

MED/ R0/29/10/25/ 2122



महात्मा ज्योतिबा फुले
रुहेलखण्ड विश्वविद्यालय, बरेली

**FACULTY
OF
COMMERCE
B.COM
Logistics**

(A Three-Year Degree Apprenticeship Program)

**SYLLABUS
&
ORDINANCES**

M.J.P. ROHILKHAND UNIVERSITY, BAREILLY

15 October, 2025

Minutes of Meeting**Board of Studies (BoS), Apprenticeship Embedded Degree Programmes**

A meeting of the Board of Studies (BoS) in the Subject of Commerce was held on 15, October, 2025 at 11:00 AM in the Nehru Kendra, MJP, Rohilkhand University Campus-Bareilly following members were present in the meeting:

- | | |
|--------------------------|---|
| 1. Prof. Anoop Kumar | Convenor(BCB- Bly) |
| 2. Prof. Vinay Kumar | Member (Upadhi Mahavidhyala- Pilibhit) |
| 3. Dr. Fazul UR Rehman | Member (RLS, Rajkiya Mahavidhyala- Pilibhit) |
| 4. Prof. Bhupendra Singh | Member (BCB- Bly) |
| 5. Prof. Anurag Agarwal | Member (SSC- Shahjahanpur) |
| 6. Prof. Omkar | Member (BCB- Bly) |
| 7. Dr. Vishal Saxena | AEDP- Nodal Coordinator, MJP, RU-Bly |

Experts

- | | |
|-----------------------------|----------------------------------|
| 1. Prof. Narendra Pal Singh | External Expert (SJC- Najibabad) |
| 2. Prof. S.P Singh (Retd.) | External Expert (GKU- Haridwar) |

Following discussion were taken

1. The syllabus of AEDP Course for B. Com in (Banking Financial Services & Insurance) complete course approved by Board of Studies 2025 was discussed and approved by board for this academic year 2025-26 onwards, changes were suggested and incorporated by BoS.
2. The syllabus of AEDP Course for B. Com in (logistics) complete course approved by Board of Studies 2025 was discussed and approved by board for this academic year 2025-26 onwards, changes were suggested and incorporated by BoS.



3. The syllabus of AEDP Course for B. Com in (Retail Operations) complete course approved by Board of Studies 2025 was discussed and approved by board for this academic year 2025-26 onwards, changes were suggested and incorporated by BoS.
4. The lists of examiners for the above approved courses are attached as per enclosure.
5. For Providing Apprenticeship/ON Job Trainings (OJT) to the students provisions should be made according to Skill council of U.P State government/ Central bodies/Corporate/Local business bodies/Professionals.
6. Provision of MOOCK Courses and online courses in the subjects offered in above approved courses are also recommended, in case of non availability of the faculty in the subject concerned.


15/10/25
Prof. Vinay Kumar

Member


Dr. Fazul UR Rehman

Member


Dr. Bhupendra Singh

Member


Dr. Anurag Agarwal

Member


Dr. Omkar

Member

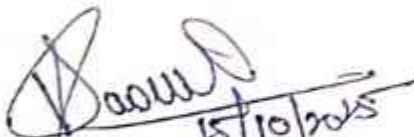

Prof. Anoop Kumar

Head & Convener


Prof. Narendra Pal Singh

External Expert


Prof. S.P Singh (Retd.)
External Expert


15/10/2025
Dr. Vishal Saxena

AEDP- Nodal Coordinator, MJP, RU-Bly

List of examiners for Theory & Practical exam

2025-26 Academic session

B. Com. Banking & Finance, R.O, Logistics

1. Prof. S.P. Singh (Ex. PMS Gurukul Kangri Univ. Haridwar
Nector-2004, Ainaud Gernx. Crossing Republic
Ghazibad, U.P
9719911245.
2. Prof. N. P. Singh (Retd Principal, Sahu Jain College Najibabad)
Residence - A/1 Adarsh Nagar Najibabad Dist-Bijnor U.P. 246763.
Phone No - 8533912911
3. Prof. Tejvir Singh Tomar, SMJM College Haridwar U.K
12, Sanyam Vihar Gurukul Kangri Haridwar U.K 9319893039.
4. Prof. Ashok Agarwal, Retd. Head, Deptt. of Commerce, University of
Rajasthan Jaipur, Res. 3TH, 4 Jawahar Nagar, Jaipur,
Rajasthan. Mob.No. 9928366240
5. Prof. Krishna Gupta, Head, Deptt. of Commerce, University of
Rajasthan, Jaipur. MobNo. 9950501423
6. Prof. K.K. Agarwal, Retd. Head, Deptt. of Commerce, Mahatma
Gandhi Kashi Vidyapeeth, Banaras. MobNo. 9415687767, 7355491751
7. Prof. S.K. Sharma, Head, Deptt. of Commerce, D.N. (PS) College, Meerut
Mob.No. 7017104398, 9412632516
8. Dr. Ved Prakash, Head, Deptt. of Commerce, M.M. (PS) College, ~~Modinagar~~
Modinagar, Mob.No. 9415397336
9. Dr. Manish Kumar, Deptt. of Commerce, K.M.C. Language, University
Lucknow. Mob No. 8840654011, 9453024444
10. Dr. K.K. Verma, Head, Deptt. of Commerce, Himachal Pradesh Central
University, Dharmshala, H.P. Mob.No. 9335501254

A.P

Chit

Agarwal

MS

Dansul

11. Prof. Sandeep Kulshrestha, Deptt. of Commerce, Himachal Pradesh Central University, Dharmshala (HP) Mob No. 9826214448
12. Prof. K.K. Verma, Deptt. of Commerce, HNB Garhwal Central University (Tehari Campus), Uttara Khand, Mob No. 9410148464
13. Prof. M.D. Somani, Retd. Girls Govt. College, Indore (M.P.)
Mob. No. 9993046346
14. Prof. E. Ptesham Ansari, Retd. Head, Deptt. of Commerce, KMC Lunge University, Lucknow. Mob No. 9415375623
15. Prof. Mizga Shahab Shah, Retd. Head, Deptt. of Commerce, Saket (P) College, Ayodhya (Faizabad)
16. Dr. B.K. Jha, Ex-Head, Deptt. of Commerce, KNI Sultanpur
Mob. No. 9415091936
17. Prof. N.V. Khan, Head, Deptt. of Commerce, Hindu College, Moradabad
Mob No. 9837101419
18. Prof. Sanjay Rastogi, Deptt. of Commerce, Hindu College, Moradabad
Mob No. 9412634377
19. Prof. Anil Raipuria, Head, Deptt. of Commerce, J.S. Hindu College
Amroha. Mob. No. 9837442777
20. Prof. Himanshu Agarwal, Deptt. of Commerce, D.N. (PS) College,
Meerut. Mob No. 9412125893
21. Prof. P.K. Saxena (A. in. J.M.), Deptt. of Commerce, Kirorimal College
Delhi, Mob No. 9213235831
22. Dr. Rajendra Kumar, Deptt. of Commerce, Rajdhani College,
Delhi. Mob No. 9818037475
23. Prof. Abha Mittal, Deptt. of Commerce, Maharaja Agrasen College,
New Delhi, Mob No. 9810047562
24. Prof. Archana Chandra, Retd. Head, Deptt. of Commerce, Rajju Bhai
State University Prayagraj (Allahabad), Mob No. 9335152002
25. Dr. Priyanka Saxena, Deptt. of Commerce, Rajju Bhai
State University Prayagraj (Allahabad), Mob No. 9335152002

1- Dr. Umesh Kumar
K.A.(P.G.) College, Kasganj
9410852020

2- Dr. Arvind Kumar
Govt. P.G. College, Ghaziabad
9810501068

3- Prof. Sudhik Kumar Singh
Meerut college, Meerut
9411023524

4- Prof. Balwant Singh
J.N. P.G. College, Lucknow
8299677112

5- Prof. Vijay Gupta
Govt. P.G. College, Kanpur
9411865597

6- Prof. Anil Kumar
D.O.U. University, Gorakhpur
9935367733

7- Dr. Sheelendra Kumar Bhanu
Dean and Professor, School of Studies in Commerce
Vikram University, Vagdevi Bhawan,
Devas Road, Ujjain, M.P. Pin 456010
Phone No. 8319264160

8- Prof. Harsh Purohit
Dean FMS, IQAC Coordinator, CPO

Banasthali Vidyapeeth, Banasthali (Rajasthan)
Mob. 9887886320 EMAIL: DEANWISDOM@BANASTHALI.IN

9- Dr. Umesh Holani


A.D.  



FACULTY OF COMMERCE

B.Com in Logistics is a Three Year Full Time Programme under Faculty of Commerce. The course structure and programme ordinance is as follows:

B.Com (Logistics)
SCHEME OF INSTRUCTION FOR B.Com (Logistics)
YEAR- I
SEMESTER- I

Course Code	Course Title	Course Type	Credits	Maximum Marks	
				Internal	External
BCOM -LG101	Constitutional Values 1 (Compulsory subject)	(Theory)	4	25	75
BCOM -LG102	Fundamentals of Logistics	(Theory)	4	25	75
BCOM -LG103	Materials Management	(Theory)	4	25	75
BCOM -LG104	Warehousing & Distribution Centre Operations	(Theory)	4	25	75
BCOM -LG105	Language	(Theory)	4	25	75
BCOM -LG106	Word and Presentation Skill	(Practical)	4	25	75
	Total		24	150	450

SEMESTER- II

Course Code	Course Title	Course Type	Credits	Maximum Marks	
				Internal	External
BCOM -LG201	Constitutional Values-2 (Compulsory subject)	(Theory)	4	25	75
BCOM -LG202	Freight Forwarding (Ocean & Air Cargo)	(Theory)	4	25	75
BCOM -LG203	Forecasting and Inventory Management	(Theory)	4	25	75
BCOM -LG204	Surface Transportation	(Theory)	4	25	75
BCOM -LG205	Language	(Theory)	4	25	75
BCOM -LG206	Data Spread Sheet	(Practical)	4	25	75
	Total		24	150	450

[Handwritten signatures and initials]



FACULTY OF COMMERCE

YEAR II SEMESTER-III

Course Code	Course Title	Course Type	Credits	Maximum Marks	
				Internal	External
BCOM -LG301	Language	(Theory)	4	25	75
BCOM -LG302	Constitutional Values and Business ethics (Compulsory subject)	(Theory)	4	25	75
BCOM -LG303	MIS for Logistics	(Theory)	4	25	75
BCOM -LG304	Retail Logistics and E-commerce	(Theory)	4	25	75
BCOM -LG305	Liner Logistics	(Theory)	4	25	75
BCOM -LG306	Business Communication	(Practical)	4	25	75
	Total		24	125	375

SEMESTER-IV

Course Code	Course Title	Course Type	Credits	Maximum Marks	
				Internal	External
BCOM -LG401	Constitutional Values and Business ethics(Compulsory subject)	(Theory)	4	25	75
BCOM -LG402	Port Terminal Logistics	(Theory)	4	25	75
BCOM -LG403	Specialization Module - Course I	(Theory)	4	25	75
BCOM -LG404	Specialization Module - Course II	(Theory)	4	25	75
	Project work:				
BCOM -LG405	Minor Project Work (college)	(Practical)	8	25	75
	Total		24	125	375

Specialization Modules

Course	Group -Aviation	Group-Ecommerce	Group C-Land Transportation
1	Introduction to Aviation Industry & Airport Operations	First Mile Operations	Principles & Practices of Tourism
2	Introduction to Air Cargo Industry	Last Mile Operations	Commercial Aspects of Transportation

**Students shall choose one of the three Modules and pursue both courses listed in the chosen Module



FACULTY OF COMMERCE

YEAR- III SEMESTER-V

Course Code		Course Title	Course Type	Credits	Maximum Marks	
					Internal	External
BCOM-	LG 501	Export & Import Documentation	Allied course (MOOC) Opt any one course	4	25	75
	LG 502	Inland Waterways & Costal Shipping				
Apprenticeship (1008 hours)						
BCOM -LG 503		Apprenticeship-I		16	25SK*	75AA*
BCOM -LG 505		VIVA VOCE		4	----	100
		Total		24	50	250

AA*Apprenticeship Assessment conduct by Industry/logistic skill council (LSC)/Board of Apprenticeship Training (BOATS/NATS)

Apprenticeship Report (comprising Work Diary) prepared and submitted by student (one copy submitted to the college duly approved by apprenticeship provider).

SK*Skill Test conduct by college

SEMESTER- VI

Course Code		Course Title		Credits	Maximum Marks	
					Internal	External
BCOM-	LG -601	Courier, Express & Parcel Services	Allied course (MOOC) Opt any one course	4	25	75
	LG -602	Multi Modal Transportation				
Apprenticeship (1008 hours)						
BCOM -LG 603		Apprenticeship-II		16	25SK*	75AA*
BCOM -LG 604		VIVA VOCE		4	----	100
		Total		24	50	250

AA*Apprenticeship Assessment conduct by Industry/logistic skill council (LSC)/Board of Apprenticeship

Apprenticeship Report (comprising Work Diary) prepared and submitted by student (one copy submitted to the college duly approved by apprenticeship provider).

SK*Skill Test conduct by college

Handwritten signatures and initials at the bottom of the page, including names like "R. V. K.", "AS", "A.P.", "R. S. D.", and "S. D. S.".

Credit and Credit determination:

One paper of one credit will require one hour per week teaching. For example, one semester of 15 week will require 15 hour teaching.

All work related to credit will be carried out as per the directions of 'Academic Bank of Credit'.

One year certificate will be awarded after successfully earning a minimum of 46 credits by the student. Two year Diploma will be awarded after successfully earning a minimum of 92 credits by the student. Three year Degree will be awarded after successfully earning 132 credits by the student. The aforesaid mentioned certificate, diploma or degree will be awarded only when the student successfully clears all the qualifying papers required for the same.

Once the credits earned by the student are utilized, it cannot be utilized again by the student. For example, if a student receives one year certificate after earning 46 credits, the credit earned by the student will be treated as utilized. If after a few years, the student wants to obtain two year Diploma, then he will have to surrender his certificate received earlier and thus he will get a re-credit of 46 credits to his/her account. Otherwise, he/she will have to earn 92 credits. If the student studies continuously for three years and earns 132 points and does not claim for certificate and diploma only then he/she will get a three years Degree.

1. Attendance and Credit Determination: For credit validation successful completion of examination is essential. Without appearing in examination credit will be incomplete.

For appearing in final examination 75% attendance is mandatory.

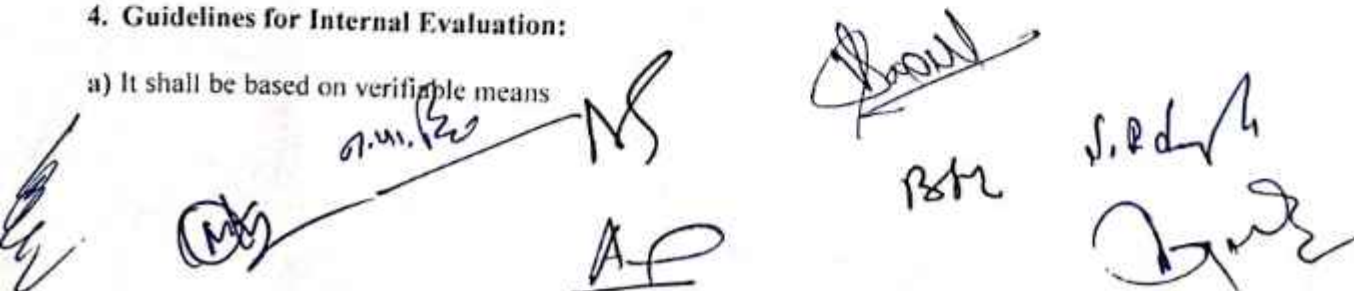
After ensuring 75% attendance, if a student fails to appear in examination, he/she can appear in the next year examination, as Ex-Student. He will not be required to attend the classes again.

2. End-Semester Examination: All papers will be of 03 hours duration. The maximum marks allotted for each paper will be 75.

3. Mid-Semester Examination: There shall be one mid-semester written examination of two hours duration for each paper, which shall carry 15 marks. This exam will be compulsory for the students. In case, if any student fails to appear in one or more papers on medical grounds, then he/she may be provided one more chance during the same semester on payment of re-examination fee of Rs. 1000/- for one or more papers.

4. Guidelines for Internal Evaluation:

a) It shall be based on verifiable means

The bottom section of the page contains several handwritten signatures and initials. On the left, there is a signature that appears to be 'S. M. K.' with a circled 'M' below it. In the center, there are initials 'MS' and 'AP' written in large, bold letters. To the right of these, there is a signature that looks like 'R. S. K.' with 'BTR' written below it. On the far right, there is another signature that appears to be 'S. P. D.' with a large, stylized signature below it.

1. The distribution of marks of internal evaluation will be as follows:

Written Test	15marks
One term paper/assignments/presentations/regularity in attendance	10marks

Whenever the score in internal evaluation is 80% or more (except in papers of quantitative nature) the written test answer books could be re-evaluated by two teachers of the department.

1. All assignments will be submitted in his/her handwriting only.
1. The maximum marks allotted for each paper will be as follows:

1. End Semester examination	75 marks
2. Internal evaluation	25 marks

The minimum passing marks in each individual paper will be 40% and in aggregate 50%. These percentages will apply on aggregate marks of internal evaluation and end-semester examination. Any candidate who fails to secure a minimum of 40% marks but secures 20% or more marks in not more than two paper in first semester of the academic year will be promoted to the next semester of B.COM Logistics Part I or B.COM Logistics Part II or B.COM Logistics Part III as the case may be. However, in B.COM Logistics Operations Part II (III semester), only those candidates will be admitted who have cleared at least two papers in each of the I & II semester of B.COM Logistics Operations Part I exams and not declared as fail.

In case of B.COM Logistics V semester, only those candidates will be admitted who have cleared at least two papers in each of the III & IV semester of B.COM Logistics Part II exams and not declared as fail. The exams of the back papers will be held along with the regular exams of subsequent year. The candidate has to clear all his/her back papers within the period of six years from the year of his/her admission.

If the candidate clears his/her I, II, III, IV, V semesters, but obtains back(s) only in VI semester, then treating it as a special case, the exam/s of the back paper/s of VI semester could be held along with I & III & V semester exams.

1. A candidate who has secured minimum marks to pass in each paper but has not secured minimum marks to pass in aggregate may reappear in any of the paper(s) of the semester concerned (subject to a

[Handwritten signatures and initials]

maximum of two theory papers in each semester), according to his/her choice in order to secure the minimum marks prescribed to pass in the aggregate (i.e. to clear back in aggregate).

2. Evaluation Pattern for B.COM Logistics: For passing a candidate is required to obtain pass

Marks Range (out of 100)	Grade	Grade Point
90 – 100	O	10
80–89	A	9
70–79	B	8
60–69	C	7
50–59	D	6
40–49	E	5
20–39	Bp	4
00–19	F	0
Absent	Ab	0

Letter grades O, A, B, C, D & E in a paper means that the student has been able to clear that paper (i.e. passed in paper).

Letter grade Bp in a paper means that the student has not been able to clear the paper and is entitled to appear in the Back Paper examination if he/she satisfies other conditions for Back

Paper examination.

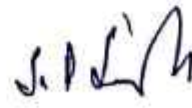
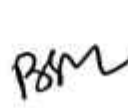
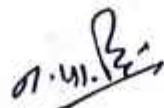
Letter grade F means that the student has failed.

Letter grade Ab means that the student was absent

Calculation of SGPA, YGPA and CGPA

The following procedure shall be used to calculate the Semester Grade Point Average (SGPA), Yearly Grade Point Average (YGPA) and Cumulative Grade Point Average (CGPA):

The SGPA is the ratio of sum of the product of the number of credits multiplied with the grade points scored by a student in all the courses of the semester divided by the sum of the credits of all the courses of the semester i.e.



$$SGPA = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

Where: C_i is the number of credits of the i th paper and G_i is the grade point scored by the student in the i th paper.

The YGPA is also calculated in the same manner taking into account all the semesters undergone by a student over a year, i.e.

$$YGPA = \frac{\sum(C_j \times S_j)}{\sum C_j}$$

The CGPA is also calculated in the same manner taking into account all the semesters undergone by a student over the programme, i.e.

$$CGPA = \frac{\sum(C_j \times S_j)}{\sum C_j}$$

Where S_j is the SGPA of the j th semester and C_j is the total number of credits in that semester.

The SGPA, YGPA and CGPA shall be rounded off to two decimal points and reported in the transcripts.

Illustration of calculation of SGPA, YGPA and CGPA

1. Illustration for SGPA

Paper	Grade Letter		Grade Point	Credit Point
Paper 1	3	B	8	$3 \times 8 = 24$
Paper 2	3	C	7	$3 \times 7 = 21$
Paper 3	3	O	10	$3 \times 10 = 30$
Paper 4	3	E	5	$3 \times 5 = 15$
Paper 5	3	D	6	$3 \times 6 = 18$
Paper 6	3	A	9	$3 \times 9 = 27$
Paper 7	4	C	7	$4 \times 7 = 28$
	22			163

Thus $SGPA = 163/22 = 7.41$

2. Illustration for YGPA

MS
 PSM
 07.11.13
 V. B. K. / 4
 AP
 [Handwritten signatures and initials are present]

Semester I	Semester II
Credit : 30	Credit : 26
SGPA:6.9	SGPA:5.8

$$YGPA = \frac{\sum (C_j \times S_j)}{\sum C_j}$$

$$YGPA = \frac{\{(30 \times 6.9) + (26 \times 5.8)\}}{\sum C_j}$$

$$\text{Thus, } YGPA = 357.8/56 = 6.39$$

3. Illustration for CGPA

Semester I	Semester II	Semester III	Semester IV	Semester V	Semester VI
Credit : 30	Credit : 26	Credit : 32	Credit : 34	Credit : 32	Credit : 30
SGPA:6.9	SGPA:5.8	SGPA:7.3	SGPA:6.8	SGPA:6.4	SGPA:6.9

$$CGPA = \frac{\sum (C_j \times S_j)}{\sum C_j}$$

$$CGPA = \frac{\{(30 \times 6.9) + (26 \times 5.8) + (32 \times 7.3) + (34 \times 6.8) + (32 \times 6.4) + (30 \times 6.9)\}}{\sum C_j}$$

$$\text{Thus, } CGPA = 1234.4/184 = 6.71$$

The conversion formula for converting YGPA or CGPA to the corresponding Percentage of Marks will be as follows:

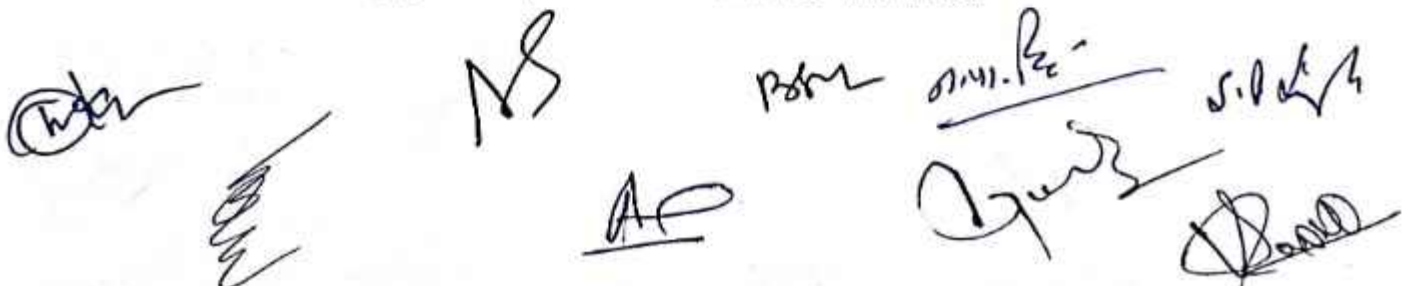
$$X = 10Y - 5$$

Where, X = Percentage of Marks

Y = YGPA or CGPA

In the first five semesters the candidate will be declared only as 'Pass' or 'Fail'. Division will be awarded only on the basis of combined result of all six semesters of B.COM Logistics I, II and III years.

2. If a candidate fails to appear OJT examination then he/she may be provided a second chance with due permission of the Registrar on payment of prescribed fee for each Viva-Voce.


 A collection of handwritten signatures and initials in black ink, including a circled signature, 'MS', 'AD', 'BOM', 'S.P.K.', and a signature that appears to be 'S.P.K.' with a checkmark.

3. No regular admission will be given to failed students. Any candidate who fails in exams or is entitled to carry over papers as "Back Papers" may appear in the next subsequent exams. However the marks obtained previously by the candidate in the internal evaluation of the paper concerned, shall be retained and added with the marks obtained in the subsequent end semester exams.
- 2 There will be no re-evaluation or supplementary exams.
- 3 The syllabi will be prescribed by the Board of Studies.
- 4 The award of division to the successful candidate will be on the basis of the combined results of B.Com logistics Part I,II & III (of all six semesters) as follows:

(i) Candidates securing YGPA or CGPA 6.5 and above	I st Division
(ii) All Other ((ii) Candidates securing YGPA or CGPA 5.5 to 6.49)	II nd Division

- 5 The student will have to fulfill the minimum requirement of attendance as per the university rule.
- 6 No person shall be admitted as a candidate for the examinations of any of the part after the lapse of six years after the admission to the first year of B.COM Logistics course. However under special circumstances this period may be extended by one additional year (i.e. total seven years) with special permission of Dean.

-----x-----x-----

MS a.m. h. RSM S.P. d. S.P. d. S.P. d.

(M) AP D. S. S.

FUNDAMENTALS OF LOGISTICS

(BCOM -LG102)

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to become logistics professionals.
- To orient students in the field of Logistics
- To help Students to understand Fundamentals of Logistics.

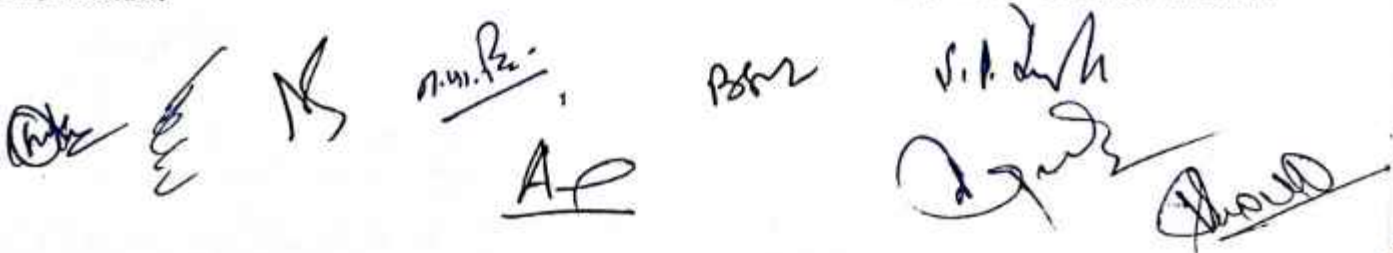
LEARNING OUTCOMES:

- Students will be able to apply the Basic knowledge of Logistics in the real-life situation.
- This subject will enable them to enhance their ability and professional skills in Logistics.

Unit	Topics
I	Introduction to Logistics: History of Logistics Need for logistics-Cost and Productivity, cost saving & Productivity improvement. Logistics Cost, reduction in logistics cost, benefits of efficient Logistics, Principles of Logistics, Technology & Logistics-Informatics, Logistics optimization. Listing of Sub-sectors of Logistics
II	Logistics and Customer Service-Definition of Customer Service, Elements of Customer Service-Phases in Customer Service-Customer Retention-Procurement and Outsourcing-Definition of Procurement/Outsourcing-Benefits of Logistics Outsourcing - Critical Issues in Logistics Outsourcing
III	Global Logistics - Global Supply Chain - Organizing for Global Logistics-Strategic Issues in Global Logistics - Forces driving Globalization - Modes of Transportation in Global Logistics Barriers to Global Logistics - Markets and Competition - Financial Issues in Logistics Performance - Integrated Logistics - Need for Integration - Activity Centers in Integrated Logistics. Role of 3PL&4PL.
IV	a) Warehouse: Warehouse-Meaning, Types of Warehouses, Benefits of Warehousing. b) Transportation-Meaning: Types of Transportations, efficient transportation system and Benefits of efficient transportation systems. c) Courier/Express-Courier/Express-Meaning, Categorization of Shipments, Courier Guidelines, Pricing in Courier - Express Sector for international and domestic shipping. d) E-Commerce - Meaning, Brief on Fulfillment Centers, Reverse logistics in e-commerce sector, marketing in e-commerce and future trends in e-commerce.
V	a) EXIM: Brief on EXIM/FF & CC, Multi-modal transportation, brief on customs clearance, bulk load handling and brief on trans-shipment. b) Supply chain. c) Cold chain. d) Liquid Logistics. e) Rail Logistics.

Text & Reference Books:

1. Course Material Prepared by LSC.
2. Fundamentals of Logistics Management (The Irwin/McGraw-Hill Series in Marketing), Douglas Lambert, James R Stock, Lisa M. Ellram, McGraw-hill/Irwin, First Edition, 1998.
3. Vinod V. Sople (2009) Logistic Management (2ndEdn.) Pearson Limited.
4. Logistics Management for International Business: Text and Cases, Sudalaimuthu & Anthony Raj, PHI Learning, First Edition, 2009.
5. Fundamentals of Logistics Management, David Grant, Douglas M. Lambert, James R. Stock, Lisa M. Ellram, McGraw.



Hill Higher Education, 1997.

6. Logistics Management, Ismail Reji, Excel Book, First Edition, 2008.

MS AS 01.11.12 BSM S. B. S.
AP MS AS
AS

MATERIALS MANAGEMENT

(BCOM -LG103)

COURSE OBJECTIVES:

- To help Students to understand basic Principles and concept of material Management
- To orient students on contemporary development in the field of material management
- To develop competencies and knowledge of students to become effective professionals

LEARNING OUTCOMES:

- To apply the knowledge about material management in the real-life business situation
- Understand the contemporary practices followed in the field of Materials Management
- To enhance their managerial ability and professional skills

Unit	Topics
I	Introduction: Materials Management - Evolution, Importance, Scope and Objectives- Interface with other functions.-Supply Chain Management-Objectives-Components, Tradeoff Customer Service & Cost. Supply Chain Analytics.
II	Purchasing: purchasing and procurement activities under Materials management-Purchasing Methods-Purchasing and quality Assurance- Purchase Cycle – governmental purchasing practices and procedures - Negotiation & Bargaining – Vendor relations
III	Inventory - Need of Inventory -Types of Inventories - Basic EOQ Model - EOQ with discounts – Different types of Analysis. Forecasting–methods of forecasting-Material Requirement Planning (MRP)-Input and output of MRP system -BOM Explosion-MRP II.
IV	Quality control of material: Incoming material quality control- statistical quality control (Various control charts) - Inventory control & Cost Reduction techniques. Value Analysis & Value Engineering. Standardization–need and importance. Codification - concept, benefits.
V	Stores-Functions-Storeslayout-documentation-Materialshandlingandstoragesystems,- PrinciplesofMaterials Handling system – Safety issues

Text & Reference Books:

1. Course Material Prepared by LSC
2. Materials management: procedures, text and cases- A. K. Datta
3. Materials management: An integrated approach-P. Gopalakrishnan
4. Introduction to Materials management-J. R. Tony Arnold & Stephen N. Chapman
5. Purchasing and Materials Management-K S Menon
6. Hand book of Materials Management–Gopalakrishnan

[Handwritten signature]

NS

a.y. Pu

BCOM v. D. Datta

[Handwritten signature]

[Handwritten signature]

AP

WAREHOUSING & DISTRIBUTION CENTRE OPERATION

(BCOM -LG104)

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to become Warehouse professionals
- To help Students to understand Ware housing and distribution centre operations
- To orient students about contemporary practices followed in Warehousing & Logistics

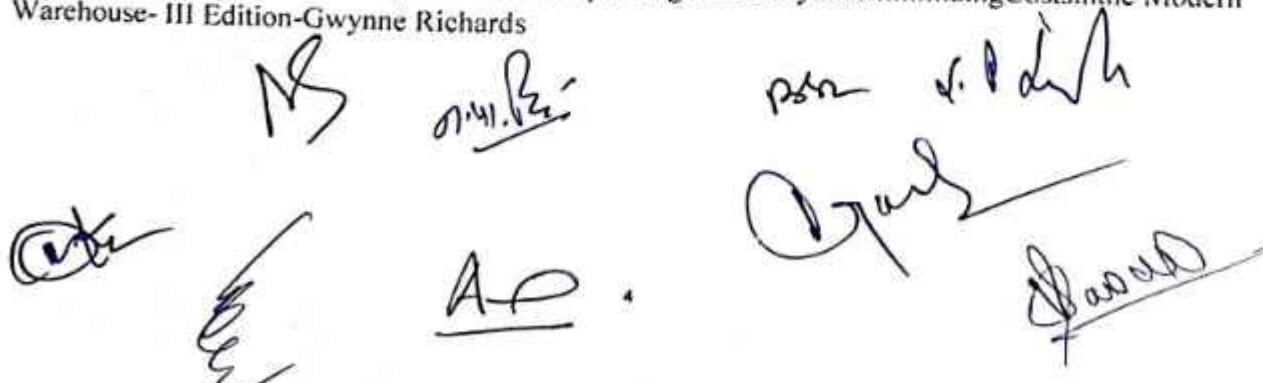
LEARNING OUTCOMES:

- To apply the Basic knowledge of Warehousing and distribution centre operations in the real-life situation
- To enhance their ability and professional skills
- To Understand the contemporary Practices in the Industry

Unit	Topics
I	Introduction to Warehouse (Storage and Packaging) Background - Types of Warehouses - Broad functions in a warehouse layouts and layout related to functions. Equipment requirement in warehouse-Strategic Aspects of Warehouse.
II	Receiving of Goods-Advanced shipment notice (ASN)-Goods Receipt note-(GRN)-Stages involved receipt of goods- Visual inspection of goods unloaded- Formats for recording of goods unloaded from carriers- Procedure for Arranging of goods on dock- Put away of Goods-its activity-Put away list and its need-Put away of goods in to storage locations-storage location codes and its application
III	Procedures to prepare warehouse dispatches-Preparing Packaging List/Dispatch Note-Packaging-its importance of packing- Packing Materials-reading Labels-quality parameters in packing significance-Cross Docking Method-and its application-Automation: Pick/Put to Light-A Frame-Automated Order Selection-Pick-N-Go-Out bound Sorters- Automatic Truck Loading.
IV	Distribution-Definition-Need for physical distribution-concept-system perspective-functions of distribution-marketing forces affecting distribution. Channels of distribution: role of marketing channels-channel functions -channel structure-designing distribution channel - choice of distribution channels
V	Warehouse Safety Rules and Procedures: Hazardous cargo - Procedure for Identification of Hazardous Cargo - safety data sheet- Familiarization with the industry. Health, Safety & Environment - 5S Concept on shop floor. Personal protective Equipment's (PPE) and their uses.

Text & Reference Books:

1. Course Material Prepared by LSC
2. Definitive Guide to Warehousing, The: Managing the Storage and Handling of Materials and Products in the Supply Chain (Council of Supply Chain Management Professionals) 1st Edition
3. Warehouse Management: A Complete Guide to Improving Efficiency and Minimizing Costs in the Modern Warehouse- III Edition-Gwynne Richards


 A collection of handwritten signatures and initials in black ink, including 'MS', 'A.P.', 'G. S. R.', 'R. S. R.', 'A.P.', and 'G. S. R.'

FACULTY OF COMMERCE

English Language

Login files

Credits: 4

Subject Code: B.COM-~~RF104~~

LG105

Hours: 40

Course Objectives and Outcomes

1. To develop an understanding of language functions in the students.
2. To employ Listening, Speaking, Reading and Writing skills to the optimum in informal and formal settings.
3. To enhance speaking and writing skills and enable the students to develop power of communication through co and conversational skills.

Unit I: Developing Conversational Ability

Greetings and Introduction b) Participating in small talks- At the office, At the railway station, At the airport, agency, At the bank, At the doctor the hospital. c) Talking on the telephone. d) Socializing- Making expressing thanks & responding to thanks; Expressing likes and dislikes, offering Apology & making Requests complimenting and congratulating, refusing.

Practice session includes

Starting conversation; talking about family and friends.
Talking about weather and climate.
Asking for personal information and responding to questions.
Responding to arguments: agreeing & disagreeing. Making requests, expressing thanks & responding to thanks.
Expressing likes and dislikes, offering Apology & making Requests.
Offering help, complimenting and congratulating and refusing.
Accepting an invitation; asking for and giving advice.
Asking for and giving directions.
Asking for and giving your opinions.

Unit II: Listening Comprehension Theory

Basic skills of listening, Listening Models, Body Language, Avoiding the barriers to listening and Streamlining of sound shapes.

correspondence regarding red line tracking customer satisfaction collaboration between various stakeholders including suppliers, carriers and warehouse operators and customers.

AP

S.P. d.../h

[Signature]

A. Kumar

07.11.2020

[Signature]

[Signature]

FREIGHT FORWARDING (OCEAN & AIR CARGO)

(BCOM -LG201)

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to become freight forwarding professionals
- To develop competencies on documentation procedures
- To help Students to understand freight forwarding.

LEARNING OUTCOMES:

- Students will be able to apply the Basic knowledge of freight forwarding including ocean and air cargo in the real-life situation
- Students will be able to demonstrate their skill on documentation in their profession.
- This subject will enable them to enhance their ability and professional skills

Unit	Topics
I	Introduction to EXIM, Freight forwarding and custom clearance –types of custom clearances – Importance of custom clearance – certificate of origin, ICEGATE and insurance – custom Act – Regulations pertaining to custom clearance–different modes of freight forwarding—process of freight forwarding.
II	Operation Procedures of Freight Forwarding - The procedures for Pre-Operating Checks and Operational checks to be performed for every shipment / consignment
III	List of basic handling of errors and the Operational errors that occur in common - Procedure for checking of shipping bill, Airway bill based on invoice and packing list received from department for Freight Forwarding. Regulations (EXIM/IATA/Countries)/COM based on permutations and combinations of weight vs volume.
IV	Cargo handling, INCO terms and terminologies used in Cargoes - Different Types of Cargoes for transportation. Full Export and Import value of the cargo–Importer and exporter Code(IEC),The registered PAN based Business Identification number received from the Directorate General of Foreign Trade – Different type of Cargo, their quantity and value- Packaging requirement for the cargo during shipment from the shipper-Inspection procedure for the cargo while unloading-DO's and DON'T's while handling different cargo
V	Documentation of Freight Forwarding process as per customer timelines and requirements - Carting, unloading, Stacking, Loading; and Stuffing-Procedure for dealing with loss or damage to goods- Different P.G.A and their roles. Technical knowledge on Containers; Pallets; Palletization; Fumigation-Letters of Credit and payment Terms. Etc. computer and its application in internal systems of documentation.

Text & Reference Books:

1. Course Material Prepared by LSC
2. JP Saxena, Warehouse Management and Inventory Control-Vikas Publication House Pvt Ltd, First Edition, 2003.
3. Warehouse Management: Automation and Organization of Warehouse and Order Picking Systems [With CDROM], Michael Ten Hompe, Thorsten Schmidt, Springer Verlag, First Edition, 2006.
4. Management Guide to Efficient Money Saving Warehousing, Stephen Frey, Gower, 1982.
5. Swapna Pillai, Export Import Procedures & Documentation, Sahitya BhawanPublication, 2020.

FORECASTING AND INVENTORY MANAGEMENT

(BCOM -LG203)

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to become Forecasting and inventory management professionals
- To orient students in the field of Forecasting and inventory management
- To help Students to understand forecasting and inventory management

LEARNING OUTCOMES:

- Students will be able to apply the Basic knowledge of forecasting and inventory management in the real life situation
- It will enable them to enhance their ability and professional skills in inventory management

Unit	Topics
I	Forecasting :Meaning –Need-Types of forecasts–Demand Forecasting-Types of Demand Forecasting- Importance- Demand planning v/s Forecasting-Sources of demand-Supply chain dynamics
II	Sales and Operations Planning-Goals and objectives of S & OP-Collaborative Planning-Types -Collaborative planning, forecasting and replenishment- Cyclic decomposition techniques. Short-term forecasting techniques- Technology Forecasting and Methodologies: Role of Technology Information Forecasting and Assessment Council (TIFAC).
III	Inventory: Purpose of Inventory- -Types of Goods -General Management of Inventory- Multi-Echelon Inventory Systems -Use of Computers in Inventory Management- Evaluation of Performance of Materials Function–Latest trends in Inventory Management
IV	Codification –Classification– Methodology–Requirement of codes– Coding Structure and Design –Advantages- International Codification – Right Quantity – Economic Ordering Quantity - Costs associated with Inventories- Models in logistics
V	Influence of production policy on inventory levels – inventories and customer service level – steps to improve inventory management – optimum inventory–Inventory management uncertainty (fixed order quantity model)- Calculation of safety stocks

Text & Reference Books:

1. Course Material Prepared by LSC
2. Sunil Chopra and Peter Meindl, Supply Chain Management Pearson Education Asia, 3rd edition, 2007
3. Chaman L Jain, "Fundamentals of Demand Planning & Forecasting", Graceway Publishing Company 3rd edition.
4. Operations Research–Concepts, Problems & Solutions-Kapoor V.K.-Sultan Chand & Sons/2017-978-81-8054-854-3 (TC-532)
5. Vijay Kumar Khurana, 2007, Management of Technology and Innovation, Ane books India, Chennai Further Reading Source, Simchi
6. Levi, David, "Designing and Managing Supply Chain", Tata Mc Graw Hill, 3rd Edition, 2007.
7. 6. David E Mulcahy, "Warehouse Distribution and Operations Handbook, McGraw Hill, 6th Edition, 1993.

SURFACE TRANSPORTATION

(BCOM -LG204)

COURSE OBJECTIVES:

- To help Students to understand basics of surface transportation including road and rail transport
- To develop competencies and knowledge of students to become transportation professionals

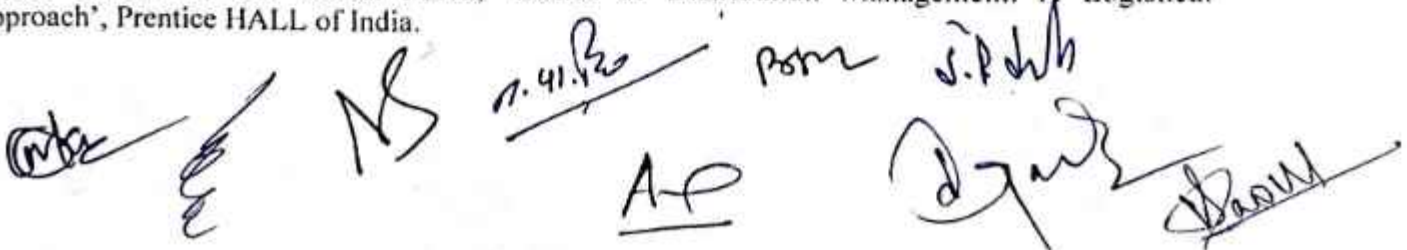
LEARNING OUTCOMES:

- Students will be able to apply the knowledge of surface transportation in the real-life situation
- Enhancement of professional skills with regard to the field.

Unit	Topics
I	Introduction to surface transportation -Need - functions of transportations in logistics -Types of transportations metrics-various land transport carriers and their Load capacities-types of temperature-controlled carriers-inter modal transport -verification of carriers and drivers -transit rules
II	Transportation Optimization- Documentation for transportation -GST- E Waybill Filing - Importance of consignment number -Transportation Telematics -Vehicle tracking system - GPS systems -Procedure for downloading and reading tracking data from devices -Probable reasons for delay or any issues during transit -Solutions - re-routing
III	Organization structure in a Transport organization- Incident management systems& Processes - hazmat goods rules-Importance of safety data sheet and labels-Procedure for Consolidation of consignments for optimal loads -Reporting discrepancies such as pilferages, loss or damage of goods in transit-Checking insurance and claims -steps to close deliveries.
IV	Benefits of efficient transportation systems-emerging trends in transportation sector-pricing in transportation sector-govt. regulations on transportation in India. Safety procedures during transit and emergency response steps - List of good practices in driving.
V	Customer Management-Vendor coordination for return truck loads-D G Handling-features and facilities offered by railways - innovative schemes-facilities to popularize rail logistics in India

Text & Reference Books:

1. Course Material Prepared by LSC
2. J P Saxena, Warehouse Management and Inventory Control-Vikas Publication House Pvt Ltd, First Edition, 2003.
3. A Practical Guide to Logistics: An Introduction to Transport, Warehousing, Trade and Distribution- Jerry Rudd-Kogan Page publications
4. Management Guide to Efficient Money Saving Warehousing, Stephen Frey, Gower, 1982.
5. Kapoor Satish K., and Kansal Purva, 'Basics of Distribution Management: A Logistical Approach', Prentice HALL of India.



MIS FOR LOGISTICS

(BCOM -LG303)

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to become MIS for logistics professionals
- To orient students in the field of Logistics
- To help Students to understand MIS for Logistics

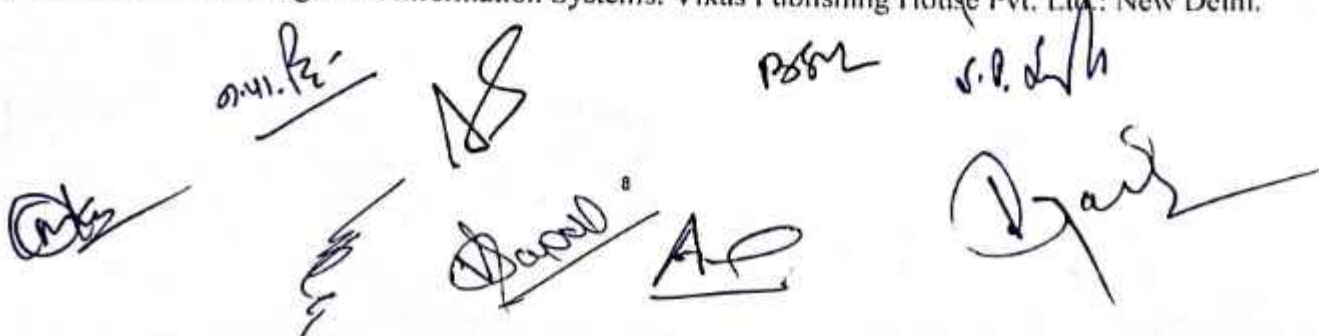
LEARNING OUTCOMES:

- Students will be able to apply the Basic knowledge of MIS for Logistics in the real-life situation
- This subject will enable them to enhance their ability and professional skills in Logistics

Unit	Topics
I	Introduction- IT and management opportunities and challenges-Strategic planning and models - Information management & IT Architecture – IT Architecture & infrastructure, cloud computing and services, Virtualization and Virtual Machines.
II	Database Technology- Data warehouse –Data Mart Technologies-Data and Text mining- Business Intelligence & Analytics, Digital and physical document management. Networks, collaboration & sustainability: Business IT networks & components, communication technologies – Sustainability and Ethical issues - Internal control- Business Control and Auditing.
III	Dissemination of technology information- and strategic planning –Technology choice and evaluation methods– Analysis of alternative technologies–Implementing technology programmes- Intellectual Capital-An introduction to Intellectual Property Right - Patent -Copyrights - Trademarks and other issues.
IV	Functional Area & Compliance systems: Management levels and functional systems Enterprise Systems and applications: Enterprise systems, Enterprise Resource Planning (ERP), Supply Chain Management (SCM), Collaborative Planning, Forecasting, and Replenishment system (CPFR), Customer Relationship Management (CRM). Performance Management: Data visualization, Mash ups, and Mobile intelligence, Fleet Management Information System.
V	Business Process and Project Management:-Architecture & IT design, System development, Software & Applications for management (Business software tools), Support system. ERP modules -sales and Marketing, Accounting, Finance, Materials and Production management etc.

Text & Reference Books:

1. Course Material Prepared by LSC
2. KENNETH C. L., JANE P. L., & RAJANISH DASS (2001) Management Information System - Managing the Digital Firm. Pearson Education: New Delhi.
3. RAVI, K., & ANDREW, B.W. Frontiers of Electronic Commerce. Pearson Education: New Delhi.
4. KENNETH, C. L., & JANEP, L. (2001) Essentials of MIS. Prentice Hall India: New Delhi.
5. SADAGOPAN, S. (2003) Management Information System. Prentice Hall India: New Delhi.
6. EFF, O.Z. (2003) Management Information Systems. Vikas Publishing House Pvt. Ltd.: New Delhi.



RETAIL LOGISTICS AND E-COMMERCE

(BCOM -LG304)

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to become Retail logistics and E-commerce professionals
- To orient students in the field of Logistics
- To help Students to understand Retail logistics and E-commerce

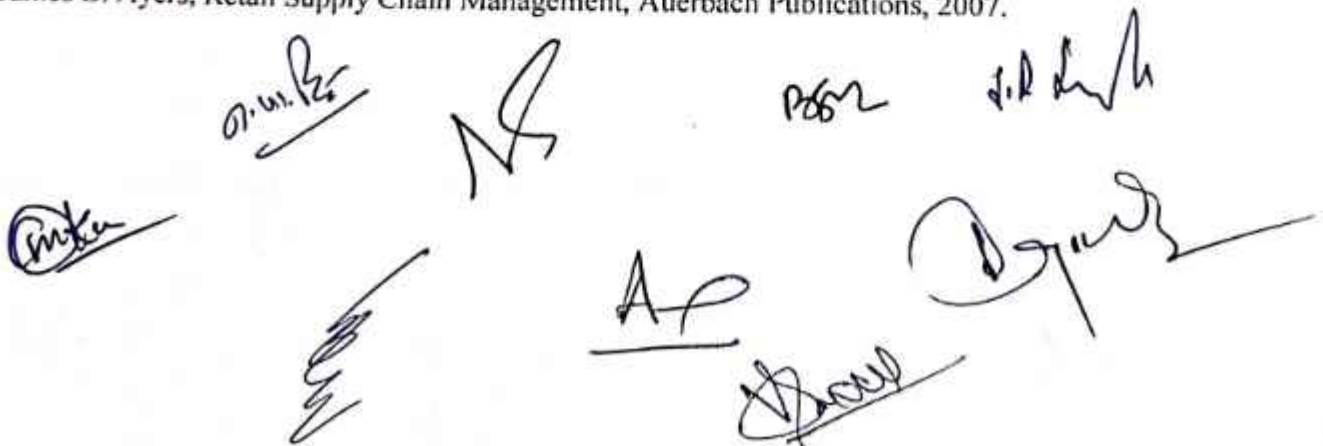
LEARNING OUTCOMES:

- Students will be able to apply the basic knowledge of Retail logistics and E-commerce in the real-life situation
- This subject will enable them to enhance their ability and professional skills in Logistics and E-commerce

Unit	Topics
I	Concept and Scope: Concepts of Retail Logistics and supply chain- Importance of Logistics in these days global Sourcing, Dimension of Logistics: Macro and Micro aspects-Supply chain contours: Backward and forward linkages
II	Logistics and Retail Marketing: Logistics as a Support function of Order Fulfillment, Assembling & Labeling from Multi-storage points and Delivery- Logistics as an interface of Market forecasting, Stock level management and other relevant activities till transportation, preparation for dispatch and outbound documentation and customer facilitation tracking outbound shipments.
III	Reverse Logistics: Basic of reverse logistics - concept, key activities , coordinating with carriers, route map optimization, collecting pickup and feedback-Types of reverse logistics-Roles and responsibilities-Best practices in reverse logistics
IV	E-Commerce: Introduction to E-commerce logistics including delivery and pickup models and the overall logistic setup-Order Processing-Activities in order processing-Types of order processing-Procedures for generating plans and schedules through MIS
V	Types of E-commerce-B2B-B2C and intra-business. Retail Ecommerce-Retailing through internet, Direct Online Sales model and its types- Business Models for ecommerce. Electronic Payment system, Electronic CRM Applications' E-Security

Text & Reference Books:

1. John Fernie & Leigh Sparks," Logistics and Retail Management: Emerging Issues and New Challenges in the Retail Supply Chain ",Kogan Page 3rd Edition,2009
2. James B. Ayers & MaryAnn Odegaard, Retail logistics and E-commerce "Retail Supply Chain Management"Taylor & Francis, 2nd edition.
3. Mr. Gibson G, "Retail Management: Functional Principles & Practices", Jaico Publishing house, 6th Edition, 2003.
4. Ray, Supply Chain Management for Retailing, TMH, 2010.
5. James B. Ayers, Retail Supply Chain Management, Auerbach Publications, 2007.



LINER LOGISTICS

(BCOM -LG305)

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to Liner logistics professionals
- To orient students in the field of Logistics
- To help Students to understand Liner logistics

LEARNING OUTCOMES:

- Students will be able to apply the Basic knowledge of Liner Logistics in the real-life situation
- This subject will enable them to enhance their ability and professional skills in Logistics.

Unit	Topics
I	Definitions of liner trades; tramp trades; containerization- Unitization - containerization, liner operations, port organization – Vessel loading and discharging, liner trade routes, The major ports, liner service options - Liner trade – ship types – Tonnages; basic ship layout, types of container ships, Ro-Ro barge carrying vessels, The refrigerated cargo ship conventional(Break bulk) vessels future vessel developments, economy of scale, shipboard handling equipment.
II	Cargoes & cargo equipment–Dangerous goods IMO special goods, cargo handlings other methods of lifting cargo port and ling equipment, port terminals; port and terminal management; the role of ships officers-agent. Liner Shipping operations- Management and policy, ship management and operations, independent ship management, insurance, trade of commercial department, accounting, budgeting, freight collection and port disbursements agency duties.
III	Containerization unitization and inter- modalism-Growth in world trade unitization; container dimensions, types of container other container expressions container inventory, owning, leasing meeting the demand for containers tracking the container fleet, container control, FCLS LCLS & ICDS, legal & insurance implications in the container trade.
IV	The Bill of Lading and other Documentation-The Bill of Lading UK bill of lading Act 1855 and UK carriage of goods by sea Act1992,The use of BillofLadinginlinertrades,BillofLadingdocumentarycredits,BillofLading clauses The printed clauses – The evidence of the contract, other forms of Bill of Lading other liner documents, Intl conventions relating to Bill of Lading, paperless trading
V	TheExchangeofgoodstransfer- Transferoffundsfromcountrytocountry,methodsofpaymentsinInternational trade who are the merchants, International contracts of sale INCO terms; Legal aspects of the liner trades - The carrier insurance the carrier's liability for the cargo the liabilities of the agent, legal aspects of the Bill of Lading, cargo claims general average (GA), security, ISPS code.

Text & Reference Books:

1. Course Material Prepared by LSC
2. Ship Operation Management, Fujita, N. H. Publisher, 1974.
3. Ship Operation Management, Bertrams Publication, 2010.
4. Hand book of Ship Calculations, Construction and Operation, Charles H. Hughes, Wexford College Press, 2008.
5. Ocean Shipping- Elements of Practical Steamship Operation, Robert Edwards Annin, Thompson Press, 2010.

PORT TERMINALS LOGISTICS

(BCOM –LG402)

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to Port terminals logistics professionals
- To orient students in the field of Logistics
- To help Students to understand Port terminals logistics

LEARNING OUTCOMES:

- Students will be able to apply the Basic knowledge of Port terminals Logistics in the real-life situation
- This subject will enable them to enhance their ability and professional skills in Logistics

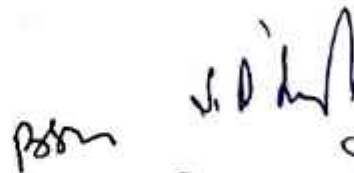
Unit	Topics
I	Difference between Major and Minor Ports - Ports in India - Natural Harbors - New Ports to be developed in India-MajorPortsoftheWorld-LargestPortintheworld-PortOfficialsandtheirroles-RoleofPorts-Whoare Port users
II	ContainerTerminals-PrivatisationofTerminals-ReasonforPrivatisation-MajorTerminalOperatorsinIndia - Terminal Operators of the world - Privatization the need of the hour - Agreement between and existing Port Terminal and the new operator
III	Import Cycle - Export Cycle - Positions and Places in a Terminal - Facilities in a Terminal - Container Monitoring andstacking-CFSinsideaTerminal-ReasonsforCongestionofaterminal-decongestingtheterminal-Window system in a terminal.
IV	Major Port Trust Act - Port as a custodian of the cargo - Transit sheds - Cargo receivers - Wharfs and Berths - Various berths in a Port - Meaning of Berth Restrictions - Port equipment's and damage - Extra services - Berth reservation schemes
V	PortTariff-Pilotsandtheirduties-Tugsanditsusage-Nightnavigations-LightDues-TariffAuthoritiesofMajor Port - Revision of rates - Port Trustees - Safety Procedures - Introduction of ISPS - Damage to Port property by ships - Compensation and confiscation of cargo to adjust dues

Text & Reference Books:

1. Course Material Prepared by LSC
2. Major Port Trust Act–Government of India
3. Port Industry Statistics, American Association of Port Authorities
4. APMOLLOR Guide book on Terminal
5. DUBAI PORT AUTHORITIES Manual.









EXPORT AND IMPORT DOCUMENTATION

(BCOM-LG 501)

COURSE OBJECTIVES:

- To familiarize the student with the basic concept of formalities for export trade, and the documentation process required for import and export.

LEARNING OUTCOMES:

- Recognize the impact of information and communication technologies, especially of the internet in business operations.
- Recognize the fundamental principles of e - Business and e-Commerce.
- Explain the security protocols and the issues in internet security.

Unit	Topics
I	Introduction to Export and Import – Basics of Exports- Classification of goods-Preparation for Exports - Methods of Exporting - Export Marketing Organizations - Functions - Registration formalities IEC Number – Procedure of obtaining IEC Number-RCMC (Registration Cum Membership Certificate)-Export Credit Guarantee Council (ECGC) - Application for import and export of restricted items.
II	Documentation Framework and Contracts - Aligned Documentation System: Commercial Documents – Auxiliary Commercial Documents –Regulatory Documents-Documents related to goods- Documents related to Shipment - Documents related to Payments - Documents related to Inspection- Documents related to Excisable Goods - Types of Contracts - Export Contracts.
III	Payments and Finances- Factors-Methods of receiving Payment –Instruments of Payments-Letter of Credit Pre-shipment Finance - Post-shipment Finance - Post-shipment Credit in Foreign Currency - Negotiation of documents with bank - CENVAT - Duty Draw back
IV	Quality Control and Clearance of Cargo- Objective of Quality Control- Methods-Procedure for Pre-shipment Inspection-Role of Clearing and Forwarding Agents–Role of Inspection Agents-Clearance of Cargo Central Excise Clearance Procedure - Central Excise Clearance Option - Shipment of Export Cargo.
V	Customs Clearance, Risk and Insurance Policy - Customs Clearance of Export Cargo - Customs Clearance of Import Cargo-Risk: Types-Types of cover issued by ECGC-Cargo Insurance. Processing of an export order-Major laws governing export contract..

Text & Reference Books:

1. RAMA, GOPAL C.(2008) Export Import Procedures Documentation and Logistics. New Age International Publishers: New Delhi.
2. KHUSHPAT, S.J. (2013) Export Import Procedures and Documentation. Himalaya Publishing House: New Delhi.
3. PAWAN, KUMAR (2001) Export of India's Major Products Problems and Prospects. New Century Publications: New Delhi.
4. KAPOOR, D.C. (2002) Export Management. Vikas Publications: New Delhi.
5. CHERUNILAM, F. (2004) International Trade and Export Management. Himalaya Publications: New Delhi.

Websites:

1. www.cbec.gov.in/customs/cs-act/cs-act-idx.htm (Central Board of Excise and Customs-Customs Act, 1962, Customs Tariff Act – 1975, Other Acts)
2. [www.epckenyaa.org/\(ExportPromotionCouncil\)](http://www.epckenyaa.org/(ExportPromotionCouncil))
3. commerce.nic.in/MOC/index.asp (Ministry of Commerce and Industry)
4. [www.dgft.gov.in/\(DirectorateGeneralofForeignTrade\)](http://www.dgft.gov.in/(DirectorateGeneralofForeignTrade))

A collection of handwritten signatures and initials in black ink. At the top left is a circled signature. Below it is another signature. To the right, there are several initials and signatures, including 'A.P.', 'D. Y. P.', 'R. S.', and 'S. P. K.'. A large, stylized signature is written across the middle right, and another signature is written below it.

INLAND WATERWAYS

(BCOM-LG 502)

COURSE OBJECTIVES:

- To familiarize the student with the basic concept of Inland water ways and coastal shipping, their importance and future development of Indian water ways

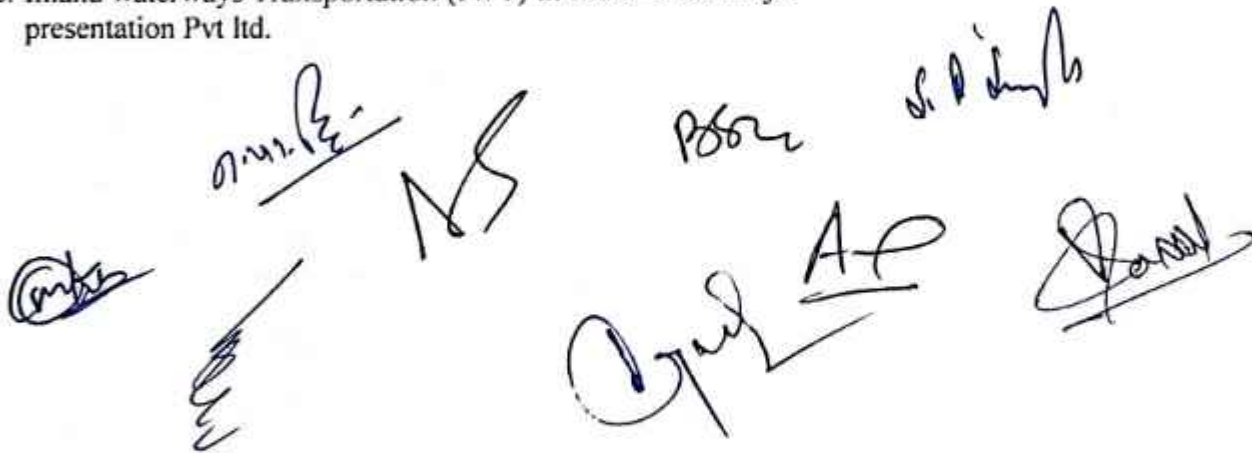
LEARNING OUTCOMES:

- Recognize the impact of Inland water ways and coastal shipping
- Recognize the importance and future development of Indian waterways.

Unit	Topics
I	Basics of shipping-Introduction for shipping- Types of ship- sizes of ship- Basic terminology of ships- Sea transport and its importance- Roll of ports in sea transport - Coastal shipping and its importance.
II	Inland waterways: Introduction-Scope-Sources (lakes, Rivers, Canals, Backwater, creeks, water courses inlets and bays)-Working principles -Impact - Inland waterways in India: locations.
III	Roll and importance of inland waterways: Infrastructure facility required - Roll and importance of inland water ways in transportation- Transportation through creeks.
IV	Inland waterways: Road connectivity- Availability of cargo(scarcity)-Navigation(night navigation)- Draft restriction.
V	Inland waterways in other countries: Bangladesh-China-Vietnam-Europe Inland waterways in India: Network inIndia-upcominginlandwaterways-Inlandwaterwaysauthority-Government policies on inland waterways - National waterways Act.

Text & Reference Books:

1. Course Material Prepared by LSC
2. Inland Waterway Transport: Challenges and prospects (Rout ledge Studies in Transport Analysis)Hardcover-Import, 12 Jul 2016 by Bart Wiegmans (Editor), Rob Konings (Editor)
3. Inland waterways Transportation (IWT) in India- Machiraju presentation Pvt ltd.



APPRENTICESHIP I

(BCOM -LG 503)

The students would be on boarded in Logistics Processes of companies by the Logistics Sector Skill Council for Apprenticeship Training. The duration of Apprenticeship Training is 6 months. During Apprenticeship Training students would be assigned on-the-job-training by companies. Being a legal engagement, students would receive a monthly stipend during Apprenticeship Training as per the existing norms.

On completion of the Apprenticeship Training, students shall submit Apprenticeship Report in the form of Work Diary to the Collaborating Institutions. The Report would be evaluated and Viva conducted by the Collaborating Institution.

MS
PSC
M. V. B. S.
V. B. S.
MS
AP
S. S.
S. S.

COURIER, EXPRESS & PARCEL SERVICES

(BCOM –LG 601)

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to become Courier and Express Professionals
- To orient students in the field of Courier and Express
- To help Students to understand Courier and Express

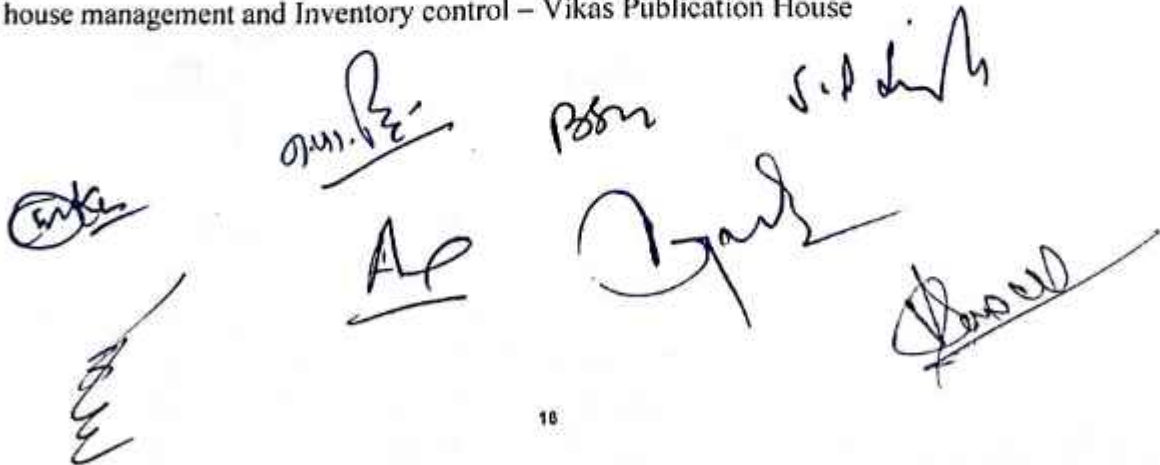
LEARNING OUTCOMES:

- Students will be able to apply the Basic knowledge of Courier and Express in the real-life situation
- This subject will enable them to enhance their ability and professional skills

Unit	Topics
I	Types of consignments for shipment - Information on labels and handling instructions - consignee locations- consignments and destinations- consignment shipment operations - (loading, handling, scheduling and documentation) - Special instructions for safe handling of fragile consignments
II	Customer declarations- verification of customer declarations and consignment package- Clarification procedure in case of discrepancies noticed- Generation of bill of lading/shipping bill for export consignments-Coordination for import/export consignments clearance
III	Hub-Spoke Operations & Inbound and Outbound activities: Introduction – Hub spoke activities inbound and outbound activities. Types of consignments coming in the hub-spoke layout of the hub-spoke- Area to receive, sort and inspect - Documentation activities in hub-spoke - Inspection process of inbound sorted and outbound consignments
IV	Tracking and tracing; AWB-essential time of arrival delivery-Last mile delivery-LMD-First mile delivery
V	Customer satisfaction-quality, delivery time, costs (shortest cost, loss prevention)-Weight rate, cubes can –diversions/LBW/Volumetric density of cargo.

Text & Reference Books:

1. Course Material Prepared by LSC
2. Logistics and Supply chain management-Martin Christopher
3. Basics of Distribution Management; A Logistical Approach Prentice HALL of India-Kapoor Sathish
4. Ware house management and Inventory control – Vikas Publication House



MULTI-MODAL TRANSPORTATION

(BCOM –LG 602)

COURSE OBJECTIVES:

- Introduce Multi-modal and Inter modal Transport concepts.
- Explain Regulatory framework and policies for Multi-modal transportation.
- Describe Indian Railways' initiatives to promote Multimodal Logistics in India.
- Overview evolution of infrastructure facilitating Multi-modal Logistics in India.

LEARNING OUTCOMES:

- After completing this Course, the student will have the following learning's:
- The importance and role played by Multi-modal transport in the efficient and cost-effective movement of cargo
 - Types of multi-modal movement and the role of containerization for security and speed
 - The provisions and procedures for Exim trade and INCOTERMS
 - Indian Government's policies and vision for development of seamless multi-modal transport.

Unit	Topics
I	Transportation Systems & Multi-modal Transport–Concept of Multimodal & Intermodal Transport–introduction to Multimodal transport, the difference between Multimodal and Intermodal transport- Type of transport Modes – detail and characteristics of air, road, rail, water, pipelines, package carriers-Need, Aim and Key Issues of Multi modal transport.
II	How to organize Multi modal transport-Role of Containerization in MMT- history, utility, types, ease of handling, cost saving-Types of Multimodal transport–combined container transport, rolling Road & forwarding of trailers, RORO & LASH transportation-National Multimodal Transport Committee (NMTC) and Logistics Policy of India– key features and importance
III	Multimodal Transportation Act & Procedures- MMTG Act of 1993-Custom procedures for Export & Import- Bill Of Lading – Hague Rules, Visby Rules, Hamburg Rules, Voyage by Sea-INCOTERMS – meaning, explanation, list, and types
IV	MMT and Indian Railways-PFT Policy – maintenance of rolling stock, cargo handling, customs, etc-Warehousing Policy – stuffing, de-stuffing, stacking, use of MHE, etc-Layout and design of Multi modal Logistics parks
V	Multi modal transport & Practice Today-India's growing conflict between Trade & transport – issues, policy, problems & pricing-Integrated Transport – Bharatmala, Sagarmala, IWT, DFC, the concept of ICP (International Check Posts-Scenario in India and neighboring countries with a case study

TEXT BOOKS

Course Material Prepared by LSC.

A collection of handwritten signatures and initials in black ink, including 'Anshu', 'MS', 'AP', 'Raj', and 'Suro', along with some illegible scribbles.

APPRENTICESHIP II

(BCOM -LG 603)

The students would be on boarded in Logistics Processes of companies by the Logistics Sector Skill Council for Apprenticeship Training. The duration of Apprenticeship Training is 6 months. During Apprenticeship Training students would be assigned on-the-job-training by companies. Being a legal engagement, students would receive a monthly stipend during Apprenticeship Training as per the existing norms.

On completion of the Apprenticeship Training, students shall submit Apprenticeship Report in the form of Work Diary to the Collaborating Institutions. The Report would be evaluated and Viva conducted by the Collaborating Institution.

VIVA VOCE

B.COM - LG 604 .

VIVA VOCE of Apprenticeship Course is proposed after the successful completion of the same after submission of Original Apprenticeship Certificate

07.11.2021
MS
PBM
S. K. D. H.
AP
D. J. S.
S. K. D. H.

INTRODUCTION TO AVIATION INDUSTRY & AIRPORT OPERATIONS

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to become Aviation Professionals
- To help Students to understand Fundamentals of Aviation Industry & Airport Operations

LEARNING OUTCOMES:

- Students will be able to apply the Basic knowledge of Aviation and Airport Operations in the real-life situation
- This subject will enable them to enhance their ability and professional skills in the Aviation Industry & Airport Operations

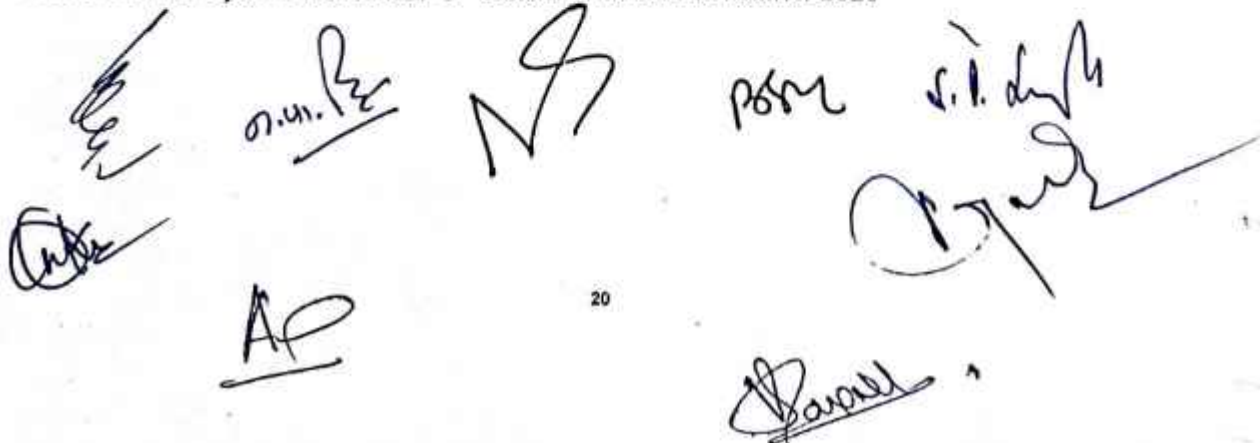
Unit	Topics
I	History of Aviation & Key Organizations in the Aviation Industry History of Aviation through the ages-Origins in Greek Mythology-The Wright Brothers-Aviation in the era of World War 1 & 2- Commercial Aircraft Era- Modern Jetliners
II	Key Organizations in the Aviation Industry- 1.ICAO-International Civil Aviation Organization, 2.IATA-International Air Transport Association 3.MoCA-Ministry of Civil Aviation, 4.DGCA-Directorate General of Civil Aviation 5.AAI-Airports Authority of India, 6.AAICLAS-Airports Authority of India Cargo Logistics Allied Services 7.AERA-Airport Economic Regulatory Authority 8.BCAS-Bureau of Civil Aviation Security Freedoms of the Air & the Airline Business a. Freedoms of the Air-Overview-Nine Freedoms of the Air b. Airline Business-
III	i Business Models- Legacy, Low Cost, Charter, Regional, Cargo & Hybrid ii Airplane Manufacturers-Primary Manufacturers-Boeing, Airbus and others iii Narrow Body v/s Wide Body-Definition & Features iv The Airline Industry as a Business-Key Functions in the Airline Business v Airline Code shares & Alliances- a. Concept, b. Key Benefits, c. Major Airline Alliances vi Airline Cabin Classes-First, Business, Premium Economy & Economy
IV	World Geography & Airline Communication Protocol Traffic Conference Areas, Time Zones, Codes-Country, City, Carrier, Currency, Aircraft Registration, Airline Phonetics
V	Airport Operations a. Key Stake holders, Airport Types, Airport Revenue Sources, Airport Functional Layout- Landside, Governmental Agencies at Airport, Baggage Handling, Airside Operations b. Airport as an Operational System-Infrastructure & Facilities, Airport Operations Control Centre (AOCC), Airport Collaborative Decision Making (ACDM), Key Information Technology Systems at Airports Concessionaire Activities at Airports (terminology restricted to Indian scenario) a. Non-Aero Activities- Retail, Food & Beverage, Real Estate, Car Rentals, Car Parking, Currency & Banking, Advertising

Handwritten signatures and initials at the bottom of the page, including names like 'S.P. D...', 'AP...', and other illegible marks.

- b. Maintenance Repair & Overhaul(MRO)-Types of MRO Models
- c. Ground Handling
 - i. Concept.
 - ii. Self-Handling v/s Outsourced Handling
 - ii. IATA Standard Ground Handling Agreement

Text & Reference Books:

- 1 Course Material Prepared by LSC
- 2 Airport Operations-Norman Ashford, Pierre Coutu, John Beasley-McGraw-Hill Education; 3rd edition (16 December 2012)
- 3 Principles of Airport Economics-P. S. Sengupta-Excel Books (1 December 2007)
- 4 Managing Airports- An International Perspective-Anne Graham-Routledge; 5 edition (June 9, 2018)
- 5 IATA Airport Handling Manual- 40th edition-Year of Publication-2020
- 6 IATA Ground Operations Manual- 9th edition- Year of Publication-2020


 A collection of handwritten signatures and initials in black ink. The signatures are scattered across the bottom half of the page. Some are clearly legible, such as 'AP' and 'Barney', while others are more stylized or scribbled. There are also some initials that look like 'NS' and 'POM'.

FIRST MILE OPERATIONAL

COURSE OBJECTIVES:

- To understand the first Mile operational processes in e-commerce logistics.

LEARNING OUTCOMES:

THE STUDENTS WILL EARN:

- Basics of First Mile operations.
- Shipment pickup operations.
- Different types of shipment processing operations at Processing Centers.
- Layout of a Processing Centre.
- Key challenges in First Mile operations and First Mile metrics.

Unit	Topics
I	Role of First Mile in E-Commerce Logistics Difference between First Mile, Line Haul and Last Mile operations.- First Mile Operations-Overview.-Why is First Mile operations important in e-commerce logistics-First Mile process flow.
II	Shipment Pickup Operations Shipment pickup process. - Pickup operations staff-roles and responsibilities.-Pickup coordination. - Safety and security of shipments during pickup-Pickup documentation.
III	Shipment Processing Operations Primary and secondary processing. -Bagging operations. -Manual processing operations-Automated processing operations
IV	Layout of A Processing Centre Inbound operations-Processing Operations-Outbound Operations-Safety and security-Processing Centre staff - roles and responsibilities
V	First Mile Analytics and Metrics Productivity-Pickupoperationsmetrics-Processingoperationsmetrics-FirstMiledashboard. Tools and Applications Pickup tools and applications- Processing tools and applications-Exceptions in First Mile and impact on operations- Tools and communication to resolve exceptions.

Text & Reference Books:

1. Course Material Prepared by LSC

Handwritten signatures and initials of the authors and reviewers of the course material, including names like 'Arjun', '07-11-2021', 'R', 'Bob', 'Vidya', 'A', and 'Santosh'.

PRINCIPLES & PRACTICES OF TOURISM

COURSE OBJECTIVES:

- Understand the fundamentals of the Tourism industry and its development in India.
- Develop insights on the difference between International and National Industry.
- Know how on Tourism in India through Surface transportation.
- Impart knowledge on new trends in Tourism.

LEARNING OUTCOMES:

- To develop an understanding of the nature of tourism in India
- Throw light on an initiative by Government and Railways to promote tourism.
- To understand different modes and package tours by Travel
- Agencies and to learn how-to develop packages.
- Recent trends of tourism and Infrastructure including Hotels

Unit	Topics
I	Basics of Tourism-History & Growth-Tourism & Economy, Multiplier Effect-Principles, Components & Types of Tourism – Service Industry, Passenger Transportation. Travel Agencies
II	Domestic & International Tourism-Tourism Policy & Initiatives of Govt – Dept of Tourism, ITDC, IRCTC etc- Inbound & Outbound Tourism – Segmentation, Bookings, Package Tours-Travel Agencies, Destinations & Infrastructure – Ratings
III	Tourism-Road-Road Infrastructure–Connectivity to destinations, Quadrangle, Highways, Bharatmala Project-Road Vehicles – Cabs, Minibuses, luxury buses, Double deck sleeper. Regulations-Single point. Multiple destinations, Group booking, Cluster approach.
IV	Tourism by Rail-Infrastructure – Rail destination. Toy trains to Hills – Shimla, Darjeeling, Ooty – Last mile connectivity-Railway Initiatives – Rail Yatrik Niwas at stations, Budget hotels. Online bookings, Tourist lounges. Bookings – Group ticket, package tours, circular journey ticket etc.- Tourist trains – Palace on Wheels, Maharaja, Deccan Odyssey, Rail package tours, Coach Booking's itinerary.
V	Trends in Tourism-Sustainable tourism–Ecological & environmental issues-Heritage, Religious, Medical, Leisure, Conferences Tourism, Destination weddings-New destinations-Statue of Unity, Akshardham, Winter tourism etc

Suggested Readings:

1. Course Material Prepared by LSC

Handwritten signatures and initials: A stylized signature, a signature with '07.4.12' written above it, 'NS', 'Pom', 'V. D. Singh', 'AP', a circled signature, and a signature with 'D. S. S.' written below it.

INTRODUCTION TO AIR CARGO INDUSTRY

COURSE OBJECTIVES:

- To develop competencies and knowledge of students to become Air Cargo Professionals
- To help Students to understand Fundamentals of Air Cargo Industry

LEARNIN GOUTCOMES:

- Students will be able to apply the Basic knowledge of Air Cargo Industry in the real-life situation
- This subject will enable them to enhance their ability and professional skills in the Air Cargo Industry

Unit	Topics
I	History of Air Cargo & Multi Modal forms of Transport a. History of Air Cargo & Mail, Air Freight, Air Express, Overnight Air Express & Air Mail b. Other Multi Modal forms of Transport-Rail ,Sea & Surface Transport-Key Concepts
II	Key Organizations Facilitating Air Cargo, International Air Transport Association (IATA), International Civil Aviation Organization (ICAO), International Federation of Freight Forwarders Association (FIATA), The International Air Cargo Association (TIACA)
III	Air Cargo Business Models Freighters, Charters, Integrators, Combination Carriers, Systems),Couriers, E-commerce, Postal mail a. Key Concepts-Brief Introduction to the Business Models b. Impact of various Business Models in relation to geography, size and scope
IV	Key Stakeholders &Key Terminologies a. Key Stakeholders-Airports, Airlines(Direct), Airlines through General Sales Agents(GSA) or General Sales & Service Agents (GSSA), Shippers, Freight Forwarders, Custom Brokers, Consolidators, Trucking
V	b. Key Terminologies &Abbreviations Training & Development in Air Cargo Industry a. Importance of Training in the Aviation & Cargo Industry b. Areas of Training in the Air Cargo Industry c. Key Organizations facilitating Training & Development in the Aviation & Air Cargo Industry.

Text & Reference Books:

1. Course Material Prepared by LSC
2. Air Cargo Management-Air Freight and The Global Supply Chain-Michael Sales-Rout ledge (2016)
3. Air Cargo and Logistics-Classics and Contemporary practice by Rico Merket and Jackie Walters-Academic Publishers (01 June, 2019)
4. Moving Boxes by Air-The Economics of International Air Cargo by Peter S. Morrell and Thomas Klein-Rout ledge; 2 edition (19 October 2018)

LAST MILE OPERATIONS

COURSE OBJECTIVES:

- To understand Last Mile Operations in E-Commerce

COURSE OUTCOME:

- The students will be able to:
- Understand the basics concept of Last mile logistics in E-Commerce
 - Understand the processes involved in Last mile logistics
 - Understand various metrics and customer services processes to be followed in last mile logistics
 - Explain the prospects of last mile logistic.

Unit	Topics
I	Introduction 1.1 What is Last Mile in Ecommerce? 1.2 Importance of Last Mile in the supply chain 1.3 Last Mile Delivery challenges for e-commerce 1.4 Trends in Last Mile delivery 1.5 Route optimization in Last Mile operations
II	Last Mile Processes 2.1 Delivery Process & its challenges 2.2 Reverse pickup process in Last mile operations 2.3 Challenges in Reverse Pickup process 2.4 Tools and applications in Last Mile operations 2.5 Considerations for effective last mile logistics strategy
III	Metrics 3.1 Metrics to measure in last file 3.2 Automation and technology driving metrics.
IV	Customer service 4.1 Customer service and its importance 4.2 Good and bad customer service(Dos and Don'ts of customer service) 4.3 Relationship between metrics and customer service.
V	Prospects of Last Mile Logistics- 5.1 Innovations in Last Mile Logistics 5.2 Technology Trends in Last Mile Delivery 5.3 Last Mile Delivery Market Future Prospects

Text & Reference Books:

1. Course Material Prepared by LSC.

[Handwritten signatures and initials are present below the text, including 'MKS', 'A.P.', and others.]

Commercial Aspects of Transportation

COURSE OBJECTIVES:

- To high light vital part of commercial considerations in providing transport services for Freight and Passengers movement.
- To understand the importance and need for marketing and strategies involved.

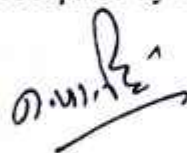
LEARNING OUTCOMES:

- To Describe the principles in fixing Railway Freight and Rates
- To evaluate Competition in rates of Road and Rail mode of transportation.

Unit	Topics
I	Commercial Aspects in Transportation – A Perspective-Role and importance of Commercial Aspects, relative strengths of rail v/s road- Concept of commercial viability visa vis operational feasibility-Issues/functions included in the commercial aspects, organizational set up to handle these.
II	Commercial Aspects involving Passenger transportation –Passenger Services on Indian Railways; Booking and Reservation of passengers, Various class of services, types of tickets, concessions etc-Passengers Services in road Sector, A state subject-differences from State to state-Supplementary and related services such luggage, parcel, refunds, catering etc.
III	Commercial Aspects involving Goods / Freight transportation–Different components of freight traffic, Booking and delivery of freight traffic on Railways, Demurrage and Wharf age, sidings-Booking and delivery of goods in roadways, agencies involved and their role-Claims and liabilities, Organizational set-up and procedure for Claims' compensation,
IV	Pricing of Transport-Basic consideration in pricing; Different type of costs involved in computing price, Relativity index of passenger fares in Indian Railways; surcharges and discounts-Principles of classification and Rate fixation and routing of traffic-Cost of service v/s value of service, Cross subsidization etc
V	Marketing Strategies for Commercial growth –Need for marketing, Rail v/s Road: Complementary and not competitive role, High profit yielding commodities-Incentive schemes, IT-enabled user-friendly solutions for Booking, payment, tracking consignments and trains, Passenger movement–PRS, etc-Future trends: technology- induced improvements in various aspects of commercial working

Text books

1. Course Material Prepared by LSC.


APM Singh