

**Programme Name and Code:** Master of Tourism and Travel Management (MTTM-24)

**Course Name and Code:** GDS in Air Ticketing and Cargo Handling (MTTM-13A)

**Semester:** 3<sup>rd</sup>

**Objectives:** The course aims to provide systematic and comprehensive knowledge of the aviation industry, including a basic understanding of airline ticketing and cargo handling and an introduction to the air transport industry. It covers various codes, time calculations, types of journeys, fare calculations, cargo handling procedures, and airport formalities.

<b>Block-1</b> <b>Background for Airlines Ticketing</b>	
<b>Unit-1</b>	Air Transport Concept and IATA Geography of Airlines
<b>Unit-2</b>	Time Zones and Calculation of Time; GMT variations
<b>Unit-3</b>	IATA 3-letter City/ Apt. Codes, Airlines, Country and Currency codes; Significance of ABC
<b>Unit-4</b>	Travel Documentation, Baggage Regulations, and Airport and Aircraft procedures
<b>Unit-5</b>	Type of Airlines and aircraft; Passenger Capacity and Aircraft Seating Plans; Aircraft Configuration and Features
<b>Block-2</b> <b>Airlines Ticketing – Key Issues and Procedures</b>	
<b>Unit-6</b>	Flight Schedules, Flight Connections and Itinerary Planning
<b>Unit-7</b>	Fares: Tariff Terminology, Types of Fares, Fare calculation, Currency Conversion Table and Modes of Payment
<b>Unit-8</b>	Ticketing: Issuance; Cancellation and Re-issuance; Airline Reservations
<b>Unit-9</b>	Factors Affecting the Tour Cost and Procedures for Cost Determination, Pricing Strategies and Calculation of Tour Price
<b>Unit-10</b>	Impact of Automation on Ticketing Business: Prevailing Scenario and Future Perspective
<b>Block-3</b> <b>Basics of Cargo Operations</b>	
<b>Unit-11</b>	Cargo Industry – Evolution and Growth; Impact of Globalisation and Automation
<b>Unit-12</b>	DGR and Live Animals Regulations; Cargo Insurance Clauses
<b>Unit-13</b>	Aircraft Configuration, Capacity Familiarization and Limitations
<b>Unit-14</b>	IATA Cargo Agents, Consolidators, Freight Forwarders, CHA's and Break-Bulk agents

<b>Block-4</b>	
<b>Cargo Operations - Procedural Perspective</b>	
<b>Unit-15</b>	Rules for Cargo acceptance: Rounding off Weights/ Dimensions/Currencies; Volume - Weight Concept; Chargeable Weight; Valuation charges
<b>Unit-16</b>	Cargo Rating and Documentation; GCR, CCR & SCR
<b>Unit-17</b>	Procedures related to Packing, Marking, Labelling, Export - Import Documentation, Shipping bill and Landing Bill.
<b>Unit-18</b>	Import-Export Flow chart and Airway bill completion

**Suggested Readings:**

- Air Cargo Tariff Manuals.
- IATA Live Animals Regulations Manuals.
- Negi, J. (2009). "Air Travel Ticketing and Fare Construction." Kanishka Publishers, New Delhi.
- Singh, R. (2009). "Handbook of Global Aviation Industry and Hospitality Services." Kanishka Publishers, New Delhi.
- Graham, A. (2023). "Managing Airport: An International Perspective." Butterworth Heinemann, Oxford.
- Doganis, R. (1992). "The Airport Business." Routledge, London.
- Senguttuvan, P. S. (2006). "Fundamentals of Airport Transport Management." McGraw Hill.