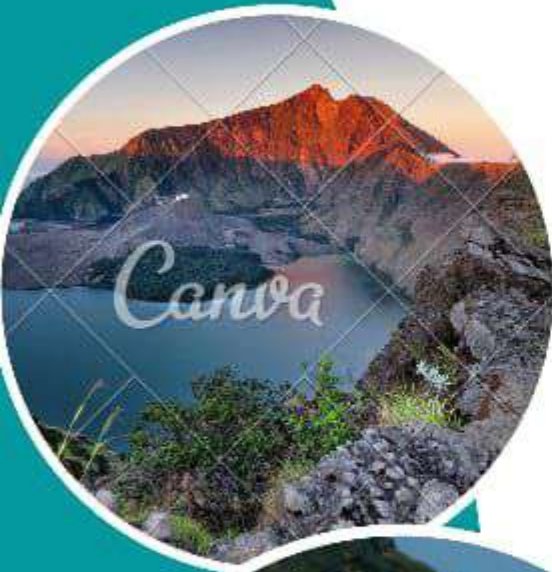
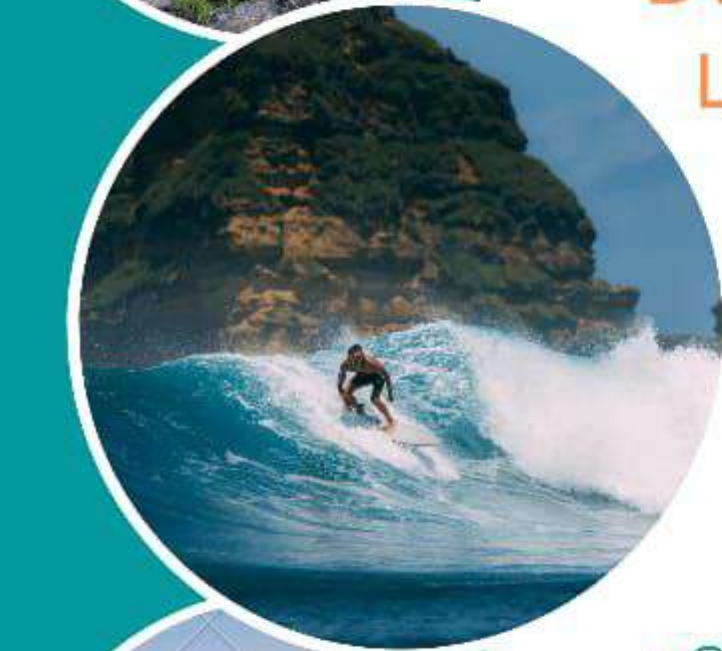


Department Of Vocation



BVoc Travel, Tourism And
Logistics Management

Value Added Courses



- Office Automation
- Customer Service Skills
- Computer Reservation System
- Airport Ground Services
- Dangerous Goods For
Passengers Handling Staff
- Safety And Security Services
In An Airport

CMS College Kottayam (Autonomous)
Department Of Vocation
B VocTravel, Tourism and Logistics Management

Report – Value Added Course

Title :Airport Ground Services


Course Code :

Semester :4

The Dept. of Vocation, Travel, Tourism and Logistics Management conducted value added course on Airport Ground Services for the fourth semester students. The course consisted of the following topics -Airport Services, Functional areas of Ground handling Department, Airline Departments, Baggage handling procedures and Terminal Services.

The programme helped the students to gain better knowledge on major Airport Services and major ground services in an Airport.




Head of the Department
B.Voc
CMS College, Kottayam (Autonomous)

4. AIRPORT GROUND SERVICES

Course Description:

The course focuses some of the areas such as staff working, Airport information desk, Tickets and Fare counters, baggage handling and other related works scheduled at the Airport. It enables the students effectively work in Airport Atmosphere.

Course Objective:

Adopt a professional styles in an Airport functional area except cabin crew.

AIRPORT GROUND SERVICES

Course	Details				
Code					
Title	AIRPORT GROUND SERVICES				
Degree	B.Voc Travel, Tourism and Logistics Management				
Branch(s)	Tourism and Travel Management				
Year/Semester	Fourth				
Type	Add-on				
Credits	2	Hrs/Week	Hours 6	Total Hours	36
CO No.	Expected Course Outcomes Upon completion of this course, the students will be able to:			Cognitive Level	PSO No.
1	Understand the major Airport Services			U	1,2
2	Understand the Major Ground services in an Airport			U	1,2
Cognitive Level: R-Remember; U-Understanding; Ap-Apply; An-Analyze; E-Evaluate; C-Create					

Module	Course Description	Hrs	CO. No.
1	Air Port Services	10	
1.1	Introduction about Air Port Services	3	1
1.2	Divisions of Air Port Services	2	1
1.3	Major Functional Areas of Airport	2	1
1.4	Terminal Services	3	2
2.0	Ground Handling Department	12	
2.1	Functional Areas of Ground handling Department	3	1
2.2	Terminal Services	4	1

2.3	International and domestic terminal services	5	1
3.0	Selection of Airport Ground staff.	14	
3.1	Airline Departments	2	2
3.2	Ground handling Procedure - IATA Codes	3	2
3.3	Baggage Handlings – Fire Fighting, Dangerous goods	3	1
3.4	First Aids – Announcements.	6	1

SUGGESTED READING

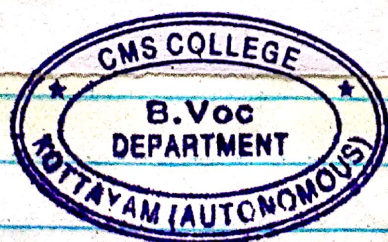
1. Rough Guides
2. Lloyd Goodman and Richard Jackson: Geography of Travel and Tourism –Delmar (1999)
3. Sunil Sharma, Emerging International Tourism Markets, RajatPublications(2007)
4. PremnathDhar, International Tourism Emerging Challenges &Futureprospects, Kanishka Publishers Distributors
5. . Study Kit for IATA/UFTAA
6. Foundation Course: - Module – I – Introduction to tourism
7. Module – II – Travel Geography
Module – III – Air Transport
Module – IV – Air Fares &Ticketing


CMS College, Kottayam(Autonomous)

VALUE ADDED COURSE (2018 Admission)

ATTENDANCE SHEET - AIRPORT GROUND SERVICES -TT18A1004

Roll No	Name	3/12	4/12	5/12	6/12	7/12	8/12	9/12	10/12	11/12	12/12	Date/Hrs	13/12	14/12	15/12	16/12	17/12	18/12	19/12	20/12	21/12	22/12	23/12	24/12
		3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
1	Ahammed Hussain	X	X	X	X	X	X	X	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X
2	Akhil George Varghese	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3	Alan Antony	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	A	X	X	X	X
4	Albin Mathew	X	X	X	X	X	X	X	X	X	X	A	A	X	X	X	X	X	X	X	X	X	X	X
5	Albiya Mol K. Rajan	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
6	Amitha Benny	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
7	Anish Thomas	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	A	X	X	X	X	X
8	Ashly Elizabeth Sajan	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
9	Athira Sasi	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
10	Bibin Sunil	X	X	X	X	X	X	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X
11	Bijimon P T	X	A	X	X	X	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X	A	X
12	Bijo Joy	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
13	Devagayathri Anil	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
14	Feba Salim	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
15	Jerin Thomas	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	A	X	X	X	X	X	X
16	Jerin Varghese Joy	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
17	Manas Raveendran	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
18	Muhammed Ansil T.H	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
19	Nelson Jose	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
20	Punnoose J Santhosh	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
21	Reshma V.S	X	X	X	A	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
22	Sandeep N.G	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
23	Selin Mathew	X	X	X	X	X	X	X	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X
24	Tony Sunny	X	X	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
25	Vishnu Raj	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X




 Head of the Department
 B.Voc
 CMS College, Kottayam (Autonomous)