



This is a 32 hour course on the basic shipping process for international trade and transportation. This training is designed to give each student a "Greenfield" view of the shipping industry and how each individual part of the process affects and compliments the whole. The goal is that each student understands the affects of their position on the other positions and functions carried out within the industry.

**The History and Evolution of the Containerized Shipping Industry** - history of cargo shipping and containerization.

**The Shipping Cycle** - Initiating a shipment - covers terms of sale, making the booking and all the associated documentation issued at the load port.

**Shipping Geography** - covers major trade lanes and the associated shipping ports, statistics about the main commodities, trading rules regulations and time zones.

**Customer Service/Booking Department** - Covers the booking process, trade and shipping conferences, the FMC, Rate quotations and Pricing requirements and key commercial terms used

**Equipment Control** - Covers various types of containers and their uses, all other type of equipment used in the transportation of cargo such as break bulk, bulk shipments etc. This section also covers different chassis variations, the container cycle as well as demurrage and per diem. equipment operations (advantages and disadvantages of each), equipment pools, maintenance & repair, (how to determine who's responsible for damages), the interchange agreement, owning versus leasing equipment and key terms specifically relating to the equipment control function.

**Intermodal Transportation** - Covers the role and the specifics of the truck, rail and barge in the transportation process, how to determine which type of transportation to use in different scenarios, how trucking rates are computed, the alternate port service, micro-bridge terms and meanings, mini-land bridge and land bridge, the railway structure and how containers are moved, weight guidelines and cost control measures.

**Export Documentation** - Covers the export process and all functions and people involved with it. The roles/functions covered are:

**Functions of the freight forwarder and NVOCC** Documentation requirements, such as the shipper's export declaration, bills of lading and the various types issued, the letter of credit, examples of types of documentation issued at the load port, U.S. Customs requirements, Terminal requirements, Special cargo requirements and their documentation.

This section ends with a review of the key terms used in Export documentation and the class is given an exercise in creating and issuing bill of lading instructions.



**Terminal/Marine Operations** - Covers the process starting at the gate. Covers the complexity of the job function handled at the terminal. Review of container yard operations, container freight station operations and how all types of break-bulk cargo are handled. Review marine operations and the stowage process, safety on the terminal, types of equipment used on a terminal, personnel and labor at a terminal.

**Port Tour** - a guided tour of a port terminal to review all of what they learned the previous day.

**Inbound Documentation** - This section covers the import process and all those job functions involved. The import shipping documents used at the discharge port, types of customs entries, quotas, inbound procedures at the discharge port, U.S. Customs requirements, other government agencies and requirements, terminal requirements, key terms used, and examples of documentation issued at the discharge port.

**Comprehensive Course Review** - The instructor then reviews all the areas covered during the course week and instructs the students on the requirements for testing and graduation

**Final Exam** - The final day testing is a 3-hour comprehensive example of multiple choice, fill in the blank and short answer questions.