Throughout the fall of 2007, I worked at Scholastic Corporation in New York City. I was employed as a Supply Chain Co-op in Supply Chain Strategy division. Supply Chain Division concentrates on the coordination from transforming raw materials and components into finished product that is delivered to customers. Scholastic supply chain's mission is to 'increase customer satisfaction and lower total costs by finding more effective ways to provide more of the right product at the right time to our customers'.

My main job responsibilities were analyzing and reporting data. One of my major projects was Book Club Purchasing Strategy. In this project, I pulled and analyzed relevant data such as initial forecast, actual sales, lead time, and backorder quantity in order to come up with the optimal purchasing strategy. I was able to use optimization to try to minimize the backorder quantities and on-hand inventory. I developed simulation for each purchasing strategy and finally used Excel Solver to obtain the final solution. This project went on for over 2 months with weekly meeting with my supervisors, Jaime and Mona. In the middle of the project, I was also given a chance to meet with the Vice President of Supply Chain Group and received his opinions on the designs and goals of this project.

Throughout this work term, I also developed many daily and weekly reports that were distributed out to many people within the supply chain team. Some of the reports were Book Club Hot Title report: daily report on book club backorders and potential backorders, Forecast Comparison for Purchasing Order issued in the last 2 weeks Report and Book Club Sales Year to Date Report. In addition, I also helped develop specifications for an automation of Book Fair NFD report that they had been constructing manually though spreadsheets and emails, so with this report it will help lessen time and make the process more efficient. Before I left, I also had to document all the projects that I worked on so that in the future, if they have to run this report again, they don't have to start from scratch. After the documentation, I also helped my colleague, Safiah developed and automated some daily and weekly reports that I've done over the past 4 months.
When I started working here, I had some experiences with SQL languages and Visual Basics from OR312 class, so I was able to jump in and started the analysis right away. I really recommend the next Coop to take OR312 class before working with Scholastic. OR312 class really helped me understand many concept and background of inventory management and forecasting. However, it is also fine if you don’t take OR312 class before working with Scholastic. During the first few weeks, there were some small training provided by my colleagues with Microsoft SQL Server, EPIC, and Strategy Showcase. When I had questions with my projects, I can approach anyone in my team and asked them. I generally asked Susan, Safiah, Mona and Jaime. They were always willing to help.

As far as life after work, I had a great time living in New York City. I lived on 34th Street which is right across from Macy’s. The location of my apartment was perfect; 15 minutes away from Scholastic and it was in the middle of New York City! As far as transportation, taking subway is the most convenient way to commute around the city. When I first moved here, I only know couple of friends in NYU and Columbia. As time passed by, I got to know more friends so I always had something to do in the weekend. There are always many things to do in New York City; shopping, eating, sightseeing, watching Broadway, and etc.

Overall, I really enjoyed my experiences at Scholastic. It had been a valuable 4 months of real-working experiences. I learnt a lot from working here. First of all, working is totally different from studying. You do not get grade from working. To be success in career, you must be able to work efficiently and provide quality work under no supervision. I look forward for coming back and work with Scholastic in the coming summer. I highly recommend other co-ops to consider working for Scholastic!

Student’s Signature: [Signature]

Supervisor’s Signature: [Signature]
Name: HsingYu Tsai  Major: ORIE  Employer: Scholastic Inc.  Term: Fall 2007

Job Summary

A. Co-op Work Assignment

Scholastic Supply Chain Strategy Team, where I spent my fall 2007 semester working as a Co-op student, serves to perform analysis and data operations for the company. The team provides analysis and support to ensure good decision making that will enhance efficiency. In my time there, I was assigned various types of projects, from analysis to spec documentation to maintaining Supply Chain Forum; for the most part, I did a lot of systems enhancement related projects and some smaller scale analysis.

For system enhancement projects, we worked on improving old applications as well as developing some new ones for the database related systems. In this particular role, I did not have to do much coding for the application, unlike the type of work for IT developers; this role took on more of a project management type role where I was required to document changes for the system enhancement, note where the data in each field is coming from and how they are related in a business sense, and make sure the developers on the IT side can easily identify and understand what was required for them to develop to fit the business's need in the system. After development, I did some QA to make sure everything works as desired before applications gets sent out and used live. During the process, a lot of communications back and forth was needed, through email, meetings, phone calls and conferences, etc.

Since I had taken ORIE 312 before coming to Scholastic, the SQL knowledge learned from that class had eased the transition into the type of analysis work assigned to me. During this work term, I had attended several meetings, some related to my projects and others not so much, but all in all, I had learned about various aspects of the business from the meetings and the impacts that the project contributes. These meetings gave me a chance to listen and learn what people are doing in their job position and how their role impacts the product flow.

For the projects that I worked on, I would direct my questions to whom whose project I am currently working for because often they are initiated by different people. I would also direct questions to the people that the project directly impacts. People on our work team are generally very approachable and helpful.

B. Assessment of Learning and Development

The Co-op experience definitely gave me a sense of real world job applications. The system enhancement related projects gave me the opportunity to not only meet people from different departments but really get involved in the needs of their request and be part of it. From attending meetings, setting up meeting request to writing many emails allowed me to practice my communication skills, which is key to any efficient business process.
I think engineering plays a big part in any business process yet I am hoping to gain more business insight because I think the ultimate goal and mission gets set from a business perspective and it seemed to me that business is often where the actions and excitement are taking place. I do however think engineering mind set can help support and stabilize the fundamentals in any corporation. Engineering is like roots and the business is like blooming flowers. In order for a tree to grow strong and successful, they must work together, and I feel very fortunate to see the magic.

Not only had I understand more about publishing industry, supply chain management, and corporate culture to an extent, most importantly, I have learned more about myself and a better understanding of what I want for my career. During this Co-op, I feel like I have matured and gained perspective on various things. I have learned people skills, effective communication, and to be organized as I follow each process through. I have also learned to take on real responsibility.

C. Life Out-side of Co-op

Off my time at work, I have made friends with my apartment mates and hung out with their friends through networking. Aside from shopping and dining, I would go see various shows and movie premieres or go to the zoo and tourist sights. I have also gotten a chance to meet up with my friends from high school and many Cornell graduates who just started a full time job in the city. I lived in Jersey City, Newport/Pavonia area where young professionals and some NYU students live. I usually take the PATH train and then the subway each morning. The commute is roughly 30 to 40 minutes which isn't too bad. I had really enjoyed my stay there. The area is calm and young with a great view of Manhattan skyline by the Hudson River.

D. Evaluation

I really enjoyed meeting people, learning about Scholastic business, and knowing how the project I am working on will benefit the business, even in its most trivial way. For all given assignments, I was in particular very glad that I was given a project that had challenged my potentials. The project required VBA coding for Access in creating user interface for product safety testing that I had no experience of. From doing research online and reading reference books, I had to stretch my arms at first, but in the end, I was able to pick up some skills and develop something of my own that worked as requested. I had learned from this experience that self teaching plays an important part in any kind of jobs. I feel more confident about myself after this opportunity. Though the project was not taken into production at the end because a senior manager in the Florida office had developed a similar system at a much more professional level, I feel very fortunate that I was given the assignment request and feel very excited to see such development so that I can learn about the areas that my work needed improvements. I really hope to get more projects that would challenge me like this one and projects that I can work on for a longer term. Overall, my experience at Scholastic has been great!
Similar to the first term, I came back and worked with Scholastic under the Supply Chain Group. I felt very welcomed by my co-workers since the first day I was back.

Throughout this summer, my main project was to create Book Club substitution database. Before Scholastic used Excel to store all the data and send email back and forth among the book club people. The previous process was time-consuming and the data were not properly stored. So, with this new Book Club database I created by using access, it allows user to capture all book club substitution transactions for cost reporting, bill of material change requests, and file maintenance requests.

Other than this main project, I also worked on many small data analysis. I got many requests from different people in my group. I used Microsoft SQL Server and Microsoft Excel to get data and create a report.

Some of the best features of this summer included new learning experiences with Microsoft Access. Before this term, I did not know Access that well besides creating query and table. After I finished with my database, I knew how to create a form, a macro a report, and also some visual basics coding. This was a valuable learning experience for me.

This summer I had a very hard time finding housing, so at the end, I gave up on apartment searching and lived with my high school friend down at Brooklyn. The commuting was about 30 minute subway rides from Scholastic. Living in NYC in the summer was a lot of fun. I also got to see 2 Broadway shows, Wicked and Little Mermaid. On some weekends, I traveled to Philadelphia and D.C. to visit some friends and to get away from the busy city.

Overall my experience here was a positive one. I developed skills in Microsoft Access, SQL Server, and Excel that I will definitely take away with me, in addition to professional communication skills. I am grateful that my co-op experience has given me a
great deal of insight into this industry and I look forward to using what I have learned in the future.

Student’s Signature: [Signature]

Supervisor’s Signature: [Signature]
Job Summary

I came back to Scholastic to finish the remaining 10 weeks of my co-op. When I started this time, I feel very comfortable and very excited to see everyone. I have a new supervisor Adam Mann who I enjoy working with a lot. Everyone was friendly and welcoming like always.

Summer was not as busy as the fall term. For many weeks, I didn’t have much going on but I have enjoyed my time researching and reading news on my own. I have taken on several analysis requests where I had to pull data and do minor analysis and report to better support business decisions or supply chain planning. Some examples are developing Book Club ordering calculator spreadsheet for the planners, finding forecast errors with Book Club sales data for capacity planning, creating a breakdown count for planned orders not firmed, and running a daily automation report.

I have also worked on some substantial data merging and ISBN cleanup using a combination of Excel, SQL server and Access functions. Examples include, ISBN cross checks, search potential ISBN from book titles with queries, and merge Tom Snyder Production items to our distinct master list in order to streamline Scholastic’s business.

Interestingly, I was given a project outside Supply Chain Strategy Group, a Scholastic Greenhouse Gas Initiative Project, where Scholastic is looking to build a GHG inventory and become part of the Climate Leaders Program under the EPA. I have had opportunities to interact with people from other group, facilities and utility companies through requesting invoices and data gathering. I have really valued this project because I was able to work not only independently but also vastly on my communication skills through meetings, phone calls and emails.
Aside from the projects assigned, we were given opportunities to learn more about Paper and its production through a talk and a trip to NJ to see printing plants at Command Web and Unimac. These experiences have provided me with a bigger picture for the publishing and manufacturing industry. I have really enjoyed it.

Outside of work was a lot of fun and relaxing. I would sometimes eat out with friends, go shopping and maybe see a movie, IMAX or Broadway show. Miki and I went to see The Little Mermaid Broadway together. The weather in the summer time and the longer daylight time makes the day more enjoyable for me. I was able to find a sublet from a friend of mine near 72nd street subway station on the upper west side and have become friends with my apartment mates during my stay. On some weekends, I would visit Philadelphia or Boston.

Overall, I have really appreciated my time at Scholastic and would recommend this Co-op to others. Some technical skills I have developed with Excel, SQL and MS Access here will definitely be beneficial and applicable for my future endeavors. I am really grateful for this Co-op opportunity and have learned a great deal from it.

Student’s Signature: ____________________________

Supervisor’s Signature: ____________________________
Job Summary
Cornell Engineering Co-op Program

Name: Kaimeng Feng
NetID: kf64
Major: Independent
Employer: Scholastic
Term: Spring 2008

A. Co-op Work Assignment

As a Spring Co-op at Scholastic, I worked in the Supply Chain Analysis group. Our group was responsible for the maintenance of all Scholastic systems. During my term, I was given many projects from various members of my team. Most of these projects were minor and a few were major, one of which was used for my final presentation. The first half month of Co-op was devoted to training in Access and SQL. Scholastic gives its employees the option of taking classes. However, I recommend that future Co-ops learn SQL and Access independent of the courses since I found that using a week to actually go into SQL and attempt to pull data is far more educational than attending a class for two days and learning just the basics.

B. Assessment of Learning and Development

Scholastic has a very casual working environment. Everyone is supportive and willing to guide you in the right direction. I had a unique experience in that there were quite a few changes during my Co-op, in terms of many new team members joining and leaving the group. The previous Co-op supervisor had been promoted. Consequently, the Fall Co-ops had a new supervisor come summer. Since the new supervisor was just becoming acclimated with his position, I served as his guinea pig in a sense which was refreshing. Moreover, since I was the only Spring Co-op, I was allowed a lot of freedom and flexibility in the range of projects I could work on.
Job Summary
Cornell Engineering Co-op Program

C. Life Out-side of Co-op

New York City is never lacking in social activities. Scholastic is situated in the middle of SoHo so many a lunch break was spent in a shop on Broadway. However housing is indeed expensive. I was extremely fortunate to have found a sublet on Craigslist that was situated 10 minutes walking distance from work. Thus, transportation was not a concern but other Co-ops who subletted apartments in Brooklyn or uptown purchased a monthly metrocard. Scholastic also encourages volunteer and physical activities. There's an on-site gym and clinic. Through scholastic, I volunteered with New York Cares which offers various community service activities ranging from helping out at soup kitchens or teaching computer literacy courses. I volunteered to paint murals in disadvantaged neighborhoods and at the Medicare Rights Center.

D. Evaluation

All in all Co-op was a great opportunity for me to develop an independent view of what working life is all about. Co-op in general is crucial in assisting the development of one's professional aspirations. What I've learned on the job will impact me in the future. Now, I am more assured in my capabilities and this experience has further cemented my future plans.
For my Co-op experience during Fall 2008, I worked for Scholastic, Inc. in New York City. I was an analyst in the Supply Chain Group. In this division, the team is responsible for helping to manage the production of books from forecasting to manufacturing.

The projects that I worked on with my team focused on historical sales, sales projections, planned orders, and inventory. I was given assignments from a few different people in my division and they varied in size. Some projects were one-time reports, which for example needed the data pulled for a specific list of items with their corresponding titles and current inventory while other projects were larger reports that were run weekly or monthly and required multiple sources in order to compile the desired report. The assignments that I worked on required the use of SQL server, Strategy Showcase, a query builder, EPIC, and occasionally Visual Basic.

One large project that I worked on was a Planner Transition report that ran weekly. With this report, I used SQL server and Strategy Showcase. Currently, there are separate planners who analyze forecasts and place orders from planners who oversee the production of the products. The report pulled data that would help determine how to assign items to planners, so each planner would then be able to follow the entire process of analysis and order placement to the production of the final product.

Another project that I worked on was Optimizing Excess and Backorders for Book Clubs. In this assignment, given data of initial forecasts, sales, excess inventory, and backorders, I needed to determine the optimal percentage of initial forecasts to order for products with short and long lead times. Although it was not a big project, I very much enjoyed working on it because I was able to approach it with different methods for solving it. I could have solved it through graphical analysis, but I decided to use code. The data that I used was in an Excel Table, so I used Visual Basic to find the solution, which was challenging and it was fun to play around with the code. I was glad I chose the code route because it was then easier and faster to apply the code to another set of data to find a new solution.

I had taken a class at Cornell that used SQL code and a little bit of Visual Basic code, so I felt I had a good foundation when I started at Scholastic. In the beginning of the work term, we had two sessions of SQL training where we went over the basics of the code and some tricks, like concatenation. I also had a SQL server handbook on-hand for reference. If and when I did have a question or problem, I went to Safiah, who is very experienced with code writing and is very familiar with the available data resources and I found her and my other co-workers very approachable and willing to help.

My major is Operations Research and Information Engineering, so I felt the work that I did at Scholastic was related to the classes that I have taken and my career interest, which is
targeted toward business. I was able to use some of my knowledge from the classroom to help with the projects that I did. For instance, in the class ORIE 312, I worked on assignments that utilized SQL code and Visual Basic which was very similar to what I did at Scholastic. Also, in this class, we took a look at the manufacturing process through a computer program. During the first work term, Scholastic had actually arranged a field trip to a printing plant, where we were taken through the facility and shown how a book was made.

At Scholastic, I have had the opportunity to see different aspects of engineering in use, from coding to analysis to implementation. Through the work of various projects, I began to understand the role of the Supply Chain group and was able to think about the possible economic implications of the projects and how the division's decisions affected Scholastic's objectives and operations. Also, from seminars, meetings, and emails, I was able to observe and learn how to communicate and behave professionally. While working at Scholastic, I have grown more confident, whether I am tackling an assignment or discussing a project with a co-worker.

I really enjoyed working at Scholastic with its challenging and encouraging work environment and welcoming employees. I learned about different aspects of the business and have improved in writing code and reports. I definitely recommend Scholastic to other prospective Co-op students. I look forward to coming back for the summer work term.

Student’s Signature: ________________________

Supervisor’s Signature: ________________________
Name: Jennifer Cheung  
NetID: Jc627@cornell.edu  
Major: Operations Research & Information Engineering  
Employer: Scholastic Inc.  
Term: Summer 2009

For my Co-op experience during Summer 2009, I worked at Scholastic Inc. in New York City. I returned to work as an analyst in the Supply Chain Group. This division is responsible for helping to manage the production of books from forecasting to manufacturing.

One of the major projects that I worked on was an Inventory Scorecard for the company. This report would be generated monthly based on the previous month’s data. There were multiple fields, some could be pulled directly from tables in the product database while others were more challenging to acquire. A few of the fields required calculations, which sometimes took quite of bit of code to execute, so one challenge was writing code that minimized the space and time utilized to perform the calculation. While working on this assignment, my responsibility to this project changed significantly. Instead of coding, I was given the task of writing a portion of a user manuscript that provided a detailed description of the fields of the report, which would be reviewed on the business level.

Another assignment that I worked on was an EDI Status Report, which would be updated hourly. The first step in creating this report was retrieving the data from the product database through SQL Server. I then learned to automate the report, using Microsoft Visual Studio, but I discovered that you could also automate the report within SQL Server. After setting up the automation, I imported the final data table into Microsoft Visual Studio, which had a report design program, and I added user applications to the report, such as filtering and searching. This report was then exported to an online source, making it easily accessible to employees in other
departments. I found this project particularly interesting because the report required different programs to generate it.

Throughout the work term, I also received numerous requests for smaller data analysis reports from different people within my division. I used Microsoft SQL server and Strategy Showcase, a query builder, to pull the data requests and generated the reports as Excel files.

Working at Scholastic has been an invaluable experience. My technical and professional communication skills have improved by working through various projects. I highly recommend Scholastic to prospective Co-op students because it is a great opportunity to learn and to be challenged.

Student's Signature: [Signature]

Supervisor's Signature: [Signature]
Nelson Yan (ny37)
Scholastic Inc.
Supply Chain Strategy Group
Co-op Fall 2008

For the Fall semester of 2008, I worked in the Supply Chain Strategy Group of Scholastic Inc (New York City) as a Supply Chain System Co-op. Supply Chain Strategy Group performs the functions of procurement of materials, transformation of these materials into intermediate and finished products, and the distribution of these finished products to customers. In the organizational operating contexts, we are the operations group that decides how many books we must order, maintains items and purchase orders data, and ultimately, makes sure Scholastic can function efficiently in a low cost setting while delivery the right product to our customers at the right time.

With that said, my job as a Supply Chain System Co-op mainly focuses on the data management spectrum of the group's holistic function. The routine tasks I have includes pulling data for other people on my team and developing automated product tracking reports for specific groups related to Supply Chain. My major projects for this term is to finish the Climate Leader Project that was initiated over the summer and assist in the testing and implementation of a new business enterprise system that Scholastic is about to launch next March. For the Climate Leader Project, I need to develop a way to account for company-wide CO$_2$ emission and come up with the breakdowns by different energy sources. As for the new business enterprise system, I was responsible for creating test data and ultimately, writing the training guide that will be used by other employees and future hires. I was sent on training to learn the system and was one of the first few to actually use it in the Supply Chain Group. Assisting in implementation of the new business enterprise system is definitely a great experience that is hard to come by since I was able to witness and understand the challenge, expectation, and need of a big company to bring about change and improvement to its existing structure.

My mentor, Adam Mann, was especially helpful and friendly. I was able to approach him with questions and often come away with clearer understanding of the organization and my work. My co-workers are all very friendly as well. As long as, I am being proactive and demonstrate a curiosity to learn, they are always willing to help in my projects.

I initially decided to come to Scholastic given my background in manufacturing and the fact that I am an ORIE student. This Co-op gives me a great chance to understand how an operations group functions and impacts a leading firm in its industry. The day to day interaction with other team members has polished my communication skills. Also, SQL is almost second nature to me now since I use it almost every other day. Furthermore, this Co-op definitely gives me a better idea as far as what profession I want to head into and what kind of career I want to have in the future. The Co-op has definitely makes me more career-oriented and focused on what to do after I graduate.
Finding housing in New York City is a pain. It is very expensive and the options are very limited since I am renting for such short term (4 months in total). I found my housing through craigslist a month before my work term starts. The subway is the most convenient mode of transportation around the city. However, it is very busy and slow during rush hour. It did not take me long to adjust to New York City and its lifestyle. I typically hang out with Cornell alums who are working in the city and I usually play soccer once a week with them at the Hudson River Park. There's always something to do in the city so it's very hard to get bored here. I also visited Cornell two times during my Co-op.

Overall, my Co-op experience was a positive one. I learned a lot and feel that I have a good grasp of the group's role and impact within Scholastic. My projects are interesting and important but the daily tasks involving pulling data can get repetitive at times. The experience has definitely been an eye-opener and I did not regret one bit of coming to Scholastic for Co-op.
Similar to the first term, I came back and work for the same group, Supply Chain Strategy, at Scholastic Inc for the month of June and July. I felt very welcomed coming back for the second term and it’s nice to see familiar faces in the office.

Throughout the summer, my main projects are to create multiple archive databases from the new business enterprise systems that were just integrated at the company. These archive databases are designed to facilitate data pull and reporting, which in terms improve efficiency and lower resource cost. The task itself is not complicated but the main obstacle is to locate where to pull in the correct information. I really had to dig through multiple database tables before I can locate what I was looking for since the systems are still relatively new. Other than these archive databases, I also did numerous small reporting tasks for colleagues in my group. The work I performed was exactly same as the work I had been doing throughout my first term. It was nice to be able to pick things up quickly at the start of the second term, however, without going through the learning phrase again. I used Microsoft Excel and Microsoft SQL server heavily throughout my work and have gained mastery of the above as a result.

Outside of work, New York is a great place to be for the summer. I was able to find housing through NYU dorm online. I applied in mid March, 2 weeks after they start accepting application, and got put in a triple room even though I requested a single room. It’s still an awesome experience since I was able to get housing for cheap while living in the middle of Manhattan. Also, you get free access to the NYU Palladium gym which has all the equipment you will need to stay in shape. I played soccer once with Cornell
alums and hung out a lot with them and a couple of high school friends who were also in
the city. I also traveled to Boston for a weekend trip as well. New York City is
definitely a lot of fun in the summer.

Overall, I enjoyed working in New York City for the summer. I walked away
from this Co-op after learning how the operations group (specifically Supply Chain)
functions within a corporation, and I will definitely benefit from this in the long run. The
Co-op also gave me a clearer idea of where my career goal lies. I am looking forward to
grow from this experience and taking on future challenges using the knowledge I
obtained from this Co-op.

Nelson Yan: [Signature]

Ramona Perkins: [Signature]
William C. Fawcett  
wcf36  
Operations Research  
Scholastic, Inc.  
Fall 2009

In fall 2009, I worked for Scholastic, Inc. as a part of their Supply Chain Strategy group. The group serves an analytical and operational role for the company by maintaining and developing a number of existing and new databases. As a Data and Systems Analyst, I spent the majority of my employment working to develop reports for both Demand and Supply planning. I also worked to maintain the related databases and reporting systems that Scholastic uses to warehouse the entirety of their product, shipping, and vendor information.

When I arrived at Scholastic, I had no previous experience with Microsoft SQL Server and only very limited experience with Microsoft Access. In the first few weeks, the company sent me to an off-site training company to bring me up to speed on the programming skills I would need. Taking ORIE 3120 would have been helpful, as this is a course that covers database systems pretty extensively. However, learning by doing definitely gives you a better appreciation for the material.

Working at Scholastic definitely helped me grow as a professional but not because of a single project I did or a technical skill I learned. As an intern, no matter your profession, it is rare that you will get the responsibility you would as a full-time employee. This being said, I now recognize that what I learned most at Scholastic was from the day to day grind of being on a team in a corporate setting. As an example, I developed my abilities to communicate with people from all backgrounds and to ask the right questions from the right people to get the answers I needed. It is not always easy to discuss technical specifications with an English major, a math and computer science double-major, and a history major. I learned how to effectively communicate my ideas in a way that would maximize both the
comprehension of my coworkers and expedite our goals as a team. These types of skills are transferable to all occupations and are what I take most out of my work with Scholastic, Inc.

Living in New York City is an unforgettable experience. Working and living independently and in the greatest city in the world is definitely something every young person should do, if only for a few months. I lived in the Lower East Side and found my place through Craigslist. I made many new friends, most of whom are from outside the U.S. This was especially nice, because even though I lived in Manhattan I learned not only about the city and all it has to offer but about Austria, Germany, France, and England from people visiting New York. I also learned about their perspectives on New York, which helped to give me a more complete view of the city.

While working for Scholastic, was not as rigorous or technically challenging as I had expected, it offered a great atmosphere conducive to learning and open discussion. On one hand, I would have enjoyed more challenging and intellectually stimulating projects. On the other hand, I enjoyed being able to have casual but informative conversations with my coworkers.
Jim Pao-Chun Liu
Scholastic Inc. Supply Chain
Fall 2009
Net ID: jpl222
OR&E ‘11

This last fall, I spent a semester working as a Data/Operations Analyst co-op at Scholastic Inc. in their Supply Chain Strategy Team. The role of the supply chain division at Scholastic is to coordinate the management and transfer of books and other published materials from vendors (book printing companies Scholastic hires) to the different Scholastic channels (Book Club, Book Fairs, etc.) to be sold to consumers.

During my co-op assignment, I was assigned numerous analysis and reporting projects and responsibilities. One of the bigger projects I worked on was the Planner Scorecard. The goal of this project was to create a monthly report to evaluate Scholastic’s demand planners’ performances. Through meetings with my supervisor and director of demand planning, a specification sheet of a list of metrics was compiled, and I was given the task of putting the report together. Even though the sourcing of the different components was not difficult, manipulating and presenting the data in a logical and relevant manner took more effort. In the end, I had to document the entire report, so the next person who looks at it can easily comprehend all the components. Through this project, I gained some valuable insight to the management side of Scholastic’s business process.

Besides the data analysis reports, my supervisor would also assign me to solve technical issues encountered by supply chain’s automated reports. From time to time the scheduled execution of these reports fails due to reasons such as poor coding, administrative issues, etc. My job was to identify the error, attempt to fix it, and then document the error and changes. I was able to use problem solving and critical thinking skills from my engineering background to identify the errors and find the best fixes. During my term, my supervisor hired a new reporting services manager to join our team. So for the remainder of my term, we worked closely together to fix the technical issues. I believe we helped each other to really understand how these automated reports functioned.

With the majority of my reporting projects, the coding was done in SQL Server. I had taken ORIE 3120 - Industrial Data and Systems Analysis, so I came into this job with some knowledge of SQL coding and databases. The prior knowledge and extra training helped, however I was able to really grasp SQL coding by tackling the ad-hoc reports head on through trial and error with plenty of online research. When I encountered problems, my supervisor and other members in my work team were always there.
to help. In addition, through the 3120 class, I was introduced to forecasting and manufacturing, and this really gave me a leg up when I worked on projects dealing with inventory management and demand planning.

Although the work I did required more business insight than actual engineering intuition, engineering still played a significant role. There were many projects, like the automated reporting fixes, that required critical thinking to identify the problem and propose a better solution. When designing the structure and layout of a new report, the report's efficiency, accuracy, and neatness were aspects I always kept in mind. In addition, in any engineering or any business process, communication is essential. I attended weekly meetings regarding my projects, met with people from other departments, wrote emails, and kept my supervisor up to date with my progress and work load. These were all great opportunities to work on my communication skills.

Outside of work, there was plenty to do in New York City. I decided to live in Queens with my cousin, and I quickly became friends with several of his friends. During my free time on weekends, we explored the city and took trips out to Long Island. The positive aspects of living outside of Manhattan was the cheaper rent and more comfortable living situation; however, the daily commute to work took around an hour. Through this co-op experience, I was able to gain some business insight to the supply chain process and also received a sound exposure to working in a corporate environment. In my opinion the best feature of my job was the casual work environment; there were rarely any deadlines on any of my projects and everyone on my team was easy to approach for questions. If there was one thing that I wish could have been different would be more challenging and less repetitive projects. Overall this co-op experience has been very valuable.
This last summer, I returned to Scholastic to finish my second term in their supply chain division as a Data/Operations Analysis co-op. This time around, instead of smaller, unrelated reporting requests, I was assigned a major analysis project for Scholastic’s Book Club marketing channel. In addition to this major project, I was still assigned numerous ad-hoc reporting requests and other miscellaneous database maintenance tasks. The major difference between the fall and summer was the increase in the reporting team’s expectations of me; I was assigned more responsibilities with less instruction and guidance. I welcomed this challenge to work more independently.

My main analysis project involved conducting a thorough analysis on the status of Book Club’s reorder point. Book Club is one of Scholastic’s major marketing channels that distributes monthly book catalogues to elementary school students for purchase. For each book, an order is placed before the offer begins and a reorder is placed 6 weeks into the offer. My job was to analyze if week 6 was the consistent optimal reorder point. The approach was relatively simple, compare the forecasted sales units with the actual sales figures for each week of the club offer. This comparison became a percentage error between forecast and actual units. Then using these percentage errors, the point at which the errors became stable was determined as the correct reorder point. In addition, I experimented with different statistical analyses of the data to back up the initial analysis. I was given plenty of leeway to conduct my own statistical analysis, and I presented all my findings to my supervisor and the Book Club directors. I thought this analysis experience was highly rewarding, and it increased my interest in a career as a business/quant analyst.

Besides this project, I was also assigned numerous other miscellaneous tasks. From small ad-hoc reporting requests to researching database automation troubleshooting, I became a versatile member in our reporting team. As a returning co-op, I was not afraid to ask questions and to point out any mistakes or more efficient coding methods to the rest of my team. During this summer, I worked with 2 other co-ops, one who had just started. My supervisor and other team members often asked me to instruct the new co-op in completing difficult reporting requests. I found this task to be highly rewarding as I had to explain in a way that was clear to him. I increased my own understanding of the projects and worked on my patience and my communication skills.
This time around, I stayed in the upper westside of Manhattan, and it was a completely different living experience than my living situation last fall. I enjoyed the change as it allowed me to see a different part of the city and to meet new people. During my free time and on weekends I would work out, hang out with my roommates, meet my cousin and friends in Queens, or take trips to the beach and Atlantic City. Overall this co-op experience has been extremely valuable, and I have become more certain of the career to pursue after I graduate. Finally, I would like to thank the co-op office for setting me up with this opportunity and of course Scholastic for everything that it has taught me.
Bryan Chu  
bc298  
Mechanical Engineering  
Scholastic Inc.  
Spring/Summer 2010

Between January and July of 2010, I worked as the Operational Analysis Co-op for Scholastic Inc. at their New York headquarters on Broadway. As part of the Supply Chain department, I was expected to perform a variety of tasks — including database maintenance, report generation, and automation — related to the transportation of manufacturing materials and the distribution of related information.

As a Mechanical Engineer, I didn’t have very much experience in any aspect of my position when I arrived. For training, I was given access to prior work done by other Co-ops and manuals to build up my skills. I was also free to ask questions to my coworkers about the organization of the company.

As a COOP, I was given a wide range of assignments. For the most part, I was expected to build reports for distribution to other Scholastic departments. These included both one off reports and more important, regularly scheduled, reports which had to be designed to function long after I’ve finished my work term. In addition, I was often asked to troubleshoot production problems so they wouldn’t affect other departments.

A few of my projects were unique, such as when I was asked to teach a seminar on Microsoft Excel or when I was asked to redesign a critical production that took hours each day to complete. I felt that this was my most challenging task, which I solved by parallelizing the workflow, cutting its execution time by around two thirds. Towards the end of my term, I was also in charge of migrating some existing processes to new versions of the software.
All in all my work consisted of a good mix of routine, easy tasks and unique and challenging projects. Despite studying a completely different branch of engineering, I felt like I took away a lot from this experience. In addition to the programming skills and techniques, including SQL and VB, I learned much about how a large company works with large sets of data. Database design, software migration, data compilation, and inter-departmental communications are skills I’ve picked up here that I think will be valuable in any engineering company.

One thing I regret doing is taking the consecutive Spring/Summer position. After being out of school for so long, I’m unsure of how my academic skills will fare when I return to Cornell in the fall. Still, because of this, my experience felt more like a real job, which is one of the goals of the Co-op program in the first place.

Overall, I valued my time at Scholastic. While I doubt I will return to the publishing industry after graduation, I think that what I’ve learned here will serve me in any industry I end up in.
Co-Op Job Summary

Ben Lehman CEE ’12(prospective), [Redacted]
Scholastic Inc. Spring-Summer Term 2011

From January through July of 2011, I worked in Supply Chain Operations at Scholastic Inc in NYC. There I provided both ongoing and adhoc data-gathering and analysis for several divisions of the company, primarily using Microsoft SQL Server Management Studio, which I learned via documentation and internal program help. In addition, at the beginning of my work term, I worked on transitioning a set of data that was generated and updated using Microsoft Access to being created more simply and efficiently using SQL Server. In the middle, we migrated from a 32-bit to a 64-bit server, and I aided in the data transfer and testing process. Towards the end of my time with Scholastic, I created a sales projection analysis for our Book Clubs division, looking at the performance of its various offers over the last three years.

I had been focusing my studies within Civil Engineering to Transportation Systems and Logistics, so this opportunity has helped me understand the applications of the Logistics that I had been studying in the classroom. My colleagues have been welcoming and generous with their time and expertise. It has been a joy to be a part of a larger working group with genuine interdependence.

Trying to find housing in New York City can be challenging. I had good luck with Craig’s List, but make sure you have the opportunity to visit the place and meet any room-mates before signing a lease. If you are only here for the summer, several other Cornellians have had good experiences renting space in NYU’s dorms. The subway will
be your best friend for your entire time in the city, so make the additional investment and get a monthly unlimited Metrocard.

My time on Co-Op has broadened my approach to my work and given me a greater appreciation of the wide variety of possibilities in my post-college professional life. Both the best and worst part of it all has been dealing with changes in personnel and data needs, both expected and unexpected. It’s been bewildering and frightening at times, but through it all, it’s a great experience, and you come out a better engineer and a better person at the end.
Kessler Fellows Learning Outcomes
Iyore

Fellowship Learning Outcomes

- Embrace a diverse working experience and analyze how this particular environment impacts performance
- Understand the differences between a corporate environment and a start up and how that impacts company culture
- Pull from chemical engineering experiences and education to contribute to projects
- Gain constructive criticism and feedback that makes me a better engineer and businesswoman
- Understand the connection between customer service and product development
- Understand the role of a CEO and how a CEO operates in the startup environment.
- Analyze innovation and the process by which new products are introduced to the market
- Understand how a startup grows in terms of personnel while making profit simultaneously.
- Learn what it takes to run a startup, function in a startup, and mold a successful startup to better understand the depth of entrepreneurs and entrepreneurship.

Goals

- Grow independently and get used to flourishing in uncomfortable environments
- Effectively vocalize thoughts and feelings and be more open to holding these types of conversations
- Dictate progress and develop consistency in both personal and working environments
- Make decisions more independently and quickly without being so over analytical
- Embrace what makes me happy and explore those contributors more deeply.