

Part A Introduction		
Program: Certificate/Diploma Degree/	Year: BCOM I	Session:2025-2026
Course Code		
Course Title	Export/Import Management	
Course Type	SEC	
Pre-requisite (if any)	NO	
Course Learning outcomes (CLO)	<p>After the successful completion of the course ,the student shall be able to-:</p> <ul style="list-style-type: none">• Understand the Import & Export Procedures in India• learn the essential documents for importing and exporting• Understand the different types of tariff and non-tariff barriers• Infer the Government’s Export Assistance and promotion schemes in India and various policies framed under it• Gather the differences between Risk Management, Treatment, Avoidance and Reduction along with Business Continuity Practices.• Analyze Market Entry and Export Strategies• Develop Practical Skills through Simulations and Project	
Expected Job Role / career opportunities	<p>Business Opportunities</p> <p>ManufacturerExporter,MerchantExporter, Manufacturercum Merchant Exporter, As a Consultant</p> <p>Job Opportunities</p> <p>Export-Import Executive/Manager, Shipping and Logistics , International Marketing, Documentation and Legal , Banks / Trade Advisory , Airlines and Cargo</p>	
Credit Value	3	
Part B- Content of the Course		
Total No. of Lectures- 45		

Module	Topics	No. of Hours
I	<p>Import-Export Management: Overview Import Export Management Introduction; Concept Key Feature; Foreign Trade - Institutional Framework and Basics; Trade Policy; Foreign Trade; Simplification of Document; Reduction in Document to Five for Custom Purpose; Exporting; Importing Counter Trade; the Promise and Pitfall of Exporting; Improving Export Performance; Counter Trade.</p> <p>Practical Activities - Drafting Export Business Plan, OR Visit to DGFT Website (India)-Task- • Navigate https://www.dgft.gov.in to:</p> <ul style="list-style-type: none"> • Search export promotion schemes. • Check IEC registration procedure. • Prepare a report on findings. 	15
II	<p>International Marketing: Environmental and Tariff Barrier International Marketing: Definition, Components of International Marketing Management; Trade Barrier Definition: Components of Trade Barrier, Objectives of Trade Barrier. -Non-Tariff Barriers; Government Participation in Trade; Quota; Advalorem Duty; Specific Duties and their Differences.</p> <p>Export and Import Financing, Procedure, and Primary Consideration Export and Import Financing Procedures; 14 Steps for Conducting Export Transaction; Export Assistance; Export-Import Primary Consideration.</p> <p>Practical Activities - Export Cost Sheet Preparation</p> <ul style="list-style-type: none"> • Task: Prepare a cost sheet including: <ul style="list-style-type: none"> ➤ Product cost ➤ Packaging ➤ Freight ➤ Insurance ➤ FOB, CIF price • Use real or assumed data. 	15
III	<p>Import Export Documentation Import and Export Documentation: Introduction, Freight Forwarder's Powers of Attorney, Bill of Lading, Certificates of Origin, Letter of Credit.</p> <p>Processing of Export Order; Nature and Format of Export Order; Examination and Confirmation of Export Order; Manufacturing or Procuring Goods; Central Excise Clearance; Pre Shipment Inspection; Appointment of Clearing and Forwarding Agents; Transportation of</p>	15

Signature

	<p>Goods to Port of Shipment; Port Formalities and Customs Clearance; Dispatch of Documents by Forwarding Agent to the Exporter; Certificate of Origin and Shipment Advice; Presentation of Documents to Bank; Claiming Export Incentives; Excise Rebate; Duty Drawback.</p> <p>Practical Activities - International Market Research Report</p> <p>Task: Select a product and find:</p> <ul style="list-style-type: none"> ➤ Top 3 importers ➤ Trade volume & value ➤ Competitor countries ➤ Tariff barriers 	
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Part C-Learning Resources
Text Books, Reference Books, Other resources

Suggested Readings:

1. Export Import Policy, Publisher: Ministry of Commerce, Government of India, New Delhi.
2. Electronic Commerce by N. Janardhan, Publisher: Indian Institute of Foreign Trade, New Delhi.
3. Nabhi's Exporters Manual and Documentation, Publisher: Nabhi Publication, New Delhi.
4. Nabhi's New Import Export Policy, Publisher: Nabhi Publication, New Delhi.
5. Export-What, Where, How by Ram Paras, Publisher: Anupam, Delhi.

Suggested equivalent online courses:

https://nptel.ac.in/content/storage2/courses/110105031/pr_pdf/Module-31%20pdf..pdf
https://onlinecourses.nptel.ac.in/noc20_mg54/preview

Part D-Assessment and Evaluation

Maximum marks -		100
Continuous Comprehensive Assessment (CCE)	Total Marks-	
University exam	Total Marks -	


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