

Name of Faculty	Dr Ankur		
Discipline	Management (MBA)		
Semester	Third Semester (III)		
Subject	Export-Import Procedures and Documentation (MM-303)		
Lectures Required	Topic (Including Assignment/Test)	Practical	Assignment/Test)
3	Significance of Procedures and Documentation in International Trade	N/A	N/A
	Procedure and Documentation as Trade Barriers		
	WTO Provisions		
	Aligned Document System (ADS)		
4	Interview session of exporters (First activity)		
5	Official machinery for Trade Procedure and Documentation	N/A	Assignment-I Role of ICC, INCOTERMS
	ITC(HS) classification system		
	Role of ICC, INCOTERMS		
	Nature of Export/Trading Houses		
	EDI and Documentation		
	Main Export and Import Documents		
4	News Analysis (Second Activity)		
5	Export Order Processing	N/A	Assignment-2 Export Order Processing
	Export contract; Export Price Quotations		
	Shipping and Custom Clearance of Export and Import Cargo		
	Central Excise clearance		
4	Role of Forwarding agents	N/A	N/A
	Cargo Insurance and Claim Procedure		
	Methods of Payments in International Trade		
	Documentary Collection of Export Bills		
1	UCPDC Guidelines	N/A	N/A
	Realisation of Export Proceeds		N/A
1	Provisions of RBI's Exchange Control Manual	N/A	N/A
4	FEMA-Origin and Objectives	N/A	Assignment-3 FEMA-Origin and Objectives
	Main Provision of FEMA		
2	Pre-Shipment and Post Shipment Finance	N/A	N/A

2	Role of EXIM Bank and ECGC in India	N/A	N/A
	Major Export Promotion Schemes in India-EPCG		
5	Duty Exemption Scheme; DEPB Scheme	N/A	N/A
	SIL; Facility for Deemed Exports	N/A	N/A
	Export Promoting Institutions (EOU's/EPZs/SEZ's)		
	Role of Export Promotion Councils		
Commodity Boards and ITPO	N/A	N/A	