

Syllabus of Certificate Course in Basics of Travel & Tourism

Introduction to Tourism			
Unit No.	Topic	Learning Point	Periods
1	Introduction to Travel and Tourism	1.1 Basic concepts: Travel & Tourism 1.2 Types of Tourist and Tourism 1.3 Types of transportation 1.4 Importance of Tourism	05
2	Nature and Scope of Tourism	2.1 Nature of Tourism 2.2 Scope of Tourism 2.3 Elements of Tourism	05
3	Local Tourism	3.1 Concept and need of local tourism 3.2 Introduction to local tourist places 3.3 Physical Tourism	05
4	Tour planning and Skill development	4.1 Basic skills: Communication, Time Management, Computer operating, online booking, Net banking, Cancellation of booking and ticket, etc. Framing the tour plan (Itinerary): Budget (Costing), Duration, Insurance, Route and other requirements for individual, family, group and mass level tours	05
5	Visit to tourist place	One Day short tour	10

References:

5. Tourism Systems - Mill and Morisson
6. Studies in Tourism - Sagar Singh
7. Tourism: Principles and Practices - Cooper C., Fletcher J., Gilbert D and Wanhil.
8. Tourism: Principles and Practices - McIntosh , R.W.

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