

BHARATHIAR UNIVERSITY : COIMBATORE - 641 046**DIPLOMA IN INTEGRATED MULTIMODAL LOGISTICS MANAGEMENT
(For the CCII Students admitted from the academic year 2013-14 onwards)****SCHEME OF EXAMINATIONS**

Subjects	Exam Duration	Total Marks
SEMESTER I		
Introduction to Shipping	3	100
Transport Analysis	3	100
Custom House Agency	3	100
Logistics & Supply Chain Management	3	100
Business Communication	3	100
SEMESTER II		
Containerization	3	100
Forwarding & Consolidation	3	100
Shipping Accounts	3	100
Internship Training		200
Total		1000

ELIGIBILITY: Pass in 12th Standard or its Equivalent

I SEMESTER

INTRODUCTION TO SHIPPING

Objective:

To bring awareness amongst the students about the origin of ships, the documents used every day in shipping practice and the History of shipping

UNIT-1 : HISTORY

Introduction to the History of Shipping - Early stage of Transport - Invention of Wheel - Various Inventors of Transport Systems - Various means of Transport - Steam Engines and Locomotives - Cycles and Motor Bikes - Cars and Trucks - Citations from Vedas on shipping - Citation from the Book of Genesis

UNIT - 2 : INSTRUMENTS

Maps and Atlas - Grids and its uses - Transport Geography - Economical Geography - Oceans and Seas - tides, current, climate and weather - Deepest ocean and seas - Oceans and Seas

UNIT - 3 : SHIPS

Logs to modern Ship - Authentication - Sail ships - Row ships - Slaves for rowing - Steam ships - Motor Ships - Solar powered ships - Nuclear Powered Ships - War of Troy

UNIT - 4 : DOCUMENTS

Origination of Documents - Reminiscence of Maritime History - Those men who Braved the Sea - Indian Maritime History - Ships in warfare - Trading from India - Indian Emperors and Ocean expeditions

UNIT - 5 : TRANSPORT SYSTEM

Importance of Ocean Transport System - Canals and Rivers for Transportation - Shipping and Logistics in India - India's Role in world Shipping Market - Want of the hour for developing shipping - Shipping Phonetics - World's leading ship owners

Text Book

1. The Spanish Armada by Robert Appleton

REFERENCE BOOKS -

1. Oxford Encyclopedia of Maritime History - War at Sea 1) Naval Warfare 2) Indian Maritime History 3) Vedas

TRANSPORT ANALYSIS

Objective

To analyse the various means of Transport System and to plan transportation in a most economical and rapid manner from one place to another, and this gives the opportunity to the student to get a job in any Transport companies including Railways.

UNIT – 1 : TRANSPORT CO-ORDINATION

Transport policy and Economic Planning in India - National & International-Functions – Components of Transport – motive power etc-Characteristics of International Transport - Types of trucks-sales oblique-commercial oblique- road and interstate permits- precautions and safety - transportation strategy - participants in transport - factors influencing carrier decisions - factors influencing shipper decisions -Factors determining transportation costs – Different modes of transport systems

UNIT – 2 : RAILWAY TRANSPORT

History of Railways Transport System - Analysis of Railway Expenditure -Railway and the Laws of Productivity. Determination of Railway Rates and Fares - Classification of Goods; state Regulation and ownership of Railway in India and abroad – Micro and Macro Land bridges – CONCOR – Trans Siberian railways and their contribution to shipping – Rolling stocks and privatisation of Railways

UNIT – 3 : ROAD TRANSPORT

Economics of Road Transport -Road Development in India -Administration and financing of roads in India and rural transport in India -Motor transport in India -rates and fares in road transport - Road Transport and Indian rural economy - Public Utility - Character of Transport Units and their special pricing and management problems -

UNIT – 4 : WATER TRANSPORT

Development of Inland Water Transport and shipping combinations in shipping -Ocean Rates and Fares - Development of India's Shipping after independence - Air Transport: Economic Features of Air Transport - Air Transport in India before and after nationalization.

UNIT – 5 : TYPES OF REGULATION

Eddie Stobart – International Transport systems – International regulations and Licensing – Carnet tir license – German Auto bans – Origination of Forwarding and Transport concept in forwarding – induction of GPS – TRACKING – SPEED CONTROL systems in vehicles and Fleet management – Transport systems and enforcement bodies

REFERENCE BOOK :

1. Transport Analysis by Kenneth Button

CUSTOM HOUSE AGENCY

Objective

The subject deals with the business transaction with the Customs and Central Excise for successfully executing a Import or Export transaction. This deals with various rules and regulations and schemes adopted by the Indian Customs as per the directions of the Ministry of Finance and provides an opportunity for the student to get a job opportunity in a CUSTOM HOUSE AGENCY

UNIT - 1 :

Role of Customs - Powers of Customs - Custom House Agent - Custom house agents duties - Licensing of Custom House Agents - Restrictions of Custom House Agents - Customs Power to bring a ceiling on the License - Temporary and regular license - Customs Power to Advise fees chargeable by Custom House Agent.

UNIT - 2 :

Import Bill Processing - Important Papers for filing Bill of Entry - Apprising - Open Inspection - Payment of Duties - Out of Charge - Clearance of goods - payment of duties - Duty exemption - Bonding of Cargo - Ex bonding.

UNIT - 3 :

Export Bills - Important papers for filing Shipping Bills - Factory Stuffing - Port or CFS Stuffing - Supervision by Customs - Sealing and print out - Custom officer overtime - Importance of Shipping Bill - Comparison of Shipping Bill with Mate's Receipt and Bills of Lading.

UNIT - 4 :

Duties and Obligations - Liabilities of Custom house agents - Custom house agent and Information Technology - ICE GATE and On line filing of Bills - Records to be maintained by Custom House Agents.

UNIT - 5 :

Custom House Licensing - Certification and Qualifications to become a Custom House Agent - Rule 8 -G Card - Identity to enter Custom Houses - Power of Customs to cancel the License of a CHA - Draw backs and Duties - Support of CHA to Importers and Exporters

TEXT BOOK:

1. Customs Act – Duties and Draw backs – Import and Export Procedures – Customs Duty tariff

Logistics & Supply Chain Management

Objective:

The subject deals with the Modus operandi of deploying various methods of Transport system and moving materials in time to connect the production point of shipment point. Supply chain management deals with Productions, labelling, supplies and demand, stacking, etc and gives the opportunity to the student to be employed in FACTORY or a WARE HOUSE OPERATOR

UNIT – 1 :

Introduction to logistics Management – Significance of logistics – The Total Distribution concepts – Integrated Logistics- Integration Theory -Planning and Design Methodology - Planning and Design Techniques

UNIT – 2 :

Developing Customer Service Strategic & Customer service Logistics - Third Party Logistics – 5PL - Transport-Competition and Coordination an integrated approach - current regulatory issues - collective rate making and antitrust immunity - contract definition - hidden discounts - under-charges

UNIT – 3 :

Materials handling packaging and transportation systems -Equipment for Loading, Unloading, Stacking-Staffing & Destuffing of Containers - Insurance: Warehouse, cargo, claim handling, assets, aircraft, ships, trucks etc - Emergency operations, Disaster Management - Transportation Requirements of Defense Coordination

UNIT - 4 :

Important era's in Supply chain - Creation era - Integration era - Globalisation era - Specialisation era phase I - Specialisation era Phase II - SCM 2.0 -Customer Service - Procurement - Product - Development and commercialisation - Manufacturing flow management and support - Physical distribution - Outsourcing and Partnership - Performance - ware house management

UNIT - 5 :

Strategic Network optimization - Distribution Centre - Strategic Partners - 3PL - Product Life cycle management - Information Technology - Supply Strategy - Sourcing Contracts - Production decision - Scheduling Planning and Process of Production - Transport Strategy - Pricing - Focus on Customers demand and habits

REFERENCE BOOKS :

1. Cooper, M.C., Lambert, D.M., & Pagh, J. Supply Chain Management and
2. The International Journal of Logistics Management–
3. Logistical Management:Donald Bowersocks& David Closs, TMG
- 4.Logistics Supply Chain Management Text and Cases:
AnuragSaxena and KaushikSircar

Business communication

Goal: To enable the students to learn the nuances of good communication.

Objective: on successful completion of this course, the students should have understood
_ Methods of communication _ Types of communication and Barriers of communication.

UNIT-I

Essential and Importance of Business Communication. Methods of Communication – Types – Barriers.

UNIT – II

Communication through letters – Layout of letters business enquiries – Offers and Quotations – Orders – Execution of Orders – Cancellation of Orders – Claims – Adjustments and settlement of accounts – Letters of complaints – Collection letters – Status enquiries – Bank correspondence – Tenders – Letter to the editor.

UNIT – III

Correspondence of company secretary with share holders and directors – Agenda – Minutes – Preparation.

UNIT – IV

Communication through reports: Essentials – Importance – Contents - Reports by individuals – Committees – Annual report – Application for appointment – reference and appointment orders.

UNIT - V

Internal communication: Short speeches – Memo – Circulars – Notices – Explanations to superiors – Precise writing – Communication media – Merits of various devices – Intercom, Telex and Telephone – Fax – Internet.

Books for Reference:

1. **Rajendra Pal Korahill**, -Essentials of Business Communication||, Sultan Chand & Sons, New Delhi, 2006.
2. **Ramesh, MS, & C. C Pattanshetti**, -Business Communication||, R.Chand&Co, New Delhi, 2003.
3. **Rodriquez M V**, -Effective Business Communication Concept|| Vikas Publishing Company ,2003.

SEMESTER- II

CONTAINERIZATION

Objective:

The concept of containerization is a world renowned mode of transport system and is being practiced globally. The subject exposes the student to the latest trend in shipping business and its allied subjects thereby giving him the opportunity to get an employment in a Container operating ship owner's office or his agent office.

UNIT - 1 :

Natures Contribution to Containerisation - Ancient use of Containers - Commercial Containers - Founder of Containers - Initial Types of Containers - Standardisation of containers - Contribution to shipping fraternity by Containerisation - How Containerisation is better than Break Bulk Shipping.

UNIT - 2 :

Types of Containers - Construction of Containers - Technical Aspects of Containers - Certification and revalidation - Choice of Containers - Flex bags the new concept in containerisation - Prefix and Suffix and their importance - IICL Inspectors and their duties - Cellular Ships - Contribution of Containerisation to the worlds economic

UNIT- 3 :

Physical Component or Hardware - Non Physical component or Soft ware - Inventory Control - Periodical Inspection and maintenance - Ratio of Container Strength - Planning on procurement - Relay Port - Hub Port

UNIT - 4 :

Bic Code - Anera - Box And Box Rate - Consortiums - Container Flow Management - Container Slot Management - CTO & CTD - Common Feeder Service - Mother Vessels - Land Bridge - Roll Overs – EIR

UNIT - 5 :

Consolidation - Reason for consolidation - Facilities to shippers by consolidation - Consolidation technique - Calculation and planning - Broken space and freighting - Unitized packets and its benefits - re-working of Console at Hub port - Direct box - Role of Measurement and Weight of cargo.

REFERENCE BOOK :

1. Containerization International Year Book by John Fossy

FORWARDING & CONSOLIDATION

Objective:

The subject deals with Ocean Freight movement using third party ships and multimodal Transport operations. The subject also deals with owning container and operating them using third party ships. The latest trend in shipping provides abundant opportunities to the student .

UNIT - 1 :

Origin of Forwarders - Role of Forwarders - Freight Brokers and Freight Forwarder - Role of Forwarders in Europe - Commencement of Forwarders Association - Difference between a Freight forwarder and a Agent.

UNIT - 2 :

House Bill of Lading - Liner Bill of Lading - Endorsing Bill of Lading - Surrendering Bill of Lading - Multimodal Transport Bill of Lading - Forwarding note for Delivering goods - Forwarder as a logistician

UNIT - 3 :

Global Service Contracts - Closed sector Service Contracts - MQC (Minimum Quantity Contract) - Advantage of a Service Contract - Non compliance of a Service Contract - Penalty for non compliance - Responsibilities of a Forwarder

UNIT – 4 :

Logistics in International Trade - Outsourcing - Trade Agreements - New Transport Technologies - Logistics Positioning Business Process Re-engineering - Performance Management and reporting

UNIT-5

Consolidation - Reason for consolidation - Facilities to shippers by consolidation - Consolidation technique - Calculation and planning - Broken space and freighting - Unitized packets and its benefits - re-working of Console at Hub port - Direct box - Role of Measurement and Weight of cargo.

REFERENCE BOOK :

1. International Logistics and Freight Forwarding Manual by Burke, Russel John

SHIPPING ACCOUNTS

Objective

The subject deals with standard accounting system and Statutory Accounting system besides dealing in Shipping accounts which a management trainee should be aware of. The account deals with various subjects such as avoidance of double taxation, Service Taxation, Repatriation of Funds and FEMA & FERA REGULATIONS.

UNIT – 1 : FINANCIAL ACCOUNTING

Meaning, nature and importance. Accounting cycle, accounting equation. Journal, Ledger and Trial Balance

UNIT – 2 : PREPARATION OF FINAL ACCOUNTS

Manufacturing Accounting, Trading Account, Profit and Loss Account, Profit and Loss appropriation Account, Balance Sheet (with adjustments). Depreciation Accounting.

UNIT – 3 : ANALYSIS OF FINANCIAL STATEMENT

Meaning and importance Ratio analysis, Profitability ratios, Activity ratios, Liquidity ratios, Long-term solvency ratios, Common size statement, Comparative statements and Trend analysis.

UNIT – 4 : FUNDS FLOW STATEMENT

Meaning and importance, Preparation of schedule of changes in working capital; Preparation of funds flow statement and its analysis.

UNIT – 5 : CASH FLOW STATEMENT

Meaning and importance- various cash and non-cash transactions, Flow of cash, Preparation of cash flow statement and its analysis.

Note: Case study on practical analysis of Balance Sheets of Joint Stock Companies and Bank

TEXT BOOKS :

1. Bhattacharya S.K. & John Dearden, Accounting for management, Vikas Publication,

REFERENCE BOOKS :

1. Jain S.P. & Narang K.L., Advanced Accounting, Kalyani Publication, Revised edition.
2. Maheshwari S.N. & Maheshwari S.K., Corporate Accounting Vikas Publication, 2008.
3. Robert Anthony & Hawkins, Accounting Test and Cases, Irwin London, 1995.

INTERNSHIP TRAINING