

EPC & NCDPD launches specialized trainings for handicraft exporters / manufacturers / artisans

Name of the Specialised Training

Course Details

Section A- Financial Issues Pertaining to Exports

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| 1. Fundamentals of Finance pertaining to Company | <ul style="list-style-type: none">Understanding the finance functionRole and Scope of Financial StatementsKey Accounting and Terminologies |
| 2. Foreign Exchange Markets & Derivatives | <ul style="list-style-type: none">Overview- Size of Global & Indian Forex MarketForeign Currency Options |
| 3. UCP 600 | <ul style="list-style-type: none">Different methods of International trade payments and the relevant risk factors |
| 4. Working Capital Management | <ul style="list-style-type: none">Financial Analysis of the Supply ChainCritical Components of Receivables Management. |
| 5. Customer Receivables Management for Corporates | <ul style="list-style-type: none">Introduction Credit ManagementCredit ManagementCustomer EvaluationControlling Receivables |
| 6. Insurance | Insurance for the risks and potential risks facing the business. |

Section B- Legal & Debt Collection

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| 7. Insurance claims | Submission of claims to the insurer |
| 8. Debt collection | <ul style="list-style-type: none">Liaison/negotiation with payment defaultersEngage debt collection agency/set up an in-house team of debt collectionLien on goods/repossession of goods |
| 9. Dispute resolution | <ul style="list-style-type: none">Meetings/tele-conferences with the defaulterAttempt for amicable settlement in a strong and persuasive tenorDrafting and serving formal legal notice, if needed.Decision on type of litigation such as Law suits. |
| 10. Commercial documents | Update the terms & conditions of business (sale and purchase) in line with the international norms |

11. Non- Payment

- Review and revise the contract templates for purchase/sale of goods in line with international norms
- Update purchase orders
- Set deadlines for receipt of payments (in either the contract or terms & conditions)

- Negotiate in terms of existing good relationship (put a demand procedure in place- 1st demand/ 2nd demand, with deadlines)
- Proceed for criminal sanctions- the Negotiable Instruments Act, 1881 ('Act') makes the dishonor of cheques a criminal offense.

Section C- Computer & Design

12. Autocad

- Introduction to AUTO CAD, Coordinate systems
- Drafting Setting, Spline, Revision Cloud, X-Line, Ray Rectangle, etc.
- Offset, Rotate Mirror, Trim, Layer Management Dimension Text. Measure, Divide, Insert, Minsert Design Centre.

13. 3DS Max

- Getting started with 3ds Max, Working with objects, selecting objects.
- Modeling Basics, drawing and editing 2D splines and shapes.
- Materials, Cameras and Lighting Basics, exploring the material editor.
- Animation & Rendering Basics.

Section D- Linguistics

14. Foreign language programme

- Spanish, German, French
(2-3 hours every Saturday and Sunday for 30 hours)

Course Duration

- : Programme No. 1- 11: 1 day(2-3 hours) [Saturday/ Sunday]
- : Programme No. 12-13: 8 days each(2-3 hours) [Saturday/ Sunday]
- : Programme No. 14: 15 days each, 2-3 hours [Saturday/ Sunday]

TIMINGS

Venue

- : 10 AM - 1 PM
 - : (a) For courses 1-11 and 14 at NCDPD
 - : (b) For courses 12-13 at C-Tech Cura, O-7, Lajpat Nagar II, New Delhi
1. For all the courses- Rs 1500 per programme
2. For foreign language courses- Rs 5000 per language per course
3. The above course fee also includes study material and light refreshments

Submission of Application

Contact Person

E-mail

- : Visit our website www.ncdpd.com/ www.epch.com/ for more details
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