

Facilities Planning and Work Design

EIN 4360C Section 13624

Class Periods: Tuesday, Period 2-3, 08:30 AM to 10:25 AM, **Location:** [ROL 0205](#)

Class Periods: Wednesday, Period 3, 09:35 AM to 10:25 AM, **Location:** [NRN 1151](#)

Class Periods: Thursday, Period 3, 09:35 AM to 10:25 AM, **Location:** [FLG 0265](#)

Academic Term: Spring 2020

Instructor: Sanaz Motamedi, Ph.D. Industrial and Systems Engineering

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Course Description

This course introduces fundamental concepts in several main areas of industrial engineering such as facility planning, material handling systems, work analysis and design. Topics such as analysis and design of workspace and flow, facility location and layout, material handling systems, motion and time studies and work sampling are covered. The course is worth 4 credits.

Course Pre-Requisites / Co-Requisites

Prerequisites or Co-requisites are as follows: Prereq: EML 2023 (Computer Aided Graphics and Design), ENC3246 (Professional Communications), all with Minimum grades of C; Coreq: EIN4354 (Engineering Economy).

Course Objectives

To gain an understanding of basics and principle methodologies relevant to facilities planning, materials handling, and work design. To obtain first-hand experience by identifying a project in an industrial or other business setting and by formulating, analyzing and solving the relevant professional problem. To learn working in teams and to gain the ability to make effective presentations.

Required Textbooks

- Facilities Planning, by James A. Tompkins, et al. 4th edition, John Wiley & Sons, 2010. ISBN: 97804704444047.
- Note: You may share with a peer or class mate.

Professional Component (ABET):

This course contributes to ensuring that the following program educational objectives of our BSISE program are met:

Within 5 years of graduation, BSISE graduates...

- Are successful professionals using industrial and systems engineering skills;
- Acquire advanced knowledge through continuing education or advanced degree programs;
- Are active leaders in their profession and/or community.

Relation to Program Outcomes (ABET):

Outcome	Coverage*
1. Identify, formulate, and solve engineering problems	High
2. Apply engineering design ... consideration of public health, safety, and welfare as well as global, cultural, social, environmental, and economic factors	Medium
3. Communicate effectively with a range of audiences	
4. Recognize ethical and professional responsibilities ... impact of engineering solutions in global, economic, environmental, and societal contexts	Medium
5. Function effectively on a team ... provide leadership, create a collaborative and inclusive environment ...	Low
6. Develop and conduct appropriate experimentation, analyze, and interpret data ...	
7. Ability to acquire and apply new knowledge as needed ...	

Course Schedule

Week	Date	Topic	Deliverables
Week 1	Tuesday, Jan 7th	Course Overview, Chapter 1: Intro	Ch1
	Wednesday, Jan 8th	Examples & Chapter 2: Info Gathering, PP&S	Ch2
	Thursday, Jan 9th	Examples & Chapter 2: Info Gathering, PP&S	Ch2
Week 2	Tuesday, Jan 14th	Info Gathering, PP&S Part 2	Ch 2
	Wednesday, Jan 15th	Flow and Activity Relationships	Ch3
	Thursday, Jan 16th	Flow and Activity Relationships	Ch3, Assignment 1
Week 3	Tuesday, Jan 21th	Layout Alternatives	Ch 4&5
	Wednesday, Jan 22nd	Layout Planning Models and Algorithms	Ch 6
	Thursday, 23rd	Layout Planning Models and Algorithms	Ch 6, Assignment 2
Week 4	Tuesday, Jan 28th	Layout Planning Models and Algorithms Lab	
	Wednesday, Jan 29th	Project 1: Overview and Class Time	Assignment 3
	Thursday, Jan 30th	Project 1: Overview and Class Time	Assignment 3

Week 5	Tuesday, Feb. 4th	Review Session	
	Wednesday, Feb. 5th	Exam 1	Ch 1-6
	Thursday, Feb. 6th	No Class- due to the exam	
Week 6	Tuesday, Feb. 11th	Warehouse Layout/Manufacturing Systems	Ch 7&8
	Wednesday, Feb. 12th	Facilities System / Project Management (PERT)	Ch 9
	Thursday, Feb. 13th	Facilities System / Project Management (PERT)	Ch 9
Week 7	Tuesday, Feb. 18th	Evaluating and Selecting the Plan,	Ch 11
	Wednesday, Feb. 19th	Break Even Analysis	
	Thursday, Feb. 20th	Break Even Analysis	
Week 8	Tuesday, Feb. 25th	AHP/PERT Lab	
	Wednesday, Feb. 26th	Project 2: Overview and Class Time	Project 1
	Thursday, Feb. 27th	Project 2: Overview and Class Time	
Week 9	Tuesday, March 3rd	No Class- Spring Break	
	Wednesday, March 4th	No Class- Spring Break	
	Thursday, March 5th	No Class- Spring Break	
Week 10	Tuesday, March 10th	Fac Loc - Minisum/Minimax	Ch 10
	Wednesday, March 11th	Facility Location Lab	
	Thursday, March 12th	Facility Location Lab	
Week 11	Tuesday, March 17th	Ergonomics Guest Lecture	
	Wednesday, March 18th	Hand Tool Design Lab	
	Thursday, March 19th	Hand Tool Design Lab	
Week 12	Tuesday, March 24rd	Review Session	Project 2
	Wednesday, March 25th	Exam 2	Cumulative, Ch 1-11
	Thursday, March 26th	No Class- due to the exam	
Week 13	Tuesday, March 31th	Work Sampling	
	Wednesday, April 1st	Work Sampling/Break Even Lab	
	Thursday, April 2nd	Work Sampling/Break Even Lab	
Week 14	Tuesday, April 7th	Time Study Introduction	
	Wednesday, April 8th	Time Study Lab	
	Thursday, April 9th	Time Study Lab	
Week 15	Tuesday, April 14th	Cognitive Ergonomics Introduction	
	Wednesday, April 15th	Cognitive Ergonomics Lab	
	Thursday, April 16th	Cognitive Ergonomics Lab	
Week 16	Tuesday, April 21st	Review Session	
	Final Exam	Cumulative	Cumulative

Evaluation of Grades

Name	Technical Grade %
Top Hat	10
Homework/In Class Assignments	25

Exam 1	15
Exam 2	15
Exam 3	15
Projects	20

Grading Policy

Term exam dates will be announced well in advance. Missing an exam without substantial **PRIOR** notification will result in a zero grade for that exam. Final Grades will be based on classroom participation, exams, projects, and homework assignments and it will be rounded off to the nearest integer, and assigned on the standard scale as follows:

Percent	Grade
93 - 100	A
90 - 92	A-
87 - 89	B+
83 - 86	B
80 - 82	B-
77 - 79	C+
73 - 76	C
70 - 72	C-
67 - 69	D+
63 - 66	D
60 - 62	D-
0 - 59	E

Top Hat

We will be using the Top Hat (www.tophat.com) classroom response system in class. You will be able to submit answers to in-class questions using Apple or Android smartphones and tablets, laptops, or through text message. (\$20 - 4 months; \$30 - 12 months; \$55 - Lifetime)

You can visit the Top Hat Overview (<https://success.tophat.com/s/article/Student-Top-Hat-Overview-and-Getting-Started-Guide>) within the Top Hat Success Center which outlines how you will register for a Top Hat account, as well as providing a brief overview to get you up and running on the system. An email invitation will be sent to you by email, but if don't receive this email, you can register by simply visiting our course website:

Unique Course URL. Note: our Course Join Code is **689372**. Top Hat will require a paid subscription, and a full breakdown of all subscription options available can be found here: www.tophat.com/pricing. Should you require assistance with Top Hat at any time, due to the fact that they require specific user information to troubleshoot these issues, please contact their Support Team directly by way of email (support@tophat.com), the in app support button, or by calling 1-888-663-5491.

A portion of your final grade (10%) will be dependent on your participation in class activities using the Top Hat system. Your grade for this portion of the course content will depend on you demonstrating consistent and effortful (but not necessarily perfect) engagement with the material presented through Top Hat during the semester.

E-Learning/Canvas

Major announcements and important documents, such as homework assignments, and project handouts will be posted on Canvas. In addition, homework, projects, and assignments will also need to be submitted online. If you submit a scan or photo of handwritten work, it is your responsibility to ensure that the submitted document is legible, otherwise it will not be graded. Please follow any digital submission guidelines that are provided.

E-mail Communications

You are required to use your UF email address for the purposes of this class. The instructor will not be responsible for: 1) Emails that do not reach you because you do not check or use your UF address; or 2) Emails that I do not receive because they are filtered into junk mail because they do not come from your UF address; or 3) Emails that you do not receive to your UF account because your mailbox is full.

Attendance Policy and Class Expectations

Attendance is not required; however, it is strongly recommended. It will be to your benefit to attend all lectures. Students will be responsible for **all** material covered in class. There are several in-class assignments.

Lectures are there to facilitate efficient learning. You should be focused on the course material and the in-class exercises assigned, not on activities that do not contribute to you and your classmates' understanding of the course work. Those who behave inappropriately will be asked to leave. If you cannot follow the lecture anymore, you can leave the class quietly; I will not be offended. Please, remember to turn your digital devices to silent when you enter the classroom.

Exam and Make-Up Policy

To assess student learning, students will be given three Exams. The exams will be scheduled one week in advance. Make-up tests will be given for unanticipated absences **ONLY** (e.g., illness with a doctor's report, death in family, but **NOT** for Employment interviews, employer events, weddings, vacations, etc). Excused absences must be consistent with university policies in the undergraduate catalog (<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>) and require appropriate documentation. If you missed an exam due to a health problem, you will need to provide documentation that indicates the date of the visit. A note indicating that you were seen at the health center the day of the exam is not sufficient documentation of a medically excused absence from an exam. The note must say that you were medically unable to take the exam.

In case of an exam conflict, you will need to present evidence of the conflict to the instructor.

In-class assignments can only be made-up if the student alerts the instructor prior to the class period missed. Arrangements must be made **PRIOR** to the absence.

Regrading Policy

Requests for regrading of exams will be considered only with a written explanation and only within a one-week period from the time graded work is returned in class. Specifically, you need to prepare a written explanation for what specifically you want regraded and why you believe the original grade was incorrect. Attach this to the cover sheet of the exam booklet, and return it to the instructor or the TA. Grades will be posted on the course page on Canvas.

Administrative Issues

- Class will begin promptly. Please let the instructor know in advance if you have a planned absence from class.
- While in class, please silence your digital devices and turn off all music listening devices.

- All exams are allowed (1) 8.5 x 11 inch. study sheet. Use of unauthorized aids on exams will result in a grade of zero; additional penalties may follow.
- I reserve the right to amend this syllabus as needed.

Students Requiring Accommodations

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center by visiting <https://disability.ufl.edu/students/get-started/>. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

Course Evaluation

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://gatorevals.aa.ufl.edu/>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://gatorevals.aa.ufl.edu/>.

University Honesty Policy

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Note

I may revise the schedule to take advantage of guest speakers or tours if the opportunity should arise. We will stay as close to this schedule as possible; however, coverage will depend on overall class progress and discussion. Students must refer to the Canvas for up-to-date syllabus and schedule information and for the assignments pertaining to each class section. Students are responsible for any changes/additions to this syllabus announced in class.

Software Use

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see: <http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html>

Campus Resources:

[Health and Wellness](#)

U Matter, We Care:

If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575 so that a team member can reach out to the student.

Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc>, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Assault Recovery Services (SARS)

Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/>.

Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. <https://lss.at.ufl.edu/help.shtml>.

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling. <https://www.crc.ufl.edu/>.

Library Support, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <https://teachingcenter.ufl.edu/>.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. <https://writing.ufl.edu/writing-studio/>.

Student Complaints Campus: [https://www.dso.ufl.edu/documents/UF Complaints policy.pdf](https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf).

On-Line Students Complaints: <http://www.distance.ufl.edu/student-complaint-process>.