

## International Trade Operations – framework schedule 2025

Date	Content of the lecture	Seminar content
19.2.	Lecture 1— Introduction to international trade operations—the first part	Basic information, organisation of seminars, explanation of the template for writing a seminar project, seminar project instructions
26.2.	Lecture 2— Introduction to international trade operations—second part	Assigning appropriate trading methods to a specific trading operation
5.3.	Lecture 3— Implementation of trade operations and trade documentation—the first part (preparation and plans, business negotiations)	Using the global negotiation process “The fish” to negotiate trade
12.3.	Lecture 4 – Implementation of trade operations and trade documentation – the second part (Incoterms, documents, international trade organizations) Lecture 1-4	Description of selected international trade organizations - their function, contribution, and competencies.
19.3.	Self-study due to the teacher's foreign work travel—materials will be supplied. Lecture 5— The role of risk in trade operations	There will be no seminar.
26.3.	Lecture 6— The risk management process	Application of the risk matrix to the topic of the seminar project
2.4.	Lecture 7— Trade operations in planning and managing sales	Product profitability calculation Sales plan for established retail unit and the new unit
9.4.	Lecture 8 – Payment terms and financing of international trade Lecture 5-8	Setting up a claim’s procedure for the topic of the seminar project
16.4.	Lecture 9— Trade operations in business logistics and distribution	Description of the logistics market in selected countries
23.4	Lecture 10— Trade operations in planning and managing the purchasing process	Assessing new supplier Analysis of trade agreements between countries related to the seminar project
30.4.	Lecture 11— Procedural arrangements for international transport and customs clearance operations	Determining the appropriate type of transport for the selected goods in the seminar project and describing customs clearance
7.5.	Lecture 12 – Importance of electronic goods movement in trade operations Lecture 9-12	Assessing the possibility of setting up a website in a country as part of a seminar project according to international barriers
14.5.	Final Recap of Lecture Material	Individual defence of the semester project by means of a presentation