

**MINNESOTA WEST COMMUNITY & TECHNICAL COLLEGE  
COURSE OUTLINE**

DEPT. SBM

COURSE NO. SBMT2132

NUMBER OF CREDITS: 1

COURSE TITLE: SBM Inventory Management

CATALOG DESCRIPTION: In this course the business owner or manager will focus on inventory turnover and management in the small business operation.

AUDIENCE: Small Business Owners & Managers

FULFILLS MN TRANSFER CURRICULUM AREA(S): *N/A*

PREREQUISITES OR NECESSARY ENTRY SKILLS/KNOWLEDGE: None

LENGTH OF COURSE: Semester

THIS COURSE IS USUALLY OFFERED:

Every other year  fall  spring  summer  undetermined

Four goals are emphasized in course at Minnesota West Community & Technical College:

1) ACADEMIC CONTENT:

- a. Identify inventory source documents
- b. Identify tracking options
- c. Define inventory methods

2) THINKING SKILLS:

- a. Select inventory items to track
- b. Select inventory control system
- c. Record starting inventory levels
- d. Create inventory reports

3) COMMUNICATIONS SKILLS:

4) HUMAN DIVERSITY:

TOPICS TO BE COVERED:

- 1) Organization and management of inventory

2) LIST OF EXPECTED COURSE OUTCOMES:

Creation of business inventory records and reporting system

LEARNING/TEACHING TECHNIQUES used in the course are:

- |   |   |
|---|---|
| <input type="checkbox"/> Collaborative Learning | <input checked="" type="checkbox"/> Problem Solving     |
| <input type="checkbox"/> Student Presentations  | <input type="checkbox"/> Interactive Lectures           |
| <input type="checkbox"/> Creative Projects      | <input checked="" type="checkbox"/> Individual Coaching |
| <input type="checkbox"/> Lecture                | <input type="checkbox"/> Films/Videos/Slides            |
| <input type="checkbox"/> Demonstrations         | <input type="checkbox"/> Other (describe below)         |
| <input type="checkbox"/> Lab                    |   |

ASSIGNMENTS AND ASSESSMENTS FOR THIS CLASS INCLUDE:

- |   |                                     |   |
|---|-------------------------------------|---|
| <input type="checkbox"/> Reading                | <input type="checkbox"/> Tests      | <input checked="" type="checkbox"/> Individual Projects |
| <input type="checkbox"/> Oral Presentations     | <input type="checkbox"/> Worksheets | <input type="checkbox"/> Collaborative Projects         |
| <input type="checkbox"/> Textbook Problems      | <input type="checkbox"/> Papers     | <input type="checkbox"/> Portfolio                      |
| <input type="checkbox"/> Group Problems         | <input type="checkbox"/> Term Paper |   |
| <input type="checkbox"/> Other (describe below) |                                     |   |

EXPECTED STUDENT LEARNING OUTCOMES: See above

**The information in this course outline is subject to revision**

**Veteran Services:** Minnesota West is dedicated to assisting veterans and eligible family members in achieving their educational goals efficiently. Active duty and reserve/guard military members should advise their instructor of all regularly scheduled military appointments and duties that conflict with scheduled course requirements. Instructors will make every effort to work with the student to identify adjusted timelines. If you are a veteran, please contact the Minnesota West Veterans Service Office.

To receive reasonable accommodations for a documented disability, please contact the campus Student Services Advisor or campus Disability Coordinator as arrangements must be made in advance. In addition, students are encouraged to notify their instructor.

**This document is available in alternative formats to individuals with disabilities by contacting the Student Services Advisor or by calling 800-658-2330 or Minnesota Relay Service at 800-627-3529 or by using your preferred relay service.**

**A Member of the Minnesota State Colleges and Universities System  
An Affirmative Action Equal Opportunity Educator/Employer**