

**DIPLOMA IN IMPORT EXPORT &INTERNATIONAL FINANCE**

**(DIEIF)**



**Effective from Academic Year (2020-2021)**

**Shri Govind Guru University**

**Godhra**

- ❖ **Course Title:** Diploma in Import Export & International Finance (DIEIF)
- ❖ **Objective of course :** The purpose of this programme is to cover all aspects of Import & Export this being the major contributor of GDP of an entire global economy. It will also help you to understand the various flows of marketing at an International Level and concept of foreign exchange. The course is specially designed for students, working executives, entrepreneurs and those planning to start their own export & import business.
- ❖ **Admission Eligibility:** Any Candidate who has cleared his / her 10 + 2 exams any discipline from State Board / CBSE / ICSE or equivalent programme with minimum 40% of Marks. Preference will be given to a candidate having passed his / her examination at first attempt.
- ❖ **Duration of the course:** 1 Year
- ❖ **Tenure:** June to November & December to May
- ❖ **Level of the course:** U.G. Diploma
- ❖ **Medium of Instruction:** English/Gujarati
- ❖ **Intake Capacity:** 60

**Course Structure:****Semester-I**

<b>Paper No.</b>	<b>Paper Name</b>	<b>Marks</b>	<b>Passing Standard</b>	<b>Teaching Hours/ Week</b>	<b>Credit</b>
101	Import Export Management	70	28	15 weeks *4	4
102	Import and Export Policies,procedures and product planning	70	28	15 weeks *4	4

**Semester-II**

<b>Paper No.</b>	<b>Paper Name</b>	<b>Marks</b>	<b>Passing Standard</b>	<b>Teaching Hours/ Week</b>	<b>Credit</b>
103	Export and Import documentation	70	28	15 weeks *4	4
104	International Economics and Foreign exchange	70	28	15 weeks *4	4

**Question Paper Pattern:**

<b>No.</b>	<b>Particulars</b>	<b>Total Question</b>	<b>Marks</b>	<b>Total Marks</b>
1	Objective type question	30	01	30
2	Short answer question	10	02	20
3	Descriptive (with options)	04	05	20
Total Marks				70

**Paper -01 Import Export Management Credit/ Hours: 04**

**Subject Code:      Marks: 70**

<b>Unit</b>	<b>Content</b>	<b>Marks</b>
1.1	Import Export Management Introduction; Concept Key Feature;	14
1.2	Foreign Trade - Institutional Framework and Basics; Trade Policy; Foreign Trade;	14
1.3	Simplification of Document; Reduction in Document to Five for Custom Purpose; Exporting; Importing Counter Trade; the Promise and Pitfall of Exporting; Improving Export Performance;	14
1.4	International Marketing: Definition, Components of International Marketing Management; :	14
1.5	Components of Trade Barrier, Objectives of Trade Barrier, Counter Trade;	14

**REFERENCE BOOK**

- (1) ExportImportMadeVeryEasy:LearnImportExportBusinesslikeABCD(EximBook+ Online Support + Updates) By Kindle Edition, Barai Overseas Publication
- (2) Export – Import and Logistics Management By Rai, Usha Kiran, PHI Publication, ISBN : 9788120340169 Edition: SECONDEDITION
- (3) Export-Import Procedure & Documentation, Hindi, NeerajPublications)
- (4) Export Import Management by Justin Paul, Rajiv Aserkar, OxfordPublication
- (5) InternationalMarketingandExportManagementByAlbaum,G.,Stradskov,J.,andDuerr,E. prentice Hall
- (6) Export Import Procedures And Documentation in Hindi by GPH Panel of Experts, Gullibaba publishing house

## Paper- 02: Import and Export Policies, Procedures and Product Planning

**SUBJECT CODE:**

**Credit:/Hours: 04**

**Marks: 70**

Unit	Content	Marks
2.1	Why Export? Where to Export? How to Export? Export Import	14
2.2	Starting a Export Business Office (IEF) Number Generation of Foreign Inquiries Obtaining; Export packaging, pre-shipment Documents;	14
2.3	Documentation Buyers; Local quotations & Offerings to Over Seas; Registration of Exporters; R.B.I.; E.P.C.; Obtaining Export License;	14
2.4	Credit Insurance; Arranging Export Finance;	14
2.5	Foreign Exchange rates and Protection against it.	14

### REFERENCE BOOK

- (1) ExportImportMadeVeryEasy:LearnImportExportBusinesslikeABCD(EximBook+ Online Support + Updates) By Kindle Edition, Barai Overseas Publication
- (2) Export – Import and Logistics Management By Rai, Usha Kiran, PHI Publication, ISBN : 9788120340169 Edition: SECONDEDITION
- (3) Export-Import Procedure & Documentation, Hindi, NeerajPublications)
- (4) Export Import Management by Justin Paul, Rajiv Aserkar, OxfordPublication
- (5) Just For Starters: How To Start Your Own Export Business by NIIR Board,NPCS
- (6) Export Import Procedures And Documentation by SudhirKochhar
- (7) Export Import Procedures And Documentation in Hindi by GPH Panel of Experts, Gullibabapublishinghouse

**Paper- 03: Export and Import documentation**

**SUBJECT CODE: EID**

**Credit:/Hours: 04**

**Marks: 70**

Unit	Content	Marks
3.1	Preparing Export Documents; Documentation for Declaration of Goods; Documentation for Transportation of Goods Foreign Exchange Regulation;	14
3.2	Airways bill/DIR consignment Note; Export by sea including Freight & Shipping Terms; Road Transport and Post;	14
3.3	Claiming for Export Benefits and Duty Draw Back; Role impart in International Trade; Schemes for Export Promotion;	14
3.4	Import application for Capital Goods; Export Houses,	14
3.5	Star Trading Houses; Foreign Collaborations and Investment	14

**REFERENCE BOOK**

- (1) Export Import Made Very Easy: Learn Import Export Business like ABCD (Exim Book + Online Support + Updates) By Kindle Edition, Barai Overseas Publication
- (2) Export-Import Procedure & Documentation, Hindi, Neeraj Publications)
- (3) Practical Guide on How to Start Export Import Business by Shiva Chaudhari
- (4) Just For Starters: How To Start Your Own Export Business by NIIR Board, NPCS
- (5) Export Import Procedures And Documentation by Sudhir Kochhar
- (6) Export Import Procedures And Documentation in Hindi by GPH Panel of Experts, Gullibabapublishinghouse

**Paper- 04:Export and Import documentation****SUBJECT CODE: DIEIF****Credit: /****Hours: 04****Marks: 70**

Unit	Content	Marks
4.1	International Economics : Demand Analysis and Forecasting; Market Structure & Competitive Analysis; Macro Economics Policies Economic Growth & Planning for Growth; International Trade and Liquidity Determines of Exchange rate; WorldBank; Fluctuations & Controls	14
4.2	The Pure Theory of International Trade : The theories of Comparative Advantage; David Ricardo; Hecksher Ohlin; Gains from International Trade with the help of production Indifference Curve Possibility curve and Community; What is offerCurve;	14
4.3	ForeignExchangeRate : Determination of Foreign Exchange rates; Fixed Vs. FlexibleExchangerates;ForwardExchangeMarket;ArbitrateandFunctionof Foreign Exchange Market	14
4.4	Balance of Payments : Balance of Payments : current and Capital Account; Inequilibrium in balance of Payments; Methods of Adjusting an adverse balance ofPayments;	14
4.5	Foreign Trade Multiplier; Collapse of BretionWood and Emerging International Money System; The International Monetary Fund (IMF), Meaning of the term Tariff; Tariff, Terms of Trade; Effects of Tariff	14

**REFERENCE BOOK**

- (1) ExportImportMadeVeryEasy:LearnImportExportBusinesslikeABCD(EximBook+Online Support + Updates) By Kindle Edition, Barai Overseas Publication
- (2) Export – Import and Logistics Management By Rai, Usha Kiran, PHI Publication,ISBN : 9788120340169 Edition: SECONDEDITION
- (3) Export-Import Procedure & Documentation, Hindi, NeerajPublications)
- (4) Export Import Management by Justin Paul, Rajiv Aserkar, OxfordPublication
- (5) Practical Guide on How to Start Export Import Business by ShivaChaudhari
- (6) InternationalMarketingandExportManagementByAlbaum,G.,Stradskov,J.,andDuerr,E.Prentice Hall
- (7) Just For Starters: How To Start Your Own Export Business by NIIR Board,NPCS
- (8) Export Import Procedures And Documentation by SudhirKochhar
- (9) Export Import Procedures And Documentation in Hindi by GPH Panel of Experts, Gullibabapublishing house