FEEDBACK TUTORIAL LETTER

1st SEMESTER 2019

ASSIGNMENT 1

Procurement Management

PMM711S
ASSIGNMENT 1: TUTORIAL FEEDBACK LETTER

Dear students

Thank you for submitting assignment one for procurement management on time. It is fairly done by most of you, thank you very much and keep pushing yourself to the limit. However it’s evident that students who scored low marks is due to a general lack of seriousness but there is always a room for improvement in the second assignment and in the examination.

Below are the points that I would like to draw to your attention:

1. General understanding of the module and the assignment questions

The aim of the assignment is to assess whether you have understood the module, course content as laid out in the study guide and Tutorial letter.

It is very important to read and understand the general overview of the module using different sources of information and there after read the assignment questions carefully, highlight the key words in order to determine what the question is all about before you start writing down the answers.
I noticed that most of the students do not read to understand, for instance if the question is asking to use your own words you do not have to quote authors, however you are required to quote authors in definitions etc.

If the question is asking you to identify or analyse an organisation, you need to do so, because all the answers will be assessed against that specific company.

Question 2.1 required an analysis of a company of your choice but it was least understood, the question expected the student to choose a company for example Transnamib, and identify an important purchase undertaken, for instance The Chinese locomotives and analyse the procurement process.

2. Meaningful answers required

I believe the time allocated to this assignment is quiet enough for research, I expect detailed and meaningful answers with quotations from authors. Most of the students failed to provide meaningful answers.

For instance question 1.1 most of the students could not only give meaningful answer but failed to answer the question, most of you could list the procurement policies and procedures but failed to explain why it is important to review the procurement policies and procedures. It is important to review the policies and procedures of company X because it keeps the organisation up to date with the new rules and regulations, new market, technology etc. Reviewing X company policies and procedures enable good relationships with suppliers.

3. Full answers required and all the questions must be answered

In the assignments, I expect detailed full answers to all the questions, these shows that you have done enough research. Also the mark allocation should give an indication how much detail you need to include. For example, an answer to question 1.1 carrying (5) marks cannot be the same length as question 3.1 carrying (10) marks.

It is very important to answer all the questions of the assignment, leaving unattended questions will make you lose marks. Always do your best to attend to all the questions, students who did not answer all the questions scored lower marks.

4. Presentation of answers

I must acknowledge that I have enjoyed marking all of you assignments, all your answers were presented clearly, all numbered hence I didn’t struggle in finding answers and this facilitated you to gain more marks.
However all the assignments submitted for marking should preferably be typed, there is an advantage for doing so as the student learn and applies a critical skills. Therefore I appeal to all the students to kindly submit typed assignment.

5. Referencing

Adhere to APA referencing, the aim of referencing is to give recognition to the original author whom the facts are/were taken. Most of you have not acknowledge their sources of information in your assignment. Some of you if not all cited your sources of information but wrongly, you couldn’t even cite your study guide, refer to comments made in your assignment. The reference list must always be on a new sheet of paper, starting with your study guide if it’s part of your sources.

6. Invitation to attend vacation school

More information on procurement management content, outcomes, answering assignment and examination questions and clarifying concepts which are not clearly understood will be discussed during vacation school. Students who attend vacation school have been found to perform better than those who do not. Kindly attend the vacation school.

Procurement management is one of the most interesting subject and I hope you found the feedback letter useful and of practical importance to your further assignments/activities and examination.

END OF FEEDBACK TUTORIAL LETTER