CASME&T
FOR MANAGERIAL EXCELLENCE

# CERTIFICATION IN LOGISTICS & SHIPPING MANAGEMENT (CASME&T)®

| | |
|---|---|
| **Programme Duration** | 12 Months + 3 Months Project work |
| **Eligibility** | Graduate of any University plus 3 years of relevant managerial or professional work experience, or 3 years Diploma holder with minimum 5 years of relevant work experience. |
| **Intake** | Minimum 15 participants in a batch |
| **Admission** | January, May, September |

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# CERTIFICATION IN LOGISTICS & SHIPPING MANAGEMENT

## COURSE DETAILS

| Code | Subject | Quarter Units |
|---|---|---|
| **TRIMESTER I** | | |
| MDB 331 | Basics of Finance | 5 |
| MDB 332 | Customer Relationship Management | 5 |
| MDB 333 | Legal Aspects of Business | 5 |
| MDB 334 | Elementary Quantitative Techniques | 5 |
| **TRIMESTER II** | | |
| MDB 335 | Strategic Management | 5 |
| MDB 336 | Business Communication | 5 |
| MDB 337 | Essentials of Management | 5 |
| MDB 338 | E-Commerce and E-Business | 5 |
| MDB 339 | Entrepreneurship Development | 5 |
| **TRIMESTER III** | | |
| MDB 340 | Global Business Environment | 5 |
| MDB 341 | International Logistics & Supply Chain Management | 5 |
| MDB 342 | Foreign Exchange Management | 5 |
| MDB 343 | Maritime Laws & Insurance | 5 |
| MDB 344 | Commercial Shipping & Documentation | 5 |
| **TRIMESTER IV** | | |
| MDB 345 | EXIM Procedures | 5 |
| MDB 346 | Port & Cargo Management | 5 |
| MDB 347 | Principles of Finance & Accounting | 5 |
| MDB 348 | Customs Act & Tariff Act | 5 |
| MDB 349 | Business Strategy: Projects & Case Studies | 5 |

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| Code | Subject | Quarter Units |
|---|---|---|
| **TRIMESTER V: PROJECT GUIDANCE & VIVA-VOCE** | | |
| MDB 350 | Projects - Logistics & Supply Chain Management | 5 |
| MDB 351 | Projects - Commercial Shipping | 5 |
| | **TOTAL QUARTER UNITS** | **105** |

### COURSE LOAD

Course load refers to the total number of credit hours or Quarter Units a student is enrolled in per Trimester or Quarter. The Certification Programme course load is usually 12-15 credit hours per semester or 20 to 25 Quarter Units. The performance of the students will be assessed in the Grade Point format and not in the usual marks format.

### COURSE GRADES

The quality of work done by a student is recorded at the end of the semester in the form of a grade report. The grade indicates the degree of proficiency the student has achieved in the course as determined by class participation, written assignments, seminars, group discussions, surprise tests, class tests and semester examinations. Grades will be issued to the students after the end of each course. Each student is graded according to individual achievement and the numerical scale is as follows:

| % of Marks | Grade Points | Credit Points | Letter Grade | Average Performance |
|---|---|---|---|---|
| 90-100 | 4.0 | 20.0 | A+ | OUTSTANDING PERFORMANCE |
| 80-90 | 3.8 | 19.0 | A | Mastery of facts, creative use of data and analytical evaluation. |
| 70-80 | 3.6 | 18.0 | A- | ABOVE AVERAGE PERFORMANCE |
| 60-70 | 3.3 | 16.5 | B+ | Knowledge of facts, creative use of data and adequate evaluation. |

| % of Marks | Grade Points | Credit Points | Letter Grade | Average Performance |
|---|---|---|---|---|
| 60-50 | 3.0 | 15.0 | B | AVERAGE PERFORMANCE |
| 45-49 | 2.7 | 13.5 | B- | BELOW AVERAGE PERFORMANCE |
| 40-44 | 2.3 | 11.5 | C+ | Certain deficiencies in creative or analysis |
| 35-39 | 2.0 | 10.0 | C | Certain deficiencies in creative or analysis |
| 30-34 | 1.7 | 08.5 | C- | Deficiency in mastery of facts, creativity and analysis |
| Below 30 | 0.0 | - | NC | Failure to achieve minimum academic standard for the course |

**TRIMESTER CREDIT AVERAGE**

The sum of grade value multiplied by quarter units for each course, divided by the total number of quarter units (for all courses) in a Trimester, will be the Trimester Credit Average of a candidate.

**For example:**

| Code | Subject | Grade Value | Credits | Credit Value | Grade |
|---|---|---|---|---|---|
| MDB 335 | Strategic Management | 3.3 | 5 | 16.5 | B+ |
| MDB 336 | Business Communication | 3.6 | 5 | 18.0 | A- |
| MDB 337 | Essentials of Management | 3.6 | 5 | 18.0 | A- |
| MDB 338 | E-Commerce & E-Business | 3.8 | 5 | 19.0 | A |
| MDB 339 | Entrepreneurship Development | 3.0 | 5 | 16.5 | B+ |
| | | **TOTAL** | **25** | **88.0** | |

## NOTES:

1. Minimum PASS grade is 3.0.
2. Final letter grade will be calculated based on the Trimester credits.
3. Students will be allowed to proceed to the next Trimester irrespective of the grades obtained in Trimester I & Trimester II examinations.
4. Final Project will not be accepted unless the student clears all the trimesters.

## PROJECT REPORT

Each student shall be required to prepare, on the basis of investigations carried out by him in a business or industrial organization, a project report on possible solutions for a typical problem of current interest in the area of major specialization. The report should demonstrate the capability of the student for some creative potential and original approach to solve practical problems in today's working of a business organization. The report should include field studies, survey interpretation, planning and design of improved integrated management systems, presented in a comprehensive manner with recommendations of solutions based on scientifically worked out data. Two copies of the Project, completed in all respects, shall be submitted to CASME&T within the last date specified.

At the end of the Fifth Trimester, the students should take the Viva Voce examination through self-assessment. The Viva-Voce examination shall be conducted by a panel of faculty and project guide, and marks shall be submitted to CASME&T along with the copies of the Project Report.

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## STUDY MATERIAL

CASME&T arranges to provide up-to-date and relevant study material for all the subjects to the students of each programme. In certain cases, textbooks of known authors are provided. In addition, a detailed listing of reference books for each subject is also given to the students to enable them to read around the subject, ensuring that they have comprehensive and up-to-date knowledge of the subject.

## SCHEME OF EXAMINATION

The examinations are held at the end of each trimester. Each subject in the trimester carries grades as per the format explained above, and a separate grade is set apart for internal assessment. Minimum 50% grade scores are required to get through in each subject. A student has to pass in all subjects in order to be eligible for the award of Certification in Shipping & Logistics.

Students who fail in any subject of a particular Trimester or do not appear for the examinations can appear for these subjects as supplementary examinations along with the regular subjects of the current trimester.

## SCHEME OF EXAMINATION / CONTINUOUS EVALUATION

| **Trimesters 1 to 4 (each)** | **Marks** |
|---|---|
| **Group A: Substantive Assessment** | **25 Marks** |
| Assignments / Case Studies | 10 Marks |
| Industry Visit and Reporting | 10 Marks |
| Viva Voce | 05 Marks |
| **Group B: Examination / Descriptive Assessment** | **75 Marks** |

| Trimester 5 | Marks |
|---|---|
| Project Work | 100 Marks |
| Project Viva | 100 Marks |
| **Total Marks (Trimesters 1+2+3+4+5)** | **600 Marks** |

*Note: To evaluate the performance, a grading system is followed. Minimum B grade (50% marks) is required to be obtained in each group. The Cumulative Grade Point Average (CGPA) should be an aggregate of 3.00 to complete the course.*

## PROGRAMME STRUCTURE

| Activity | January Intake | May Intake | September Intake |
|---|---|---|---|
| Trimester I | 01 Jan - 15 Feb | 01 May - 15 Jun | 01 Sep - 15 Oct |
| Examination - Trimester I | 21-24 Feb | 21-24 Jun | 21-24 Oct |
| Trimester II | 25 Feb - 24 May | 25 Jun - 24 Sep | 25 Oct - 24 Jan |
| Examination - Trimester II | 01-05 Jun | 01-05 Oct | 01-05 Feb |
| Trimester III | 06 Jun - 05 Sep | 06 Oct - 05 Jan | 06 Feb - 05 May |
| Examination - Trimester III | 12-16 Sep | 12-16 Jan | 12-16 May |
| Trimester IV | 17 Sep - 16 Dec | 17 Jan - 16 Apr | 17 May - 16 Aug |
| Examination - Trimester IV | 23-27 Dec | 23 - 27 Apr | 23-27 Aug |
| Trimester V: Project Guidance & Viva-Voce | 28 Dec - 30 Mar | 28 Apr - 30 Jul | 28 Aug - 30 Nov |

## CONTACT CLASSES

Our Centre is equipped with adequate classroom, library & computer facilities and has engaged highly capable, experienced and renowned faculty who are an integral part of our identity. Our faculty comprise eminent personalities from academics & industry. Specified hours are allotted for each subject and project work through conveniently timed classroom sessions for working executives in the respective Trimesters.

## DECLARATION

"CASME&T in association with reputed education & training institutions in India & abroad is committed to providing high quality Education & Training in Management Studies & other disciplines to students, working professionals or anyone who aspire to enrich their knowledge and to become competent to face new challenges in the ever changing business & technological environment. CASME&T will strive to impart the best education & training in an enjoyable and productive learning environment, enabling students to acquire the desired professional managerial skills to meet career aspirations."

With the changing global scenario, the Indian Business World is moving fast in the direction of creating its significant presence in the World Market, and naturally there is a growing need of better Logistics and Shipping Industry in India. A large chunk of the Logistics & Shipping Industry is run by untrained and unskilled personnel performing their duties based on their traditional methods. Obviously, there is a great need for better systems and more skilled and trained personnel in the Logistics & Shipping business to meet the requirements of the present global scenario of the business world.

Realizing the need for professionals in the Logistics and Shipping Industry, CASME&T has launched this course.

Hence, the courses are designed to equip students to gain professional knowledge for the purpose of career progression.

## AWARD OF CERTIFICATION IN SHIPPING AND LOGISTICS MANAGEMENT

CASME&T will be awarding Certification in Shipping & Logistics Management after successful completion of the course & submission of project report.