

Syllabus

PLATO Course Principles of Transportation, Distribution, and Logistics, Semester B

Course Overview

This one-semester course is intended for you to familiarize with knowledge and skills required for a career in Transportation, Distribution, and Logistics (TDL). This course has 12 lessons organized into three units, plus three Unit Activities. Each lesson contains one or more Lesson Activities.

This course covers the basic concepts of warehousing and workplace safety. It also familiarizes you with organization management and leadership skills. In addition, this course covers the role of technology and future trends in the TDL industry.

You will submit the Unit Activity documents to your teacher, and you will grade your work on the Lesson Activities by comparing them with the given sample responses. The Unit Activities (submitted to the teacher) and the Lesson Activities (self-checked) are the major components of this course. There are other assessment components, namely the mastery test questions that feature along with the lesson; the pre- and post-test questions that come at the beginning and end of the unit, respectively; and an end-of-semester test. All of these tests are a combination of simple multiple-choice questions and technology enhanced (TE) questions.

Course Goals

This course will help you meet the following goals:

- Appraise the required education, professional skills, and training for various careers in the United States TDL industry.
- Evaluate self-representation, teamwork, and communication strategies to ensure a positive work environment.
- Examine the TDL sector of warehousing and storage, and employ occupational safety guidelines, safety equipment, and regulations appropriately.
- Create a productive work plan using various skills and strategies.
- Evaluate the benefits and challenges of technology on the TDL industry and demonstrate ethical and safe use of technology.

Prerequisite Skills

PLATO Course Principles of Transportation, Distribution, and Logistics, Semester B has the following prerequisites:

- ability to visualize and apply creativity and innovation
- familiarity with the writing process and following guidelines

General Skills

To participate in this course, you should be able to do the following:

- Perform basic operations on a computer.
- Perform online research using various search engines and library databases.
- Communicate through email and participate in discussion boards.

For a complete list of the general skills required for participation in online courses, refer to the Prerequisites section of the Plato Student Orientation document, found at the beginning of this course.

Credit Value

PLATO Course Principles of Transportation, Distribution, and Logistics, Semester B is a 0.5-credit course.

Course Materials

- Notebook
- Computer with an Internet connection and speakers or headphones
- Microsoft Word or equivalent

Course Pacing Guide

This course description and pacing guide is intended to help you stay on schedule with your work. Note that your course teacher may modify the schedule to meet the specific needs of your class.

Course Components and Grading Rubric

The table gives a breakdown of the weight for each component in the course. Weight represents the percentage of the total score coming from each activity.

Course Components	Count	Weight
Pretest. <i>Pretests are optional assessments, typically designed for credit recovery use. If a student shows mastery of a lesson's objective, the student may be automatically exempted from that lesson in the upcoming unit. Typically, teachers do not choose to employ exemptive pretests for first-time credit courses. Pretests are not included as a component of the student's final grade.</i>	3	0%
Module. <i>Each module in this course contains an interactive tutorial and an associated mastery test. Tutorials may include one or more Lesson Activities that constitute tasks associated with the tutorial. The module score comes from a student's score on the mastery test.</i>	12	20%
Discussion. <i>Online discussions allow for higher-order thinking about terminal objectives. An online threaded discussion mirrors the educational experience of a classroom discussion. Teachers can initiate a discussion by asking a complex, open-ended question. Students can engage in the discussion by responding both to the question and to the thoughts of others. Each unit in a course has one predefined discussion topic; teachers may add more discussion topics.</i>	3	20%
Unit Activity. <i>Unit Activities are at the end a unit and constitute one or more small tasks. Their purpose is to deepen understanding of key unit concepts and tie them together. Each Unit Activity includes a simple rubric. The teacher versions include both a rubric and modeled sample answers. Unit Activities are teacher graded.</i>	3	20%
Posttest. <i>The posttest appears at the end of the unit and mirrors the pretest in structure, content, and complexity.</i>	3	20%
End of Semester Test. <i>The end of semester test (EOS) appears at the end of the course. Students are delivered a few items from every tutorial in the course in order to assess the major course objectives.</i>	1	20%
Total	25	100%

*Teachers may manually adjust these weights if desired, per district grading requirements.

Unit 1: Warehousing and Workplace Safety

Summary

In this unit, you will learn about the principles of storage and warehousing in TDL. You will also familiarize yourself with workplace hazards. In addition, you will familiarize yourself with safety equipment and precautionary measures to safeguard a workplace.

Day	Activity/Objective	Type
1 day: 1	Syllabus and Plato Student Orientation <i>Review the Plato Student Orientation and Course Syllabus at the beginning of this course.</i>	Course Orientation
6 days: 2–7	Warehousing <i>Recall the principles of warehousing and storage operations in the TDL industry; identify courses and training in warehouse design, and discuss laminated packaging.</i>	Lesson
6 days: 8–13	Workplace Hazards <i>Name and describe workplace hazards and how to control them; recall OSHA guidelines for personal protective equipment.</i>	Lesson
6 days: 14–19	Workplace Safety <i>Describe safety equipment and precautionary measures for safeguarding a workplace; recall OSHA and university guidelines for workplace safety.</i>	Lesson
1 day: 20	Space Jumble	Game
4 days: 21–24	Unit Activity/ Threaded Discussion —Unit 1 <i>Describe the safety standards followed in warehouses and discuss technologies that guide vehicle operators during transportation.</i>	Unit Activity
1 day: 25	Posttest—Unit 1	Assessment

Unit 2: Organization Management and Leadership

Summary

In this unit, you will learn about the principles of organization management. You will also learn leadership skills and how to manage tasks, time, and resources. In addition, you will learn how to resolve conflicts at the workplace.

Day	Activity/Objective	Type
6 days: 26–31	Principles of Organization Management <i>Describe educational programs, identify elements of organization management, and discuss group dynamics.</i>	Lesson
6 days: 32–37	Organizations, Systems, and Climates <i>Name and describe workplace organizations, systems, and climates; identify workplace and teamwork issues, and describe the purpose of a mission statement.</i>	Lesson
5 days: 38–42	Leadership Development <i>Name and describe opportunities for leadership and leadership development in the TDL field.</i>	Lesson
6 days: 43–48	Time, Task, and Resource Management <i>List time, task, and resource management skills and explain how to organize and implement a productive plan of work.</i>	Lesson
5 days: 49–53	Conflict Resolution <i>Identify conflict resolution strategies to minimize workplace stress and interpersonal issues.</i>	Lesson
1 day: 54	Para Jumble	Game
4 days: 55–58	Unit Activity/Threaded Discussion—Unit 2 <i>Identify the organizational structures in the TDL industry and describe the qualities and skills required to be leader in these organizations. You will also relate a proposal to improve and maintain transportation infrastructure of your locality.</i>	Unit Activity
1 day: 59	Posttest—Unit 2	Assessment

Unit 3: Technology Use and Future Prospects

Summary

In this unit, you will learn about the role of technology in the TDL industry. You will familiarize yourself with information technology, Internet use, and security. Finally, you will explore the future trends and developments in the TDL industry.

Day	Activity/Objective	Type
4 days: 60–65	Role of Technology <i>Describe the impact of technology in the transportation, distribution, and logistics industry; identify education and training related to technology in the TDL industry.</i>	Lesson
4 days: 66–71	Information Technology <i>Identify and describe the skills required to use computers and software programs effectively.</i>	Lesson
4 days: 72–76	Internet Use and Security <i>Identify proper Internet use and security and state ways to avoid security breaches and misuse of the Internet.</i>	Lesson
4 days: 77–82	The Future <i>Describe trends and research for future developments in the TDL industry.</i>	Lesson
1 day: 83	Thwack-A- Mole	Game
4 days: 84–87	Unit Activity/Threaded Discussion—Unit 3 <i>Sketch and describe a technologically advanced car. You will also identify various types of alternative fuels and their advantages and disadvantages.</i>	Unit Activity
1 day: 88	Posttest—Unit 3	Assessment
1 day: 89	Semester Review	
1 day: 90	End-of-Semester Test	Assessment

Course Map

You will achieve course level objectives by completing each lesson’s instruction, assignments, and assessments. For a detailed look at how the materials meet these objectives, review the [course map for Semester B](#).