Course outline on Enhanced Storage and Electronic Control Program

1.0   COURSE OVERVIEW

The success or failure any enterprise can be greatly affected by the efficiency of its store operations. Efficient stores management can save an organization money, help to retain customers and maintain continuous production, but stores mismanagement can lose an enterprise money, customers and production.

In the next five years warehouse storage are poised to undergo a seismic shift, moving from still prevalent pen and paper processes to automated and mechanical inventory solutions. With these new automated processes, cycle counts will be performed more often and with less effort, increasing inventory visibility, and leading to more accurate fulfilment, fewer of stock situations and fewer lost sales.

This course will not only provide essentials for efficient stores management, the methodologies, principles and practices of good store management but also the various tools and equipment available in the market in order to enhance the efficiency of the warehouse

2.0   COURSE OBJECTIVES

To provide the participants with the knowledge of the new techniques and tools available in the market to enhance the storage efficiency.

3.0   LEARNING OUTCOMES

On successful completion of this training, participants are expected to be able to:

1. Identify latest tools and equipment available in the market to enhance the storage
2. Understand the importance of IT in managing store
3. Identify the IT systems used in warehouse management
4. Understand the integration of IT in Store Management

4.0 COURSE OUTLINE

4.1 STORE MANAGEMENT AND OPERATIONS

- Introduction to Store Management
- Principles of Store Management
- Essential Operations in Store Management
- Features of Successful Store Keeping

4.2 INVENTORY MANAGEMENT AND CONTROL

- Why Inventory Management
- Importance and Scope of Inventory
- Cost Concepts in inventory
- Inventory Models
- Inventory Control
- Inventory Optimization

4.3 NEW TECHNIQUES AND TOOLS IN STORE MANAGEMENT

- Warehouse Tools and Equipment
- Storage and handling media selection to optimize warehouse utilization
- Radio Frequency Identification (RFID)
- Warehouse management System (WMS)
- Systems Application Programming (SAP)
- Enterprise Resource Planning (ERP)

4.4 IT INTEGRATION IN STORE MANAGEMENT

- Automation and Mechanization
- Alignment between IT and Operations
- System Linkage and integration

5.0 COURSE DELIVERY

The course will be conducted using these approaches:

- Training to elaborate and reinforce the recommended material
- Group/Class discussions
- Video Presentations