

ITEM CARD (SYLLABUS)

Description of the course

Code course		Course name	International trade transaction	
IBF/O/I/NS/B2.35b			Transakcja w handlu zagranicznym	
Language		English		
Academic Year		2024/2025		
Direction of study		International Business and Finance		
Level of education (study)		Level 1		
Profile of education (study)		General academic		
Form of study		Extramural		
Semester / semesters		6		
Belonging to a course groups		B2-Elective courses specific to the field of study		
Course status		Elective		
Form of classes, hours, ECTS points		Form of classes	Number of hours	Number of ECTS points
		Lecture	10 [h]	4 ECTS
		Exercises	15[h]	
Relationship of subject	with profile of education (study)	Related to conducted scientific activity in the field of economics and finance		1 ECTS
	with qualifications	-----		ECTS
	with discipline	Economics and finance		4 ECTS
Form of teaching		traditional - classes organized at the University		
The criterion for the selection of students		All students of International Business and Finance		
Unit running course		Department of International Business and Finance		
Coordinator		Dr Izabela Młynarzewska-Borowiec		
Faculty www address		http://weif.uniwersytetradom.pl		
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COURSE OUTCOMES, METHODS OF TEACHING AND VERIFICATION OF THE EFFECTS OF EDUCATION

Purpose of the course:	The aim of the course is to familiarize students with the elements and the course of international trade transaction as well as activities, documentation and possible problems related to it.
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Course teaching content:	The course content is related to conducted scientific research.				
	Lecture content: <ol style="list-style-type: none"> 1) <i>The course of international trade transaction- planning and preparation for export/import transaction, phases of export/import transaction (1,5h, W1)</i> 2) <i>Foreign market research as the element preparation for trade transaction (1h, W2,BN)</i> 3) <i>Negotiations as the element of international transaction (1h, W1)</i> 4) <i>Request for quotation, commercial offer and contract (1,5h, W2)</i> 5) <i>Customs and procedures of international trade (1,5h, W1)</i> 6) <i>Logistic in international trade transaction (1,5h, W1)</i> 7) <i>Complains and disputes in international trade (1h, W1)</i> 8) <i>Test (1h)</i> 				
	Exercise content: <ol style="list-style-type: none"> 1) <i>Negotiations with partners coming from different countries- the role of cultural differences in negotiations (1h, U1, K1)</i> 2) <i>Request for quotation, commercial offer and contract in practice- exercises (4h, U2)</i> 3) <i>Settlements of international trade transactions (1,5h, W1)</i> 4) <i>Countertrade transactions (1,5h,U1,K1,BN)</i> 5) <i>Sources of foreign trade transaction financing (1,5h, U1, K1)</i> 6) <i>Transport modes in international trade (marine, airway, railway, road and intermodal transport) (1,5h,U1, K1)</i> 7) <i>Characteristics of the maritime, air, railway and road transport process (1h, U1, K1)</i> 8) <i>Risk and insurance in international trade transaction (1,5h, U1, K1)</i> 9) <i>Basic documents in international trade transaction (1,5h,U1, K1)</i> 				
Method of teaching:	<i>Instructional methods (lecture including multimedia techniques with elements of discussion);</i> <i>Practical methods (tasks, essays)</i>				
Grading criteria, criteria for assessing learning outcomes, method of calculating the final grade:	<i>The condition for passing the course is achieving all the required learning outcomes specified for the course.</i> <i>Lectures: written test</i> <i>Exercises final grade is determined by the following: essay (55%), performed task (35%), participation in discussion (10%)</i>				

Education effects for the course in relation to the direction effects and form of classes				Verification methods of learning outcomes (form check)	
Number of education effect	Description effects of education for the subject (PEU) Student who has completed the course (W) knows and understands/(U) is able to /(K) is ready to:	Directional learning effect (KEU)	Form of realization of teaching	Examination form	Form check
W1	<i>has basic knowledge in the field of trade transaction phases, trade negotiations, contracts, trade customs and practices, logistics and disputes in foreign trade</i>	K_W03 K_W06	lecture	Pass with a grade	Written test
W2	<i>knows the methods of international market analysis and commercial documents preparation</i>	K_W04	lecture	Pass with a grade	Written test
U1	<i>using the proper sources is able to analyse the selected element/problem of international</i>	K_U04 K_U08	exercises	Pass with a	Evaluation of

	trade transaction, prepare a paper and present it during classes			grade	performed essay
U2	is able to prepare a request for quotation, trade offer and simple contract	K_U07	exercises	Pass with a grade	Evaluation of performed task
K1	is aware of practical nature of the discussed problems and is aware of the need to keep track of them on a regular basis	K_K01	exercises	Pass with a grade	Discussion

Recommended reading, literature supplement, teaching aids					
Basic literature: <ul style="list-style-type: none"> A. Fornalska-Skurczynska, M. Skurczynski (eds.), <i>Introduction to International Trade</i>, Gdansk University Press 2016 A.X. Fellmeth, <i>Introduction to International Business Transactions</i>, Edward Elgar Publishing, 2020 ICC, <i>Free INCOTERMS 2020 introduction</i>; https://iccwbo.org/publication/incoterms-2020-introduction/; https://iccwbo.org/resources-for-business/incoterms-rules/incoterms-2020/ Supplementary literature: <ul style="list-style-type: none"> C. K. Chow, T.J. Schoenbaum, <i>International Business Transactions: Problems, Cases, and Materials</i>, Fifth Edition, Aspen Publishing, 2022 B.Seyoum, <i>Export-Import Theory, Practices and Procedures</i>, Routledge, New-York- London 2009 R.H. Folsom, G.M. Wallace, J.A. Spanogle, <i>Principles of International Business Transactions. Trade and Economic Relations</i>, Thomson West 2005 Union Customs Code (UCC), https://eur-lex.europa.eu/legal content/EN/TXT/?uri=CELEX: 02013R0952-20200101 Incoterms (2020), <i>The hidden champions of efficiency</i>, Deloitte, 2020; https://www2.deloitte.com/content/dam/Deloitte/de/Documents/consumer-business/Incoterms%202020%20-%20The%20hidden%20champions%20of%20efficiency_Deloitte.pdf DI. Młynarzewska, <i>The Theory of Customs Union: Trade Diversion and Welfare (Teoria unii celnej: Przesunięcie handlu a dobrobyt)</i>, w: J. Misala (red.), <i>Teoretyczne podstawy regionalnej integracji gospodarczej. Wybrane teksty (tłumaczenie tekstu R.J. Lipsey'a)</i>, Wydawnictwo Politechniki Radomskiej, Radom 2004. <p><i>A detailed list of additional literature, web sources and teaching aids will be provided by a teacher during the first class</i></p>					

Student workload needed to achieve the assumed learning outcomes - balance of ECTS points			
Participation in classes, activities	Student's working hours [h]		
	Other hours. Contact (IGK)	Classes without a teacher – student's own work (ZBN)	Classes
Participation in Lectures	X	X	10[h]
Participation in Exercises	X	X	15[h]
Participation in the Consultation	5[h]	X	X
Preparing to lectures/ exercises/seminars Preparation for an examination	X	70[h]	X
Summary of student's workload	5[h]/ 0,2ECTS	70 [h]/ 2,8ECTS	25[h]/1ECTS
Points of ECTS for subject	100[h] / 4ECTS		

Additional information and remarks
<p>For students with special needs, including those with disabilities and chronic illnesses, the methods and forms of verifying learning outcomes specified above (in the course syllabus) are appropriately adjusted to meet the individual needs of these students.</p> <p>"The detailed rules and rights of students with special needs, including those with disabilities and chronic illnesses, regarding participation, assessment, and examinations, are specified in the Study Regulations, Study Rules, and Procedures for Ensuring Accessibility of the Educational Process for Students with Special Needs, including those with disabilities and chronic illnesses."</p>

