

**PANIPAT INSTITUTE OF ENGINEERING AND TECHNOLOGY
PANIPAT**

**DEPARTMENT OF BUSINESS ADMINISTRATION
COURSE PLAN**

Name: -Dr. Dalbir

Subject Name: - Export procedures & Documentation

Branch/Semester: - BBA 5th Sem

Subject Code:- BBA-305

Sr. No.	Lecture No.	Topics To Be Covered	Planned on	Covered On	Remarks
1	L 1	Entering Export Business - Procedures and Formalities	25/07/19		
2	L 2	Entering Export Business - Procedures and Formalities	26/07/19		
3	L 3	Entering Export Business - Procedures and Formalities	30/07/19		
4	L 4	Key Documents Required in Export Business	01/08/19		
5	L 5	Case Study	02/08/19		
6	L 6	Key Documents Required in Export Business	05/08/19		
7	L 7	Key Documents Required in Export Business	08/08/19		
8	L 8	Key Documents Required in Export Business	09/08/19		
9	L 9	Aligned Documentation System	12/08/19		
10	L 10	Aligned Documentation System	16/08/19		
11	L 11	Processing of an Export Order- Stages	19/08/19		
12	L 12	Processing of an Export Order- Stages	22/08/19		
13	L 13	Case Study	23/08/19		
14	L 14	Roles Played by Various Parties	26/08/19		
15	L 15	Roles Played by Various Parties	29/08/19		
16	L 16	Methods of Payment in International Business	30/08/19		
17	L 17	Methods of Payment in International Business	02/09/19		
18	L 18	Methods of Payment in International Business	05/09/19		
19	L 19	INCOTERMS	06/09/19		
20	L 20	INCOTERMS	09/09/19		
21	L 21	INCOTERMS	12/09/19		

22	L 22	Institutional Infrastructure for Indian Exporters.	13/09/19		
23	L 23	Institutional Infrastructure for Indian Exporters.	16/09/19		
24	L 24	Institutional Infrastructure for Indian Exporters.	19/09/19		
25	L 25	Institutional Infrastructure for Indian Exporters.	20/09/19		
26	L 26	Case study	26/09/19		
27	L 27	Export Incentives and Schemes	27/09/19		
28	L 28	Export Incentives and Schemes	30/09/19		
29	L 29	Export Incentives and Schemes	01/10/19		
30	L 30	Export Incentives and Schemes	03/10/19		
31	L 31	EXIM Policy	04/10/19		
32	L 32	EXIM Policy	07/10/19		
33	L 33	EXIM Policy	10/10/19		
34	L 34	Management of Risk in Export Business	14/10/19		
35	L 35	Management of Risk in Export Business	17/10/19		
36	L 36	Management of Risk in Export Business	28/10/19		
37	L 37	Management of Risk in Export Business	31/10/19		
38	L 38	Role Play	07/11/19		
39	L 39	Revision	08/11/19		
40	L 40	Revision	11/11/19		