



CHHATRAPATI SHAHU JI MAHARAJ  
UNIVERSITY, KANPUR

Programme: B.B.A. LOGISTICS (AEDP)

Apprenticeship Embedded Degree Programme

In collaboration with Logistics Sector Skill Council

Course Structure (with effect from 2025-26)

Semester - I			
Code	Paper	Courses	Credits
F110101T	Core Course - I	Fundamentals of Logistics	4
F110102T	Core Course -II	Materials Management	4
F110103T	Core Course -III	Warehousing & Distribution Centre Operations	4
F110104T	Minor	Principles of Management	3
VOC166	Skill Enhancement course (SEC)	Computer Applications	3
Z011102	Co-curricular Course	Communicative English - I	2
Total Credits			20
Semester - II			
Code	Paper	Courses	Credit
F110201T	Core Course - I	Freight Forwarding (Ocean & Air Cargo)	4
F110202T	Core Course -II	Forecasting and Inventory Management	4
F110203T	Core Course -III	Surface Transportation	4
F110204T	Minor Course	Business Economics	3
VOC167	Skill Enhancement course (SEC)	Business Communication	3
Z021202	Co-curricular Course	Communicative English -II	2
Total Credits			20

Note:

1. Total Credits 40 till semester II
2. Student is entitled for certificate in Faculty after successful completion of first two semesters

Semester – III			
Code	Paper	Courses	Credits
F110301T	Core Course – I	MIS for Logistics	4
F110302T	Core Course -II	Retail Logistics and E- Commerce	4
F110303T	Core Course -III	Liner Logistics	4
F110304T	Minor Course	Digital Marketing	3
<b>VOC168</b>	Skill Enhancement course (SEC)	Office Management and Secretarial Practices	3
<b>Z031301</b>	Co-curricular Course	Export & Import Documentation	2
Total credits			20
Semester – IV			
Code	Paper	Courses	Credit
F110401T	Core Course - I	Port Terminal Logistics	4
*	Core Course -II	Specialisation Module – Course I	4
*	Core Course -III	Specialisation Module – Course II	4
F110404T	Minor Course	Customer Relationship Management	3
F110405R	Project	Project - I	3
<b>Z041402</b>	Co-curricular Course	Courier, Express & Parcel Services	2
Total Credits			20

Note:

1. Total Credits 80 till semester IV.
2. Student is entitled for Diploma in Faculty after successful completion of four semesters.

\* Codes mentioned later

Semester -V		
Code	Courses	Credits
	Allied MOOC Course	2
F110503P	Apprenticeship -I	23
Total credits		25

Semester -VI		
Code	Courses	Credits
	Allied MOOC Course	2
F110603P	Apprenticeship -II	23
Total credits		25

Note:

1. Total Credits 130 till semester VI
2. Student is entitled for Three Year B.B.A.in Logistics UG Degree after successfully completion of six semesters.

#### Semester V-Allied Courses – MOOC

No.	Course	Credit	ESE	Marks
F110501T	Logistics 4.0	2	100	100
F110502T	Inland Waterways & Costal Shipping	2	100	100

#### Semester VI-Allied Courses – MOOC

No.	Course	Credit	ESE	Marks
1	In plant Logistics ( F110601T )	2	100	100
2	Multimodal Transportation (F110602T)	2	100	100

### Specialisation Modules

Course	<i>Group A – Aviation</i>	<i>Group B – Ecommerce</i>	<i>Group C – Land Transportation</i>
1	Introduction to Aviation Industry & Airport Operations F110402TA	First Mile Operations F110402TB	Principles & Practices of Tourism F110402TC
2	Introduction to Air Cargo Industry F110403TA	Last Mile Operations F110403TB	Commercial Aspects of Transportation F110403TC

Students shall choose one of the three Modules and pursue both courses listed

<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: First</b>
<b>Course Code: F110101T</b>		<b>Course Title: Fundamentals of Logistics</b>	
Course outcomes:			
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			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
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		12
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		12
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 Centres in Integrated Logistics. Role of 3PL&4PL.		12
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.		12

	<p>c) Courier/Express - Courier/Express-Meaning, Categorization of Shipments, Courier Guidelines, Pricing in Courier - Express Sector for international and domestic shipping.</p> <p>d) E-Commerce - Meaning, Brief on Fulfilment Centres, Reverse logistics in e-commerce sector, Marketing in e-commerce and future trends in e-commerce</p>	
V	<p>a) EXIM: Brief on EXIM/FF &amp; CC, Multi-modal transportation, brief on customs clearance, bulk load handling and brief on trans-shipment.</p> <p>b) Supply chain.</p> <p>c) Cold chain.</p> <p>d) Liquid Logistics.</p> <p>e) Rail Logistics.</p>	12
<p><b>Suggested Readings:</b></p> <ol style="list-style-type: none"> <li>1. Course Material Prepared by LSC</li> <li>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.</li> <li>3. Vinod V. Sople (2009) Logistic Management (2nd Edn.) Pearson Limited.</li> <li>4. Logistics Management for International Business: Text and Cases, Sudalaimuthu &amp; Anthony Raj, PHI Learning, First Edition, 2009.</li> <li>5. Fundamentals of Logistics Management, David Grant, Douglas M. Lambert, James R. Stock, Lisa M. Ellram, McGraw Hill Higher Education, 1997.</li> <li>6. Logistics Management, Ismail Reji, Excel Book, First Edition, 2008.</li> </ol>		
<p><b>Suggested Continuous Evaluation Methods:</b></p> <p>In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.</p>		
<p><b>Suggested equivalent online courses:</b></p> <p>.....</p>		
<p><b>Further Suggestions:</b></p> <p>.....</p>		

<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: First</b>
<b>Course Code: F110102T</b>		<b>Course Title: Materials Management</b>	
Course outcomes:			
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			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks:10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
I	Introduction: Materials Management - Evolution, Importance, Scope and Objectives- Interface with other functions. -Supply Chain Management -Objectives- Components, Trade off Customer Service & Cost. Supply Chain Analytics		12
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		12
III	Inventory - Need of Inventory -Types of Inventory - 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		12
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		12
V	Stores - Functions- Stores layout -documentation- Materials handling and storage systems, - Principles of Materials Handling system – Safety issues		12

**Suggested Readings:**

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. Handbook of Materials Management – Gopalakrishnan

**Suggested Continuous Evaluation Methods:**

In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.

**Suggested equivalent online courses:**

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**Further Suggestions:**

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<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: First</b>
<b>Course Code: F110103T</b>		<b>Course Title: Warehousing &amp;Distribution Centre Operations</b>	
Course outcomes:			
To develop competencies and knowledge of students to become Warehouse professionals			
To help Students to understand Warehousing and distribution centre operations			
To orient students about contemporary practices followed in Warehousing & Logistics			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks:10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
I	Introduction to Warehouse (Storage and Packaging) Background - Types of Warehouses - Broad functions in a warehouse - warehouse layouts and layout related to functions. Equipment requirement in warehouse -Strategic Aspects of Warehouse		12
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 into storage locations - storage location codes and its application		12
III	Procedure 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 - Outbound Sorters - Automatic Truck Loading		12

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	12
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	12
<p><b>Suggested Readings:</b></p> <p>1. Course Material Prepared by LSC</p> <p>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</p> <p>3. Warehouse Management: A Complete Guide to Improving Efficiency and Minimizing Costs in the Modern Warehouse- III Edition-Gwynne Rich</p>		
<p><b>Suggested Continuous Evaluation Methods:</b></p> <p>In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.</p>		
<p><b>Suggested equivalent online courses:</b></p> <p>.....</p>		
<p><b>Further Suggestions:</b></p> <p>.....</p>		

<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: First</b>
<b>Course Code: F110104T</b>		<b>Course Title: Principles of Management</b>	
Course outcomes:			
To develop competencies and knowledge of students to become effective professionals			
To orient students on recent changes and development in the field of management			
To help Students to understand basic Principles and concepts of Management Learning Outcome			
Students will be able to get an insight of basic knowledge of principles of management.			
Students will be able to understand basic concept of planning and decision making.			
Students will be able to comprehend the concept of functions of management.			
Students will get acquainted with ethics in business environment and responsibility towards society.			
Credits: 3		Minor	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No. of Lectures Total=45
I	Management: Nature, Definition, Characteristics and Scope of Management - Management as a Science or Art or Profession- Contemporary Issues and Challenges in Management of 21st Century- Levels of Management-Skills of a manager- Roles of a manager.		10
II	Planning and Decision Making: (a) Planning: The Process of Planning, Objectives, Policy and Procedures, Forecasting and Decision Making. Strategic Planning – meaning and process MBO – meaning, process and requirements for implementation; (b) Decision Making – Meaning; Types of decisions; Process; Significance; Limitations; – Rational economic model and Administrative model; -Programmed and non-programmed decisions-Creativity and innovation- Blue Ocean & Red Ocean Strategy		10
III	Directing and Staffing: (a)Directing-Principles-Theory X & Y- Motivation and Behaviour- Theories of Motivation- Maslow’s theory and Herzberg theory, Leadership: Styles and Theories (b)Staffing - Manpower Planning-Recruitment and Selection - Training and Development Performance Appraisal		8
IV	Organisation Design and Structure (a) Organisation – Meaning; Process; Principles; Organisation structure – Determinants and forms: line, functional, line and staff, project, matrix and committees; Formal and Informal (b)Organisation; Departmentation – Meaning and Bases; Span of Control –		10

	Meaning and Factors influencing; Authority, Responsibility and Accountability; Delegation – Meaning, Process; Principles; Centralisation and Decentralisation – Meaning; Degree of decentralisation; Difference between delegation and decentralisation	
V	Ethics in the contemporary management and corporate social responsibility; Macro and Micro environmental factors of business-Controllable and uncontrollable factors, SWOT analysis and 7s model of analysis, Management challenges in 21st century	7
<b>Suggested Readings:</b>  1. L M Prasad, Principles and Practices of Management, Himalaya Publishing House 2. Rao, P.S. Principles of Management, Himalaya Publishing House. 3. Rao, V.S.P. & Krishna, V. H. Management: Text and Cases, Excel Books 4. Sharma, R.K & Gupta, S.K. Business Management (3rd edition), New Delhi: Kalyani Publisher		
<b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.		
<b>Suggested equivalent online courses:</b> .....		
<b>Further Suggestions:</b> .....		

<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: First</b>
<b>Course Code: VOC166</b>		<b>Course Title: Computer Applications</b>	
Course outcomes:			
Understand the basic components and functions of computers and operating systems.			
Create and format professional documents using word processing tools.			
Prepare and analyze data using spreadsheets and develop presentations.			
Explain the basics of database systems and computer networking in business contexts.			
Credits: 3		Skill Enhancement course (SEC)	
Max. Marks: 25+75		Min. Passing Marks:	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-0 P-0			
Unit	Topics		No.of Lectures Total=45
I	Introduction to computers and their applications in business, Components of a computer system: Input, Output, Memory, CPU, Storage, Generations and types of computers, Operating systems: Concepts of Disk OS, Windows, GUI, Basic file handling, system software, and utilities		12
II	Word Processing Tools: Creating, saving, and formatting documents, Paragraph settings, headers, footers, tables, and images, Templates for business letters, memos, and reports, Mail Merge: Concept and practical use with Excel data, Proofing tools: Spell check, grammar, track changes.		10
III	Excel Basics: Creating spreadsheets, formatting cells, Formulas and basic functions: SUM, AVERAGE, IF, etc. Charts, sorting, filtering, and printing. PowerPoint Basics: Creating slides, using themes, Inserting media, animations, and slideshow settings.		12
IV	Introduction to DBMS: Concepts and importance, Data hierarchy: field, record, file, database. File types: Master and transaction files. Database structure basics. Fundamentals of computer networks: LAN, WAN. Online vs. offline data processing and real-time sharing.		11
Suggested Readings:			
1. P. K. Sinha & P.Sinha, Computer Fundamentals, BPB Publication			
2. V. Rajaraman, Computer Fundamentals, PHI			
3. Tannenbaum, Computer Applications and Networks			
4. 'O' Brien, Management Information Systems			

**Suggested Continuous Evaluation Methods:**

In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.

**Suggested equivalent online courses:**

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**Further Suggestions:**

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<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: First</b>
<b>Course Code: Z011102</b>		<b>Course Title: Communicative English – I</b>	
Course outcomes:			
Proficient written and verbal communication in media settings.			
Critical analysis and interpretation of media-related content.			
Effective presentation and public speaking abilities.			
Collaborative communication skills suitable for team environments.			
Application of language skills in media and entertainment contexts.			
Credits: 2		Co-curricular Course	
Max. Marks: 25+75		Min. Passing Marks: 40	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-0 P-0			
Unit	Topics		No.of Lectures Total=30
	<ul style="list-style-type: none"><li>• Foundations of English Language</li><li>• Reading Comprehension Strategies</li><li>• Writing Techniques for Media</li><li>• Verbal and Non-verbal Communication</li><li>• Media Literacy and Critical Analysis</li><li>• Presentation Skills for Media Professionals</li><li>• Group Communication Dynamics</li></ul> Cultural Sensitivity in Communications		30 Hours
Suggested Readings:			
Suggested Continuous Evaluation Methods:			
Suggested equivalent online courses:			
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<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: Second</b>
<b>Course Code: F110201T</b>		<b>Course Title: Freight Forwarding (Ocean &amp; Air Cargo)</b>	
Course outcomes:			
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			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
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		12
II	Operation Procedures of Freight Forwarding - The procedures for Pre-Operating Checks and Operational checks to be performed for every shipment / consignment		12
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.		12
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		12



	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	12
<b>Suggested Readings:</b>  1. Course Material Prepared by LSC 2. J P Saxena, Warehouse Management and Inventory Control- Vikas Publication House Pvt Ltd, First Edition, 2003. 3. Warehouse Management: Automation and Organisation 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 Bhawan Publication, 2020.		
<b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.		
<b>Suggested equivalent online courses:</b> .....		
<b>Further Suggestions:</b> .....		

<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: Second</b>
<b>Course Code: F110202T</b>		<b>Course Title: Forecasting and Inventory Management</b>	
Course outcomes:			
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			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks:10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
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		12
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).		12
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		12
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		12

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	12
<p><b>Suggested Readings:</b></p> <ol style="list-style-type: none"> <li>1.Course Material Prepared by LSC</li> <li>2. Sunil Chopra and Peter Meindl, Supply Chain Management Pearson Education Asia, 3rd edition, 2007</li> <li>3. Chaman L Jain, “Fundamentals of Demand Planning &amp; Forecasting”, Graceway Publishing Company 3rd edition.</li> <li>4. Operations Research – Concepts, Problems &amp; Solutions- Kapoor V.K.-Sultan Chand &amp; Sons/2017-978-81-8054-854-3 (TC-532)</li> <li>5. Vijay Kumar Khurana, 2007, Management of Technology and Innovation, Ane books India, Chennai Further Reading Source 5. Simchi-Levi, David, “Designing and Managing Supply Chain”, Tata McGraw Hill, 3rd Edition, 2007.</li> <li>6. David E Mulcahy, “Warehouse Distribution and Operations Handbook, McGraw Hill, 6th Edition, 1993</li> </ol>		
<p><b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.</p>		
<p><b>Suggested equivalent online courses:</b> .....</p>		
<p><b>Further Suggestions:</b> .....</p>		

<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: Second</b>
<b>Course Code: F110203T</b>		<b>Course Title: Surface Transportation</b>	
Course outcomes:			
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 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.			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
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		12
II	Transportation Optimisation -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		12
III	Organisation 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 deliver		12
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.		12

V	Customer Management-Vendor coordination for return truck loads-DG Handling – features and facilities offered by railways – innovative schemes-facilities to popularize rail logistics in India	12
<b>Suggested Readings:</b>  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 KansalPurva, 'Basics of Distribution Management: A Logistical Approach', Prentice HALL of India		
<b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.		
<b>Suggested equivalent online courses:</b> .....		
<b>Further Suggestions:</b> .....		

<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: Second</b>
<b>Course Code: F110204T</b>		<b>Course Title: Business Economics</b>	
Course outcomes:			
The aim of the course is to build knowledge and understanding business economics among the student.			
The course seeks to give detailed knowledge about the subject matter by instilling them basic ideas about business economics.			
The outcome of the course will be as follows –			
To provide knowledge about business economics.			
To provide knowledge about Demand Analysis.			
To determine Production and cost analysis.			
To Make aware with pricing and profit management.			
Credits: 3		Minor	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=45
I	Introduction to Business Economics: Nature and Scope of Business Economics, its relationship with other subjects. Fundamental Economic Tools-Opportunity cost concept, Incremental concept, Principle of time perspective, discounting principle and Equi-marginal principle.		10
II	Demand Analysis: Concept of Demand &types of demand; Law of demand, Demand determinants. Price, Income & Substitution effects, Elasticity of demand: meaning, types, measurement and significance in managerial decisions, Revenue concepts, Concept of demand forecasting and methods of demand forecasting.		10
III	Production and Cost Analysis: Meaning, Production function, Law of variable proportion and laws of return to scale, Various cost concepts and classification, Cost output relationship in short run & long run, Short run and long run Cost curves, Economics and diseconomies of scale.		10
IV	Pricing: Nature of market, Types of markets and their characteristics, Pricing under different market structures–Perfect, Monopoly, Oligopoly and Monopolistic competition, Price discrimination under monopoly competition.		8
V	Profit Management & Inflation: Profit, Functions of profit, Profit maximization, Break even analysis. Elementary idea of Inflation and National income.		7

**Suggested Readings:**

1. Varsney & Maheshwari, Managerial Economics
2. Mote Paul & Gupta, Managerial Economics: Concepts & cases
3. D.N.Dwivedi, Managerial Economics
4. D.C.Huge, Managerial Economics
5. 5. Peterson & Lewis, Managerial Economics

**Suggested Continuous Evaluation Methods:**

In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.

**Suggested equivalent online courses:**

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**Further Suggestions:**

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<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: Second</b>
<b>Course Code: VOC167</b>		<b>Course Title: Business Communication</b>	
Course outcomes:			
The aim of the course is to build knowledge, understanding and application business communication among the student. The course seeks to give detailed knowledge about the subject matter by instilling them basic ideas about business communication.			
The outcome of the course will be as follows –			
<ul style="list-style-type: none"><li>• To provide knowledge about business Communication.</li><li>• To provide knowledge about Formal Communication.</li><li>• To built an understanding of various types of communication.</li></ul>			
To equip the learner for applying it in corporate settings			
Credits: 3		Skill Enhancement course (SEC)	
Max. Marks: 25+75		Min. Passing Marks:	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-0 P-0			
Unit	Topics		No.of Lectures Total=45
I	Introduction: Meaning and objective of Business communication, Verbal and Nonverbal Communication, Role of Body Language, Gestures and Posture, Communication process, Various barriers of Communication, Concept of proximity in communication. Time, color, pauses as language, Public address system.		10
II	Oral & Non- verbal communication: Principles of Oral Presentation, Factors affecting Presentation, effective Presentation skills, Body Language, Para Language, Role of Listening and its importance, Modern forms of communication, International communication, Cultural sensitiveness and cultural context, Writing and presenting in international situations		12
III	Corporate Communication: Formal and Informal Communication, Communication dynamics and network, Grapevine, Barriers in Communication, Essential of effective Business letters, Writing Important Business letters including correspondence with Bank and Insurance companies. Writing Resume, Writing Memo, Circular, Notice and Application; Conveying Bad news through letters.		13
IV	Corporate Meetings, Delphi, Brainstorming and nominal group technique of group decision making, Group Discussion, framing of surveys, Writing Cover letter, Types of Interviews, Psychometric test in Employee selection. Cases and Presentations.		10



### **Suggested Readings:**

1. Bapat & Davar, A Text book of Business Correspondence
2. Bhende D.S., Business Communication
3. David Berio, The Process of Communication
4. Gowd & Dixit, Advance Commercial Correspondence
5. Gurky J.M., A Reader in Human Communication
6. Business Communication: Concepts, Cases and Applications – P.D. Chaturvedi & Mukesh Chaturvedi
7. Business Communication Today – Courtland L. Bovee & John V. Thill
8. Effective Business Communication – Herta A. Murphy, Herbert W. Hildebrandt & Jane P. Thomas
9. Business Communication – Meenakshi Raman & Prakash Singh
10. Essentials of Business Communication – Mary Ellen Guffey & Dana Loewy
11. Business and Administrative Communication – Kitty Locker & Donna Kienzler
12. The Definitive Book of Body Language – Allan & Barbara Pease
13. Nonverbal Communication in Human Interaction – Mark L. Knapp & Judith A. Hall

### **Suggested Continuous Evaluation Methods:**

In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions and Case Studies. This will instill instudent a sense of problem identification, generating solution, decision making and practical learning. Student learning will be evaluated through Written Tests, Projects and Field Assignments, Quizzes.

### **Suggested equivalent online courses:**

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### **Further Suggestions:**

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<b>Programme : BBA Logistics</b>		<b>Year: First</b>	<b>Semester: Second</b>
<b>Course Code: Z021202</b>		<b>Course Title: Communicative English 2</b>	
<p>Course outcomes:</p> <p>Improved proficiency in written and spoken English.</p> <p>Advanced writing skills suitable for various media genres.</p> <p>Enhanced understanding of effective communication principles.</p> <p>Application of advanced language usage in media contexts.</p> <p>Proficient communication in diverse media platforms.</p>			
Credits: 2		Co-curricular Course	
Max. Marks: 40+60		Min. Passing Marks: 40	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-2 T-0 P-0			
Unit	Topics		No. of Lectures Total=30
I	1. Advanced Writing Techniques for Media 2. Verbal and Non-Verbal Communication Strategies 3. Professional Communication in Media Industry 4. Media-related Language Usage and Style 5. Language Proficiency in Different Media Genres 6. Effective Communication in Visual and Digital Media 7. Multimodal Communication Skills		
Suggested Readings:			
Suggested Continuous Evaluation Methods:			
<input type="checkbox"/>			
Suggested equivalent online courses:			
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<b>Programme : BBA Logistics</b>		<b>Year: Second</b>	<b>Semester: Third</b>
<b>Course Code: F110301T</b>		<b>Course Title: MIS for Logistics</b>	
Course outcomes:			
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			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
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.		12
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.		12
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		12
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, Mashups, and Mobile intelligence, Fleet Management Information System.		12

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	12
<p><b>Suggested Readings:</b></p> <ol style="list-style-type: none"> <li>1. Course Material Prepared by LSC</li> <li>2. KENNETH C. L., JANE P. L., &amp; RAJANISH DASS (2001) Management Information System - Managing the Digital Firm. Pearson Education: New Delhi.</li> <li>3. RAVI, K., &amp; ANDREW, B. W. Frontiers of Electronic Commerce. Pearson Education: New Delhi.</li> <li>4. KENNETH, C. L., &amp; JANE P. L. (2001) Essentials of MIS. Prentice Hall India: New Delhi.</li> <li>5. SADAGOPAN, S. (2003) Management Information System. Prentice Hall India: New Delhi.</li> <li>6. EFF, O.Z. (2003) Management Information Systems. Vikas Publishing House Pvt. Ltd.: New Delhi</li> </ol>		
<p><b>Suggested Continuous Evaluation Methods:</b></p> <p>In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.</p>		
<p><b>Suggested equivalent online courses:</b></p> <p>.....</p>		
<p><b>Further Suggestions:</b></p> <p>.....</p>		

Programme : BBA Logistics		Year: Second	Semester: Third
Course Code: F110302T		Course Title: Retail Logistics and E- Commerce	
Course outcomes:			
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			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
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		12
II	Logistics and Retail Marketing: Logistics as a Support function of Order Fulfilment, Assembling & Labelling 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 out-bound shipments		12
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		12
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		12

V	Types of Ecommerce- 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	12
<p><b>Suggested Readings:</b></p> <ol style="list-style-type: none"> <li>1. John Fernie &amp; Leigh Sparks, "Logistics and Retail Management: Emerging Issues and New Challenges in the Retail Supply Chain ",Kogan Page 3rd Edition,2009</li> <li>2. James B. Ayers &amp; Mary Ann Odegaard , "Retail Supply Chain Management "taylor &amp; francis, 2nd edition</li> <li>3. Mr. Gibson G, "Retail Management: Functional Principles &amp; Practices", Jaico Publishing house, 6th Edition, 2003.</li> <li>4. Ray, Supply Chain Management For Retailing, TMH, 2010.</li> <li>5. James B. Ayers, Retail Supply Chain Management, Auerbach Publications,2007</li> </ol>		
<p><b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.</p>		
<p><b>Suggested equivalent online courses:</b> .....</p>		
<p><b>Further Suggestions:</b> .....</p>		

<b>Programme : BBA Logistics</b>		<b>Year: Second</b>	<b>Semester: Third</b>
<b>Course Code: F110303T</b>		<b>Course Title: Liner Logistics</b>	
Course outcomes:			
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			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
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.		12
II	Cargoes & cargo equipment – Dangerous goods IMO special goods, cargo handlings other methods of lifting cargo port handling 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.		12
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.		12

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 Act 1992, The use of Bill of Lading in liner trades, Bill of Lading documentary credits, Bill of Lading 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	12
12V	The Exchange of goods transfer - Transfer of funds from country to country, methods of payments in International 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.	12
<b>Suggested Readings:</b> 1. Course Material Prepared by LSC 2. Ship Operation Management, Fujita, N.H. Publisher, 1974. 3. Ship Operation Management, Bertrams Publication, 2010. 4. Handbook 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		
<b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.		
<b>Suggested equivalent online courses:</b> .....		
<b>Further Suggestions:</b> .....		



<b>Programme : BBA Logistics</b>		<b>Year: Second</b>	<b>Semester: Third</b>
<b>Course Code: F110304T</b>		<b>Course Title: Digital Marketing</b>	
Course outcomes:			
Ability to understand the concept of Digital Marketing along with the basic forms and norms.			
Ability to understand the terminologies associated with the field of Digital Marketing and with their relevance.			
Ability to identify the appropriate method and techniques of Digital Marketing for solving different problems.			
Ability to apply basic Digital Marketing principles to solve business and industry related issues and problems.			
Ability to understand the concept of Budgetary Control, Cash Flow Statement, Fund Flow Statement etc.			
Credits: 3		Minor	
Max. Marks: 25+75		Min. Passing Marks:10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=45
I	Introduction of the digital marketing, Digital vs. Real Marketing, Digital Marketing Channels, Creating initial digital marketing plan, Content management, SWOT analysis, Target group analysis.		10
II	Web design, Optimization of Web sites, MS Expression Web, Creating web sites, SEO Optimization, Writing the SEO content, Writing the SEO content, Google Ad Words- creating accounts, Google Ad Words- types.		10
III	Introduction to CRM, CRM platform, CRM models, CRM strategy, Introduction to Web analytics, Web analytics – levels,		7
IV	Introduction of Social Media Marketing, Social Media Marketing plan, Facebook Ads, Creating Facebook Ads, Ads Visibility, Business opportunities and Instagram options, Optimization of Instagram profiles, Integrating Instagram with a Web Site and other social networks, Keeping up with posts.		10
V	Creating business accounts on YouTube, YouTube Advertising, YouTube Analytics, E-mail marketing, Email marketing plan, E-mail marketing campaign analysis, Keeping up with conversions, Digital Marketing Budgeting - resource planning, cost estimating, cost budgeting, cost control.		8

### Suggested Readings:

1. Chaffey, D, F.E. Chadwick, R. Mayer, and K. Johnston (2015). Internet Marketing: Strategy, Implementation, and Practice. Pearson India
2. Frost, Raymond D., Alexa Fox, and Judy Strauss (2018). E- Marketing. Routledge
3. Gupta, Seema (2018). Digital Marketing. McGraw Hill Education (India) Private Ltd.
4. Kotler, Philip, Hermawan Kartajaya, and Iwan Setiawan (2017). Digital Marketing: 4.0 Moving from Traditional to Digital. Pearson India
5. Ryan, Damian and Jones Calvin (2016). Understanding Digital Marketing: Marketing Strategies for engaging the Digital Generation

### Suggested Continuous Evaluation Methods:

In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.

### Suggested equivalent online courses:

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### Further Suggestions:

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<b>Programme : BBA Logistics</b>		<b>Year: Second</b>	<b>Semester: Third</b>
<b>Course Code: VOC168</b>		<b>Course Title: Office Management and Secretarial Practices</b>	
Course outcomes:			
Credits: 3		Skill Enhancement course (SEC)	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=45
I			
II			
III			
IV			
V			

**Suggested Readings:**

**Suggested Continuous Evaluation Methods:**

In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.

**Suggested equivalent online courses:**

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**Further Suggestions:**

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<b>Programme : BBA Logistics</b>		<b>Year: Second</b>	<b>Semester: Third</b>
<b>Course Code: Z031301</b>		<b>Course Title: Export &amp; Import Documentation</b>	
Course outcomes:			
To familiarize the student with the basic concept of formalities for export trade, and the documentation process required for import and export			
Recognize the impact of information and communication technologies, especially of the internet in business operations.			
Recognize the fundamental principles of eBusiness and eCommerce.			
Explain the security protocols and the issues in internet security.			
Credits: 2		Co-curricular Course	
Max. Marks: 25+75		Min. Passing Marks: 40	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=30
I	Introduction to Export and Import 12 Hrs 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		8
II	Documentation Framework and Contracts 15 Hrs 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.		6
III	Payments and Finance 15 Hrs 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		5

IV	Quality Control and Clearance of Cargo 15Hrs 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.	6
V	Customs Clearance, Risk and Insurance Policy 15 Hrs 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.	5

#### Suggested Readings:

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](http://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.epckkenya.org/\(Export Promotion Council\)](http://www.epckkenya.org/(Export%20Promotion%20Council))
3. [commerce.nic.in/MOC/index.asp](http://commerce.nic.in/MOC/index.asp) (Ministry of Commerce and Industry)
4. [www.dgft.gov.in/](http://www.dgft.gov.in/) (Directorate General of Foreign Trade)

#### Suggested Continuous Evaluation Methods:

In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.

#### Suggested equivalent online courses:

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#### Further Suggestions:

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<b>Programme : BBA Logistics</b>		<b>Year: Second</b>	<b>Semester: Fourth</b>
<b>Course Code: F110401T</b>		<b>Course Title: Port Terminal Logistics</b>	
Course outcomes:			
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			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
I	Difference between Major and Minor Ports - Ports in India - Natural Harbours - New Ports to be developed in India - Major Ports of the World - Largest Port in the world - Port Officials and their roles - Role of Ports - Who are Port users		12
II	Container Terminals - Privatisation of Terminals - Reason for Privatisation - Major Terminal Operators in India - Terminal Operators of the world - Privatisation the need of the hour - Agreement between and existing Port Terminal and the new operator		12
III	Import Cycle - Export Cycle - Positions and Places in a Terminal - Facilities in a Terminal - Container Monitoring and stacking - CFS inside a Terminal - Reasons for Congestion of a terminal - de-congesting the terminal - Window system in a terminal.		12
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		12
V	Port Tariff - Pilots and their duties - Tugs and its usage - Night navigations - Light Dues - Tariff Authorities of Major Port - Revision of rates - Port Trustees - Safety Procedures - Introduction of ISPS - Damage to Port property by ships -		12

	Compensation and confiscation of cargo to adjust dues	
<p><b>Suggested Readings:</b></p> <ol style="list-style-type: none"> <li>1. Course Material Prepared by LSC</li> <li>2. Major Port Trust Act – Government of India</li> <li>3. Port Industry Statistics, American Association of Port Authorities</li> <li>4. AP MOLLOR Guide book on Terminal</li> <li>5. DUBAI PORT AUTHORITIES Manual</li> </ol>		
<p><b>Suggested Continuous Evaluation Methods:</b>  In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.</p>		
<p><b>Suggested equivalent online courses:</b>  .....</p>		
<p><b>Further Suggestions:</b>  .....</p>		



<b>Programme : BBA Logistics</b>		<b>Year: Second</b>	<b>Semester: Fourth</b>
<b>Course Code: F110401T</b>		<b>Course Title: Specialisation Module –Course I Group A- Aviation ( Introduction to Aviation Industry &amp; Airport Operations)</b>	
<b>Course outcomes:</b>  To develop competencies and knowledge of students to become Aviation Professionals To help Students to understand Fundamentals of Aviation Industry & Airport Operations 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			
<b>Credits: 4</b>		<b>MAJOR</b>	
<b>Max. Marks: 25+75</b>		<b>Min. Passing Marks: 10+25</b>	
<b>Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0</b>			
<b>Unit</b>	<b>Topics</b>	<b>No.of Lectures Total=60</b>	
<b>I</b>	<b>History of Aviation &amp; Key Organizations in the Aviation Industry</b> a. 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 b. 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	<b>12</b>	
<b>II</b>	<b>Freedoms of the Air &amp; the Airline Business</b> a. Freedoms of the Air- Overview- Nine Freedoms of the Air b. Airline Business- 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	<b>12</b>	

	<b>Business</b> <b>v Airline Codeshares &amp; Alliances-</b> <b>a. Concept, b. Key Benefits, c. Major Airline Alliances</b> <b>vi Airline Cabin Classes- First, Business, Premium Economy &amp; Economy</b>	
III	<b>World Geography &amp; Airline Communication Protocol</b> <b>Traffic Conference Areas, Time Zones, Codes- Country, City, Carrier, Currency, Aircraft Registration, Airline Phonetics</b>	12
IV	<b>Airport Operations</b> <b>a. Key Stakeholders, Airport Types, Airport Revenue Sources, Airport Functional Layout- Landside, Governmental Agencies at Airport, Baggage Handling, Airside Operations</b> <b>b. Airport as an Operational System- Infrastructure &amp; Facilities, Airport Operations Control Centre (AOCC), Airport Collaborative Decision Making (ACDM), Key Information Technology Systems at Airports</b>	12
V	<b>Concessionaire Activities at Airports (terminology restricted to Indian scenario)</b> <b>a. Non-Aero Activities- Retail, Food &amp; Beverage, Real Estate, Car Rentals Car Parking, Currency &amp; Banking, Advertising</b> <b>b. Maintenance Repair &amp; Overhaul (MRO)- Types of MRO Models</b> <b>c. Ground Handling</b> <b>i Concept,</b> <b>ii Self-Handling V/s Outsourced Handling</b> <b>iii IATA Standard Ground Handling Agreement</b>	12
<b>Suggested Readings:</b>  <b>1 Course Material Prepared by LSC</b> <b>2. Airport Operations- Norman Ashford, Pierre Coutu, John Beasley- McGraw-Hill Education; 3rd edition (16 December 2012)</b> <b>3. Principles of Airport Economics- P.S. Sengupta- Excel Books (1 December 2007)</b> <b>4. Managing Airports- An International Perspective- Anne Graham-Routledge; 5 edition(June 9, 2018)</b> <b>5. IATA Airport Handling Manual- 40th edition- Year of Publication- 2020</b> <b>6. IATA Ground Operations Manual- 9th edition- Year of Publication-2020</b>		
<b>Suggested Continuous Evaluation Methods:</b> <b>In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.</b>		
<b>Suggested equivalent online courses:</b> .....		

<b>Programme : BBA Logistics</b>		<b>Year: Second</b>	<b>Semester: Fourth</b>
<b>Course Code: F110401T</b>		<b>Course Title: Specialisation Module –Course I Group B- E-Commerce (First Mile Operations)</b>	
Course outcomes:			
To understand the First Mile operational processes in e- commerce logistics			
THE STUDENTS WILL LEARN:			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
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.		12
II	Shipment Pickup Operations Shipment pickup process. -Pickup operations staff - roles and responsibilities. -Pickup coordination. -Safety and security of shipments during pickup-Pickup documentation		12
III	Shipment Processing Operations Primary and secondary processing. -Bagging operations. -Manual processing operations-Automated processing operations		12
IV	Layout of A Processing Centre Inbound operations-Processing Operations-Outbound Operations-Safety and security-Processing Centre staff - roles and responsibilities		12
V	First Mile Analytics and Metrics Productivity-Pickup operations metrics-Processing operations metrics-First Mile dashboard. Tools and Applications Pickup tools and applications-Processing tools and applications-Exceptions in First Mile and impact on operations-		12

	Tools and communication to resolve exceptions.		
Suggested Readings:			
1. Course Material Prepared by LSC			
Suggested Continuous Evaluation Methods: In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.			
Suggested equivalent online courses: .....			
Further Suggestions: .....			
Programme : BBA Logistics		Year: Second	Semester: Fourth
Course Code: F110401T		Course Title: Specialisation Module –Course I Group C- Land Transportation ( Principles & Practices of Tourism)	
Course outcomes:			
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			
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			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks: 10+25	

Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0		
Unit	Topics	No.of Lectures Total=60
I	Basics of Tourism-History & Growth-Tourism & Economy, Multiplier Effect-Principles, Components & Types of Tourism – Service Industry, Passenger Transportation. Travel Agencies	12
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	12
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.	12
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 Bookings itinerary.	12
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	12
Suggested Readings:		
1. Course Material Prepared by LSC		
Suggested Continuous Evaluation Methods: In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.		
Suggested equivalent online courses: .....		
Further Suggestions: .....		



<b>Programme : BBA Logistics</b>	<b>Year: Second</b>	<b>Semester: Fourth</b>
<b>Course Code: F110401T</b>	<b>Course Title: Specialisation Module –Course II Group A- Aviation ( Introduction to Air Cargo Industry)</b>	
Course outcomes: To develop competencies and knowledge of students to become Air Cargo Professionals To help Students to understand Fundamentals of Air Cargo Industry 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		
Credits: 4		MAJOR
Max. Marks: 25+75		Min. Passing Marks: 10+25
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0		
Unit	Topics	No.of Lectures Total=60
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	12
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)	12
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	12

IV	<b>Key Stakeholders &amp; Key Terminologies</b> 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 b. Key Terminologies & Abbreviations	12
V	<b>Training &amp; Development in Air Cargo Industry</b> 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.	12
<b>Suggested Readings:</b>  1. Course Material Prepared by LSC 2. Air Cargo Management- Air Freight and The Global Supply Chain- Michael Sales- Routledge (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 - Routledge; 2 edition (19 October 2018)		
<b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.		
<b>Suggested equivalent online courses:</b> .....		
<b>Further Suggestions:</b> .....		



<b>Programme : BBA Logistics</b>	<b>Year: Second</b>	<b>Semester: Fourth</b>
<b>Course Code: F110401T</b>	<b>Course Title: Specialisation Module –Course II Group B- E-Commerce (Last Mile Operations)</b>	
Course outcomes:		
To understand Last Mile Operations in E-Commerce		
The students will be able to:		
<ul style="list-style-type: none"><li>• Understand the basics concept of Last mile logistics in E-Commerce</li><li>• Understand the processes involved in Last mile logistics</li><li>• Understand various metrics and customer services processes to be followed in last mile logistics</li><li>• Explain the prospects of last mile logistic</li></ul>		
Credits: 4		MAJOR
Max. Marks: 25+75		Min. Passing Marks: 10+25
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0		
Unit	Topics	No.of Lectures Total=60
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 ecommerce 1.4 Trends in Last Mile delivery 1.5 Route optimization in Last Mile operations	12
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	12
III	Metrics 3.1 Metrics to measure in last file 3.2 Automation and technology driving metrics.	12
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	12

V	<b>Prospects of Last Mile Logistics- 5Hrs</b> 5.1 Innovations in Last Mile Logistics 5.2 Technology Trends in Last Mile Delivery 5.3 Last Mile Delivery Market Future Prospects	12
<b>Suggested Readings:</b>  <b>1. Course Material Prepared by LSC.</b>		
<b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.		
<b>Suggested equivalent online courses:</b> .....		
<b>Further Suggestions:</b> .....		

<b>Programme : BBA Logistics</b>		<b>Year: Second</b>	<b>Semester: Fourth</b>
<b>Course Code: F110401T</b>		<b>Course Title: Specialisation Module –Course II Group C- Land Transportation (Commercial Aspects of Transportation)</b>	
Course outcomes:			
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.			
To Describe the principles in fixing Railway Freight and Rates			
To evaluate Competition in rates of Road and Rail mode of transportation.			
Develop a clear perspective of various commercial aspects in transportation			
Distinguish between the Operational feasibility of a work and its commercial viability			
Know the issues involved in booking and reservation of passengers,			
Know the various types of costs involved and understand the concept of cost-of-service vs value of service			
Credits: 4		MAJOR	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=60
I	Commercial Aspects in Transportation – A Perspective-Role and importance of Commercial Aspects, relative strengths of rail vs road-Concept of commercial viability vis a vis operational feasibility-Issues/ functions included in the commercial aspects, organisational set up to handle these		12
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.		12
III	Commercial Aspects involving Goods / Freight transportation– Different components of freight traffic, Booking and delivery of freight traffic on Railways, Demurrage and Wharfage, sidings-Booking and delivery of goods in roadways, agencies involved and their role-Claims and liabilities, Organisational set-up and procedure for Claims’ compensation,		12

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 vs value of service, Cross subsidisation etc	12
V	Marketing Strategies for Commercial growth –Need for marketing, Rail vs 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	12
<b>Suggested Readings:</b>  <b>1. Course Material Prepared by LSC</b>		
<b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.		
<b>Suggested equivalent online courses:</b> .....		
<b>Further Suggestions:</b> .....		

<b>Programme : BBA Logistics</b>		<b>Year: Second</b>	<b>Semester: Fourth</b>
<b>Course Code: F110404T</b>		<b>Course Title: Customer Relationship Management</b>	
Course outcomes:  On successful completion of the course the students should have: Understood Relationship Marketing Learnt Sales Force Automation Learnt Database Marketing			
Credits: 3		Minor	
Max. Marks: 25+75		Min. Passing Marks: 10+25	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics	No.of Lectures Total=45	
I	<b>Introduction to relationship marketing</b> Overview of Relationship marketing – Meaning and Definition, Basis of building relationship – Types of relationship marketing, Customer information Database – Customer Profile Analysis - Customer perception, customer life cycle.	10	
II	<b>Understanding CRM</b> CRM – Meaning and Definition, Overview and evolution of the concept – CRM and Relationship marketing, Transactional Vs Relationship Approach, CRM as a strategic marketing tool – CRM significance to the stakeholders	10	
III	<b>CRM Structures</b> Elements of CRM – CRM Process – Strategies for Customer acquisition – Retention and Prevention of defection – Models of CRM – CRM road map for business applications	10	
IV	<b>CRM Planning and Implementation</b> Strategic CRM planning process – Implementation issues – CRM Tools- Analytical CRM – Operational CRM – Call center management – Role of CRM Managers	8	
V	<b>Trends in CRM</b> e- CRM Solutions – Data Warehousing – Data mining for CRM – an introduction to CRM software packages, Database Marketing – Prospect database	7	

**Suggested Readings:**

1. S. Shajahan – Relationship Marketing – Mc Graw Hill, 1997
2. Paul Green Berg – CRM – Tata Mc Graw Hill, 2002
3. Philip Kotler, Marketing Management, Prentice Hall, 2005
4. Saroj Kumar and Supriya Singh – Customer Relationship Management, Thakur Publishers Chennai
5. Barry Berman and Joel R Evans – Retail Management – A Strategic Approach- Prentice Hall of India, Tenth Edition, 2006

**Suggested Continuous Evaluation Methods:**

In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.

**Suggested equivalent online courses:**

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**Further Suggestions:**

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Programme : BBA Logistics	Year: Second	Semester: Fourth
Course Code: F110405R	Course Title: PROJECT-I	
Suggested equivalent online courses: .....		
Further Suggestions: .....		

Programme : BBA Logistics		Year: Second	Semester: Fourth
Course Code: <b>Z041402</b>		Course Title: Courier, Express & Parcel Services	
Course outcomes:			
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			
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			
Credits: 2		Co-curricular Course	
Max. Marks: 40+60		Min. Passing Marks:40	
Total No. of Lectures-Tutorials-Practical (in hours per week): L-3 T-1 P-0			
Unit	Topics		No.of Lectures Total=30
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		7
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		6
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 - Areas to receive, sort and inspect - Documentation activities in hub-spoke - Inspection process of inbound sorted and outbound consignments		7
IV	Tracking and tracing; AWB –essential time of arrival delivery - Last mile delivery – LMD -First mile delivery		5

V	Customer satisfaction- quality, delivery time, costs (shortest cost, loss prevention) - Weighment rate, cube scan –diversions/LBW/Volumetric density of cargo	5
<b>Suggested Readings:</b>  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		
<b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.		
<b>Suggested equivalent online courses:</b> .....		
<b>Further Suggestions:</b> .....		



Programme : BBA Logistics		Year: Third	Semester: Five
Course Code: MOOC/ LD2313A		Course Title: Logistics 4.0	
Course outcomes:			
To develop competencies and knowledge of students to understand the revolution in Logistics Industry			
To orient students in the field of Logistics			
To help students to learn the recent technology changes and challenges in Logistics Industry			
Students will be able to apply the basic knowledge of technology and ITC development			
This subject will enable them to enhance their ability and professional skills in Logistic			
Credits: 2			
Max. Marks: 25+75		Min. Passing Marks:	
Total No. of Lectures-: 60 Hours			
Unit	Topics		
I	1.1 First Three Industrial Revolutions: Industry 1.0–3.0 1.2 Introduction to Industry 4.0 1.3 Digitalization and the Connected Economy 1.4 Drivers, Enablers, Compelling Forces and Challenges for Industry 4.0 1.5 The Journey so far: Developments in USA, Europe, China, and other countries 1.6 Comparison of Industry 4.0 Factory and Today's SMART Factory 1.7 Trends of Big Data (Evolution) along with the Maturity framework and Predictive Analytics for Smart Business Transformation		
II	2.1 Evolution of Logistics 2.2 Introduction to Logistics 4.0 2.3 Digital Transformation of Supply Chain Management 2.4 Advanced robots, Augmented Reality, Digital Twins 2.5 Simulation — Network simulation and optimization 2.6 The Industrial Internet of Things 2.7 Cloud Computing 2.8 Cyber Security 2.9 Big data and analytics – Data Warehouse v/s Data Mart		
III	3.1 Digitalization of Logistics and Challenges in Logistics 4.0 3.2 Inventory Control Systems (ICS)-MRP-1-MRP-2-ERP-1 3.3 The Internet of Things 3.3 Challenges of The Internet of Things 3.4 Changes in Business Models and Production Processes 3.5 Telematics Technology – Application in Logistics		

IV	4.1 Technology in Procurement 4.0 (Consignor Inventory Model) 4.2 Technology in Inventory Management 4.0 (Impact of Digital Technologies on the Inventory Management Techniques) 4.3 Technology in Logistics and Warehousing 4.0 4.4 Logistics and Supply Chain Analytics	
V	5.1 Business issues in Logistics 4.0 5.2 Opportunities and Challenges 5.3 Future of Works and Skills for Workers in the Logistics 4.0 Era 5.4 Advantages and disadvantages of Logistics 4.0 5.5 Strategies for competing in a Logistics 4.0 world	
Suggested Readings:		
Suggested Continuous Evaluation Methods: In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.		
Suggested equivalent online courses:		
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Further Suggestions:		
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<b>Programme: BBA Logistics</b>		<b>Year: Third</b>	<b>Semester: Five</b>
<b>Course Code: MOOC/ LD2313C</b>		<b>Course Title: Inland Waterways &amp; Costal Shipping</b>	
Course outcomes:  To familiarize the student with the basic concept of Inland water ways and coastal shipping, their importance and future development of Indian water ways Recognize the impact of Inland water ways and coastal shipping Recognize the importance and future development of Indian water ways.			
Credits: 2			
Max. Marks: 25+75		Min. Passing Marks:	
Total No. of Lectures-: 60 Hours			
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, Back water, 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 in India – upcoming inland waterways – Inland waterways authority – Government policies on inland waterways – National waterways Act		

**Suggested Readings:**

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

**Suggested Continuous Evaluation Methods:**

In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.

**Suggested equivalent online courses:**

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**Further Suggestions:**

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<b>Programme : BBA Logistics</b>		<b>Year: Third</b>	<b>Semester: Six</b>
<b>Course Code: MOOC/ LD2315B</b>		<b>Course Title: In plant Logistics</b>	
<b>Course outcomes:</b>  To develop competencies and knowledge of students to become In-plant logistics professionals To orient students in the field of Logistics To help Students to understand In-plant logistics operations Students will be able to apply the Basic knowledge of In-plant operations in the real life situation This subject will enable them to enhance their ability and professional skills			
<b>Credits: 2</b>			
<b>Max. Marks: 25+75</b>		<b>Min. Passing Marks:</b>	
<b>Total No. of Lectures-: 60 Hours</b>			
<b>Unit</b>	<b>Topics</b>		
I	Introduction to Logistics in a manufacturing setup - Manufacturing process - physical flow - Assembly line – OTIF (on time in full) - Basic activities of in-plant logistics : Loading, Unloading, Receiving, sorting, Storing, Picking and dispatch activities - process of coordination with assembly line		
II	Job shop- work allocation - Production scheduling – selection of products/ models/parts/ Team table/Time table - Material flow – production line –feeding just in time inventory, Vendor management -		
III	Inbound logistics- inventory management, importance, Value addition, stock counts, audits		
IV	Out bound logistics – Finished goods (FG)- tooling, binding ,creating, input process, output - packaging, Kitting, far goods(FH), Spare parts, , After markets process, schedule of transport, vendor coordination		
V	Timely supply – scheduling, vendor co ordination quality control, pre delivery Inspection, Quality assurance, on time in full (OTIF)		

**Suggested Readings:**

**1. Course Material Prepared by LSC**

**Suggested Continuous Evaluation Methods:**

In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.

**Suggested equivalent online courses:**

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**Further Suggestions:**

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<b>Programme : BBA Logistics</b>		<b>Year: Third</b>	<b>Semester: Six</b>
<b>Course Code: MOOC/ LD2315C</b>		<b>Course Title: Multimodal Transportation</b>	
Course outcomes:			
Introduce Multi-modal and Intermodal 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.			
After completing this Course, the student will have the following learnings:			
• 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 containerisation for security and speed			
• The provisions and procedures for Exim trade and INCOTERMS			
• Indian Government’s policies and vision R for development of seamless multi-modal transport			
Credits: 2			
Max. Marks: 25+75		Min. Passing Marks:	
Total No. of Lectures:- 60 Hours			
Unit	Topics		
I	Transportation Systems & Multi modal Transport –Concept of Multi modal & Intermodal Transport – introduction to Multi modal transport, the difference between Multi modal 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 organise Multi modal transport-Role of Containerisation in MMT- history, utility, types, ease of handling, cost saving-Types of Multi modal transport – combined container transport, rolling Road & forwarding of trailers, RORO & LASH transportation-National Multi modal Transport Committee (NMTC) and Logistics Policy of India – key features and importance		
III	Multi modal 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 neighbouring countries with a case study	
<p><b>Suggested Readings:</b></p> <p>1 Course Material Prepared by LSC</p>		
<p><b>Suggested Continuous Evaluation Methods:</b> In addition to the theoretical inputs the course will be delivered through Assignments, Presentation, Group Discussions. This will instill in student a sense of decision making and practical learning.</p>		
<p><b>Suggested equivalent online courses:</b> .....</p>		
<p><b>Further Suggestions:</b> .....</p>		