The South Florida Manufacturers Association, with FloridaMakes and the APICS South Florida Chapter Offer this Spring Seminar Series in:

Inventory Management
Five Topics critical to manufacturers and distributors

- Introduction to Forecasting
- Sales & Operations Planning & Master Scheduling
- Introduction to Inventory Management
- Material Requirements Planning (MRP)
- Purchasing & Contract Negotiation

Having trouble managing inventory? Are poor forecasts causing your customer service levels to suffer? Are you struggling to understand how your MRP system is supposed to work? How about developing a negotiating strategy for dealing with your suppliers…not sure? Do you have enough Safety Stock to take care of your customers?…or is there too much?

This series of five 1-day seminars will help you tackle these and other pressing issues that are hindering company productivity & profitability. Entire departments will benefit, but sending everyone at the same time may be an operational struggle. Therefore, for convenience, we are offering each seminar topic twice in the same week, once each on Tuesday and Thursday.

Instructor: Mark K. Williams, CFPIM, CSCP, CPSM; Executive Vice President, South Florida APICS chapter; President, Williams Supply Chain Group, Inc.

Location: SFMA Training Room 212, McNab Executive Plaza, 1000 West McNab Road, Pompano Beach, Florida 33069

Convenient Classes – Five Topics:

Each Topic is 1-day in length, and is offered twice in a week. Choose any single topic on any single day, or save and buy a package of multiple topics. This is the class schedule; choose either day each topic is offered. Each day, registration begins at 8 am; classes run from 8:30 am to 4:30 pm.

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More detail about each Topic is on pages three and four.
Tuition: Take any combination of 1-day topics or buy the series and save.

Single day tuition for any class:
- SFMA, APICS, ISM Members: $365
- Non-Member: $395
- Student: $335

Member Group Rate (2 or more): $335
Non-Member Group Rate (2 or more): $365

Take 2 topics and get a 10% discount off the total.

Take 3 or more topics and get a 25% discount off the total.

APICS & ISM members will receive 8 Certification Maintenance Points for each topic.

Quick and easy registration and payment online at www.SFMA.org,
If you cannot, or if you have problems registering, email or call
Sandra Blake at sblake@sfma.org or 561-235-1061

South Florida Manufacturers Association
McNab Executive Plaza
1000 W. McNab Road
Pompano Beach, FL 33069
Topic details:

**Topic 1: Introduction to Forecasting – March 8 or 10**
- The Forecasting Process
- Quantitative Forecasting Techniques
  - Moving Average & Weighted Moving Average
  - Pyramid Forecasting
  - Exponential Smoothing
- Qualitative Forecasting Techniques
  - Sales Force Consensus
  - Management Estimate
  - Delphi Method
- Collaborative Forecasting Techniques
  - Customer Collaboration
  - Collaborative Planning, Forecasting & Replenishment
- Measuring Forecast Accuracy
  - Use of Standard Deviation & Mean Absolute Deviation
  - Setting Safety Stock Levels Based on Forecast Error

**Topic 2: Introduction to Inventory Management – March 15 or 17**
- Types of Inventory
  - In Manufacturing, Distribution & Retail Environments
- Key Functions Inventory Serves
  - Customer Service, Order Consolidation,
- Determining Inventory Costs
  - Inventory Carrying Costs
  - Inventory Ordering Costs
  - How to Reduce Inventory Carrying & Ordering Costs
- Obsolete Inventory
  - How to Identify Obsolete Inventory
  - How to Dispose of Obsolete Inventory Profitably
- Inventory Replenishment Methods
  - Order Point & Fixed Order Quantity
  - Two Bin System
  - ABC Inventory Management

**Topic 3: Sales & Operations Planning & Master Scheduling – March 29 or 31**
- Sales & Operations Planning
  - What is Sales & Operations Planning (S&OP)?
  - The Conflicting Inventory Objectives of Management
  - Why Every Company Should Adopt S&OP
  - The 5-Step S&OP Process
- Master Planning
  - What is Master Planning?
  - The Master Planning Process
  - Calculating a Master Schedule
Topic 4: Purchasing & Negotiating Contracts – April 12 or 14
- The Purchasing Process
  - Supplier Relationship Management
  - Strategic Sourcing
  - Supplier Certification
  - Assessing & Scoring a Suppliers Performance
- Negotiating Contracts
  - Steps in Planning for a Contract Negotiation Session
  - Stages of Contract Negotiation
  - Tricks Good Negotiators Use
  - Determine Your Negotiating Style & How It Can Impact The Outcome

Topic 5: Material Requirements Planning (MRP) – April 19 or 21
- Overview of the MRP Process
  - Strengths & Weaknesses of MRP
- Critical Inputs to MRP
  - Master Schedule
  - Bills of Materials
  - Planning Factors
  - Inventory Data
- Developing a Material Requirements Plan
- Responding to Action Messages
  - The MRP System says “Expedite” or “Cancel” an Order
  - When Should You Follow It, When Should You Ignore It?