Raghunath Girls' Post Graduate College, Meerut

Aptech Learning Center & Aptech Aviation Academy- R.G.(P.G.) Computer Centre

Skill Development Course

Title of course- **Basic Certificate in Travel Agency and Tour Operations (V0001023)**

Syllabus

Paper Title: *Tour Package Operations and Management* (Theory and Practical)

Nodal Department of HEI to run course	Department of Vocational Studies
Broad Area/Sector-	Tourism Management
Sub Sector-	Travel Agency and Tour Operations
Nature of course - Independent / Progressive	Independent
Name of suggestive Sector Skill Council	NSDC
Aliened NSQF level	
Expected fees of the course –Free/Paid	As Mutually Decided by College & PCE (Aptech)
Stipend to student expected from industry	NA
Number of Seats-………….	As suggested by college
Course Code………………	
Max Marks……… Minimum Marks………	Credits- 03 (1 Theory, 2 Practical)
Name of proposed skill Partner (Please specify, Name of industry, company etc for Practical /training/ internship/OJT)	Aptech Aviation Academy & Learning, Meerut
Job prospects-Expected Fields of Occupation where student will be able to get job after completing this course in (Please specify name/type of industry, company etc.)	Students will be able to get job in Travel Agencies, Hotel Travel desk, entrepreneurs in Tourism Sector

Syllabus

Unit	Topics	General / Skill component	Theory/ Practical/ OJT/ Internship/ Training	No of theory hours (Total-15 Hours=1 credit)	No of Practical Hours (Total-60 Hours=2 credits)
I	Introduction to Tourism Industry	**Skill**	**Theory/ Practical**	3	5
II	Domestic and International Tour Packages	**Skill**	**Theory / Practical**	4	5
III	Tour Package Formulation	**Skill**	**Theory/ Practical**	3	20
IV	Tour Package Sales	**Skill**	**Theory / Practical**	5	30

Suggested Readings: As suggested by college or University.

Suggested Digital platforms/ web links for reading- www.aptechmeerut.com

Suggested OJT/ Internship/ Training/ Skill partner – Aptech Learning & Aviation Academy (Authorized Partner PCE)

Suggested Continuous Evaluation Methods: **Total Marks: 25, House Examination/Test: 10 Marks**

Written Assignment/Presentation/Project / Term Papers/Seminar: 10 Marks

Class performance/Participation: 5 Marks

Course Pre-requisites:
- Intermediate in any stream
- Good Communication Skills
- Able to work 24X7 during the training or OJT.

Suggested equivalent online course : https://www.aptechlearning.com https://www.aptechaviationacademy.com

Any remarks/ suggestions: Teaching mode / Study Material will be available in English Language Only.

Notes:
- Number of units in Theory/Practical may vary as per need
- Total credits/semester-3 (it can be more credits, but students will get only 3credit/ semester or 6credits/ year
- Credits for Theory =01 (Teaching Hours = 15)
- Credits for Internship/OJT/Training/Practical = 02 (Training Hours = 60)

Sachin Sisohi

R.G. (P.G.) Computer Centre
Meerut

Principal
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Meerut