Prepare for a new career in supply chain management by enrolling in the Supply Chain Suite program at SUNY Schenectady. This workforce development program provides you with the opportunity to understand three fundamental areas in supply chain management including:

- Purchasing Fundamentals
- Distribution and Logistics Management
- Supply Chain Management Fundamentals

Each course module is 24 hours long and is accessible for 6 weeks. Courses start monthly—you can take one course per month or all courses at once!

These course also includes essential information to help you prepare for internationally recognized supply chain and materials management certification examinations.

For more information, contact the Office of Workforce Development and Community Education at (518) 595-1101 or wfdce@sunysccc.edu.

**UPCOMING CLASSES:** SUNY Schenectady  
**Location:** Online  
**Start Dates:** August 14, September 11, or October 16  
**Duration:** Each module consists of 24 hours of instruction, accessible for 6 weeks  
**Cost:** $397 Now $310! Save more than $70!  
**Register:** [https://www.ed2go.com/sunysccc/online-courses/supply-chain-courses](https://www.ed2go.com/sunysccc/online-courses/supply-chain-courses)

**About the Supply Chain Suite...**

**Purchasing Fundamentals.** Learn how to define internal customer needs, generate purchase requisitions and purchase orders, expedite, trace and receive supplier deliveries, maintain effective purchasing records and create and manage various purchasing budgets.

**Distribution and Logistics Management.** Covering all elements of distribution and logistics management including physical distribution, warehouse selection, material handling, packaging, order fulfillment, customer service, inventory management, receiving, production stores, and returned goods.

**Supply Chain Management Fundamentals**

Understand all the necessary elements to fulfill the requirements of a formal supply chain cycle beginning with developing long-range production, sales, and capacity plans and ending with planning, implementing, and controlling daily manufacturing schedules.
Supply Chain Suite

Purchasing Fundamentals
Discover and master the fundamentals of purchasing by understanding your strategic and tactical roles as a purchasing practitioner. Improve your company’s bottom-line profitability by learning and implementing key concepts such as negotiation, supplier sourcing and qualification, outsourcing and make-or-buy analysis. Learn the basics of supplier partnerships, capital budgeting and green buying.

In this six-week online course, you will learn how to define internal customer needs, generate purchase requisitions and purchase orders, expedite, trace and receive supplier deliveries, maintain effective purchasing records and create and manage various purchasing budgets. I will help you learn about business law, contracts, leasing, Six Sigma and total quality management (TQM). You will learn how to recruit, select and evaluate purchasing personnel, and learn the importance of business ethics.

Distribution and Logistics Management
Distribution and logistics management is a critical company function. Professionals in this field play a key role in fulfilling customer demands, ordering and managing inventory, controlling inbound and outbound shipments, reducing costs, saving time, and meeting company objectives. This course will not only show you how to create and operate a logistics function, but it will also show you how to achieve success through a combination of strategies and tactics.

All elements of distribution and logistics management will be covered, including physical distribution, warehouse selection, material handling, packaging, order fulfillment, customer service, inventory management, receiving, production stores, and returned goods. The course will also address key technology issues such as enterprise resource planning (ERP), bar coding, electronic data interchange (EDI), electronic commerce (e-commerce), and distribution resource planning (DRP).

Supply Chain Management Fundamentals
Supply chain management professionals play a key role in capturing customer demands, creating forecasts, developing schedules, ordering and managing inventory, controlling production orders, and maximizing customer satisfaction.

This course will help you succeed in the supply chain management field. You will learn which actions to take when confronted by almost any situation. You’ll understand how to represent top management’s interests on the shop floor, and you’ll know how to translate such initiatives as strategic planning, sales and operations planning, and new product introduction into achievable, operational plans.

You’ll understand all the necessary elements to fulfill the requirements of a formal supply chain cycle beginning with developing long-range production, sales, and capacity plans and ending with planning, implementing, and controlling daily manufacturing schedules. You’ll master the fundamentals of supply chain management, including customer demand forecasting, master production scheduling (MPS), material requirements planning (MRP), capacity planning, and production activity control (PAC).

The course also includes essential information to help you prepare for internationally recognized supply chain and materials management certification examinations.

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