

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
NATIONAL AVIATION UNIVERSITY
 Faculty of Transport, Management and Logistics
 Air Transportation Management Department

AGREED

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« 06 » 09 2023

APPROVED

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« 06 » 09 2023



Quality Management System
COURSE TRAINING PROGRAM
 on
 «Forwarding activity»

Educational Professional Program: «Air Transportation Management»

Field of study: 27 «Transport»


Speciality: 275 «Air Transport Technologies»

Specialization: 275.04 «Air Transport Technologies»

Training Form	Semester	Total (hours/credits ECTS)	Lectures	Practicals	Lab. classes	Self-Study	HW/CGP	TP/CP	Semester Grade
Full-time:	2	120/4,0	18	-	18	84	CGP-1	-	Examination 2s

Index CM-7-275/23-2.1.5

QMS NAU CTP 19.01-01-2023

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Course Training Program on «Forwarding activity» is developed on the basis of the Educational Professional Program «Air Transportation Management», Master Curriculum and Extended Master Curriculum №CM-7-275-1/23, №ECM-7-275-1/23 for Specialty 275 «Transport Technologies», Specialization 275.04 «Air Transport Technologies» and corresponding normative documents.

Developed by:

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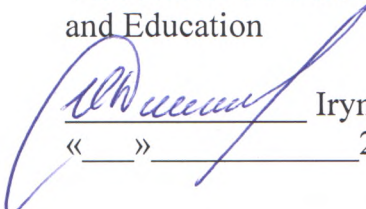
An Associate Professor of the
Air Transportation Management Department  Iryna BOREZ


Discussed and approved by the Graduate Department for Speciality 275 «Air Transport Technologies», Specialization 275.04 «Air Transport Technologies» and Educational and Professional Program «Air Transportation Management» - Air Transportation Management Department, Minutes № 14 of 05» 09 2023.

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« » 2023

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INTRODUCTION

Course Training Program on «Forward activity» is developed based on the "Methodical guidance for the subject course training program", approved by the order № 249/ОД, of 29.04.2021 and corresponding normative documents.

1. EXPLANATORY NOTES

1.1. Place, objectives, tasks of the subject.

The subject is an integral part of the theoretical basis of knowledge and skills in training specialists in the field of transportation organization and management of transport (air).

The objective of the subject is to form a system of theoretical foundations of transport and forwarding services, taking into account the technical, technological, economic and legal aspects and the practical application of methods of organization and technology of cargo support throughout the entire route from “door to door”.

The **tasks** of the subject are:

- - mastering the methods of determining rational and economic transportation of foreign trade and transit cargo;
- - systematization and expansion of knowledge on the development and organization of complex technologically legal services for the delivery of goods with the help of freight forwarding enterprises under various conditions of transportation;
- - mastering the basics of the formation and application of commercial legal documents governing transportation activities and the provision of forwarding services.

1.2. Learning outcomes as results of mastering the discipline

PLO 02. To freely discuss issues of professional activity, projects and research in the field of transport systems and technologies orally and in writing in national and foreign languages.

PLO 04. Convey your knowledge, decisions and the basis for their adoption to specialists and non-specialists in a clear and unambiguous way.

PLO 06. Develop new and improve existing transport systems and technologies, determine development goals, existing limitations, performance criteria and areas of use.

PLO 08. To develop cargo and passenger transportation technologies by modes of transport based on research and relevant data.


PLO 09. Investigate the impact of customs procedures on the efficiency of transport technologies.

PLO 10. Develop and apply modern technologies of transport and forwarding service.

PLO 15. Analyze recommendations and substantiate the expediency of using modern methods of traffic management of vehicles (aircraft).

1.3. Competences as results of mastering the discipline

IC The ability of a person to solve complex tasks and problems of the transport industry in the field of professional activity according to a certain type of transport systems and technologies and in the learning process, which involves conducting research and implementing innovations and is characterized by the uncertainty of conditions and

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requirements.

GC 01. Ability to work in an international context.

GC 04. Ability to communicate with representatives of other professional groups of different levels (experts from other fields of knowledge/types of economic activity)

PC 01. The ability to research and manage the functioning of transport systems and technology.

PC 03. Ability to use modern technologies of transport and forwarding activities.

PC 05. Ability to manage freight transportation by types of transport.

PC 07. Ability to manage traffic flows.


PC 09. Ability to carry out examination of transport accidents by types of transport.

PC 10. The ability to take into account the influence of customs procedures in the formation of transport technologies.

PC 12. The ability to use knowledge of the regulatory framework that determines the functioning of the air transport industry, the laws and principles of functioning of complex systems in combination with the necessary mathematical tools to describe the functioning and development of aviation transport technologies.

1.4. Interdisciplinary connections.

This subject is the basis for studying such subjects, as: «Project management in the transport industry» and is basic for studying subjects, as: «Pre-diploma practice», «Unified state qualification exam», «Qualification work».

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2. COURSE TRAINING PROGRAM ON THE SUBJECT

2.1. The subject content.

Training material is structured according to module principle and consists of **one educational module, Module № 1 «Organization, legal regulation and technology of forwarding activities»**, that is logically complete, relatively independent, holistic part of the subject, learning of which provides module test and analysis of its performance.

2.2. Modular structuring and integrated requirements for each module.

Module №1 «Organization, legal regulation and technology of forwarding activities»

Integrated requirements to module №1:

Know the methods of determining the rational and economic transportation of foreign trade and transit cargo; development and organization of complex technological and legal services for the delivery of goods with the help of freight forwarding companies under different conditions of transportation;

Be able to form and apply commercial and legal documents governing transportation activities and the provision of forwarding services.

Topic 1. Fundamentals of forwarding activities.

The market of forwarding services. Forwarding market participants.

Topic 2. Legal regulation of transportation and forwarding activities.

International and national organizations regulating the activities of freight forwarders. General principles of legal regulation of transportation. International legal regulation of transportation by various types of transport.

Topic 3. Contracting basis for the goods delivery.

Contractual relationships between subjects of the market of transport and forwarding services. Transport forwarding, transport agency, transportation and purchase and sale contracts.

Topic 4. Features of cargo delivery in international trade.

Basic terms of delivery of international trade Incoterms-2010. Planning of transport and forwarding activities. Economic justification of decisions on the organization of transportation.

Topic 5. Documentary registration of cargo delivery.

Forwarding documentation. Transport documentation for various types of transport. Shipping documentation.

Topic 6. Development of a technological process for the goods delivery.

Technological process of cargo delivery. The choice of the route of transportation and the type of transport. Development of a strategy for the formation of consignments.

Topic 7. Management of the transport process, storage organization.

Operational management and control of the transport process. Organization of storage facilities.

Topic 8. Consulting and customs brokerage services.

Services, customs brokerage and other operations.

2.3. Training schedule of the subject.

№	Theme (thematic section)	Total, hours			
		total	Lectures	Labs	Self-study
1	2	3	4	5	6
Module №1 « Organization, legal regulation and technology of forwarding activities »					
1.1	Fundamentals of forwarding activities	2 semester			
		12	2	2	8
1.2	Legal regulation of transportation and forwarding activities	12	2	2	8
1.3	Contracting basis for the goods delivery	12	2	2	8
1.4	Features of cargo delivery in international trade	12	2	2	8
1.5	Documentary registration of cargo delivery				
1.6	Development of a technological process for the goods delivery	12	2	2	8
		12	2	2	8
1.7	Management of the transport process, storage organization	13	2	2	9
1.8	Consulting and customs brokerage services	15	2 2	2	9
1.9	Calculated and graphic paper	10	-	-	10
1.10	Module Test №1	10	-	2	8
Total by the module №1		120	18	18	84
Total by the subject		120	18	18	84

2.4. Calculated and graphic paper.

Calculated and graphic paper (CGP) of the subject is carried out in order to consolidate and deepen theoretical and practical knowledge and skills acquired in the process of mastering the educational material of the discipline in the field of aviation transport, which are used in the future in the study of many disciplines of the curriculum for professional training of specialists with basic and complete higher education.

The specific goal of the task is to deepen the theoretical knowledge gained by students in the course of studying the course and use it in the practical solution of the assigned tasks. Performance, registration and defense of CGP is carried out by the student individually according to methodical recommendations.

The time required to perform the CGP is 10 hours of Self-Study work


3. BASIC CONCEPTS OF GUIDANCE ON THE SUBJECT

3.1. Teaching methods

The following teaching methods of subject guidance are

- explanatory and illustrative method;
- method of problem presentation;
- reproductive method;
- research method.

The implementation of these methods are carried out during lectures, demonstrations, self-study, work with the educational material, analysis of transport technologies issues.

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3.2. List of references (basic and additional)

Basic literature

3.2.1. Закон України «Про транспортно-експедиторську діяльність» № 1955-IV // Відомості Верховної Ради України від 24.12.2004. – 2004. – № 52. – С. 2056. – Ст. 562.

3.2.2. С.Л.Литвиненко, Т.Ю. Габрієлова, П.О.Яновський, Г.І.Нестеренко. Транспортно-експедиторська діяльність: Навчальний посібник.-3-те вид. перероб. і доп /За ред.. С.Л.Литвиненка. – К.: Видавничий дім «Кондор», 2017. – 228 с.

3.2.3. Sameer Varun. A Practical guide to Shipping & Freight Forwarding: Your key to success in the shipping industry. Amazon Digital Services LLC - KDP Print US, – 2019. – 313 p.

3.2.4. Gerardus Blokdyk. Freight Forwarder a Complete Guide - 2020 Edition. Emereo Pty Limited, 2020 – 312 p.

3.2.5. Gerardus Blokdyk. Freight Transport a Complete Guide - 2020 Editio. Emereo Pty Limited, 2020. – 300 p.

3.2.6. MD Sarder. Logistics Transportation Systems. Elsevier Science, 2020 – 454 p.

Additional Literature

3.2.3. Закон України «Про транспорт» № 233/94-ВР // Відомості Верховної Ради України від 20.12.1994. – 1994. – № 51. – Ст. 446 (Зі змінами, внесеними згідно із Законом N 222-VIII (222-19) від 02.03.2015, ВВР, 2015, N 23, ст.158).

3.2.4. Цивільний кодекс України № 435-IV // Відомості Верховної Ради України від 03.10.2003. – 2003. – № 40. – Ст. 356.

3.2.5. Господарський кодекс № 436-IV // Відомості Верховної Ради України від 02.05.2003. – 2003. – № 18. – Ст. 144.

3.2.6. Митний кодекс України № 92-IV // Відомості Верховної Ради України від 27.09.2002. – 2002. – № 38. – Ст. 288.

3.2.7. Popovych Pavlo, Shyriaieva Svitlana, Selivanova Ninel Analysis of the interaction of participants freight forwarding system // Journal of Sustainable Development of Transport and Logistics. 2016. №1. URL: <https://cyberleninka.ru/article/n/analysis-of-the-interaction-of-participants-freight-forwarding-system>.

3.2.8. Szewc, T. Protection of personal data in the freight forwarding industry. Zeszyty Naukowe. Organizacja i Zarządzanie/Politechnika Śląska. 2020. DOI 10.29119/1641-3466.2020.145.36

3.2.9. Kutsyk, P., & Martsenyuk, R.. Accounting and taxation of transport and forwarding activity: theoretical and methodological aspects. The Institute of Accounting, Control and Analysis in the Globalization Circumstances, 1(2), 2020. – P. 49-60. Resources. <http://ibo.wunu.edu.ua/index.php/iboen/article/view/466>

Information resource

3.3.1. http://www.osnovu-ved.ru/incoterms_2010.html

3.3.2. Freight Guides & Logistic E-books - Resources. <https://www.icontainers.com/freight-guides/>

3.3.3. Cargo newsier. Resources <https://cargonewswire.com>

3.3.4. Global Trade. The authority for company doing business globally - resorces: <https://www.globaltrademag.com>

4. RATING SYSTEM OF KNOWLEDGE AND SKILLS ASSESSMENT

4.1. Assessment of certain kinds of student academic work is carried out in accordance with table 4.1.

Table 4.1

Kind of Academic Work	Maximum Grade Values
2 semester	
Module №1 « Organization, legal regulation and technology of forwarding activities »	
Carrying out Labs (5 g x 8)	40 (total)
Carrying out of Calculated and graphic paper	20
For admission to complete module test №1, a student must receive not less than	32
Module test №1	20
Total by the module №1	80
Semester Examination	20
Total by the subject	100

4.2. Completed types of educational work are credited to the student, if he received a positive rating for them.

4.3. The sum of rating assessments received by the student for certain types of completed academic work is the current modular rating assessment, which is recorded in the module control.

4.4. The Total Semester Grade is listed in the national and ECTS scale scores.

4.5. The final modular rating obtained by the student based on the results of the course defense and defense in points, on the national scale and ECTS scale is entered in the module control, as well as in the study card, individual student curriculum and Diploma Supplement, for example, as follows: **92 / Excellent / A, 87 / Good / B, 79 / Good / C, 68 / Sat./D, 65 / Sat./E, etc.**

4.6. The Total Grade for the subject is equal to the average grade from Total Semester Grades with its further transformation into national scale and ECTS system.

The Total Grade is recorded to the Diploma Appendix

(Ф 03.02 – 01)

АРКУШ ПОШИРЕННЯ ДОКУМЕНТА

№ прим.	Куди передано (підрозділ)	Дата видачі	П.І.Б. отримувача	Підпис отримувача	Примітки

(Ф 03.02 – 02)

АРКУШ ОЗНАЙОМЛЕННЯ З ДОКУМЕНТОМ

№ пор.	Прізвище ім'я по-батькові	Підпис ознайомленої особи	Дата ознайомлення	Примітки

(Ф 03.02 – 04)

АРКУШ РЕЄСТРАЦІЇ РЕВІЗІЇ

№ пор.	Прізвище ім'я по-батькові	Дата ревізії	Підпис	Висновок щодо адекватності

(Ф 03.02 – 03)

АРКУШ ОБЛІКУ ЗМІН

№ зміни	№ листа (сторінки)				Підпис особи, яка внесла зміну	Дата внесення зміни	Дата введення зміни
	Зміненого	Заміненого	Нового	Анульованого			

(Ф 03.02 – 32)

УЗГОДЖЕННЯ ЗМІН

	Підпис	Ініціали, прізвище	Посада	Дата
Розробник				
Узгоджено				
Узгоджено				
Узгоджено				