

**Tuljaram Chaturchand College of Arts, Science and  
Commerce, Baramati  
Autonomous**

**Skill Based Certificate Courses  
Department of B.B.A.**

**Course Title: Certificate Course in professional Import Export Managerial Skills.**

**Course Duration : 32 Hrs.**

**Credits : 02**

**Co Ordinator: Deepali Anpat [anpatdeepali@gmail.com]**

**A] Learning Objectives:**

1. To provide students with a clear understanding of the concept of Export and Import.
2. To enable the students to have a clear understanding of framework of Export-Import Trade.

**B] Learning Outcome:**

The outcome of this course is to make students understand the importance of Export-Import Trade and also develop an understanding of the Export-Import Trade.

**Content/ Syllabus of Course:**

| <b>Sr. No.</b> | <b>Unit Name</b>            | <b>Topic</b>   | <b>Hrs. Allotted</b> |
|----------------|-----------------------------|--|----------------------|
| 1.             | Introduction                | Foreign Trade- Meaning, Definition, Benefits<br>Export- Meaning, Benefits of Export and importance of Export for India<br>Import- Meaning, Importance of Imports, Benefits of Imports with special reference to India  | 03                   |
| 2.             | Export Import Documentation | Preliminaries for Exports and Imports<br>Exports Documentation: Aligned documentation system-<br>Commercial Invoice- Shipping Bill- Certificate of Origin-<br>Consular Invoice- Mate's Receipt- Bill of Lading- GR form-<br>ISO 9000- Procedure for Obtaining ISO 9000- BIS 14000<br>Certification- Types of Marine Insurance Policies<br>Import Documents- Transport Documents- Bill to Entry-<br>Certificate of Inspection- Certificate of Measurements- Freight Declaration | 06                   |

|                   |  |  |           |
|-------------------|--|--|-----------|
| 3.                | Export Import Procedure                                  | Introduction<br>Procedure for Export and Import Trade<br>Export Import Policy of India   | 03        |
| 4.                | International Regulatory and Trading Environment         | Meaning of Regulatory Environment<br>WTO- Structures, Powers, Functions<br>GATT (General Agreement on Tariff and Trade)<br>UNCTAD<br>Trade strategies, European Union (EU), SAARC, SAPTA   | 03        |
| 5.                | Managerial Skills for professional import export manager | <ol style="list-style-type: none"> <li>1. Financial Skills: Understanding finance and budgets</li> <li>2. Comprehending technology: Inventory management software, Project management tools:</li> <li>3. Understanding of international trade compliance requirements</li> <li>4. Networking skills</li> <li>5. Communication skills</li> <li>6. Stress Management skills</li> </ol> | 17        |
| <b>Total Hrs.</b> |  |  | <b>32</b> |

**Examination or Evaluation Pattern:**

**Exam Pattern:**

**Theory Examination. [Marks: 25]**

**Practical Submissions [ Marks 25]**