitoring of operational disruptions and making adapted measures, in order to develop the company's productive processes and increase the overall efficiency. The concept provides the operators a greater participation in the company's operation and its improvement work.

Participants:

The course is aimed at anyone working operationally with any function within the areas of production technology, production development, maintenance engineering, and development work on streamlining the company's manufacturing processes.

Course contents

- Fundamentals of Operator Maintenance
- TPM - Machine Reliability
- Operator and Specialist Maintenance
- Maintenance Concepts LCC, 7QC, OEE
- Control and Follow-up of Maintenance Work

Qualifications:

There are no formal knowledge requirements, but you are welcome to have some work experience from maintenance, production and production technology or process development.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 15 hours active study time.

Price:

390 Euro / student.

Courses in Purchasing

Balancing Supply and Demand

Purchasing is the "process of buying". Many assume that purchasing is solely the responsibility of the purchasing department. However, the function is much broader and, if it is carried out effectively, involves all departments in the company.

Purchasing and materials supply greatly influences the balance between demand and supply in a company.

Knowledge in technology, law, logistics and economy is combined with business negotiations to achieve a whole that works for both customer and supplier.



Basic Purchasing

Establishing the flow of materials into the company

Basic Purchasing is a course for those making purchasing decisions in their everyday work and wants to create a structure into their purchasing process.

For those who are planning a career in sourcing, this course is a good first step in the ongoing competence development. It will give a basic knowledge of purchasing techniques, logistics, and business economics.

The course concerns good purchasing policy, factors in selecting suppliers and Price Negotiation.

Objectives:

The purpose of the course is to provide you with basic skills needed to conduct purchasing negotiations in an efficient and professional manner.

Participants:

People involved in purchasing and sourcing who require broad based training in purchasing to provide them with a basic introduction to professional sourcing.

The course is ideal for new purchasing staff and employees who have been given greater cost accountability.

Course contents

- Purchasing Cycle and Ordering
- Establishing Specifications, Quotations
- Factors in Selecting Suppliers
- Cost Comparison, Make or Buy
- Negotiation and Contract Buying

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 25 hours active study time.

Price:

587 Euro / student.

International Purchasing

How to purchase in a one-world market

The demand for purchasing and negotiating skills is growing steadily since the importance of the purchasing function is increasing due to the operation on a global market. Negotiations are frequently held in a complex, global and multi-cultural environment.

Breakthroughs in transportation and communications bring foreign suppliers practically as close as domestic ones. The course will give you extensive knowledge in international purchasing, supplier contacts, and negotiation planning and tactics.

Objectives:

The purpose of the course is to provide you with profound skills required to conduct international purchasing and negotiation in an efficient and professional manner.
At the end of the course you will have gained a comprehensive picture of the purchasing and negotiation process.

Participants:

Purchasing, sourcing, sales and other business professionals wanting to improve their skills in purchasing, negotiation and how to reach agreements with international counterparts or strategic suppliers and customers.

Course contents

- Purchasing in Worldwide Economy
- Purchasing Strategy & Policies
- Establishing Supplier Relationships
- Purchase Planning. Negotiation and Buying
- Price and Value. Purchasing Performance

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 30 hours active study time.

Price:

677 Euro / student.

Introduction to International Purchasing

Purchasing on a global market

The demand for purchasing skills is growing steadily since the importance of the purchasing function is increasing due to the operation on a global market. Breakthroughs in transportation and communications bring foreign suppliers practically as close as domestic ones.

The introduction course will give you knowledge in international purchasing and supplier contacts of the purchasing process.

Objectives:

This course aims to provide insights into the work of international purchasing and contacts with suppliers.

Participants:

The course is for anyone who works with purchasing, supply or sale and who want to expand their knowledge in purchasing and supplier relations.

Course contents

- Purchasing in Worldwide Economy
- Quality Definition Aspects
- Factors in Selecting Suppliers
- Establishing Supplier Relationships
- Supplier Performance

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 10 hours active study time.

Price:

300 Euro / student.

Operational Purchasing

Purchasing of goods and services in a cost effective way

The everyday call-off and material planning routines, namely the acquisition process, is carried out within the operational purchasing. These buyers have a close contact with suppliers. Logistics working methods and holistic thinking are common in this work. Knowledge of logistics is therefore important for operational purchasers.

Operational purchasing is usually a decentralized function in the company organization with placement near the flows of materials and services within production and administration.

Objectives:

This course gives you a good insight into the use of logistics knowledge in the purchasing work to procure goods and services at the right quality and at the best cost for the company, in a way that provide a good flow.

Participants:

The course is intended for those who work or intend to work with operational purchasing issues and call-off within materials supply.

Course contents

- The Materials Supply Function
- Demand-driven Materials Supply and Production
- Supplier Cooperation and Customer Service Agreements
- Controlling Materials Flow in Inventory
- Follow-up of Delivery Performance

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Purchase Planning

To participate in company forecasting and planning

The demand for purchasing and negotiating skills is growing steadily since the importance of the purchasing function is increasing due to the operation on a global market.

Negotiations are frequently held in a complex, global and multi-cultural environment.

Objectives:

This course aims to give you a deeper knowledge needed to work with planning purchases in an efficient and professional manner. At the end of the course you will have gained a deeper understanding of purchasing and planning processes.

Participants:

The course is for anyone who works with purchasing, supply or sale and who want to expand their knowledge in purchasing and planning.

Course contents

- Purchasing and Inventory Management
- Purchasing Strategy
- Purchase Planning and Forecasting
- Price Setting
- Economic Order Quantity and Discounts

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 10 hours active study time.

Price:

300 Euro / student.

Purchasing and Supplier Planning

The daily work of purchasing

Why is the roll of the purchasing function becoming increasingly important in today's society? The course in Purchasing and Supplier Planning focuses on the purchasing aspect of logistics and deals with issues such as supplier contacts.

The course shows how you, as person responsible for daily purchasing decisions, can get a structured grip on the entire purchasing process.

Objectives:

The purpose of the course is to provide you with basic knowledge about the purchasing process, methods and tools used to make professional purchases and how to cooperate with suppliers.

Participants:

People who are working, or are about to start working with purchasing issues, procurement of material, sales, project management, designing specifications of requirement or have a cost responsibility regarding maintenance and supplier contacts.

Course contents

- The materials supply function
- Purchasing and supplier relationships
- Supplier cooperation
- Purchasing and strategies
- Purchase planning

Qualifications:

Participants should have knowledge in basic logistic principles acquired from previous studies or from work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 15 hours active study time.

Price:

390 Euro / student.

Purchasing and Supply

An important part of a company

The role of the purchaser is more and more becoming an important part of the company's overall competitiveness.

From previously having the role as an order clerk, the purchaser is now an important business person who has extensive knowledge of commercial, technical as well as international issues.

Objectives:

This course provides you with profound insights into how to coordinate the purchasing and supply activities of your company. It will also teach you how to specialize and concentrate on areas of core competency, which results in a reduced supplier base and the creation of more long-term strategic alliances.

Participants:

People who are working, or are about to start working with purchasing issues, procurement of material, sales, project management, designing specifications of requirement or have a cost responsibility regarding maintenance and supplier contacts.

Course contents

- The role of the purchasing function
- Materials supply concepts
- Order point systems
- Delivery monitoring and control
- Designing the supplier structure

Qualifications:

Participants should have knowledge in basic logistic principles acquired from previous studies or from work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 25 hours active study time.

Price:

587 Euro / student.

Purchasing in Evolution

To operate in a one-world market

Almost all businesses have to learn to operate in a one-world market. Breakthroughs in transportation and communications bring foreign suppliers practically as close as domestic ones. Plant visits and negotiating sessions have become almost a routine for many industrial buyers.

Rapid advances in technology have redirected certain aspects of business and technical education and have created demand for new types of specialists in procurement. The purchasing function and their staffs are being called on to play an active role in managing change.

Objectives:

This course provides you with profound insights into the scope of authority for purchasing to meet the demand for an active role in managing change and to operate in a one-world market.

Participants:

People who are working, or are about to start working with purchasing issues, need planning and analysis, supplier development, project management, designing specifications of requirement or have a cost responsibility regarding maintenance and supplier contacts.

Course contents

- Purchasing in Worldwide Economy
- Sustainable Phurchasing, Ethical Standards
- Scope of Authority for Purchasing
- Purchasing and Quality Assurance
- Supplier Relationship Management

Qualifications:

Participants should have knowledge in basic logistic principles and purchasing acquired from previous studies or from work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Risk Management of Supplier Network

Managing supply chain risks

Risks have always been part of the supply chain. There are an infinite number of factors in supply chain disruptions which may affect the cost, timing, or risk of a supply chain at any given time. Risks vary from business to business but by considering the worst-case scenario for each situation, solutions can be brought to light in the event they should occur.

Risk management can help reduce the complexity of a problem and prevent problems altogether. The purpose of risk management is to reduce the occurrence of disruption events and enable the company's capability to minimize the impact when they happen.

Objectives:

This course provides an in-depth insight into the supply chain processes and the need for comprehensive work with a view to identifying and assessing risks on supply chains to and from the company, as well as designing strategies for selecting and locating suppliers to reduce the risks and effects of disruptions.

Participants:

The course is intended for those who work or intend to work with strategic planning, forecasts, purchasing, materials supply and distribution issues at a strategic and internationally level.

Course contents

- Managing supply chain risks
- Designing the supplier structure to minimize risks
- Supplier risk management techniques
- Measures of supply chain risk control
- Measures of supply chain performance

Qualifications:

No formal knowledge is required, but it is preferable if you have wide work experience within purchasing, production, logistics and transports where analyzes and external knowledge are used.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Strategic Purchasing

Design of internal and external policies

Strategic purchasing is usually at the highest level of responsibility within a company's purchasing operations and basically it is always a centralized function. Sometimes the role also includes global responsibility for the Group. The purchase share in the company's business is growing and the role of purchasing is increasingly important for the company's overall competitiveness.

The purpose of strategic purchasing is to enable business and solutions that improve the company's profitability. It includes working with analyzes, strategies and relationships.

Objectives:

This course provides an in-depth insight into the supply process and an overall strategy in order to develop goals and guidelines for the company's purchasing activities and to design assortment and supplier strategies.

Participants:

The course is intended for those who work or intend to work with purchasing and material supply issues at a strategic level.

Course contents

- Purchasing Operations Structure
- Overall Planning and Strategies
- Design of Supplier Structure
- Materials Supply and Purchasing Strategy
- Supplier Development and Relationships

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Courses in Production Logistics

Achieving Effective Logistic Solutions

Manufacturing companies are in the business of converting raw materials to a form that is of far more value and use to the consumer.

Different kinds of production strategies affect a company's ability to flexibility and productivity.

The type of product and production are decisive factors when making strategy decisions concerning purchasing, logistics and customer service.



Capacity Management

Capacity management is concerned with supplying the necessary resources

A production system consists of inputs, processes, outputs and information flows that connect with customers and the external environment.

Operating decisions, sometimes called the operations infrastructure, deal with operating the facility after it has been built. The types of decisions in this category often require long-term commitments.

The course explains and discusses how resources should be planned for and organized in order to supply required service.

Objectives:

The purpose of the course is to provide you with insights into how to conduct capacity management needed to coordinate resources of the production and distribution functions in an efficient and professional manner meeting the customers' needs.

Participants:

This course is for you, who need a basic introduction to the subject supply service. You work with these issues as an order or sales administrator, inventory operator, economist, logistics planner, purchaser or with quality issues.

Course contents

- Managing the Operation
- Capacity Planning
- Aggregate Planning
- Demand Management
- Capacity Requirements Plan

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience from production planning.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Manufacturing Planning and Control

Planning for and controlling the resources

To get the most value out of our resources we must design production processes that make products most efficiently. Managing the operation means planning for and controlling the resources used in the process.

Manufacturing Planning and Control, MPC, is responsible for the planning and control of the flow of materials through the manufacturing process.

Objectives:

This course provides you with profound insights into how to coordinate the supply, production and distribution functions. It will also teach you how to balance conflicting objectives to minimize the total of all the costs involved and maximize customer service.

Participants:

People working with production planning and development, production engineering, inventory management, purchasing, sourcing, and other business professionals wanting to improve their skills in manufacturing planning and control.

Course contents

- Production Planning and Control System
- Making the Master Production Schedule
- Material Requirements Planning
- Capacity Management
- Production Activity Control

Qualifications:

Participants should have knowledge of basic logistic principles and some insights into production planning.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 35 hours active study time.

Price:

767 Euro / student.

Master Planning in Production

Optimizing manufacturing operations

Managing the operation means planning for and controlling the resources used in the process.

Production planning systems helps to ensure an efficient optimization work from the very early stages of concept planning through the production. It helps optimize material flow, resource utilization and logistics for all levels of plant planning.

Managers must carefully link both strategic and tactical decisions for maximum effectiveness.

Objectives:

This course provides you with profound insights into how to ensure an efficient optimization work from the very early stages of concept planning through the production. It will also teach you how to optimize material flow, resource utilization and logistics for different levels of production planning.

Participants:

People working with production planning and development, production engineering, inventory management, purchasing, sourcing, and other business professionals wanting to improve their skills in master planning in production.

Course contents

- Strategies Based on Flows
- Managing Material Flows
- Manufacturing Planning and Control System
- Making the Production Plan
- Production and Distribution Chain

Qualifications:

Participants should have knowledge of basic logistics principles and some insights into production planning.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 25 hours active study time.

Price:

587 Euro / student.

Courses in Warehouse & Distribution

Achieving the Best Customer Service

Good inventory management is essential since it is responsible for planning and controlling inventory from the raw material stage at a company to the inventory of delivered finished goods.

Handling warehousing has become a prioritized area since the warehouse has a major influence on the costs for logistics and the performance of customer service.

Focus is rather put on a fast flow than in extensive warehousing.



Basic International Transport Law

The transport law is an important part of international trade.

International trade is characterized by complexity since different areas of law and regulations meet and the number of parties involved in a single transaction can be significant. The logistical chain of transport from producer to consumer is becoming increasingly complex with increased globalization. Therefore, well-functioning and efficient transport is required.

The freight forwarder's task is to organize international and national freight transport on behalf of others. The responsibility of the freight forwarder and the carrier is governed by different rules, but they only have limited liability. Incoterms are a necessary element in every international purchase agreement together with various insurance solutions.

Objectives:

The course gives you broad insights into various issues when it comes to managing the import and export of goods as transport services in different forms of transport in a global perspective. You get also insights into the delivery terms Incoterms 2020 and customs technology.

Participants:

The course is aimed at people who work with transport, purchasing, distribution and warehouse.

Course contents

- International Freight Transport
- General Legal Principles
- Incoterms and Combiterms Delivery Conditions
- Goods and Liability Insurance
- Selection of Suppliers for Sustainable Transport

Qualifications:

There are no formal knowledge requirements, but you should preferably have worked for some time in the field.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 25 hours active study time.

Price:

587 Euro / student.

Distribution and Logistics

The logistic chain of transportation from producer to consumer

Distribution pertains to the flow from producer to consumer. The word refers to the activity of making products physically available for the market and customers.

The logistic transportation chain from producer to consumer is becoming ever more complex since more and more products are being manufactured based on customers' wishes and delivered according to customers' specifications.

This entails demands for fast and flexible transportation and logistics solutions but also puts focus on environmental aspects.

Objectives:

The objective of this course is for you to understand the roll of the transportation function in the logistics chain.

The purpose is to provide you with a basic knowledge of the daily functions of a distribution system.

Participants:

The course is for you, who work with transports, purchasing, distribution and inventories.

Course contents

- Distribution and availability
- Customer service and supply service
- Transportation and logistics
- Packaging logistics
- Logistics versus the environment

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Introduction to Inventory Management

Inventories decouple supply and demand

The overall objective of an inventory is to ensure that goods arrive in the desired quantity when they are needed.
Good inventory management is essential since it is responsible for planning and controlling inventory from the raw material stage at a company to the inventory of delivered finished goods.

This course explains and discusses the connection between managing demands for products to manufacturing and the market place.

Objectives:

The purpose of the course is to provide you with insights into how to ensure that goods arrive in the desired quantity when they are needed in production and market organization.

Participants:

This course is for you, who need a basic introduction to the subject inventory management. It is for you, who work with these issues as an inventory operator, economist, logistics engineer, planner, purchaser, production technician or with quality and construction.

Course contents

- Inventory Management
- Production and Distribution Chain
- Demand Management
- Characteristics of Forecasting
- Demand Ordering Systems

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 10 hours active study time.

Price:

300 Euro / student.

Introduction to Transport Law

International regulations for global transport of goods

The logistical chain of transport from producer to consumer is becoming increasingly complex with increased globalization. Therefore, well-functioning and efficient transport is required. The freight forwarder's task is to organize international and national freight transport on behalf of others.

The freight forwarder's responsibility is regulated according to different rules, depending on the role of the execution in an assignment. It affects the design of documents, liability and insurance. The delivery rules Incoterms 2020 are a necessary element of every international purchase agreement.

Objectives:

The course gives you insights into various issues when it comes to managing the import and export of goods in a transport service. You get also insights into the delivery terms Incoterms 2020 and customs technology.

Participants:

The course is aimed at people who work with transport, purchasing, distribution and storage.

Course contents

- Transport and Logistics
- Forwarder's Documents and Responsibilities
- Purchase Agreement for Transport Services
- Delivery Conditions and Insurances
- Liability Issues in Transport

Qualifications:

There are no formal knowledge requirements, but you have worked for some time in the field.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 15 hours active study time.

Price:

390 Euro / student.

Inventory Management

Planning and controlling inventory effectively

Inventories are materials and supplies carried on hand either for sale or to provide material or supplies to the production process. They are part of the planning process and provide a buffer against the differences in demand rates and production rates.

The overall objective of an inventory is to ensure that goods arrive in the desired quantity when they are needed.

Objectives:

The purpose of the course is to provide you with profound insights into how to ensure that goods arrive in the desired quantity when they are needed in production and market organization.

Participants:

People working with production planning and development, inventory management, purchasing, sourcing, distribution, transportation, sales and other business professionals wanting to improve their skills in inventory management.

Course contents

- Objectives of Inventory
- Managing Assets and Material Flows
- Ordering Quantities and Safety Stock
- Demand Forecasting
- Capacity Management

Qualifications:

Participants should have knowledge in basic logistic principles, production planning, distribution and inventory administration.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 25 hours active study time.

Price:

587 Euro / student.

Managed Packaging for Supply Chain

To stand up to impacts along the supply chain

There has been a growing interest in the efficiency of packaging design in global supply chains. The packaging follows the product throughout the supply chain, from the supplier to the consumer, and thereby in a decisive manner affects the costs.

Because most shipments are subject to be handled in more than one mode of transportation throughout their journey, packaging needs to be designed to stand up to impacts from physical and climatic conditions, in order to reach the customer in good condition even the last mile.

Objectives:

The aim of the course is to provide you with knowledge and understanding of the essential requirements on the design of packaging to cope with the stresses of supply chains built around intermodal transport systems with a global scale.

Participants:

The course is aimed at people who work with packaging design, distribution, logistics, warehousing, transportation, purchasing, export and import activities of products in global trade.

Course contents

- Basics of Supply Chain Management
- Packaging in the Supply Chain
- The Requirements on Packaging Design
- Packaging in the Transport Chain
- Common Damage Failure Modes in Supply Chain

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience in this field.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Packaging for Distribution and Shipping

Understanding how packaging systems and logistics systems interact

Packaging logistics is defined as an approach with the purpose of developing packaging and packaging systems that support the logistics process and meet demands from customers. It should be regarded as an integrated part of the supply chain and not as an isolated part.

A traditional view on packaging is that its focus and purpose is to protect the product while it is being shipped and stored. Too much protection will increase costs while too little protecting can result in lack of quality.

Objectives:

The aim of the course is to provide you with knowledge and understanding of the essential requirements on the design of packaging coping with the stress of the logistics chain in the handling of distribution and export of valuable goods.

Participants:

The course is aimed at people who work with transportation, purchasing, distribution, export and storage of products and spare parts to be delivered against requirements.

Course contents

- Packaging in the Supply Chain
- Packaging of Products and Risk Planning
- Unitization of Goods and Load Securing
- Package Design for Supply Chain Efficiency
- Returnable or One-way Packaging

Qualifications:

No previous knowledge is required, but it is preferable if you have some work experience in this field.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 20 hours active study time.

Price:

497 Euro / student.

Physical Supply and Distribution

Moving goods in the distribution chain

Physical supply and distribution includes all the activities involved in moving goods, both from the supplier to the beginning of the production process and from the end of the production process to the consumer.

The objective of distribution management is to design and operate a distribution system that attains the required level of customer service and does so at least cost.

Objectives:

The purpose of the course is to provide you with profound insights into how to ensure that goods arrive at the warehouse of the production process or from the end of the production process to the consumer in an optimal way.

Participants:

People working with production planning and development, inventory management, purchasing, sourcing, distribution, transportation, sales and other business professionals wanting to improve their skills in physical supply and distribution.

Course contents

- Managing the Physical Distribution
- Warehouse Management. Unitization
- Physical Elements of Carriage
- Production and Distribution Chain
- Transport Services & Mode

Qualifications:

Participants should have knowledge of basic logistic principles, production planning, distribution and inventory administration.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 25 hours active study time.

Price:

587 Euro / student.

Courses in Leadership

The art of managing people

In today's complex, rapidly changing and knowledge-intensive organizations, high demands is put on the leader to exercise leadership. Every time and every situation requires its leadership.

Successful development and change requires that the persons running the business have the skills and ability to communicate and lead.

It's about involving the employees in the work and understand how motivation and confidence are created in different situations.



Managers and Managing

Methods for achieving organizational goals

Organizations provide goods or services to their customers or clients and offer career opportunities to their members. Management has been called “the art of getting things done through people”.

Management is the process of planning, organizing, leading and controlling the efforts of organization members and of using all other organizational resources to achieve stated organizational goals.

Who the leaders actually are will probably be more obvious in some organizations than in others.

Objectives:

The purpose of the course is to provide you with extended skills and insights into how to motivate and coordinate the managing process of an organization to achieve stated organizational goals and continuously improve the performance.

Participants:

People working with planning, organizing, leading and controlling the efforts of people and other organizational resources to achieve stated organizational goals.

Course contents

- Motivation in Organizations
- The Importance of Communication
- Management of Competence
- Use of Organizational Resources
- Supply Chain Management Concept

Qualifications:

Previous knowledge is required. It is preferable that you have some work experience from areas related to managing an organization or a group of people.

Training Method:

Studied over the internet via our e-learning platform Instant education.

Duration:

Approximately 25 hours active study time.

Price:

587 Euro / student.