

Course Number: IME 2110

Course Title: Six Sigma I

Course Description:

An introduction to the quality concepts, procedures and documentation needed to establish an effective quality system. Specific tools include Pareto diagrams, cause and effect diagrams, check sheets, histograms, scatter diagrams, run charts, control charts and process capability. Projects and computer applications. 3 credits. (3 plus 0)

Prerequisites: MA 1030 or MA 1090 or equivalent; sophomore standing.

Credit hours: 3

Learning Outcomes:

Upon the successful completion of this course, students will be able to:

1. Apply general quality improvement techniques.
2. Explain basic statistical measures.
3. Utilize concepts involving control charts for variables and process capability.
4. Demonstrate proficiency in at least one statistical software package.

INDIANA**TECH**

College of Professional Studies

IME 2110 Six Sigma I

Online Syllabus Course Content

Instructor Information

Please see Professor Profile at the Blackboard instructional site.

Course Schedule

Please see Course Schedule in the Course Syllabus area of the Blackboard instructional site.

Online Course Policies

All of the online courses taken by students are required to follow the policies posted online at <http://online.indianatech.edu/tech-policies/policies/>. Please review the posted policies carefully. If you are unable to abide by the policies listed, please contact the Warrior Information Network (WIN) at 888.832.4742 and request to withdraw from this course.

Textbook

Besterfield, Dale H. (2013). *Quality Improvement (9th ed.)*. New Jersey: Pearson Prentice Hall.

Brassard, Michael K. & Ritter, Diane. *Memory Jogger II (1st ed.)*. Massachusetts: GOAL/QPC.

Minitab: Minitab is a statistical software package that will be used throughout the class.

You can access the Minitab software through the Apporto Virtual Labs App within Indiana Tech's Let Me In website. You will be required to login in with your Indiana Tech user name and password. Additional instructions for accessing the necessary software are included in the Blackboard course site.

Apporto Virtual Labs App: <https://indianatech.apporto.com/>

Grading Events & Grading Criteria

Grading Events

Unless otherwise specified, all assignments must be submitted via Blackboard.

Assignment	Points
Course Preparation Quiz	20
Discussions 5 @ 25 pts each	125
Quizzes 5 @ 50 pts each	250
Assignments 4 @ 50 pts each	200
Project (Milestones I & II @ 150 pts each)	300
Total Points	895

Discussion Posts

You will have weekly discussion board posts, each worth 25 points. Points are awarded for initial posts as well as feedback to classmates. Each discussion board will require multiple posts. Please see specific instructions regarding posts and due dates, as well as how to access the discussion grading rubric.

Quizzes

You will have weekly quizzes, each worth 50 points. The quizzes will cover material presented in the respective module.

Assignments

You will have four (4) assignments. Each assignment is worth 50 points. Assignment instructions can be found in Blackboard.

Projects

You will have one project in this course. Project instructions can be found in Blackboard. The project will have two (2) milestone submittals. Each milestone submittal will have two (2) parts:

- Part 1 is a draft submittal via Blackboard Discussion group.
- Part 2 is the final draft submittal via Blackboard Discussion group, followed by final copy submittal to the Blackboard Assignment folder for grading.

Grading Scale

The following grading scale will be used to assign a grade at the end of the course:

Percentage Achieved	Grade	Percentage Achieved	Grade	Percentage Achieved	Grade
93% or above	A	80% or above	B-	70% or above	C-
90% or above	A-	77% or above	C+	60% or above	D
87% or above	B+	73% or above	C	Below 60%	F
83% or above	B				

Late Assignments

All assignments and required online activities are due according to the deadline listed in the course schedule. Granting deadline extension is the course instructor's autonomy.

Incompletes

If you are unable to complete the requirements for this course due to extenuating circumstances, an Incomplete grade (I) may be granted if you meet the general guidelines stated below.

General Guidelines for submitting a course incomplete request:

- More than 50% of the course session has elapsed.
- The student has encountered an unexpected situation that is beyond his or her control.
- The student is
 - in good academic standing -- up-to-date on all of the course assignments and has at least an overall passing grade,
 - able to complete all of the remaining coursework within a session (5 weeks for a undergraduate course and 6 weeks for a graduate course) that immediately follows the session the student is currently enrolled, and
 - able to provide support documentations to substantiate the need for extra time should a session is not enough to complete the course requirements.

If an Incomplete is granted, the instructor will set a deadline for all work to be completed. **The deadline cannot go past one (1) session.** All incomplete grades and deadlines are subject to approval by the designated University authority.

Course Related Communication

Online courses are conducted in an accelerated format. Timely communication is very important. When receiving emails from your classmates or instructor, please respond as soon as you can.

Students are REQUIRED to use their Indiana Tech email account for all course related communication. The most direct, and effective, way to email your course instructor and classmates, is by using the Send Email function within the Blackboard course site. When you use the Send Email function, you automatically receive a carbon copy of the email you sent. In the event when you need to substantiate your claim that you did email your classmates or instructor, you can show that carbon copy to the person(s) who requested it.

Please note that Blackboard only permits you to send email, it does not provide you with the check email function. All of the emails your classmates and instructor send to you will be delivered to your Indiana Tech email account. You are strongly encouraged to check your Indiana Tech email account regularly, preferably several times a week, to minimize the likelihood of miscommunication.

The University policy requires each online course instructor to respond to a student's email within 24 hours. Unless there is an extraneous situation that prevents the instructor from following this rule, you can expect to hear from the instructor within 24 hours. If you don't receive a reply within 24 hours, please do not hesitate to follow up with another email or forward the carbon copy of the email you sent to OnlineSupport@IndianaTech.edu with a note "Please help. It's been 24 hours and I have not heard from my instructor" and the University support staff will act on your behalf to contact your course instructor.