

# CARGO NTRODUCTORY COURSE-IATA

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## **ABOUT THE COURSE**

With over 52 million tons of cargo shipped annually, the air cargo industry is the place to be. Prepare yourself to work in the industry with this comprehensive course. You will learn about basic IATA cargo rules and procedures, how freight forwarders & airline cargo units operate, plus much more.

This course is mandated for IATA Cargo Agents in accordance with the IATA Cargo Agency Resolutions.

# WHO SHOULD ATTEND?

This course is recommended for:

- Newcomers to the industry
- Cargo agent and air freight forwarder sales and marketing staff
- Airline and manufacturer sales, reservations, and acceptance staff
- Junior-level managers at cargo agents, airlines, and manufacturers

# **COURSE CONTENT**

- Operations at cargo agencies, airlines, and freight forwarders
- Air cargo acceptance basic rating principles
- Air waybill completion
- Industry terminology and abbreviations
- IATA geography, TACT, and other cargo manuals

# WHAT YOU WILL LEARN

Upon completing this course you will have the skills to:

- Guide clients on the IATA rules and procedures for air freight shipments
- Arrange air cargo shipments in accordance with IATA rules and procedures
- Apply published rates and charges for air cargo shipments
- Complete air waybills accurately
- Prepare shipments ready for carriage

#### **EXAM INFORMATION**

- Exam Method: Online exam with remote supervision
- Exam Format: Multiple Choice questions, Closed Text Book, the TACT Training Edition is required during the exam.
- Number of questions: 100
- Time Allowance: 3 hours
- Passing Grade: 60 correct answers
- Distinction Grade: 90 correct answers
- Number of exam attempts: 2
- An IATA Certificate is awarded to participants successfully passing the final exam.

# **CERTIFICATE AWARDED**

• An IATA Diploma is awarded to participants successfully passing the final exam.

#### WHY YourOwn?

- Online and on-site classes
- structured 36 hrs of classes that covers the entire syllabus
- Full-time IATA Certified and Experienced instructors
- Regular practice tests in the class
- Personalised doubt clearing sessions with the Trainer
- Full Mock tests
- Pass guarantee
- Free seminars and workshops
- Free CV Writing & Interview Technique Classes
- Complete exam support
- Clear doubts with trainers via dedicated WhatsApp groups
- Attempt online tests and assignments with trainer feedback
- A dedicated session for fare Calculation
- Full exam support
- Identify weak areas per topic that require additional practice with the help of performance metrics and reports
- Full-length practice exams online
- Free Demo classes

# **ABOUT US**

YourOwn Institute of Training & Professional Development is established in May 2021 with the approval from DED & KHDA-Dubai.

A set of experienced Educational Experts, world class Trainers and Professional consultants who know the need and pulse of the working force, are behind this venture. This Institute is developed after doing immense market survey from the working force and the Corporates. We collected feedback from them and realised what they want exactly to upgrade in their professional career.

As the name suggests it is 'YourOwn Institute'. We are committed 100% Customer happiness. Excellent consultation, career counselling based on TNA and world class training are our highlight.

We at YOI, offer you a wide range of Professional courses. Whichever field you are working, we have a course for your Professional Development. We provide a complete exam preparation for Professional courses like ACCA, CIMA, CMA, CPA, CIA, CFE, CAMS, IATA courses, international HR Certifications, PMP, Six Sigma, NCMA programs and many more. Besides these, we have KHDA certificate programs on Airline and travels, Accounting and finance, Engineering, IT, Languages, Logistic and Supply chain and courses related to Management. All these courses are approved globally and attracts employment opportunities from Multinational companies.

We at YourOwn Institute also provides excellent coaching and training for the Corporates. We have a team of Professionals who can tailor made and customize the programs for you in a very affordable budget and we guarantee your satisfaction as an end result. We also offer you one day and two-day workshops to upgrade the skills of your employees.

We are offering both Online and on-site classes. We are open to conduct the classes at our premises, your company premises, Hotels or any venue according to your convenience. We guarantee on quality and satisfaction on every situation.

Please walk-in to our office and feel the difference in customer service and get your dream course and Certifications.