

GOA UNIVERSITY

P.O Goa University, Taleigao, Plateau,
Goa - 403 206, India

Syllabus of B.com Shipping Management (Undergraduate Programme)

Implemented from the Academic Year

Brief Description of the Course.

Objectives :

- 1) To give an overview of shipping industry and to understand role of ship management Companies
- 2) To learn export and import procedure
- 3) To learn entry and exit in port
- 4) To learn business communication that takes place in shipping; to introduce the students to the various components of shipping industry,-- basics of shipping related law and case study
- 5) To understand the ship and its various terms & concept related to shipping business.

Pre-requisites:

A student seeking admission to I & II Semester (F.Y.B.COM.) would have to pass Std. XII of Goa Board Commerce regular or Vocational Course Std. XII with any one of the Vocational subjects of Accounts, Office Management, Insurance, Industrial Management, Marketing & Salesmanship Management, Commercial Garment designing & making, Computer Techniques, Tourism & Travel Techniques or equivalent exam of any other Board.

A Candidate not covered under any one of the above categories but desirous of seeking admission to the said course may apply to the College. However, the registrar along with Dean of concerned Faculty and Chairperson(s) of Board of Studies of concern subjects shall decide the eligibility.

Requirements: B.COM. shipping management degree awarded by Goa University taking into consideration the pass results at Sem. V & Sem. VI only. A student has to pass I to IV Semester, in order to get admission for V and VI semester. The Examination I to IV Semester will be conducted by the affiliated colleges and the results of the same are declared by affiliated colleges.

No. of Semesters: The B.COM .Shipping Management is a Three years integrated course. There are two Semesters in each of the F.Y., S.Y. and T.Y. In each of the Semester a student has to answer TWO ISAs of 20 Marks and the Semester Examination will carry 80 marks each.

Dissertation : Project work is compulsory. It is of 100 marks. It is introduced in Semester V and completed in Semester VI. Evaluation of project consists internal 50 marks and External evaluation of 50 marks.

Field work : Teachers have option to have field trips as one of the teaching methods given in the ordinances

B.COM SHIPPING MANAGEMENT SEMESTER - WISE LIST OF COURSE

SEMESTER - I

Subject					Total Marks (100)	
		L.	P.	T.	SEE	PAGENO
	Spoken English	30	20	-	100	
	Commercial Geography	46	04	-	100	
	Accountancy I	30	20	-	100	
	Introduction to Shipping Industry I	35	15	-	100	06-07
	Organization of Commerce I	40	10	-	100	08-09
	Business Economics I	45	05	-	100	
	Business Law I	30	20	-	100	
	Environmental Studies I	15	10	-	100	

SEMESTER -II

Subject					Total Marks (100)	
		L	P	T	SEE	PAGE NO
2.1	Written English	30	20	--	100	
2.2	Geography of Sea Transport	45	05	--	100	
2.3	Accountancy II	30	20	--	100	
	Introduction to Shipping Industry II	35	15	--	100	10-11
2.4	Organization of Commerce II	40	10	--	100	12-13
2.5	Business Economics II	45	05	--	100	
2.6	Business Law II	30	20	--	100	
2.8	Environmental Studies II	15	10	--	100	

SEMESTER - III

Subject		No. of working hours			Total Marks (100)	
		L	P	T	SEE	PAGE NO
	Accountancy III	30	20	--	80	20
	Economics of Sea Transport I	35	15	--	100	14-15
	Shipping Law I	35	15	--	100	16-17
	Liner & Multimodal Transport I	35	15	--	100	18-19
	Port & Terminal Management I	30	15	--	100	20-21
	Business Ethics & Practices I	45	15	--	100	22-23
	Principles of Management I	40	10	--	100	24-25

SEMESTER -IV

Subject					Total Marks (100)	
		L	P	T	SEE	PAGE NO
4.1	Accountancy IV	30	20	--	100	
4.2	Economics of Sea Transport II	35	15	--	100	26-27
	Shipping Law II	35	15	--	100	28-29
	Economics of Sea Transport II	35	15	--	100	30-31
	Port & Terminal Management II	30	20	--	100	32-33
	Business Ethics & Practices II	45	05	--	100	34-35
4.3	Principles of Management II	40	10	--	100	36-37
4.5	Liner & Multimodal Transport II	35	15	--	100	

SEMESTER -V

Subject		No. of working hours			Total Marks (100)	
		L	P	T	SEE	PAGE NO
	Economics of Shipping I	40	10	--	100	38-39
	Marine Insurance I	40	10	--	100	40-41
	Chartering I	35	15	--	100	42-43
	Shipping Practice I	35	15	--	100	44-45
	Banking & Shipping Documentation I	35	15	--	100	46-47
	Management Accounting I	30	20	--	100	
	Project (Industry Related)	10	40	--	50	

SEMESTER -VI

Subject					Total Marks (100)	
		L	P	T	SEE	PAGE NO
	Economics of Shipping II	40	10		100	48-49
	Marine Insurance II	40	10		100	50-51
	Chartering II	35	15		100	52-53
	Shipping Practice II	35	15		100	54-55
	Banking & Shipping Documentation II	35	15		100	56-57
	Management Accounting II	30	20		100	
	Project (Industry Related)	10	40		50	50

INTRODUCTION TO SHIPPING INDUSTRY

SEMESTER – I

Contents: Modes of transport, History of shipping, Types of ships, Maritime Administration, Parties to Shipping etc.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- Shipping Practice – Edward Stevens/C S J Butterfield
- Reeds “Sea Transport” –Patrick M Alderton
- Elements of Shipping – Alan E. Branch
- Classification Societies - Jonathan Lux, Publication – in association with The International Bar Association. Llyods of London Press Limited.
- The Fairplay book of shipping abbreviations by peter Kapoor

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

- | | No. of Sessions |
|---|-----------------|
| 1) <u>Introduction to Transport</u>
Meaning of transport, importance, Modes of transport – Road, Railways, Air, Pipelines, Ocean.
Water Transport - Internal, Coastal & High Seas. | (03) |
| 2) <u>Indian Shipping</u>
History of Indian shipping Current Scenario | (2) |
| 3) Introduction to World Shipping Industry | (2) |
| 4) <u>The Ship- An Introduction</u>
Introduction, Main parts of ship -Hull & Machinery, Load lines Zones – their importance. | (05) |
| 5) <u>Various Types of Ships</u>
Research vessels, Fisheries vessels, Service ships, Cable-laying ships, Merchant ships: - Passenger, General Cargo & Bulk ships. Their unique features, type of cargo carried in each type. | (06) |

- 6) Types of Shipping Operations (02)
Bulk, Tramp, Liner, Passenger
- 7) Maritime Administration (02)
International Maritime Organization & Director General of Shipping - Role & Functions.
- 8) Parties to Shipping (02)
Ship-Owner –Shipper & charterer.
- 9) Other Parties in Shipping (04)
Freight Forwarders
Custom House Agents
Vessel Agents/Shipping Agents
- 10) Functions of Various Authorities in Shipping: (5)
Port Trust
Customs
Mercantile Marine Department
Classification Society
- 11) Basic Shipping Terminologies/Abbreviations (02)
Industry visits will be organized for required organizations.
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ORGANIZATION OF COMMERCE

SEMESTER: - I

Content: Characteristics & principles of business, Joint Hindu Family Firm, Sole trading Concern, Co-operative Organizations, Public, Global Organizations & Public-Private Partnerships, Shipping related organizations etc.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- Organization of Commerce by L.N.Chopde & R.N.Dalvi – Sheth Publishers. Vol –I & II
- Business Studies –NCERT
- Organization of Commerce by Kale – Vipul Prakashan
- Organization of Commerce by N.G Kale & S.C Karnavat – Vipul Prakashan

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	No. of Sessions
1. Characteristics & Principles of Business Introduction, Meaning of business, Features, Objectives of business, Classification of business activities & Business Risks.	[2]
2. Types of Business/Commercial Organizations Need for business organizations, importance	[1]
3. Sole Trading Concern (STC) Meaning & Nature, Features, Advantages & limitations of STC, Suitability & survival of STC in globalised world.	[2]
4. Joint Hindu Family Firm Nature, Features, Advantages & limitations, Survival of JHF firms in modern era.	[3]
5. Partnership Firm Meaning, Features, Kinds of Partnership & Types of Partners, Partnership Deed, Registration of partnership, Effects of non-registration of partnership deed, Merits & demerits.	[3]
6. Joint Stock Company	[4]

Meaning, Features, Merits, Limitation, Types of companies, Formation of JSC, Role of promoter, Capital of a JSC- Shares, debentures, Important documents of company, Management of Joint Stock .

7. Co-Operative Organization [3]
Definition, Features, Advantages, Limitations, Type of Co-operatives, Co-Operative Organizations in India.

8. Franchising [4]
Meaning, Scope, Merits & demerits, recent trends.

9. Public , Global Enterprises & Public-Private Partnerships [10]
Classification, Meaning & importance of public sector organizations, Statutory corporations, Multinational companies, Globalization of business,(Multinationals companies);meaning & features, Joint Ventures; meaning & their merits & demerits ,Public –Private Partnership;meaning,merits,demerits, types of PPP – BOT,BOOT etc ,Recent developments.

10. Shipping Related Organizations [7]
Such as Ports, Agencies, Liner companies; their functions & organizational set-up

SUBJECT: SPOKEN ENGLISH
SEMESTER: I
NO. OF WORKING HOURS: 50 (30 classroom sessions and
(20 sessions for industry visits.)

- Objective :
- To listen to understand and convey information
 - To listen to and respond appropriately to the contribution of others.
 - To understand, order and present facts, ideas and opinion.
 - To articulate, experience and express what is through, felt and imagined.
 - To communicate clearly and fluently.
 - To use grammatically correct language.
 - To use register appropriate to audience and context.

- Learning outcomes. By the end of the term the students should be able to
- To described a visual or an object.
 - Explain and give cause and effect
 - Narrate and experience with descriptive details.
 - Provides relevant information
 - Use alternative to slang.
 - Take an active part in group discussion.
 - Disagree, argue and use persuasive speech in appropriate languages.

- Equipments :
- A recording room – should proof, without classroom furniture , preferably air conditioned colleges that have the facility of media room or room for audio – visual instruction could utilize the facility. Recording with ceiling fans . standing fans caused continuous disturbance in the recorded cassette / CD.
 - Recording equipment – to start with at least 6 tap e recorders with empty tapes or recording equipment that can be added on to computers. ‘A’ large screen television with a cable connection.
 - A TV Tuned card.
 - A DVD player.
 - The library or AV room has to be updated by purchase of books with CD – Rom and on –line training facilities some of which are listed at the end of this syllabus.
 - An LCD projector with its own separate computer (a lap top always give better LCD resolution)
 - 5 computers to begin with so that students can use the interactive software and CD – Roms to practice on their own and access on line training.

Language laboratory with at least 20 seats within 3 years.

Contents : : 5 lectures of 45 minute each week = 3 hours 45 minutes
70/75 lectures in the term.

College may find it practical to explore the idea of having to spoken English lectures together at least twice a week as it involves movement of students to a hall / AV room and setting up of audio visual aids.

Topics to be covered.

- Pronunciation and enunciation (Vowels and consonants and their types) diction, intonation, phrasing, pausing, emphasis, stress, inflection.
- Grammar, vocabulary and alternatives to slang.
- Conversation skills eg. Interviews, chat shown host guest situation.
- Presentation skills
- Discussion skill leading and participating
- Active listening skills
- Asking and answering questions.
- Requests and explanations.
- Persuasion and negotiation
- Expressing opinions
- Giving and getting advice cross – cultural communication.

There are also skill of

- Summary
- Chairing
- Sustained explanation
- Deeping to task

Minimum Reading and Listening :

Books, magazines, newspapers, radio television etc.

Evaluation Plan

Method of evaluation	Weight age
Internal : Assignments, Discussion	20%
Oral exam at the end of the Semester	80%

TOPICS FOR I INTERNAL EVALUATION (40 MKS)

SESSION : 1 TO 30

- a) Self intorudction
- b) Role play
- c) Debate
- d) Group Discussion
- e) Book review / film review
- f) Speak on any topic like travel, mobile phones, fashion, Valentine’s day you are passionate about or you detest.
- g) Speak on a musician, scientist, industrialist, historical figures who fascinates you.

SEMESTER EVALUATION (60 MARKS0

Session 31 to 50

- a) Pair Based Activity :
Interview on the television radio, FM or interview of a celebrity (30 marks)
- b) Individual talk Presentation (30 marks)
Time : 8 – 10 minutes
Evaluation of SEZ, Extension of Port / Airport / Evaluation of Indian Cricket etc.

SUBJECT: COMMERCIAL GEOGRAPHY
SEMESTER: I
NO. OF WORKING HOURS: 50 (45 classroom sessions and
(04 sessions for industry visits.)

- Objective :
 - To understand the network of sea transport in the world.
 - To analyze the impact of geographical features on shipping activities.
 - To understand the network of ports in the world.
 - To understand the pattern of world trade.
- Contents Meaning and scope, world population, basis of world commerce, distribution of different cargo.
- Padagogy
 - Classroom session, Discussions, Projects, industry related assignment.

Minimum Reading:

- Economic Geography by Jones and Darkerwald.
- Economic Geography by Hartshone and Alexander.
- Economic and commercial Geography by T.C Sharma & Coutino (recent edition)
- Commercial Geography by M. H. Ajwani
- Commercial Geography by Dudley Stamp (recent edition)
- Economic and Comercial Geography by Khanna & Gupta)
- Resource Geography by Majid Hussian
- Geography of Resource by T. N. Tikka
- Geography of Resource by B.S Negi.

Evaluation Plan

Method of evaluation	Weight age
Internal : Projects, Assignments, Discussion	40%
Writing exam at the end of the Semester	60%

MOUDLES / TOPICS TO BE COVERED

		No of session
1	<u>INTRODUCTION:</u>	[6]

- Meaning, scope and importance of commercial geography,
- 2 **BASIS OF COMMERCIAL ACTIVITY** [12]
 Spatial basis of commercial activities, physical basis, cultural basis, economic basis, population basis, technological basis, political basis of commerce comparative territorial advantage. Man as producer and consumer – classification of activities and role of man. Population growth, migration, density and population.
- 3 **CONCEPTUAL BACKGROUND OF RESOURCE:** [10]
 Meaning and concept of resource, classification, development and conservation of resources.
- 4 **PRODUCTION OF THE COMMODITIES TRANSPORTED BY –SEA** [18]
 - Agricultural commodities – wheat, cotton, tea, coffee, rubber, spices.
 - Live stock – cattle, sheep and fish.
 - Mineral products – iron ore, manganese, bauxite, copper, etc
 - Power minerals- petroleum, coal.
 - Industrial commodities- Iron and steel, cotton textile electronic, chemical, automobile
- 5 **FIELD VISIT TO HARBOUR.** [4]

SUBJECT: ACCOUNTING I
SEMESTER: I
NO. OF WORKING HOURS: 50 (30 classroom sessions and
(20 sessions for industry visits.)

- Objective :
 - To train the students to get acquainted with accounting knowledge to seek job in shipping industry,
 - To understand basic concepts of accounting related with shipping industry.
- Contents Basic fundamentals of accounting, principles of accounting, cash book, journals, depreciation and various method of calculating depreciation
- Padagogy
 - Classroom teaching, assignment, discussion and practical.

Minimum Reading:

- Studies in advanced accounting by Dr. S.N. Maheshwari and Suneel Maheshwari,
- Advanced Accountancy by S. P Jain and K.L. Narang
- Advanced Accounting (Financial Accounting) by Ashok Sehagal and Deepak Sehagal
- Advanced Accounts by Shukla and Grewal
- Chartered Accountant Journal

Evaluation Plan

Method of evaluation	Weight age
Internal : Projects, Assignments, Discussion	40%
Writing exam at the end of the Semester	60%

MOUDLES / TOPICS TO BE COVERED

- | | | |
|---|--|-----------------------|
| 1 | <u>FUNDAMENTALS OF ACCOUNTANCY :</u>
Meaning of accounting, classification, accounting information and its uses, systems of accounting, principles of accounting, capital and revenue receipt and expenditure. | No of session
[10] |
| 2 | <u>JOURNAL AND CASH BOOK</u>
Journal – advantages, sub-division, ledger- subdivision mechanics of posting balancing of ledger.
Cash book – kinds of cash book – single and double cash book, petty cash book and bank reconciliation statement. | [8] |

SUBJECT: ORGANIZATION OF COMMERCE
 SEMESTER: I
 NO. OF WORKING HOURS: 50 (40 classroom sessions and
 10 sessions for industry related work.)

Objectives:

- To understand the objectives & principles of business.
- To understand the various types of commercial organizations.
- To understand functions & set-up of shipping related organizations.

Content: Characteristics & principles of business, Joint Hindu Family Firm, Sole trading Concern, Co-operative Organizations, Public, Global Organizations & Public-Private Partnerships, Shipping related organizations etc.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- Organization of Commerce by L.N.Chopde & R.N.Dalvi – Sheth Publishers. Vol –I & II
- Business Studies –NCERT
- Organization of Commerce by Kale – Vipul Prakashan
- Organization of Commerce by N.G Kale & S.C Karnavat – Vipul Prakashan

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	No. of Sessions
1. Characteristics & Principles of Business Introduction, Meaning of business, Features, Objectives of business, Classification of business activities & Business Risks.	[2]
2. Types of Business/Commercial Organizations	[1]

Need for business organizations, importance

3. Sole Trading Concern (STC) [2]
Meaning & Nature, Features, Advantages & limitations of STC, Suitability & survival of STC in globalised world.

4. Joint Hindu Family Firm [3]
Nature, Features, Advantages & limitations, Survival of JHF firms in modern era.

5. Partnership Firm [3]
Meaning, Features, Kinds of Partnership & Types of Partners, Partnership Deed, Registration of partnership, Effects of non-registration of partnership deed, Merits & demerits.

6. Joint Stock Company [4]
Meaning, Features, Merits, Limitation, Types of companies, Formation of JSC, Role of promoter, Capital of a JSC- Shares, debentures, Important documents of company, Management of Joint Stock .

7. Co-Operative Organization [3]
Definition, Features, Advantages, Limitations, Type of Co-operatives, Co-Operative Organizations in India.

8. Franchising [4]
Meaning, Scope, Merits & demerits, recent trends.

9. Public , Global Enterprises & Public-Private Partnerships [10]
Classification, Meaning & importance of public sector organizations, Statutory corporations, Multinational companies, Globalization of business,(Multinationals companies);meaning & features, Joint Ventures; meaning & their merits & demerits ,Public –Private Partnership;meaning,merits,demerits, types of PPP – BOT,BOOT etc ,Recent developments.

10. Shipping Related Organizations [7]
Such as Ports, Agencies, Liner companies; their functions & organizational set-up

SUBJECT: BUSINESS ECONOMICS
 SEMESTER: I
 NO. OF WORKING HOURS: 50 (45 classroom sessions and
 (05 sessions for industry visits.)

Objective :

- To give a clear understanding that Business Economics is a science of business decision making
- To acquaint the learner with the tools and techniques of economics and other allied disciplines which are aids to business decision making.
- To understand the different areas of decision making and make an in-depth study of these areas.
- To develop practical skills through tutorial sessions so that the learner develops analytical skills to understand business problems.

Contents Introduction to Business Economics, Demand Analysis, supply and cost Analysis Price analysis.

Padagogy

- Classroom session and discussions.

Minimum Reading:

- R.L. Varshney K.L. Maheshwari, "Managerial Economics" Sultan Chand & Sons, Educational Publishers, New Delhi.
- Mehta, P.L. Managerial Economics, Sultan Chand and sons, Educational Publishers, New Delhi.
- Samuelson, Paul A and Nordhaus, W. P. Economics, Mc Graw Hill, New York 1995.
- Stonier and Hague 'A Textbook of economic Theory, The English Language Book Society and Longman Group Limited, London,
- Indira Gandhi National Open University, School of Management Managerial Economics MSD/9 1 to 6.
- Joel Dean, Managerial Economics, Prentice Hall, New Delhi.
- Gopalkrishna, D. A. Study of Managerial Economics Himalaya Publishing House.
- Dwivedi, D.N. Managerial Economics, Vikas Publishing House (P) Ltd 1974.

Evaluation Plan

Method of evaluation	Weight age
Internal : Projects, Assignments, Discussion	20%
Writing exam at the end of the Semester	80%

MOUDLES / TOPICS TO BE COVERED

	No of session
1 <u>INTRODUCTION TO BUSINESS ECONOMICS :</u> Nature, scope and significance of Business Economics relationship of business economics with other disciplines – business decision making tools of decision making – business problem as an economic problem – fundamental concepts in business economics.	[10]
2 <u>DEMAND ANALYSIS :</u> Concept of demand – types of demand – demand function – law of demand – change and variation in demand – exceptions to the law of demand – elasticity of demand – using elasticity in managerial decisions – concept of consumer's surplus – demand forecasting.	[15]
3 <u>SUPLY AND COST ANALYSIS.</u> Concept of supply – supply function – law of supply – elasticity of supply – meaning of production – production function – law of production – economics and diseconomies of scale – economics of scope – cost concept – short run and long run cost curves	[15]
4 <u>PRICE ANALYSIS :</u> Type of market structures – features of market structure – price out put determination and perfect competition – monopoly and monopolistic competition concept of oligopoly	[3]

SUBJECT: BUSINESS LAW
SEMESTER: I
NO. OF WORKING HOURS: 50 (30 classroom sessions and (20 sessions for industry visits.)

- Objective :
 - To introduce the students to contract act.
 - To understand various laws related to shipping activities.
- Contents : Contract Act, Sales of goods Act, Law of Torts and Criminal Law.
- Padagogy :
 - Classroom session, case law discussions.

Minimum Reading:

- Business law by K.R Bulchandani
- The Hour of contract – An outline by Dr. Nilima Chandiramnai
- Case book on shipping law by E.R. Hardy Lvamy Lloyd’s of London press.

Evaluation Plan

Method of evaluation	Weight age
Internal : Projects, Assignments, Discussion	20%
Writing exam at the end of the Semester	80%

MOUDLES / TOPICS TO BE COVERED

- | | |
|---|------------------------------|
| <p>1 <u>THE CONTRACT ACT :</u>
 General principles, features of contract, types of contract, breaches and remedies, law of bailment, law of pledge, law of guarantee, law of indemnity, law of agency (along with case laws)</p> | No of session
[30] |
| <p>2 <u>THE SALE OF GOODS ACT, 1930 :</u>
 Relating to transfer of Property in goods (along with case laws)</p> | [6] |
| <p>3 <u>LAW OF TORTS :</u>
 Negligence in shipping, defences against tortuous liabilities (along with case laws)</p> | [6] |
| <p>4 <u>CRIMINAL LAW :</u>
 (Offences relating to property – under Indian Penal Code – Definitions, Offences, Punishment Involved)</p> | [4] |
| <p>5. <u>FREIGHTS :</u>
 Definition, Types of Freights, when and whom payable</p> | [4] |

**: INTRODUCTION TO SHIPPING INDUSTRY
SEMESTER II**

Content: Ship Management companies, inward /outward clearance of ships, Registration of ships & Flags of Convenience, Business Communication in Shipping, Ships Documents.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- The fairplay book of shipping abbreviations by peter Kapoor
- The Economics Times - Ports of India
- Types of Ships – published by Rumar Publications – Bombay
- Shipping Practice – Edward Stevens/C S J Butterfield
- Reeds “Sea Transport” –Patrick M Alderton
- Elements of Shipping – Alan E. Branch

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	No. of Sessions
1. Shipping Companies	[2]
2. Ship Management Concept	[2]
3. Inward & Outward Clearance of Ships	[3]
4. Export/Import Procedures	[4]
5. Cargo Handling Equipments	[2]
6. Clearing & forwarding of cargo	[3]
7. Ship’s Crew	[1]
8. Registration of Ships & Flags of Convenience	[1]
9. Shipping Terminologies/Abbreviations	[2]
10. Business Communication in Shipping	[4]
11. Containerization; Introduction	[4]

12. Ships Documents [3]

13. India & International Principal Shipping Organizations [4]
ICS, FIATA, BIMCO, PSA, ISMA, INTERCARGO, INTERTANK, IACS, INSA etc.

Industry visits will be organized where required

SUBJECT: WRITTEN ENGLISH
SEMESTER: II
NO. OF WORKING HOURS: 50 (30 classroom sessions and
(20 sessions for industry visits.)

Objectives:

- To enable students to identify main points in an unseen text of an expository, descriptive and narrative nature.
- To develop students ability to deduce meaning of unfamiliar for specific information.

Learning outcomes:

Writing Skills:

By the end of the semester the students should be able to from an unseen text of an expository,/descriptive/narrative nature to:

1. Identify:
2. Deduce the meaning of unfamiliar words.
3. Recognize text organization. (eg., sequence of tenses. sequence of ideas)
4. Skim for gist and scan for specific information.
5. Prepare notes of an unseen text in a format of their choice
6. Interpret details and express ideas coherently.
7. Acquire accuracy in different kinds of writing — descriptive, narrative, expository, argumentative, and persuasive.
8. Prepare a CV and write a job application.
9. Write in formal and informal styles
10. Write any kind of composition like diary writing, dialogues, interviews, summarizing.
11. Narrate incidents, real and imaginary with descriptive details and in sequence.
12. Condense ideas where brevity is of essence.
13. Recognize key performance words in a question that determines the nature of an answer.
14. Compose and answer keeping in view length and relation between ideas as required by key question words.
15. Reviewing skills — editing an answer before submission.
16. Time management in an examination.

Course content:

1. Teaching of grammar should be incorporate in an incidental way.
2. Composition — any kind of composition like diary writing, interviews, dialogues story.
3. Creative writing — on current themes, social issues, environment, art and culture.
4. Making a proposal for an activity.
5. Comprehension.
6. Writing a job application and preparing a CV.

Recommended text – English through Reading – Book I by Bhaskar and Prabhu. Published by Macmillan India.

Note: The text could be used for note — making and comprehension.

Scheme of Examination:

Continuous Internal Assessment (CIA) 40 marks
Semester End Examination (SEE) 60 marks

Minimum Reading & Listening

Books, Magazines, Newspapers, Radio, Television , etc.

EXALUATION PLAN

Method evaluation	Weightage
Internal :. ASSIGNMENTS, Discussion	20%
Oral exam at the end of the Semester	80%

Session : 1 TO 30

CIA : 40 marks

- A. The teacher will announce the topics for the written assignment well in advance. Students will be asked to bring points to class. Visual aids may be carried. The assignment is to be written in class the topics may on current themes as discussed in the media eg. Sport. Social issues, political, environment art and culture. (10)
- B. The teacher will teach the following topics in class interviews and diary writing. The teacher will be students on any one of the above topics as class assignment (5)
- C. Summarising – listening comprehension. The teacher will read a passage / eassay of a high difficulty level. Students will be asked to summarize. (Batches have to be made in case the number is large.) (5)

Q. I shot answer question on various areas of grammar are to be tested (20)

- a. Concord of gender and number
- b. Active and passive voice
- c. Conjunctions
- d. Prepositions
- e. Comparison of adjectives
- f. Pronouns
- g. Articles
- h. Punctuation

Situational approach may be adopted in testing grammar.

- QII. one unseen passage for comprehension with question including both objectives and subjective types. Of these, at least one each should be interpretative, inferential, vocabulary/ syntax based (10)
- Q.III making a proposal for an activity (15)
- Q.IV letter writing – job application and preparation of CV (15)
- Q.V Report writing (10)

SUBJECT: GEOGRAPHY OF SEA TRANSPORT
SEMESTER: II
NO. OF WORKING HOURS: 50 (45 classroom sessions and (05 sessions for industry visits.)

Objectives:

- To understand the network of sea transport in the world.
- To analyze the impact of geographical features on shipping activities.
- To understand the network of ports in the world.
- To understand the pattern of world trade.

Contents: Modes of transport, water (sea) transport, geography features influencing shipping activities, world major ports, canals and waterways.

Pedagogy: Classroom Sessions, Discussions, Projects, Industry related assignments.

Minimum Reading:

- Physical Geography by Monkhouse.
- Physical Geography by Plake.
- World Regional Geography by Heintzelmen and Richard M. Highsmith (recent edition).
- Geography of the world by Thomas Pickles.
- The Economic Times Ports of India- 1999/recent edition.
- Economic Geography by Hartshorn and Alexander.
- Geography of Resource by R. N. Tikka.
- World Marine Atlas by Loyd.
- Various Marine Maps showing Bad Weather Seasons and Load Line Zones.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects, Assignments, Discussion	20%
Written Exam at the end of the Semester	80%

MODULES/TOPICS TO BE COVERED

- | | No. of Sessions |
|--|-----------------|
| 1) <u>WORLD GEOGRAPHY:</u>
World continents, countries, seas, oceans location of ports, canals, water ways and their main trade | (8) |
| 2) <u>INFLUENCE OF GEOGRAPHICAL FEATURES</u>
Physical geographical features, climate, wind, tides and currents, seasons of bad weather and their influence on shipping | (10) |
| 3) <u>TRANSPORT NETWORK:</u>
Modes of transport and their advantages and disadvantages, SEA transport-importance, factors affecting, major oceans routes and their | (10) |

- influence on shipping
- 4) **PRACTICAL GEOGRAPHY:** (12)
Time zones, international date line, concept of day light saving time, load line zones and their influence on shipping.
- 5) **WORLD TRADE:** (10)
Factors affecting, patterns of trade and the trade blocks EC/EU, EFTA, NAFTA, OPEC, ASEAN, SAARC, CIS GATT/WTO

SUBJECT : ACCOUNTING I

SEMESTER : II

NO.OF WORKING HOURS : 50 (30 classroom sessions & 20 sessions for industry visits.)

Objectives:

- To train the students to get acquired with accounting knowledge to seek job in shipping industry.
- To understand basic concept of accounting related with shipping industry.

Contents: Practical understanding for preparing vouchers for different transactions, inventory valuation, methods and understanding latest accounting packages like Tally 9.2 etc.

Pedagogy: Classroom teaching, assignment, discussion and practical.

Minimum Reading:

- Studies in Advance Accountancy by Dr. S. N. Maheshwari & Suneel Maheshwari
- Advanced Accountancy by S.P. Jain and K.L. Narang
- Advanced Accountancy (Financial Accounting) by Ashok Sehagal & Deepak Sehagal.
- Advanced Accounts by Shukla & Grewal
- Chartered Accountant Journal

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects, Assignments, Discussion	20%
Written Exam at the end of the Semester	80%

MODULES/TOPICS TO BE COVERED

- | | No. of Sessions |
|--|-----------------|
| 1) <u>VOUCHER ACCOUNTING:</u>
Meaning types of vouchers, accounting procedure, preparation of cash book and petty cash book, cash and bank receipt and expenditure, petty cash voucher and journal voucher. | (12) |
| 2) <u>INVENTORY VALUATION:</u>
Meaning types of inventory, valuation of inventory at cost, market price, cost or market price whichever is less, methods of inventory valuation-LIFO, FIFO, average method-simple and weighted average method. | (12) |
| 3) <u>MECHANIZED ACCOUNTING:</u>
Merits, demerits and condition of mechanization, types of computing machines, mechanization of certain accounting records, Tally 9.2 Accounting package and other accounting packages. | (6) |

SUBJECT: ORGANIZATION OF COMMERCE
SEMESTER: II
NO. OF WORKING HOURS: 50 (40 classroom sessions and 10 sessions for industry related work.)

Objectives:

- To understand the role of business finance.
- Understand the role of insurance, warehouse banking in business.
- Understand & analyze the need & impact of technology in today's business.

Content: Banking, Warehousing, Insurance, Business Finance, International Trade, Business, Technology and International Trade.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- Organization of Commerce by L.N.Chopde & R.N.Dalvi – Sheth Publishers. Vol –I & II
- Business Studies
- Organization of Commerce by Kale – Vipul Prakashan
- Organization of Commerce by N.GKale & S.C Karnavat – Vipul Prakashan

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	No. of Sessions
1. Functions & Types of Banks Meaning of Bank, Features, Functions & types of bank, Types of cheque, draft, telegraphic transfer & mail transfer.	[5]
2. Insurance	[5]

Nature & meaning of insurance, Principles of insurance, Types of insurance: - Life & General insurance: - Fire, Marine & other insurance, procedure for taking different types of policies, their nature, settlement of claims.

3. Warehousing [5]
Meaning of warehouse, Types of warehouses, functions of warehouses.
4. Marketing & Advertising [7]
Marketing-Meaning, functions & role, Advertising – meaning & role
5. Business Finance [5]
Meaning & its Significance, Methods of fund raising:-Debentures & bonds, Equity & preference shares, public deposits ,Loans from commercial banks & financial institutions, Trade credit, Discounting of Bills of Exchange, Global Depository Receipt, American Depository Receipt.
6. Business & Technology [5]
E-Business – meaning, Scope, Resources required for successful business implementation, Security of online transactions, Concept of Outsourcing.
7. International Trade [8]
Introduction, Reasons for international trade, Modes of entering into international business- Export/Import, Licensing & franchising, Contract manufacturing, Wholly-owned subsidiaries, Strategic alliance, Complexities involved in international trade, Entrepot Trade.

SUBJECT: BUSINESS ECONOMICS
 SEMESTER: II
 NO. OF WORKING HOURS: 50 (45 classroom sessions and
 (05 sessions for industry visits.)

Objectives:

- To give a clear understanding that Business Economics is a Science of business decision making.
- To acquaint the learner with the tools and techniques of Economics and other allied disciplines which are aids to business decision making?
- To understand the different areas of decision making and make an in –depth study of these areas.
- To develop practical skills through tutorial sessions so that the learner develops analytical skills to understand business problems.

Contents: Pricing policies and strategies, factor pricing, profit analysis, investment decisions.

Pedagogy: Classroom Sessions and Discussions.

Minimum Reading:

- R.L. Varshney K.L. Maheshwari, Managerial Economics* Sultan Chand & Sons, Educational Publisher, new Delhi.
- Mehta, P.L. Managerial Economics, Sultan Chand & Sons, Educational Publishers, New Delhi.
- Samuelson, Paul A. and Nordhaus, W.P. 'Economics, 'Mc Graw Hill, New York, 1995.
- Stonier and Hague, 'A Textbook of Economic Theory, 'The English Language Book Society and Longman Group Limited, London.
- Managerial Economics-MSD/9 1 to 6.
- Joel, Dean, Managerial Economics, 'Prentice Hall, New Delhi.
- Gopalkrishna, D 'A Study of Managerial Vikas Publishing House (P) Ltd, 1994.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects, Assignments, Discussion	20%
Written Exam at the end of the Semester	80%

MODULES/TOPICS TO BE COVERED

No. of Sessions

- 1) **PRICING POLICIES AND STRATEGIES:** (5)
 Pricing policy objectives and factors-pricing methods-specific pricing strategies-price discrimination-pricing of multiple products –concepts of transfer pricing-nature and phases of a business cycles.

- 2) **FACTORS PROCING:** (10)
Factors incomes-factors influencing rent, wages and interest.
- 3) **PROFIT ANALYSIS** (12)
Objectives of business enterprise-nature of profit-characteristics of profit-profit forecasting-break even analysis.”
- 4) **INVESTMENT DECISION:** (13)
Private sector investment decisions) capital budgeting)-public sector investments(social cost-benefit analysis)-business ethics –social responsibility of business.

SUBJECT: BUSINESS LAW
SEMESTER: II
NO. OF WORKING HOURS: 50 (45classroom sessions and (05 sessions for industry visits.)

Objectives:

- To introduce the students to various Acts relating to shipping industry.

Contents: The Indian Bill of Lading Act, 1856, Indian Carriage of Goods by Sea Act, 1925, The Indian Lighthouse Act, 1927, the Indian Port health rules, Indian Port Act, 1908, Major Port Trust Act, Maritime and Possessory Liens, The Indian Arbitration & Conciliation Act, 1996.

Pedagogy: Classroom sessions, discussions.

Minimum Reading:

- Business law for the Shipmaster by F.N. Hopkins Glasgow Brown, son & Ferguson Ltd.
- Carriage of goods by Sea and Multimodal Transport by Dr. Nilima Chandiramani, Avinash Publication.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects, Assignments, Discussion	20%
Written Exam at the end of the Semester	80%

MODULES/TOPICS TO BE COVERED

- | | No. of Sessions |
|---|-----------------|
| 1) <u>THE INDIAN BILLS OF LADING ACT, 1856:</u> | (6) |
| 2) <u>INDIAN CARRIAGE OF GOODS BY SEA ACT, 1925</u> | (6) |
| 3) <u>THE INDIAN LIGHTHOUSE ACT, 1927</u> | (6) |
| 4) <u>THE INDIAN PORTHEALTH RULES</u> | (6) |
| 5) <u>INDIAN PORT ACT, 1908</u> | (6) |
| 6) <u>MAJOR PORT TRUST ACT:</u> | (8) |
| Chapter I-Preliminary | (8) |
| Chapter V- Works & Services | |
| Chapter VI- Imposition and Recovery of rates | |
| 7) <u>MARITIME AND POSSESSORY LIENS</u> | (4) |
| 8) THE INDIAN ARBITRATION AND CONCILIATION ACT, 1996 | (6) |
| a) Introduction to Maritime Arbitration | |
| b) Methods of Dispute Resolution | |
| c) Proceedings and Awards. | |

SUBJECT : INTRODUCTION TO SHIPPING INDUSTRY
SEMESTER : II
NO.OF WORKING HOURS : 50 (35 Classroom sessions & 15 sessions for industry visit)

Objective:

- To understand the role of ship management companies.
- To understand the procedure for export & import.
- To understand the procedure for leaving & entering port by a ship.
- To understand the role & objective of various Principal shipping organizations
- To understand the way business communication takes place in shipping industry.

Content: Ship Management companies, inward /outward clearance of ships, Registration of ships & Flags of Convenience, Business Communication in Shipping, Ships Documents.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- The fairplay book of shipping abbreviations by peter Kapoor
- The Economics Times - Ports of India
- Types of Ships – published by Rumar Publications – Bombay
- Shipping Practice – Edward Stevens/C S J Butterfield
- Reeds “Sea Transport” –Patrick M Alderton
- Elements of Shipping – Alan E. Branch

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	No. of Sessions
1. Shipping Companies	[2]
2. Ship Management Concept	[2]
3. Inward & Outward Clearance of Ships	[3]
4. Export/Import Procedures	[4]
5. Cargo Handling Equipments	[2]
6. Clearing & forwarding of cargo	[3]
7. Ship’s Crew	[1]
8. Registration of Ships & Flags of Convenience	[1]
9. Shipping Terminologies/Abbreviations	[2]
10. Business Communication in Shipping	[4]

11. Containerization; Introduction	[4]
12. Ships Documents	[3]
13. India & International Principal Shipping Organizations	[4]

ICS, FIATA, BIMCO, PSA, ISMA, INTERCARGO, INTERTANK, IACS, INSA etc.

Industry visits will be organized where required

ECONOMICS OF SEA TRANSPORT -I
SEMESTER: III

Content: Demand & Supply of shipping services, Incoterms, Basis of international trade.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- 1) Reeds Sea Transport by Patrick Alderton
- 2) Elements of Shipping by Alan E. Branch
- 3) Maritime Economics – Martin Stopford
- 4) Elements of Port Operations & Management – Alan E. Branch
- 5) The Maritime Law of India (2000) Bhandarkar Publications, Mumbai
- 6) Bunkers –Lloyds Press
- 7) Bunkers –A guide for ship operators – W.D. Ewart

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	No. of Sessions
7. Demand & Supply of shipping services	[2]
8. Sea Transport: modes its importance in international trade	[3]
9. The basis of International Trade – theories Understand the basis of trade between nations: Comparative Cost Theory, Opportunity cost theory, Heckscher-Ohlin Thesis	[4]
10. International Trade – Basic Concepts & Mechanism	[4]
11. Shipping Policy :- Government policy in India & other countries towards shipping, subsidies, their effect on shipping.	[4]
12. Evolution of India's National Shipping Policy Government's role in framing shipping policy, cabotage laws.	[3]
13. Economics of Manning: The importance of crew & their impact on cost for ship-owner	[4]
14. Economies of Scale:	[3]

How does size of ship affect the trade, ship-owner, shipper etc.

15. INCOTERMS

[8]

16. Concept of passing risk & property in international trade.

Industry visits should be organized wherever necessary.

**SHIPPING LAW -I
SEMESTER:III**

Content: M.S.A Act 1895, COGSA, Bills of Lading Act, Admiralty Jurisdiction

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 1) Carriage of Goods by Sea Multimodal Transport by Nilima Chandiramani., Avinash Publications
- 2) Maritime Law of India –In International Context – Bhandarkar Publications, Bombay
- 3) The Merchant Shipping Act by J. S. Gill
- 4) Shipping Law Handbook – M.Bundock
- 5) Cases & Materials on the Bill of Lading –Paul Todd
- 6) Shipping Law by Chorley & Giles

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
1. Maritime Lien Different types of maritime lien, like: privileged claim, subjects of maritime lien, procedure for arrest, order of priorities.	(05)
2. Health & Health Regulations Responsibility of master, Indian port health rules	(03)
3. Deviation Deviation & freight, consequences of deviation, reasonable deviation, deviation & prior damage to cargo etc.	(04)
4. Seaworthy Vessel Liability to provide a seaworthy vessel, definition of seaworthiness, meaning of unseaworthiness, ship seaworthy on sailing, burden of proof, etc.	(4)
5. Limitation of Liability Limits on liability:-notice on loss, measurement of damages, non-contractual claims, Himalaya clause, Limitation of action, jurisdiction, and arbitration	(4)
6. Merchant Shipping Act,1958 Important clauses, preamble	(12)
7. Admiralty Jurisdiction	(3)

Meaning ,Origin, Development in India

8. Customs Act,1962 (8)
Procedure for loading/unloading ships, arrest procedure for ships, confiscation of cargo, responsibility of proper officer etc.
9. Facilitation Convention (2)
Objective, section 1,2,3,4 &5.

Industry visits should be organized where necessary.

: **LINER & MULTIMODAL TRANSPORT -I**
SEMESTER: III

Content: Liner Trade, Containerization, Role of ICD/CFS, container leasing methods etc

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 1) Reeds Sea Transport by Patrick Alderton
- 2) Elements of Shipping by Alan E. Branch
- 3) Containerization, Multimodal Transport & Infrastructural Development in India by Dr.K.V Hariharan, Shroff Publishers & Distributors Pvt Ltd
- 4) Shipping Practice by Edward F Stevens & C S J Butterfield, Sterling Book House
- 5) Liner Shipping Conferences – Janson & Shneerson
- 6) Shipping Pools – W.V Packard

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Sessions	Nos. of
1. Introduction; functions, hierarchy of a liner company Functions of various departments, How the liner company works.	(4)
2. Containerization (in India & at International level) Advent of containerization, history, progress in India	(5)
3. Unitization Concept of unit load, strapping, pre-slinging, handling palletization,	(3)
4. UNCTAD Liner Code	(3)
5. Liner Agents	(3)

Duties & responsibilities, relationship with Principal & port authorities, DGS, Terminal operators, ports etc, Agency remunerations, office organizations;- marketing, operations ,finance.

6. Shipping Conferences, Joint Ventures, Shipping Pools & Consortia (4)
Functions of each, purpose, advantages, disadvantages, relevance in current scenario
7. Container Leasing Methods (3)
Owning & leasing, advantages /disadvantages, cost of leasing, basic types of lease contracts.
8. Cargo Consolidation in India (3)
What is consolidation, benefits to trade, carrier, freight forwarders, scope for consolidation, cargo stuffing, selecting a shipping line etc.
9. LCL /FCL (1)
Meaning & concept of FCL &LCL shipments
10. Role of ICD'S/CFS / CWC (2)
Functions of ICD/CFS/CWC, Role of government, private public-partnership
11. Tariff : BAF/CAF, other surcharges, Pricing (4)
Principle of liner tariff, Theory of FAK v/s commodity based tariff, tariff rate calculations, and different types of rates for break-bulk & containerized cargoes.

Industry visits should be organized where necessary.

**PORT & TERMINAL MANAGEMENT - I
SEMESTER: III**

Content: Ports, Stevedoring, Port Equipments, SEZ/FTZ, Port Marketing & Pricing, Economics of port location

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 1) Reeds Sea Transport by Patrick Alderton
- 2) Elements of Shipping by Alan E. Branch
- 3) Shipping Practice by Edward F Stevens & C S J Butterfield - Sterling Book House

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
1. Port ;Their Types & Functions Different types of ports, Main functions	(2)
2. Major World Ports in Liner, Dry Bulk & liquid trades Rotterdam, Singapore Port, Antwerp Port, Colombo port, JNPT port	(2)
3. Port Ownership	(2)
4. Economics of Port Location Factors used as a parameter to select a port	(2)
5. Port Competition & Marketing: Understand the nature of port competition at national & international level. Understand the relevance of geographic location to both vessel turnaround time & port rotation. Port promotion techniques & their impact in identifying potential users. Impact of better connectivity, inland transportation	4)
6. Port Pricing Understand nature & types of port charges. Understand how pricing is used as a tool to influence demand. Understanding cost factors in pricing including for	(3)

infrastructure, navigation services, equipment, staff & labor, marketing, security etc.

7. Legal Aspects of Port Management (2)
Legal nature of port constitutions, legal framework of port ownership laws & regulations relating to employment of dock workers
8. Port Finance (3)
Importance of financial management in port operations, specially budgets, capital & revenue expenditures & investment appraisal. Project evaluation & review techniques. Joint venture opportunities for financing or management & policies for both common & sole user terminals
9. SEZ/FTZ in ports (3)
Setting up of SET/FTZ in port areas, legal implications, benefit to trade etc.
10. Port Equipment (2)
Understand what is meant by port building, warehouse, transit sheds etc.
Understand the different cargo handling equipments, types, their costs & the need for maintenance management.
11. Stevedoring (2)
Functions of stevedores, their usefulness. How they can affect the loading /unloading operations.

Industry visits should be organized where necessary.

BUSINESS ETHICS & PRACTICES-I
SEMESTER: III

Content: Business Ethics, Managing Ethical Dilemmas ,Organizational Culture

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Reference Books:

- 1) Business Ethics & Managerial Values by S.K Bhatia. Deep & Deep Publications
- 2) Case Studies in Business Ethics by Thomas Donaldson.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

- | | Nos. of Sessions |
|---|------------------|
| 1) Practical exercise before starting session –Conduct a debate on any issues related to practical ethics eg: Veg v/s Non Veg etc | (1) |
| 2) Business Ethics – nature & importance in organizations | (6) |
| 3) Managing Ethical Dilemmas
Understanding what ethical dilemma is, Ethical issues & dilemmas in organization | (4) |
| 4) Unethical Practices in India
Relating to consumers, Unethical practices against government & community, relating to employees, national economy. | (5) |
| 5) Organization Culture
The need for promoting ethical behavior in organizations, development of systems which reduce ethical dilemmas. Companies Mission & Vision | (4) |
| 6) Shaping Ethical Culture
Role of Manager in influencing organization climate, Employee’s role in maintaining ethical office. | (6) |

- 7) Value based Managerial Leadership (2)
- 8) Ethical Values (2)
Values, Work Ethics, Work Culture, Decline in Business Ethics
- 9) Misconception about Business Ethics (4)
Myths about Business Ethics, Ambiguity of Business Ethics.

Industry visits should be organized where necessary
Principles of Management -I
SEMESTER: III

Content: Introduction to management, Principles of management, Functions of management, Management Theories.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Reference Books:

- 1) Business Administration & Management by Dr.S.C. Saxena – Sahitya Dhawan Publications.
- 2) Principles of Management by K.Ravichandran & S.Nakkiram – Avinash Paperbooks.
- 3) Principles & Practices of Business Organizations & Management by J.C. Sinha & V.N Mugali –R.Chand & Co Publications,New Delhi.
- 4) Business Studies by Poonam Gandhi – Dhanpat Rai & Co.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

- | | Nos. of Sessions |
|---|------------------|
| 1) Introduction to Management
Meaning & Definition, Characteristics, importance & scope. | (5) |
| 2) Principals of Management
Span of Control, Delegation of Authority etc. | (15) |
| 3) Functions of Management
Planning, Organizing, Staffing, Directing & Controlling | (15) |
| 4) Management Theories | (10) |

Taylor's Theory, Macgruel Theory, Peter Drucker Theory (Management by Objective & Purposeful Innovation), Abraham Maslow Theory & Fayol Theory – The management principals developed by them , their Major contribution & its impact.

SUBJECT : ACCOUNTING I
SEMESTER : III
NO.OF WORKING HOURS : 50 (30 classroom sessions & 20 sessions for industry visits.)

- Objective :
- To train the students to get acquainted with accounting knowledge to seek job in shipping industry,
 - To understand basic concepts of accounting relates with shipping industry.
- Contents :
- Introduction of voyage accounting for complete and incomplete voyage, accounting for packages and container and final account of marine insurance.
- Padagogy :
- Classroom teaching, assignment, discussion and practical.

Minimum Reading:

- Studies in Advanced Accountancy by Dr. S. N. Maheshwari and Suneel Maheshwari.
- Advanced Accountancy by S. P. Jain and K.L Narang.
- Advanced Accounting (Financial Accounting) by Ashok Sehagal and Deepak Sehagal.
- Advanced Accounts by Shukla & Grewal.
- Chartered Accountant Journal.

Evaluation Plan

Method of evaluation	Weight age
Internal : Projects, Assignments, Discussion	20%
Writing exam at the end of the Semester	80%

MOUDLES / TOPICS TO BE COVERED

No of session

- | | | |
|---|--|----|
| 1 | <u>ACCOUNTING ACCOUNTS :</u>
Definition and meaning of company, company finance, share s-kinds, issue of share capital – at par, premium discount, issues of shares for consideration other cash, forfeiture and re-issue. | 10 |
| 2 | <u>ANALYSIS OF FINANCIAL STATEMENT.</u>
Ratio analysis, common size statements and comparative statements. | 10 |
| 3 | <u>CONSIGNMENT ACCOUNTS :</u>
Meaning, expenses on consignment deposit on consignments, circumstances under which consignment take place, difference between consignment and sale, discounting charges, outward consignment, account treatment in consignor's book and consignee's book. | 10 |

SUBJECT: ECONOMICS OF SEA TRANSPORT -I
SEMESTER: III
NO. OF WORKING HOURS: 50 (35classroom sessions and
(15 sessions for industry visits.)

Objectives:

- To make students understand the importance of sea transport
- To thoroughly understand the INCOTERMS & their importance in international transport.

Content: Demand & Supply of shipping services, Incoterms, Basis of international trade.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- 8) Reeds Sea Transport by Patrick Alderton
- 9) Elements of Shipping by Alan E. Branch
- 10) Maritime Economics – Martin Stopford
- 11) Elements of Port Operations & Management – Alan E. Branch
- 12) The Maritime Law of India (2000) Bhandarkar Publications, Mumbai
- 13) Bunkers –Lloyds Press
- 14) Bunkers –A guide for ship operators – W.D. Ewart

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Sessions	No. of
1. Demand & Supply of shipping services [2]	
2. Sea Transport: modes its importance in international trade [3]	
3. The basis of International Trade – theories [4] Understand the basis of trade between nations: Comparative Cost Theory, Opportunity cost theory, Heckscher-Ohlin Thesis	
4. International Trade – Basic Concepts & Mechanism [4]	
5. Shipping Policy :- [4] Government policy in India & other countries towards shipping, subsidies, their effect on shipping.	
6. Evolution of India's National Shipping Policy [3] Government's role in framing shipping policy, cabotage laws.	

7. Economics of Manning:
[4]

The importance of crew & their impact on cost for ship-owner

8. Economies of Scale:
[3]

How does size of ship affect the trade, ship-owner, shipper etc.

9. INCOTERMS
[8]

Concept of passing risk & property in international trade.

Industry visits should be organized wherever necessary.

SUBJECT: Principles of Management -I
SEMESTER: III
NO. OF WORKING HOURS: 50 (40 classroom sessions and
(10 sessions for industry related work.)

Objectives:

- To understand the concept of management & its principles.
- To understand the functions of management.
- To be able to relate to & apply various theories of management practiced by organizations.

Content: Introduction to management, Principles of management, Functions of management, Management Theories.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Reference Books:

- 5) Business Administration & Management by Dr.S.C. Saxena – Sahitya Dhawan Publications.
- 6) Principles of Management by K.Ravichandran & S.Nakkiram – Avinash Paperbooks.
- 7) Principles & Practices of Business Organizations & Management by J.C. Sinha & V.N Mugali –R.Chand & Co Publications,New Delhi.
- 8) Business Studies by Poonam Gandhi – Dhanpat Rai & Co.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Sessions	Nos. of
5) Introduction to Management Meaning & Definition, Characteristics, importance & scope.	(5)
6) Principals of Management Span of Control, Delegation of Authority etc.	(15)
7) Functions of Management) Planning, Organizing, Staffing, Directing & Controlling	(15)
8) Management Theories) Taylors Theory,Macgruel Theory,Peter Drucker Theory (Management by Objective & Purposeful Innovation),Abraham Maslow Theory & Fayol Theory – The management principals developed by them , their Major contribution & its impact.	(10)

SUBJECT: SHIPPING LAW -I
SEMESTER: III
NO. OF WORKING HOURS: 50 (45 classroom sessions and (05 sessions for industry visits.)

Objectives:

- To introduce the students the fundamentals/basics of various shipping related law.
- To use Case studies as major tool to understand various shipping laws

Content: M.S.A Act 1895, COGSA, Bills of Lading Act, Admiralty Jurisdiction

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 7) Carriage of Goods by Sea Multimodal Transport by Nilima Chandiramani., Avinash Publications
- 8) Maritime Law of India –In International Context – Bhandarkar Publications, Bombay
- 9) The Merchant Shipping Act by J. S. Gill
- 10) Shipping Law Handbook – M.Bundock
- 11) Cases & Materials on the Bill of Lading –Paul Todd
- 12) Shipping Law by Chorley & Giles

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%

Written Exam at the end of the semester	80%
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MODULES /TOPICS TO BE COVERED

Sessions	Nos. of
10. Maritime Lien (05) Different types of maritime lien, like: privileged claim, subjects of maritime lien, procedure for arrest, order of priorities.	
11. Health & Health Regulations (03) Responsibility of master, Indian port health rules	
12. Deviation (04) Deviation & freight, consequences of deviation, reasonable deviation, deviation & prior damage to cargo etc.	
13. Seaworthy Vessel (4) Liability to provide a seaworthy vessel, definition of seaworthiness, meaning of unseaworthiness, ship seaworthy on sailing, burden of proof, etc.	
14. Limitation of Liability (4) Limits on liability:-notice on loss, measurement of damages, non-contractual claims, Himalaya clause, Limitation of action, jurisdiction, and arbitration	
15. Merchant Shipping Act, 1958 (12) Important clauses, preamble	
16. Admiralty Jurisdiction Meaning ,Origin, Development in India	(3)
17. Customs Act, 1962 (8) Procedure for loading/unloading ships, arrest procedure for ships, confiscation of cargo, responsibility of proper officer etc.	
18. Facilitation Convention (2) Objective, section 1,2,3,4 &5.	

Industry visits should be organized where necessary.

SUBJECT: LINER & MULTIMODAL TRANSPORT -I
SEMESTER: III
NO. OF WORKING HOURS: 50 (35 classroom sessions and (15 sessions for industry visits)

Objectives:

- To introduce the students the concept of containerization, liner transport.
- Understand the role of Joint ventures & Consortia in Liner trade.
- Thoroughly understand FCL & LCL type of shipments & role of cargo consolidation.

Content: Liner Trade, Containerization, Role of ICD/CFS, container leasing methods etc

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 7) Reeds Sea Transport by Patrick Alderton
- 8) Elements of Shipping by Alan E. Branch
- 9) Containerization, Multimodal Transport & Infrastructural Development in India by Dr.K.V Hariharan, Shroff Publishers & Distributors Pvt Ltd
- 10) Shipping Practice by Edward F Stevens & C S J Butterfield, Sterling Book House
- 11) Liner Shipping Conferences – Janson & Shneerson
- 12) Shipping Pools – W.V Packard

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Sessions	Nos. of
12. Introduction; functions, hierarchy of a liner company Functions of various departments, How the liner company works.	(4)

13. Containerization (in India & at International level) (5)
Advent of containerization, history, progress in India
14. Unitization (3)
Concept of unit load, strapping, pre-slinging, handling palletization,
15. UNCTAD Liner Code (3)
16. Liner Agents (3)
Duties & responsibilities, relationship with Principal & port authorities, DGS, Terminal operators, ports etc, Agency remunerations, office organizations; - marketing, operations, finance.
17. Shipping Conferences, Joint Ventures, Shipping Pools & Consortia (4)
Functions of each, purpose, advantages, disadvantages, relevance in current scenario
18. Container Leasing Methods (3)
Owning & leasing, advantages /disadvantages, cost of leasing, basic types of lease contracts.
19. Cargo Consolidation in India (3)
What is consolidation, benefits to trade, carrier, freight forwarders, scope for consolidation, cargo stuffing, selecting a shipping line etc.
20. LCL /FCL (1)
Meaning & concept of FCL &LCL shipments
21. Role of ICD'S/CFS / CWC (2)
Functions of ICD/CFS/CWC, Role of government, private public-partnership
22. Tariff : BAF/CAF, other surcharges, Pricing (4)
Principle of liner tariff, Theory of FAK v/s commodity based tariff, tariff rate calculations, and different types of rates for break-bulk & containerized cargoes.

Industry visits should be organized where necessary.

SUBJECT: PORT & TERMINAL MANAGEMENT - I
SEMESTER: III
NO. OF WORKING HOURS: 50 (30 classroom sessions and

(20 sessions for industry visits)

Objectives:

- Make students understand & analyze role of Port in international trade.
- Analyze the growing trend of Public- Private Partnership in port & terminal management.
- Understand the factors in choosing port location, pricing, legal aspects of port management.

Content: Ports, Stevedoring, Port Equipments, SEZ/FTZ, Port Marketing & Pricing, Economics of port location

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 4) Reeds Sea Transport by Patrick Alderton
- 5) Elements of Shipping by Alan E. Branch
- 6) Shipping Practice by Edward F Stevens & C S J Butterfield - Sterling Book House

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
12. Port ;Their Types & Functions Different types of ports, Main functions	(2)
13. Major World Ports in Liner, Dry Bulk & liquid trades Rotterdam, Singapore Port, Antwerp Port, Colombo port, JNPT port	(2)
14. Port Ownership	(2)
15. Economics of Port Location Factors used as a parameter to select a port	(2)
16. Port Competition & Marketing: Understand the nature of port competition at national & international level. Understand the relevance of geographic location to both vessel turnaround time & port rotation. Port promotion techniques & their impact in identifying potential users. Impact of better connectivity, inland transportation	4)
17. Port Pricing Understand nature & types of port charges. Understand how pricing is used as a tool to influence demand. Understanding cost factors in pricing including for infrastructure, navigation services, equipment, staff & labor, marketing, security etc.	(3)
18. Legal Aspects of Port Management	(2)

Legal nature of port constitutions, legal framework of port ownership laws & regulations relating to employment of dock workers

19. Port Finance (3)
Importance of financial management in port operations, specially budgets, capital & revenue expenditures & investment appraisal. Project evaluation & review techniques. Joint venture opportunities for financing or management & policies for both common & sole user terminals
20. SEZ/FTZ in ports (3)
Setting up of SET/FTZ in port areas, legal implications, benefit to trade etc.
21. Port Equipment (2)
Understand what is meant by port building, warehouse, transit sheds etc. Understand the different cargo handling equipments, types, their costs & the need for maintenance management.
22. Stevedoring (2)
Functions of stevedores, their usefulness. How they can affect the loading /unloading operations.

Industry visits should be organized where necessary.

SUBJECT: BUSINESS ETHICS & PRACTICES-I
SEMESTER: III
NO. OF WORKING HOURS: 50 (45 classroom sessions and (05 sessions for industry visits)

Objectives:

- To understand the importance of business ethics in organization.
- To identify various moral & ethical issues and problems in the business setting particularly In India.

Content: Business Ethics, Managing Ethical Dilemmas ,Organizational Culture

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Reference Books:

- 3) Business Ethics & Managerial Values by S.K Bhatia. Deep & Deep Publications
- 4) Case Studies in Business Ethics by Thomas Donaldson.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of
Sessions	
10) Practical exercise before starting session –Conduct a debate on any issues related to practical ethics eg: Veg v/s Non Veg etc (1)	
11) Business Ethics – nature & importance in organizations	(6)
12) Managing Ethical Dilemmas Understanding what ethical dilemma is, Ethical issues & dilemmas in organization	(4)

ECONOMICS OF SEA TRANSPORT -II
SEMESTER: IV

Content: Demand & Supply of shipping services, Incoterms, cabotage, Basis of international trade.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- 1) Reeds Sea Transport by Patrick Alderton
- 2) Elements of Shipping by Alan E. Branch
- 3) Maritime Economics – Martin Stopford
- 4) Elements of Port Operations & Management – Alan E. Branch
- 5) The Maritime Law of India (2000) Bhandarkar Publications, Mumbai
- 6) Bunkers –Lloyds Press
- 7) Bunkers –A guide for ship operators – W.D. Ewart

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	No. of Sessions
1. Fuel Economy & Bunker Management Types of fuel used onboard .Bunker purchase, management	[6]
2. CABOTAGE Government action on reserving specific tonnage for national carrier, Status of cabotage in M.S.Act,	[8]
3. Freight & Freight Units	[4]
4. Stowage & Stowage factors	[3]

Importance of stowage, broken stowage, stowage calculation

5. Cost Structure [3]
The different costs of owning a ship: Cargo, voyage, vessel related costs etc.
6. Shipping – Cost & Revenue [4]
The different heads of cost & revenue, which cost is incurred by which party i.e shipowner, Charterers, liner bulk .
7. Packaging in sea transport [7]
Special packaging requirements for sea transport

Industry visits should be organized wherever necessary.

SHIPPING LAW -II
SEMESTER: IV

Content: Collision Regulations, Tort, Hague Rules, Hamburg Rules, Towage, Salvage.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 1) Carriage of Goods by Sea Multimodal Transport by Nilima Chandiramani., Avinash Publications
- 2) Maritime Law of India –In International Context – Bhandarkar Publications, Bombay

- 3) The Merchant Shipping Act by J. S. Gill
- 4) Shipping Law Handbook – M.Bundock
- 5) Cases & Materials on the Bill of Lading –Paul Todd
- 6) Shipping Law by Chorley & Giles

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Session
1. Salvage Principles of salvage, Crew, passengers, real danger, salvage agreements- Lloyds pen Form, Duties of salver, owner, and master	(4)
2. Towage Definition, why does a tow need a tug, implied terms, special towage contracts – TOWHIRE, UKSTC.	(3)
3. Cargo Claims	(2)
4. Collision Regulations Purpose of collision regulations, A brief of annexes & 5 parts having 38 rules., Part A,B,C,D,E. Alternative danger, damages.	(5)
5. Oil Pollution Brief about Civil Liability Convention, Fund convention, MARPOL, OPA 90 & TOVALOP & CRISTAL	(3)
6. Dangerous Cargo	(2)
7. Tort Various types of torts, defenses against tortuous liability, limitation of action.	(3)
8. International Conventions: - Hague Rules & Hague- Visby Rules, Hamburg Rules	(12)
9. MTOG Act, 1993	(6)
10. Legal Aspects of Charter Parties	(3)
11. The Athens Convention, 1974 Applicability of convention, liability of carrier, jurisdiction, claims	(2)

Industry visits will be organized where necessary.

ECONOMICS OF SEA TRANSPORT -II
SEMESTER: IV

Content: Demand & Supply of shipping services, Incoterms, cabotage, Basis of international trade.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- 1) Reeds Sea Transport by Patrick Alderton
- 2) Elements of Shipping by Alan E. Branch
- 3) Maritime Economics – Martin Stopford
- 4) Elements of Port Operations & Management – Alan E. Branch
- 5) The Maritime Law of India (2000) Bhandarkar Publications, Mumbai
- 6) Bunkers –Lloyds Press
- 7) Bunkers –A guide for ship operators – W.D. Ewart

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Nos. of Sessions

1. Multimodal Transport Operators (5)
What is Multimodal transport, Who are MTO, benefit of using MTO,MTD
2. Packaging in Containerization & multimodal Transport (3)
3. Multimodal Transportation – Transshipment, Import & Export Procedure through ICD's (3)
4. Hub Ports & Container Feeder Services in India (4)

An overview, current situation, whether India can have hub ports in future.

5. Legislation on Multimodal Transport (3)
Indian legislation on Multimodal transport, Multimodal transportation of goods act, 1993-Review.
6. Through Transport Clubs (3)
Who they are, role of TT Clubs
7. Relationship between Liner Agent's & shipper, forwarder & NVOCC. (3)
8. Liner B/L; Combined B/L, Way b/l (4)
Different types of B/L are used in liner trade, their significance.
9. Dangerous & Hazardous Cargo (2)

Industry visits should be organized where necessary.

PORT & TERMINAL MANAGEMENT -II

SEMESTER: IV

Content: Port Agency, Warehousing in port, ISPS, Role of PCS, Port performance.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 1) Reeds Sea Transport by Patrick Alderton
- 2) Elements of Shipping by Alan E. Branch
- 3) Shipping Practice by Edward F Stevens & C S J Butterfield - Sterling Book House

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Nos. of Sessions

1. Role of Port Community Systems (2)
2. Legal aspects of environmental protection at port. (3)
Measures adopted by port to prevent pollution at terminal like ballast pollution etc, Regulations
3. Warehousing & Inventory Management in Port Premises. (3)
Importance of having warehouse inside port premises, inventory control measures, Concept of joint ventures.
4. Role of trade Unions, labor organizations, ITF (3)
The role of trade unions in success of ports, regulations pertaining to trade unions, workers right etc.
5. Port Agency (2)
Role in identifying principal, keeping their business, understand the basic documentation for clearance of ships etc, understand the shipping terms, difference between time & voyage charter parties, understand the legal implications of port agency, importance of maintaining accounts for expenditure incurred.
6. Importance of security with respect to ISPS (2)
ISPS – Objective, Way of implementation, Need for ISPS compliance in international scenario
7. Custom Procedures (3)
The symbiotic relation between port & customs: - Their rules for loading /unloading for cargo, arrival procedures etc
8. Pilotage (2)
9. Port Performance; vessel turn around time, cargo volume, speed of cargo handling, damage & pilferage prevention. (3)
10. Management of cargo operations onboard and ashore.(Traffic congestion) (3)

Industry visits should be organized where necessary.

BUSINESS ETHICS & PRACTICES-II
SEMESTER: IV

Content: CSR, Social responsibility of business towards different groups, Social responsibilities strategies.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Reference Books:

- 1) Business Ethics & Managerial Values by S.K Bhatia. Deep & Deep Publications
- 2) Case Studies in Business Ethics by Thomas Donaldson.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Nos. of Sessions

- 1) Corporate Social Responsibility (3)
Corporate Governance, Promoting value-based governance in organizations.
- 2) Changing views of management responsibility (5)
Understanding Cross cultural values
- 3) Social Responsibilities Strategies (4)
Meaning, Social Opposition, Social Obligation, Social response position, Social Contribution, need for business to assume social responsibility.
- 4) Social Responsibility of business towards different groups (8)
#Employees, # Shareholders, # Society, #Government & others

5) Corporate Governance (4)
Meaning ,Characteristics, importance & relevance in times of globalization.

6) Consumer Protection (3)
Rights of consumers, RTI Act as a tool to check unethical practices.

Industry visits should be organized where necessary.

Principals of Management- II

SEMESTER: IV

NO. OF WORKING HOURS: 50 (40 classroom sessions and
(10 sessions for industry related work)

Content: Financial Management, Marketing management, Human Resource management, Production management, Services marketing.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Reference Books:

- 1) Business Administration & Management by Dr.S.C. Saxena – Sahitya Dhawan Publications.

- 2) Principles of Management by K.Ravichandran & S.Nakkiram – Avinash Paperbooks.
- 3) Principles & Practices of Business Organizations & Management by J.C. Sinha & V.N Mugali –R.Chand & Co Publications,New Delhi.
- 4) Business Studies by Poonam Gandhi – Dhanpat Rai & Co.
- 5) Service Marketing;Concepts,Application &Cases by M.K Rampal & S.L Gupta – Galgotia Publications Company,New Delhi.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Financial Management (12)

Meaning, Objectives, Financial planning & its characteristics ,Capital Structure, Financial Market:- Features ,types of financial market, Primary market & secondary market, Stock Exchange:- operators in India, functions, Securities Exchange Board of India(SEBI) – Objectives & Functions, Capitalization, Fixed Capital –meaning, Sources of fixed capital – Share, Debentures, Public deposits, Loans from special institutions. Working Capital & Earnings; their meaning & importance.

- 1) Human Resource Management (8)
Meaning, Importance, Functions, Training & Development, Incentives for work
- 2) Production Management (5)
Meaning, Scope, Functions, Production planning; its importance
- 3) Marketing Management (8)
Meaning, Importance, Definition of Market, 4P's of Marketing, Marketing Mix.
- 4) Services Marketing (7)
Meaning, Scope.

SUBJECT : ACCOUNTING II

SEMESTER : IV

NO.OF WORKING HOURS : 50 (30 classroom sessions & 20 sessions for industry visits.)

- Objective :
 - To train the students to get acquainted with accounting knowledge to seek job in shipping industry,
 - To understand basic concepts of accounting relates with shipping industry.
- Contents
 - Introduction of voyage accounting for complete and incomplete voyage, accounting for packages and container and final account of marine insurance.
- Padagogy
 - Classroom teaching, assignment, discussion and practical.

Minimum Reading:

- Studies in Advanced Accountancy by Dr. S. N. Maheshwari and Suneel Maheshwari.
- Advanced Accountancy by S. P. Jain and K.L Narang.
- Advanced Accounting (Financial Accounting) by Ashok Sehagal and Deepak Sehagal.
- Advanced Accounts by Shukla & Grewal.
- Chartered Accountant Journal.

Evaluation Plan

Method of evaluation	Weight age
Internal : Projects, Assignments, Discussion	20%
Writing exam at the end of the Semester	80%

MOUDLES / TOPICS TO BE COVERED

1 **VOYAGE ACCOUNTS :**

Introduction, voyage expenses, voyage revenue, complete voyage and incomeple voyage (practical problems).

No of session
12

2 **PACKAGES AND CONTAINERS ;** 10
Introduction, accounting treatment, packages non – returnable and packages returnable – three methods and practical problems.

3. MARINE INSURANCE :

08

Introduction, types of insurance business, revenue A/c (income and expenditure) P & L Appropriation A/c and Balance Sheet.

SUBJECT: ECONOMICS OF SEA TRANSPORT -II
SEMESTER: IV
**NO. OF WORKING HOURS: 50 (35 classroom sessions and
(15 sessions for industry visits.)**

Objectives:

- To make students understand the various components of sea transport

- To understand the need for fuel & bunker management, shipping cost & revenue.

Content: Demand & Supply of shipping services, Incoterms, cabotage, Basis of international trade.

Pedagogy: Classroom sessions, discussions, projects, industry related assignments.

Minimum Reading:

- 8) Reeds Sea Transport by Patrick Alderton
- 9) Elements of Shipping by Alan E. Branch
- 10) Maritime Economics – Martin Stopford
- 11) Elements of Port Operations & Management – Alan E. Branch
- 12) The Maritime Law of India (2000) Bhandarkar Publications, Mumbai
- 13) Bunkers – Lloyds Press
- 14) Bunkers – A guide for ship operators – W.D. Ewart

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects , assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES / TOPICS TO BE COVERED

	No.
of Sessions	
8. Fuel Economy & Bunker Management [6] Types of fuel used onboard .Bunker purchase, management	
9. CABOTAGE [8] Government action on reserving specific tonnage for national carrier, Status of cabotage in M.S.Act,	
10. Freight & Freight Units [4]	
11. Stowage & Stowage factors [3] Importance of stowage, broken stowage, stowage calculation	
12. Cost Structure [3] The different costs of owning a ship: Cargo, voyage, vessel related costs etc.	
13. Shipping – Cost & Revenue [4] The different heads of cost & revenue, which cost is incurred by which party i.e shipowner, Charterers, liner bulk .	
14. Packaging in sea transport [7]	

Special packaging requirements for sea transport

Industry visits should be organized wherever necessary.

SUBJECT: Principals of Management- II
SEMESTER: IV
NO. OF WORKING HOURS: 50 (40 classroom sessions and
(10 sessions for industry related work)

Objectives:

- To understand the functional areas of business management.
- To apply the functional areas to shipping related organizations.

Content: Financial Management, Marketing management, Human Resource management, Production management, Services marketing.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Reference Books:

- 6) Business Administration & Management by Dr.S.C. Saxena – Sahitya Dhawan Publications.
- 7) Principles of Management by K.Ravichandran & S.Nakkiram – Avinash Paperbooks.

- 8) Principles & Practices of Business Organizations & Management by J.C. Sinha & V.N Mugali –R.Chand & Co Publications, New Delhi.
- 9) Business Studies by Poonam Gandhi – Dhanpat Rai & Co.
- 10) Service Marketing; Concepts, Application & Cases by M.K Rampal & S.L Gupta – Galgotia Publications Company, New Delhi.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

No. of Sessions

- 5) Financial Management (12)
 Meaning, Objectives, Financial planning & its characteristics ,Capital Structure, Financial Market:- Features ,types of financial market, Primary market & secondary market, Stock Exchange:- operators in India, functions, Securities Exchange Board of India(SEBI) – Objectives & Functions, Capitalization, Fixed Capital –meaning, Sources of fixed capital – Share, Debentures, Public deposits, Loans from special institutions. Working Capital & Earnings; their meaning & importance.
- 6) Human Resource Management (8)
 Meaning, Importance, Functions, Training & Development, Incentives for work
- 7) Production Management (5)
 Meaning, Scope, Functions, Production planning; its importance
- 8) Marketing Management (8)
 Meaning, Importance, Definition of Market, 4P's of Marketing, Marketing Mix.
- 9) Services Marketing (7)
 Meaning, Scope.

SUBJECT: SHIPPING LAW -II
SEMESTER: IV
**NO. OF WORKING HOURS: 50 (45 classroom sessions and
(5 sessions for industry visits.)**

Objectives:

- Students to understand the fundamentals /basics of various shipping related law.
- To use Case studies as major tool to understand various shipping laws
- To understand various international conventions relating to containerization.

Content: Collision Regulations, Tort, Hague Rules, Hamburg Rules, Towage, Salvage.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 7) Carriage of Goods by Sea Multimodal Transport by Nilima Chandiramani., Avinash Publications
- 8) Maritime Law of India –In International Context – Bhandarkar Publications, Bombay
- 9) The Merchant Shipping Act by J. S. Gill
- 10) Shipping Law Handbook – M.Bundock
- 11) Cases & Materials on the Bill of Lading –Paul Todd
- 12) Shipping Law by Chorley & Giles

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Session
12. Salvage Principles of salvage, Crew, passengers, real danger, salvage agreements- Lloyds pen Form, Duties of salver, owner, and master	(4)
13. Towage Definition, why does a tow need a tug, implied terms, special towage contracts – TOWHIRE, UKSTC.	(3)
14. Cargo Claims	(2)
15. Collision Regulations Purpose of collision regulations, A brief of annexes & 5 parts having 38 rules., Part A,B,C,D,E. Alternative danger, damages.	(5)
16. Oil Pollution Brief about Civil Liability Convention, Fund convention, MARPOL, OPA 90 & TOVALOP & CRISTAL	(3)
17. Dangerous Cargo	(2)
18. Tort Various types of torts, defenses against tortuous liability, limitation of action.	(3)
19. International Conventions: - Hague Rules & Hague- Visby Rules, Hamburg Rules (12)	
20. MTOG Act, 1993	(6)
21. Legal Aspects of Charter Parties	(3)
22. The Athens Convention, 1974 Applicability of convention, liability of carrier, jurisdiction, claims	(2)

Industry visits will be organized where necessary.

SUBJECT: LINER & MULTIMODAL TRANSPORT -II
SEMESTER: IV
NO. OF WORKING HOURS: 50 (35 classroom sessions and
(15 sessions for industry visits)

Objectives:

- To introduce the students the concept of multimodal transport.
- To understand the difference & the symbiotic relationship between Liner Agents, MTO, Shipper & forwarder.
- To familiarize students with legislation pertaining to multimodal transport.
- The importance of IMDG code (dangerous goods) in containerization & MTO trade.

Content: Multimodal Transport, Through Transport clubs, NVOCC'S, Dangerous goods.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 1) Reeds Sea Transport by Patrick Alderton
- 2) Elements of Shipping by Alan E. Branch
- 3) Containerization, Multimodal Transport & Infrastructural Development in India by Dr.K.V Hariharan, Shroff Publishers & Distributors Pvt Ltd
- 4) Shipping Practice by Edward F Stevens & C S J Butterfield, Sterling Book House
- 5) Liner Shipping Conferences – Janson & Shneerson
- 6) Shipping Pools – W.V Packard

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
10. Multimodal Transport Operators (5) What is Multimodal transport, Who are MTO, benefit of using MTO,MTD	
11. Packaging in Containerization & multimodal Transport (3)	
12. Multimodal Transportation – Transshipment, Import & Export Procedure through ICD's (3)	
13. Hub Ports & Container Feeder Services in India (4) An overview, current situation, whether India can have hub ports in future.	
14. Legislation on Multimodal Transport (3) Indian legislation on Multimodal transport, Multimodal transportation of goods act,1993-Review.	

15. Through Transport Clubs (3)
Who they are, role of TT Clubs
16. Relationship between Liner Agent's & shipper, forwarder & NVOCC. (3)
17. Liner B/L; Combined B/L, Way b/l (4)
Different types of B/L are used in liner trade, their significance.
18. Dangerous & Hazardous Cargo (2)

Industry visits should be organized where necessary.

SUBJECT: PORT & TERMINAL MANAGEMENT -II
SEMESTER: IV
**NO. OF WORKING HOURS: 50 (30 classroom sessions and
 (20 sessions for industry visits)**

Objectives:

- To make students understand the need for ISPS Compliance
- The understand the need for better traffic management
- Understand the various parameters on which port performance depends.
- To introduce the students to the concept of Port Agency.

Content: Port Agency, Warehousing in port, ISPS, Role of PCS, Port performance.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

- 4) Reeds Sea Transport by Patrick Alderton
- 5) Elements of Shipping by Alan E. Branch

6) Shipping Practice by Edward F Stevens & C S J Butterfield - Sterling Book House

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Sessions	Nos. of
11. Role of Port Community Systems	(2)
12. Legal aspects of environmental protection at port. Measures adopted by port to prevent pollution at terminal like ballast pollution etc, Regulations	(3)
13. Warehousing & Inventory Management in Port Premises. Importance of having warehouse inside port premises, inventory control measures, Concept of joint ventures.	(3)
14. Role of trade Unions, labor organizations, ITF The role of trade unions in success of ports, regulations pertaining to trade unions, workers right etc.	(3)
15. Port Agency Role in identifying principal, keeping their business, understand the basic documentation for clearance of ships etc, understand the shipping terms, difference between time & voyage charter parties, understand the legal implications of port agency, importance of maintaining accounts for expenditure incurred.	(2)
16. Importance of security with respect to ISPS ISPS – Objective, Way of implementation, Need for ISPS compliance in international scenario	(2)
17. Custom Procedures The symbiotic relation between port & customs: - Their rules for loading /unloading for cargo, arrival procedures etc	(3)
18. Pilotage	(2)
19. Port Performance; vessel turn around time, cargo volume, speed of cargo handling, damage & pilferage prevention.	(3)
20. Management of cargo operations onboard and ashore.(Traffic congestion)	(3)

Industry visits should be organized where necessary.

SUBJECT: BUSINESS ETHICS & PRACTICES-II
SEMESTER: IV
NO. OF WORKING HOURS: 50 (45 classroom sessions and (05 sessions for industry visits)

Objectives:

- To understand the concept of corporate social responsibility
- Application of various principals of ethics to protect the interest of various stakeholders.

Content: CSR, Social responsibility of business towards different groups, Social responsibilities strategies.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Reference Books:

- 3) Business Ethics & Managerial Values by S.K Bhatia. Deep & Deep Publications
- 4) Case Studies in Business Ethics by Thomas Donaldson.

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of
Sessions	
7) Corporate Social Responsibility Corporate Governance, Promoting value-based governance in organizations.	(3)
8) Changing views of management responsibility Understanding Cross cultural values	(5)

- 9) Social Responsibilities Strategies (4)
Meaning, Social Opposition, Social Obligation, Social response position,
Social Contribution, need for business to assume social responsibility.
- 10) Social Responsibility of business towards different groups (8)
#Employees, # Shareholders, # Society, #Government & others
- 11) Corporate Governance (4)
Meaning, Characteristics, importance & relevance in times of globalization.
- 12) Consumer Protection (3)
Rights of consumers, RTI Act as a tool to check unethical practices.

Industry visits should be organized where necessary.

SUBJECT:
SEMESTER:

ECONOMICS OF SHIPPING
V

NO. OF WORKING HOURS: 50 (40 classroom sessions and
(10 sessions for industry visits)

Objectives:

- To understand why Balance of Payment equilibrium is required for nation
- To understand the FEMA regulations pertaining to shipping industry
- To know the guidelines & procedures for acquisition of foreign ships
- To study rate of exchange & its impact on shipping activities.

Content: FEMA, Shipping Finance, UCPDC Code, Investment appraisal, Economy trade & Shipping.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. Elements of Port Operations & Management by Alan E. Branch
2. Sale & Purchase – W.V Packard – Fairplay Publications
3. Maritime Law of India –In International Context – Bhandarkar Publications, Bombay
4. Reeds Sea Transport by Patrick Alderton
5. Elements of Shipping by Alan E. Branch
6. Maritime Economics – Martin Stopford
7. Foreign Exchange An Introduction by V.V. Keshkamat - Vivek Publications ,Bombay
8. Documentary Letters of Credit Uniform Customs & Procedures by V.V. Keshkamat – Vivek Publications,Bombay

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Nos. of Sessions

1. Economy, Trade & Shipping – An Introduction (2)
2. Investment Appraisal at Enterprise & National Level (3)
3. Strategic Planning & Cost Control (3)
4. Rate of Exchange (4)
Objective, impact of changes in rates, Buying & selling rate, Maxim-While quoting rates, Typical rate sheet, forward rates, dealing room, relevance to shipping companies.
5. Balance of payments (4)
Meaning, Components of BOP, importance of equilibrium, reasons for disequilibrium, types of disequilibrium, IMF & BOP problems, India's BOP, Measures for correcting disequilibrium
6. Shipping Finances (4)
Types of finance:-Equity, Debt, Mezzanine & Leasing

7. FEMA relating to shipping companies (4)
Objectives Aim of exchange control, ECM relating to shipping companies
8. Uniform Customs & Practice for Documentary Credits (4)
9. Acquisition of Ships from Abroad (4)
Objectives, ship acquisitions, procedure, purchase requirements, purchase decisions, registration & other formalities.

Industry visits to be organized if necessary.

SUBJECT: MARINE INSURANCE
SEMESTER: V
NO. OF WORKING HOURS: 50 (40 classroom sessions and
(10 sessions for industry visits)

Objectives:

- To understand the importance of insurance with respect to ships & cargo.
- Understand the role of Protection & Indemnity clubs.
- Understand the concept of particular average & general average.

Content: Principals of Insurance, P&I Clubs, Marine insurance Act, 1963, York Antwerp Rules.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. The Law relating to Marine Insurance by B.C Mitra – University Book Agency
2. Risk Management by Insurance Institute of India
3. Marine Insurance by Insurance Institute of India

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
1. Risk Management What is risk, process of risk mgmt – Risk identification, risk evaluation, risk control, risk handling.	(2)
2. Principle of Insurance Insurance-Introduction, marine Insurance, Assignment, insurable interest, indemnity, utmost good faith, warranties, subrogation, contribution, proximate cause, partial & total loss.	(3)
3. Protection & Indemnity Clubs History, liability insurance, Membership, management of clubs rating of risk & fixing of calls. Scope for P&I cover, risk insured under P&I cover, club letters of undertaking, exceptions limitations of cover etc.	(5)
4. Marine Insurance Definition, scope	(3)
5. Marine Insurance Act, 1963 Definition of marine adventure, marine perils, overview	(3)
6. General Average & the York Antwerp Rules, 1974	(5)
7. Particular & General Average	(5)

SUBJECT:
SEMESTER:

CHARTERING
V

NO. OF WORKING HOURS: 50 (35 classroom sessions and
(15 sessions for industry visits)

Objectives:

- To make students understand concept of chartering
- To be able to calculate Laytime & voyage estimates.
- To be able to distinguish the common charter party types.
- Understand working of Baltic Freight Index

Content: Types of charter parties, Dry cargo fixtures, Chartering terms & abbreviations, Standard charter party forms.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. Reeds Sea Transport by Patrick Alderton
2. Elements of Shipping by Alan E. Branch
3. Shipping Practice by Edward Stevens/C S J Butterfield
4. Tramp Ship Arithmetic by John Weale – Fairplay Publications
5. Voyage Estimating by William V.Packard, Fairplay Publications
6. Laytime Calculating by William V.Packard, Fairplay Publications

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

- | | Nos. of Sessions |
|---|------------------|
| 1. Introduction to Chartering
Contract of Affreightment, charter party meaning | (02) |
| 2. Types of Charter parties
Demise or bareboat charter, Non-demise charter (Time & voyage charter) | (03) |
| 3. Chartering Procedure & Ethics | (2) |
| 4. Chartering Terms & Abbreviations | (2) |
| 5. The Dry cargo Charter Market
Factors influencing freight markets, dry cargo freight market | (3) |
| 6. Functions of Operations Dept | (3) |
| 7. Standard Charter party forms :GENCON 91 CP,NYPE 93 C/P,Inter-Club Agreement: - Study of the various standard forms | (3) |
| 8. Dry Cargo Fixtures
Decoding chartering language through various fixtures | (3) |
| 9. Laytime
Calculation of lay time, meaning of certain Laytime terms & their implications | (4) |

10. Voyage Estimating (3)
Calculation of voyage estimate to check the cost of working on a given route
11. Baltic Freight Index (4)
Importance, working of BFI
12. Dos & Don'ts for a Chartering Manager (3)

Industry visits to be organized if necessary.

SUBJECT: SHIPPING PRACTICE
SEMESTER: V
NO. OF WORKING HOURS: 50 (35 classroom sessions and
(15 sessions for industry visits)

Objectives:

- To understand & analyze the progress & impact of coastal shipping
- Understand the role of Port state control & flag state control

Content: Maritime Piracy, Ship vetting, Inland waterways of India.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. Shipping Practice by Edward Stevens/C S J Butterfield
2. EXIM India Newspaper
3. Times Shipping Journal

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

- | | |
|------------------------------|-------------------------|
| 1. Coastal Shipping in India | Nos. of Sessions
(5) |
|------------------------------|-------------------------|

Need for coastal shipping, Government action/support, Advantages to shipping & trade, limitations, Legislation, Current scenario

2. National Maritime Development Program (5)
Overview, current scenario, Analysis of the program
3. Ship Vetting (2)
Need for ship vetting, Definition, Standard contracts for ship vetting
4. Flag State & Port State Control (4)
Meaning, scope, responsibility
5. Maritime Piracy (4)
Origin, Piracy attacks current scenario, role of IMB
6. Inland waterways of India (4)
IWAI –its objectives, current scenario, analysis
7. Tonnage Tax (4)
A Study & Analysis

Industry visits to be organized if necessary.

SUBJECT:
SEMESTER:

BANKING & SHIPPING DOCUMENTATION
V

NO. OF WORKING HOURS: 50 (35 classroom sessions and
(15 sessions for industry visits)

Objectives:

- To understand the inter-related role of logistics & supply chain management in shipping
- Understand the role of shipping organizations.
- Make students understand the concept of safety & quality management & ISM Code.

Content: Maritime Fraud, Safety & Quality Management & ISM Code, EDI

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. Shipping & Airfreight Documentation for Importers & Exporters by Alan E. Branch - Routledge.
2. .Documentary Letter of Credits Uniform Customs & Practices by V.V. Keshkmat ,Vivek Publications.
3. Bills of Lading & Bankers Documentary Credits

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of
Sessions	
1. Letter's of Credit; Types of L/C's Meaning, Importance in international trade, types of L/C's	(5)
2. Documents in a Letter of Credit	(4)
3. Bills of Lading; Liner B/L, Various types of B/L. Function of b/l, their importance, types of b/l	(5)
4. B/L's issued under C/P The function of B/L in a charter party	(5)
5. Shipping Documents: Tally Sheet, Manifest, Mate's Receipt, SOF, Time-Sheets, NOR. (10)	

Industry visits to be organized if necessary.

SUBJECT: ECONOMICS OF SHIPPING
SEMESTER: V
NO. OF WORKING HOURS: 50 (40 classroom sessions and (10 sessions for industry visits)

Objectives:

- To understand why Balance of Payment equilibrium is required for nation
- To understand the FEMA regulations pertaining to shipping industry
- To know the guidelines & procedures for acquisition of foreign ships
- To study rate of exchange & its impact on shipping activities.

Content: FEMA, Shipping Finance, UCPDC Code, Investment appraisal, Economy trade & Shipping.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

9. Elements of Port Operations & Management by Alan E. Branch
10. Sale & Purchase – W.V Packard – Fairplay Publications
11. Maritime Law of India –In International Context – Bhandarkar Publications, Bombay
12. Reeds Sea Transport by Patrick Alderton
13. Elements of Shipping by Alan E. Branch
14. Maritime Economics – Martin Stopford
15. Foreign Exchange An Introduction by V.V. Keshkamat - Vivek Publications ,Bombay
16. Documentary Letters of Credit Uniform Customs & Procedures by V.V. Keshkamat – Vivek Publications, Bombay

Evaluation Plan

Method of evaluation	Weightage
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Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Nos. of Sessions

10. Economy, Trade & Shipping – An Introduction (2)

Nos. of Sessions

11. Investment Appraisal at Enterprise & National Level (3)

12. Strategic Planning & Cost Control (3)

13. Rate of Exchange (4)

Objective, impact of changes in rates, Buying & selling rate, Maxim-While quoting rates, Typical rate sheet, forward rates, dealing room, relevance to shipping companies.

14. Balance of payments (4)

Meaning, Components of BOP, importance of equilibrium, reasons for disequilibrium, types of disequilibrium, IMF & BOP problems, India's BOP, Measures for correcting disequilibrium

15. Shipping Finances (4)

Types of finance:-Equity, Debt, Mezzanine & Leasing

16. FEMA relating to shipping companies (4)

Objectives Aim of exchange control, ECM relating to shipping companies

17. Uniform Customs & Practice for Documentary Credits (4)

18. Acquisition of Ships from Abroad (4)

Objectives, ship acquisitions, procedure, purchase requirements, purchase decisions, registration & other formalities.

Industry visits to be organized if necessary.

SUBJECT : MANAGEMENT ACCOUNTING

SEMESTER : V

NO.OF WORKING HOURS : 50 (30 classroom sessions & 20 sessions for industry visits.)

- Objective :
- To equip the students with latest skill in the areas of accounting for shipping industry.
 - To provide the knowledge in the areas of cost accounting.
- Contents
- Introduction to management accounting its functions – cost concept and its classification – elements of costs and various methods of costing.
- Padagogy
- Classroom teaching, assignment, discussion and practical.

Minimum Reading:

- Management Accounting – Concepts and Cases by N. K Kulshreshta
- Cost and Management Accounting by Jayanta Mitra
- Management Accounting by I.M Pandey
- Advanced cost and Management Accounting by V. K Saxena and C.D Vishist
- Management Accounting Journal.

Evaluation Plan

Method of evaluation	Weight age
Internal : Projects, Assignments, Discussion	20%
Writing exam at the end of the Semester	80%

MOUDLES / TOPICS TO BE COVERED

1 INTRODUCTION TO MANAGEMENT ACCOUNTING

No of session

[8]

Accounting system, source of financial information, nature of management accounting, functions of financial account and

management account,

2 **COST CONCEPTS AND CLASSIFICATION :** [10]

Nature of cost, cost classification, elements demerits of costs, cost concepts for planning and control.

Budgets, marginal costing, opportunity cost, controllable and non- controllable cost, standard costing and variance analysis.

3 **METHODS OF CONSTING. :** [12]

Job order costing, process costing, and contract costing,

SUBJECT: SHIPPING PRACTICE
SEMESTER: V
NO. OF WORKING HOURS: 50 (35 classroom sessions and (15 sessions for industry visits)

Objectives:

- To understand & analyze the progress & impact of coastal shipping
- Understand the role of Pot state control & flag state control

Content: Maritime Piracy, Ship vetting, Inland waterways of India.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

4. Shipping Practice by Edward Stevens/C S J Butterfield
5. EXIM India Newspaper
6. Times Shipping Journal

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
8. Coastal Shipping in India Need for coastal shipping, Government action/support, Advantages to shipping & trade, limitations, Legislation, Current scenario	(5)
9. National Maritime Development Program Overview, current scenario, Analysis of the program	(5)
10. Ship Vetting Need for ship vetting, Definition, Standard contracts for ship vetting	(2)
11. Flag State & Port State Control Meaning, scope, responsibility	(4)
12. Maritime Piracy Origin, Piracy attacks current scenario, role of IMB	(4)
13. Inland waterways of India IWAI –its objectives, current scenario, analysis	(4)
14. Tonnage Tax A Study & Analysis	(4)

Industry visits to be organized if necessary.

SUBJECT: BANKING & SHIPPING DOCUMENTATION
SEMESTER: V
NO. OF WORKING HOURS: 50 (35 classroom sessions and (15 sessions for industry visits)

Objectives:

- To understand the inter-related role of logistics & supply chain management in shipping
- Understand the role of shipping organizations.
- Make students understand the concept of safety & quality management & ISM Code.

Content: Maritime Fraud, Safety & Quality Management & ISM Code, EDI

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

4. Shipping & Airfreight Documentation for Importers & Exporters by Alan E. Branch - Routledge.
5. .Documentary Letter of Credits Uniform Customs & Practices by V.V. Keshkmat ,Vivek Publications.
6. Bills of Lading & Bankers Documentary Credits

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of
Sessions	
6. Letter's of Credit; Types of L/C's Meaning, Importance in international trade, types of L/C's	(5)

7. Documents in a Letter of Credit (4)
8. Bills of Lading; Liner B/L, Various types of B/L.
Function of b/l, their importance, types of b/l (5)
9. B/L's issued under C/P (5)
The function of B/L in a charter party
10. Shipping Documents: Tally Sheet, Manifest, Mate's Receipt, SOF, Time-Sheets, NOR. (10)

Industry visits to be organized if necessary.

SUBJECT:

CHARTERING

SEMESTER: V
NO. OF WORKING HOURS: 50 (35 classroom sessions and (15 sessions for industry visits)

Objectives:

- To make students understand concept of chartering
- To be able to calculate Laytime & voyage estimates.
- To be able to distinguish the common charter party types.
- Understand working of Baltic Freight Index

Content: Types of charter parties, Dry cargo fixtures, Chartering terms & abbreviations, Standard charter party forms.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

7. Reeds Sea Transport by Patrick Alderton
8. Elements of Shipping by Alan E. Branch
9. Shipping Practice by Edward Stevens/C S J Butterfield
10. Tramp Ship Arithmetic by John Weale – Fairplay Publications
11. Voyage Estimating by William V.Packard, Fairplay Publications
12. Laytime Calculating by William V.Packard, Fairplay Publications

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
13. Introduction to Chartering Contract of Affreightment, charter party meaning	(02)
14. Types of Charter parties Demise or bareboat charter, Non-demise charter (Time & voyage charter)	(03)
15. Chartering Procedure & Ethics	(2)
16. Chartering Terms & Abbreviations	(2)
17. The Dry cargo Charter Market Factors influencing freight markets, dry cargo freight market	(3)
18. Functions of Operations Dept	(3)
19. Standard Charter party forms :GENCON 91 CP,NYPE 93 C/P,Inter-Club Agreement: - Study of the various standard forms	(3)
20. Dry Cargo Fixtures Decoding chartering language through various fixtures	(3)
21. Laytime Calculation of lay time, meaning of certain Laytime terms & their implications	(4)

22. Voyage Estimating (3)
Calculation of voyage estimate to check the cost of working on a given route
23. Baltic Freight Index (4)
Importance, working of BFI
24. Dos & Don'ts for a Chartering Manager (3)

Industry visits to be organized if necessary.

SUBJECT: MARINE INSURANCE
SEMESTER: V
NO. OF WORKING HOURS: 50 (40 classroom sessions and (10 sessions for industry visits)

Objectives:

- To understand the importance of insurance with respect to ships & cargo.
- Understand the role of Protection & Indemnity clubs.
- Understand the concept of particular average & general average.

Content: Principals of Insurance, P&I Clubs, Marine insurance Act, 1963, York Antwerp Rules.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

4. The Law relating to Marine Insurance by B.C Mitra – University Book Agency
5. Risk Management by Insurance Institute of India

6. Marine Insurance by Insurance Institute of India

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
8. Risk Management What is risk, process of risk mgmt – Risk identification, risk evaluation, risk control, risk handling.	(2)
9. Principle of Insurance Insurance-Introduction, marine Insurance, Assignment, insurable interest, indemnity, utmost good faith, warranties, subrogation, contribution, proximate cause, partial & total loss.	(3)
10. Protection & Indemnity Clubs History, liability insurance, Membership, management of clubs rating of risk & fixing of calls. Scope for P&I cover, risk insured under P&I cover, club letters of undertaking, exceptions limitations of cover etc.	(5)
11. Marine Insurance Definition, scope	(3)
12. Marine Insurance Act, 1963 Definition of marine adventure, marine perils, overview	(3)
13. General Average & the York Antwerp Rules, 1974	(5)
14. Particular & General Average	(5)

SUBJECT: ECONOMICS OF SHIPPING
SEMESTER: VI
NO. OF WORKING HOURS: 50 (40 classroom sessions and

Objectives:

- To acquaint students with the sale & purchase of ship procedure.
- Preparation of Voyage accounts, Disbursements.
- To make students understand the cost & revenue in liner trade, Time charter final accounts.
-

Content: Voyage account, Economics of scrapping & laying up ships, Technology in shipping.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. Elements of Port Operations & Management by Alan E. Branch
2. Sale & Purchase – W.V Packard – Fairplay Publications
3. Maritime Law of India –In International Context – Bhandarkar Publications, Bombay
4. Reeds Sea Transport by Patrick Alderton
5. Elements of Shipping by Alan E. Branch
6. Maritime Economics – Martin Stopford
7. Foreign Exchange An Introduction by V.V. Keshkamat - Vivek Publications ,Bombay
8. Documentary Letters of Credit Uniform Customs & Procedures by V.V. Keshkamat – Vivek Publications, Bombay

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

Nos. of Session

1. Sale & Purchase of Ships (05)
Process, role of brokers, inspection & valuation, MOA, necessary documentation, standard sale forms, standard contracts for new building & demolition
2. Economics of Scrapping & Laying up Ships (4)
When does shipowner decide to choose between scrapping & laying up. Current scenario
3. Voyage Accounts (4)
Preparation of voyage accounts
4. Disbursements (4)
Various heads under disbursement, its relevance

5. Cost & Revenue (Liner Trade) (4)
6. Time Charter – Final Accounts (4)
7. Computers, Technology & their Application to Shipping (5)
8. International Financial Institution (3)

Industry visits to be organized if necessary.

SUBJECT: MARINE INSURANCE
SEMESTER: VI
NO. OF WORKING HOURS: 50 (40 classroom sessions and
(10sessions for industry visits)

Objectives:

- To make students understand various conditions & exemptions for availing different types of insurance policies.
- The student should be able to individually work out insurance cost/calculations.

Content: Open cover & open policies, Hull & Machinery Insurance, Cargo Insurance.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. The Law relating to Marine Insurance by B.C Mitra – University Book Agency
2. Risk Management by Insurance Institute of India
3. Marine Insurance by Insurance Institute of India

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
1. Open Cover and Open Policies Meaning, special declaration policy	(05)
2. GOI- Scheme of War Risk Insurance of Marine Hull,1976 Applicability, features, scope of act.	(5)
3. Cargo Insurance Act,1963	(7)
4. Cargo Insurance – Basis of Rating	(5)
5. Hull & Machinery Insurance -Basis of Rating	(8)
6. Hull & Machinery Insurance	(5)

SUBJECT: CHARTERING
 SEMESTER: VI
 NO. OF WORKING HOURS: 50 (35 classroom sessions and
 (15 sessions for industry visits)

Objectives:

- To understand how the tanker chartering market works.
- To be able to calculate Laytime & voyage estimates in tanker chartering
- To understand working of Worldscale.

Content: World scale, Voyage estimating in tanker chartering, Laytime calculations

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. Reeds Sea Transport by Patrick Alderton
2. Elements of Shipping by Alan E. Branch
3. Shipping Practice by Edward Stevens/C S J Butterfield
4. Tramp Ship Arithmetic by John Weale – Fairplay Publications
5. Voyage Estimating by William V.Packard, Fairplay Publications
6. Laytime Calculating by William V.Packard, Fairplay Publications

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

- | | Nos. of Sessions |
|---|------------------|
| 1. Crude oil/Finished Products, Types of tankers & cargo handling
Types of crude oil, various types of tankers – basis on which they are titled. | (02) |
| 2. Crude Oil- Sources, Trade & Properties | (2) |
| 3. The Market structure & Factors affecting Freight Markets(Tankers) | (2) |
| 4. World Scale
Significance, How tanker freights is worked | (3) |
| 5. Tanker Fixtures
Decoding chartering language through various fixtures | (3) |
| 6. Tanker Time Charters – SHELLTIME 4,1984 & Tanker Voyage Charters –
ASBATANKVOY: - Study of the various standard forms | (3) |
| 7. Laytime Calculations in Oil Tankers
Calculation of Laytime, meaning of terms in context of tanker chartering | (5) |
| 8. Voyage Estimating(Tankers)
Calculation of voyage estimate to check the cost of working on a given route. | (5) |
| 9. Chartering Terms & Abbreviations | (2) |
| 10. Chartering in Liner Trade.
How chartering is carried on in liner trade, importance, calculation of lay time. | (5) |

Industry visits to be organized if necessary.

SUBJECT: SHIPPING PRACTICE
 SEMESTER: VI
 NO. OF WORKING HOURS: 50 (35 classroom sessions and
 (15 sessions for industry visits)

Objectives:

- To understand the inter-related role of logistics & supply chain management in shipping
- Understand the role of shipping organizations.
- Make students understand the concept of safety & quality management & ISM Code.

Content: Maritime Fraud, Safety & Quality Management & ISM Code, EDI

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. Shipping Practice by Edward Stevens/C S J Butterfield
2. EXIM India Newspaper
3. Times Shipping Journal
4. Ship & Ship building Industry in India by Dr.Dev Raj

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

- | | Nos. of Sessions |
|---|------------------|
| 1. Logistics & Supply Chain Management
Logistics concept & definition, supply chain management, Differences between logistics & SCM, Key players in logistics-suppliers, carriers, warehousing etc,3PL & 4PL concept | (6) |
| 2. Maritime Fraud
Meaning, Types of fraud, container frauds. | (3) |
| 3. Indian & International Shipping Organizations
INSA, BIMCO, ICHA. FONASBA, Baltic Exchange, INTERCARGO, Transchart, FIATA etc. | (3) |
| 4. Safety & Quality Management & ISM Code
Quality management in shipping. ISM Code –scope, applicability, DOC certificate | (3) |
| 5. Shipbuilding, Ship Repairs & Ship breaking (with special ref to India)
Government support, subsidies, Current scenario. | (6) |
| 6. Electronic Data Interchange(EDI)
Meaning, standards & their evaluation, EDI in India –Problems & prospects, problems in development of EDI in India, What is document exchange? | (5) |

Industry visits to be organized if necessary.

SUBJECT: BANKING & SHIPPING DOCUMENTATION
 SEMESTER: VI
 NO. OF WORKING HOURS: 50 (35 classroom sessions and
 (15 sessions for industry visits)

Objectives:

- To understand the inter-related role of logistics & supply chain management in shipping
- Understand the role of shipping organizations.
- Make students understand the concept of safety & quality management & ISM Code.

Content: Maritime Fraud, Safety & Quality Management & ISM Code, EDI

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. Shipping & Airfreight Documentation for Importers & Exporters by Alan E. Branch - Routledge.
2. .Documentary Letter of Credits Uniform Customs & Practices by V.V. Keshkmat ,Vivek Publications.
3. Bills of Lading & Bankers Documentary Credits

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
1. Documents for an EOU's: Invoice ,Packing List, Annexure, SDF form, IEC Code, Authorized Dealer Code	(5)
2. Harmonized Preferential Code Certificate	(4)
3. Certificate of Origin	(4)
4. Dangerous Cargo Declaration	(4)

Industry visits to be organized if necessary.

SUBJECT: CHARTERING
 SEMESTER: VI
 NO. OF WORKING HOURS: 50 (35 classroom sessions and
 (15 sessions for industry visits)

Objectives:

- To understand how the tanker chartering market works.
- To be able to calculate Laytime & voyage estimates in tanker chartering
- To understand working of Worldscale.

Content: World scale, Voyage estimating in tanker chartering, Laytime calculations

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. Reeds Sea Transport by Patrick Alderton
2. Elements of Shipping by Alan E. Branch
3. Shipping Practice by Edward Stevens/C S J Butterfield
4. Tramp Ship Arithmetic by John Weale – Fairplay Publications
5. Voyage Estimating by William V.Packard, Fairplay Publications
6. Laytime Calculating by William V.Packard, Fairplay Publications

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

- | | Nos. of Sessions |
|---|------------------|
| 7. Crude oil/Finished Products, Types of tankers & cargo handling
Types of crude oil, various types of tankers – basis on which they are titled. | (02) |
| 8. Crude Oil- Sources, Trade & Properties | |
| 9. The Market structure & Factors affecting Freight Markets(Tankers) | (2) |
| 10. World Scale
Significance, How tanker freights is worked | |
| 11. Tanker Fixtures
Decoding chartering language through various fixtures | (3) |
| 12. Tanker Time Charters – SHELLTIME 4,1984 & Tanker Voyage
Charters – ASBATANKVOY: - Study of the various standard forms | (3) |
| 13. Laytime Calculations in Oil Tankers | (5) |
| 14. Calculation of Laytime, meaning of terms in context of tanker charterin | |
| 15. Voyage Estimating(Tankers)
Calculation of voyage estimate to check the cost of working on a given route. | (5) |
| 16. Chartering Terms & Abbreviations | (2) |
| 17. Chartering in Liner Trade. | (5) |

How chartering is carried on in liner trade, importance, calculation of lay time.

Industry visits to be organized if necessary.

SUBJECT: MARINE INSURANCE
SEMESTER: VI
NO. OF WORKING HOURS: 50 (40 classroom sessions and (10sessions for industry visits)

Objectives:

- To make students understand various conditions & exemptions for availing different types of insurance policies.
- The student should be able to individually work out insurance cost/calculations.

Content: Open cover & open policies, Hull & Machinery Insurance, Cargo Insurance.

Pedagogy: Classroom sessions, discussions, Case Studies, projects, industry related assignments.

Minimum Reading:

1. The Law relating to Marine Insurance by B.C Mitra – University Book Agency
2. Risk Management by Insurance Institute of India
3. Marine Insurance by Insurance Institute of India

Evaluation Plan

Method of evaluation	Weightage
Internal: Projects ,assignments, Discussion	20%
Written Exam at the end of the semester	80%

MODULES /TOPICS TO BE COVERED

	Nos. of Sessions
4. Open Cover and Open Policies Meaning, special declaration policy	(05)
5. GOI- Scheme of War Risk Insurance of Marine Hull,1976 Applicability, features, scope of act.	(5)
6. Cargo Insurance Act,1963	(7)
7. Cargo Insurance – Basis of Rating	(5)
8. Hull & Machinery Insurance -Basis of Rating	(8)
9. Hull & Machinery Insurance	(5)