

COURSE DESCRIPTION CARD

1. Course title:
International Trade Management

2. Course code:
Number of ECTS credits: 4
Course completion mode: E
Course commenced / Year: 2019/2020

3. Major: International Business

4. Department of major coordinator: Department of Consumption Research

5. Name of course instructor:
Lecture: Monika Sulimowska-Formowicz, Ph.D.
Classes: Monika Sulimowska-Formowicz, Ph.D.
Examiner: Monika Sulimowska-Formowicz, Ph.D.

6. Department of course instructor: Department of International Management

7. Number of contact hours with students:

Type of instruction	Full-time study	Part-time study
lectures	28	
classes	14	
foreign language classes		
lab classes		
seminars		
e-learning		
other		
Total hours	42	0
examination (hours)	3	

8. Course timeframe - no. of semesters: 1

Course commencement / Year: 2019/2020

Course commencement / Semester: winter

9. Level of tertiary education: Bachelor

10. Course status

- Compulsory for the major - IB

11. Course prerequisites

Compulsory: International Business Environment; Introduction to business law; Principles of management

Recommended: Principles of finance, Principles of marketing

12. Course objectives:

The main objective of this course is to provide students with knowledge on organizational aspects of international transactions in enterprises and to develop their skills in realization of international trade transactions of export/import. Students shall develop capabilities in: awarding the contract, choosing the applicable terms of trade, terms of delivery and methods of payment, preparing the documents representing international trade transaction – letter of inquiry, offer,

counteroffer, contract, documentary payment methods, transportation and insurance documents, customs procedures.

13. Teaching and learning methods:

A. Direct student-instructor contact:

No.	Teaching methods	Description	Number of hours	
			Full-time study	Part-time study
1.	Lectures	Lectures are provided in an interactive way with elements of discussion over focal topics.	28	-
2.	Classes	Students develop, present and discuss topics covered during lectures, analyze case studies, prepare own project and present their work.	14	-
Total			AS: 42	AN:0

B. Self-study:

No.	Learning methods	Description	Number of hours	
			Full-time study	Part-time study
1.	Group work over case study	Students work in 4people teams. Their task is to simulate the process of international trade transaction and to prepare the set of adequate documents.	28	-
2.	Reading source material	Literature and desk research to develop the knowledge gathered in classroom and during lectures.	20	-
3.	Own notes analysis	preparation to the exam and case study report	10	-
Total			BS: 58	BN:0

Total AS+BS = 100
 Examination (E) = 3
 Total AS+BS+E= 103

Total AN+BN = 0
 Examination (E) =0
 Total AN+BN+E = 0

14. Key words: modes of international trade, international trade, international trade transaction, international trade contract

15. Course content:

1. International trade - the essence, conditions. Features of international trade for business entities.
2. The development of international business operations - forms of presence on foreign markets.
3. Forms of international trade. Entities participating in international trade transactions.

4. Foreign trade transaction - the essence, elements, course. Preparation of an export and import transaction.
5. Concluding contracts in international trade. Ways of concluding contracts. Contract construction - contractual clauses.
6. Customs and habits in international trade.
7. Incoterms 2010. Selection of the delivery base.
8. Payment methods in international trade. Selection of payment terms and forms of settlement.
9. Customs clearance of goods.
10. Risk and insurance in international trade.
11. Documents in international trade.
12. International trade export / import contract realization.

16. Course learning outcomes as related to the learning outcomes of the major and methods for assessing student attainment

Intended learning outcomes of the major / Symbols	Intended learning outcomes of the course	Methods for assessing student learning outcomes	Documentation
<u>Knowledge</u>			
IB1_K05# IB1_K07#	<ol style="list-style-type: none"> 1. Student understands the conditions of conducting international trade and knows the basic forms of internationalization of business operations and development on foreign markets. 2. Student can indicate the basic acts legal regulations international trade in goods and services. 3. Student knows the general principles of operation on foreign markets and rules of conduct in the process of preparation and implementation of international trade transactions. 4. Student understands the role of the export function in organization structure and rules of cooperation with external entities in the process of preparation and implementation of international trade transactions. 	<p>Written test</p> <p>Group work over a case study</p>	<p>List of exam questions</p> <p>Group work report</p>
<u>Skills</u>			
IB1_S04# IB1_S11#	<p>Student is able to analyze and evaluate business opportunities for international trade of enterprises, identify, analyze, plan and carry out export / import transactions in practice.</p> <p>Student is able to choose the form of foreign market entry of a company.</p>	Group work over a case study	Group work report
<u>Social competences</u>			
IB1_C05# IB1_C06#	<p>Student has competences to work in a group, including the intercultural one.</p> <p>Student has capabilities for work over a project – preparation and realization of international trade transaction.</p> <p>Student has abilities of presenting the results of a team work.</p>	<p>Group work over a case study</p> <p>Case study presentation</p>	<p>Group work report</p> <p>Presentation handouts</p>

17. Method for determining the final course grade:

No.	Methods for awarding credits and course completion requirements	Description	Percentage of the final course grade*
1.	Written exam – individual work	Written answer for a set of open and closed questions.	50
2.	Case study – group work	The task is to develop a case study describing mode of entering foreign market and the process of a simulated export/import transaction.	30
3.	Case study presentation – group work	Presentation of group work results in front of the class	15
4.	Active participation	Taking active part in classes – preparation and participation in discussion.	5

* If students are required to obtain both a class grade and an exam grade, the class grade constitutes at least 30% of the final course grade.

Reading list**Mandatory readings:**

1. Sherlock, J., Reuvid, J.: The handbook of international trade. A guide to the principles & practice of export. Wyd. GMB Publishing Ltd., London, Philadelphia, 2016. (and earlier).
2. Albaum G., Duerr E., Josiassen A.: International marketing and export management. Wyd. Pearson Education Limited, 2016.
3. Harlaar, M., Ouwehand, M., De Leeuw, O.: Export a practical guide. Wyd. Noordhoff Uitgevers, Groningen, 2012.
4. Incoterms 2010. Wyd. International Chamber of Commerce, 2010.
<https://iccwbo.org/resources-forbusiness/incoterms-rules/incoterms-rules-2010/>
5. Dorożyński, T., Świerkocki, J. (eds.): Practical aspects in doing international business. Wyd. Wydawnictwo Uniwersytetu Łódzkiego, Łódź, 2016.
https://www.nist.gov.pl/files/zalacznik/1461859385_Dro%C5%BCynski_Practical_Aspects.pdf

Suggested readings:

1. J. Ramberg: ICC Guide to Incoterms® 2010. Wyd. International Chamber of Commerce, 2011.
2. O'Meara, A.: Making Money with Incoterms(R) 2010. Strategic Use of Incoterms(R) Rules in Purchases and Sales .Wyd. International Chamber of Commerce, 2017.
3. Seyoum, B.: Export-Import Theory, Practices, and Procedures. Wyd. Routledge, New York, London, 2009.
4. UNITED NATIONS COMMISSION ON INTERNATIONAL TRADE LAW: United Nations Convention on Contracts for the International Sale of Goods. Wyd. United Nations, New York, 2010.
<https://www.uncitral.org/pdf/english/texts/sales/cisg/V1056997-CISG-e-book.pdf>

19. Language of instruction: English**20. Course instructors' recommendations:**