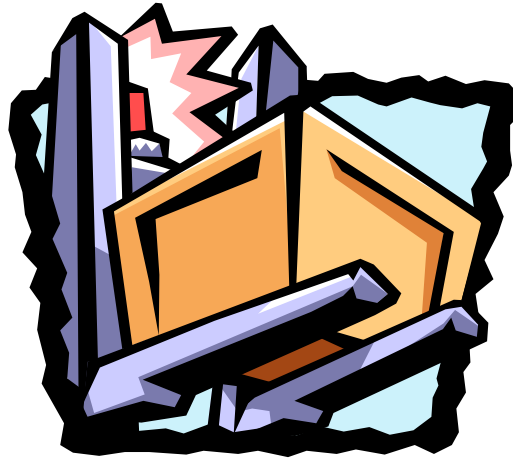


**Materials Handling &
Management Society
Ontario Chapter**
www.mhmsontario.com



is pleased to
offer Materials
Handling and
Management
Courses



*Staying competitive in today's
economy requires knowledge of the
latest technology in materials
handling processes.*

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moves you!**

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Vaughan, ON
L4K 0B2
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Website: www.mhmsontario.com

Course Descriptions

Materials Handling (MM-1)

(Pre-requisite: none)

This course is an introduction to Materials Handling and covers the basic concepts of warehousing and transportation, including an overview of equipment. We will discuss:

- ◆ Introduction to Materials Management
- ◆ Dock Planning and Equipment
- ◆ Storage Equipment
- ◆ Package and Unit Load Conveyors
- ◆ Cranes and Hoists
- ◆ The Forklift Truck
- ◆ Maintenance Management
- ◆ Warehousing Operations
- ◆ Basic Elements of Packaging
- ◆ Unitization
- ◆ Containerization
- ◆ Industrial Health and Safety
- ◆ Traffic Management and Transportation Systems

Materials Management (MM-2)

(Pre-requisite: MM-1 or permission from MHMS)

Building on MM-1 concepts, students further their understanding of the techniques and processes used in today's warehouse management, including:

- ◆ What is Materials Management?
- ◆ Warehouse Management
- ◆ Introduction to Production and Inventory Control
- ◆ Introduction to Work Study
- ◆ The Analytical Techniques of Work Sampling
- ◆ Statistics
- ◆ Economic Appraisal and Analysis of Alternatives
- ◆ Flow Process Charting and Plant Layout
- ◆ Financial Planning and Budgeting
- ◆ Management Planning
- ◆ Order Processing
- ◆ Communications
- ◆ Purchasing

Materials Handling (MM-3)

(Pre-requisite: MM-2 or permission from MHMS)

This course equips the student with the managerial, technical and administrative skills to manage successfully a modern materials management operation, such as:

- ◆ Modern Materials Handling Equipment
- ◆ Database Development and Bar-coding
- ◆ Logistics Analysis
- ◆ Intermodal Transportation and Distribution systems
- ◆ Export Distribution
- ◆ Private Fleet Management
- ◆ The Role of the Computer in Materials Management
- ◆ From MRP to JIT – an overview
- ◆ Handling and Transportation of Dangerous Goods
- ◆ Computer Applications in Materials Management
- ◆ Bulk Material Handling and Transportation
- ◆ Management of Human Resources
- ◆ Basic Concepts in Facility Design

Materials Handling (MM-4)

(Pre-requisite: MM-3 or permission from MHMS)

This course equips the student with a good understanding of the advanced principles and issues of Logistics Management in Manufacturing, Warehousing and Export Distribution, including:

- ◆ The role of Materials Handling and Materials Management in Business and Industry
- ◆ Materials Handling Equipment
- ◆ Automation and Systems Integration
- ◆ Manufacturing and Warehousing Operations and Control
- ◆ Special Materials Handling Operations
- ◆ Health and Safety, Ergonomics and Human Factors
- ◆ Industrial Engineering Methods and Techniques
- ◆ Warehouse and Manufacturing Systems Layout Planning
- ◆ Project Management

Please note: Detailed course information is available at 905-857-9283

Benefits of Membership in the MHMS Ontario Chapter

The Materials Handling and Management Society is a non-profit organization with a history of serving the materials handling and distribution industry for over 50 years. MHMS is dedicated to providing members with an opportunity to develop their professional skills and knowledge through: educational seminars and courses, facility tours, trade shows, conferences, information exchange programs, a timely newsletter and great networking opportunities.

Members benefit by having access to professional meetings and seminars and networking with other professionals in the fields of: materials handling, logistics, distribution management, materials handling equipment, storage design, information technology, facility design, staffing and operations management.

All members receive discounts when attending any of the MHMS Ontario Chapter events or enrolling in our courses. Members also receive free subscriptions to periodicals dedicated to our industry.

Whether you're looking for career advancement or ways to increase the bottom line, the MHMS Courses can help you reach your goals. Our program offers:

- ◆ Four levels of study leading to professional certification (PCMH);
- ◆ Home study by correspondence, with semesters beginning in February, April, September and November;

Thousands of MHMS graduates have advanced their careers in such areas as:

- ◆ Logistics Professionals
- ◆ Traffic and Materials Managers
- ◆ Warehouse and Distribution Centre Operators



Instructional Format

Correspondance Format: Consists of 8 assignments to be submitted bi-weekly and a course ending project.

Course Project: A major project is assigned in the form of a case study.

Required Text: Materials Handling and Management, Volumes I, II, III and IV as applicable.

Grading: Final grades are determined as follows:

Individual Assignments: 50%
Final Project: 50%

Passing grade: 70%



Course Certificates: Successful candidates are awarded Certificates of Merit issued by MHMS Ontario Chapter upon completion of each level. Top students may be eligible for special awards.

