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| UČNI NAČRT PREDMETA / COURSE SYLLABUS | | | | | | | | | | | | | | | | |
| **Ime predmeta:** | | DOKUMENTACIJA V LOGISTIČNIH PROCESIH | | | | | | | | | | | | | | |
| **Course title:** | | DOCUMENTATION IN LOGISTICS PROCESSIS | | | | | | | | | | | | | | |
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| **Študijski program in stopnja**  **Study programme and cycle** | | | | | **Študijska smer**  **Study option** | | | | | | | **Letnik**  **Year of study** | | **Semester**  **Semester** | | |
| GOSPODARSKA IN TEHNIŠKA LOGISTIKA 1. stopnja | | | | |  | | | | | | | 3. | | 5. | | |
| PROFESSIONAL HIGHER EDUCATION STUDY PROGRAMME ECONOMIC AND TECHNICAL LOGISTICS 1st degree | | | | |  | | | | | | | 3. | | 5. | | |
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| **Vrsta predmeta (obvezni ali izbirni) /**  **Course type (compulsory or elective)** | | | | | | | | | | | OBVEZNI | | | | | |
| COMPULSORY | | | | | |
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| **Univerzitetna koda predmeta / University course code:** | | | | | | | | | | | VS | | | | | |
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| **Predavanja**  **Lectures** | **Seminar**  **Seminar** | | | **Vaje**  **Tutorial** | | **Klinične vaje**  **Clinical training** | | | | **Druge oblike študija**  **Other forms of study** | | | **Samost. delo**  **Individual work** | |  | **ECTS** |
| 21e-P  24 a-P |  | | | 21 e-v  24a-V | |  | | | |  | | | 90 | |  | 6 |
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| **Nosilec predmeta / Course coordinator:** | | | | | **IGOR JAKOMIN** | | | | | | | | | | | |
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| **Jeziki /Languages:** | | | **Predavanja / Lectures:** | | | | SLOVENSKI/SLOVENE | | | | | | | | | |
| **Vaje / Tutorial:** | | | | SLOVENSKI/SLOVENE | | | | | | | | | |
| **Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:** | | | | | | | |  | **Prerequisites for enrolling in the course or for performing study obligations:** | | | | | | | |
| Ni pogojev. | | | | | | | |  | None. | | | | | | | |
| Vsebina (kratek pregled učnega načrta): | | | | | | |  | | **Content (syllabus outline):** | | | | | | | |
| * Uvod v logistične procese, * Pregled in opredelitev dokumentacije v logističnih procesih, * Deležniki glede na transportne modalitete, * Deležniki v skladiščih, terminalih in intermodalnih vozliščih, * Specifični deležniki fizičnega toka blaga, * Specifični deležniki finančnega toka blaga, * Specifični deležniki informacijskega toka blaga, * Povezava med različnimi deležniki logističnih procesov, * Kreacija, tok dokumentacije in zaključek dokumentarnega toka, * Specifika dokumentov mednarodnih organizacij, * Vpliv sodobnih tehnologij na dokumentarni tok * Trendi bodočnosti povezani z dokumentacijo v logističnih procesih, * Primerjalna analiza prevoznih modalitet, kot dejavnik učinkovitega toka blaga skozi pogled digitalne transformacije. | | | | | | |  | | * Introduction to logistics processes, * Review and definition of documentation in logistics processes, * Stakeholders according to transport modalities * Stakeholders in warehouses, terminals and intermodal nodes, * Specific stakeholders in the physical flow of goods, * Specific stakeholders in the financial flow of goods, * Specific stakeholders in the information flow of goods, * Connection between different stakeholders in logistics processes, * Creation, flow of documentation and completion of the documentary flow, * Specifics of documents of international organizations, * Influence of modern technologies on documentary flow, * Future trends related to documentation in logistics processes, * Comparative analysis of transport modalities as a factor of efficient flow of goods through the view of digital transformation. | | | | | | | |
| **Temeljni literatura in viri / Reading materials:** | | | | | | | | | | | | | | | | |
| * Morgan, S. (2019). *Global contract logistics: best practice toolkit for planning, negotiating and managing a contract*. Kogan Page. * Gilbert, R., Perl, A.: Transport revolutions: Moving people and freight without oil, Earthscan, London, 2008. * Jerman, B.: Vprašanje logističnega prava, Uradni list, Ljubljana, 2010. | | | | | | | | | | | | | | | | |
| **Cilji in kompetence:** | | | | | | |  | | **Objectives and competences:** | | | | | | | |
| Cilji predmeta so:   * opredeliti dokumentacijo v logističnih procesih, * definirati deležnike fizičnega, finančnega in informacijskega toka blaga in razumeti povezavo med njimi, * pojasniti tok dokumentacije v logističnih procesih, * izpostaviti specifiko dokumentov mednarodnih organizacij, * pojasniti vpliv sodobnih tehnologij na dokumentarni tok in trendov.   Kompetence, ki jih študenti usvojijo:   * spoznati dokumentacijo v logističnih procesih, * identificirati vlogo in pomen deležnikov fizičnega, finančnega in informacijskega toka blaga, * identificirati vlogo in pomen deležnikov v skladiščih, terminalih in intermodalnih vozliščih, * razumeti povezavo med različnimi deležniki logističnih procesov, * spoznati dokumentarni tok z vidika logističnih procesov, * dojeti vpliv sodobnih tehnologij na dokumentarni tok in kreacijo dokumentov, * usposobiti se za uporabo dokumentov pri izvajanju logističnih procesov, * naučiti se uporabljati digitalna orodja dokumentarnega toka v logističnih procesih. | | | | | | |  | | The objectives of the course are:   * define documentation in logistics processes, * define the stakeholders of the physical, financial and information flow of goods and understand the connection between them, * explain the flow of documentation in logistics procedures * highlight the specifics of documents of international organizations, * explain the impact of modern technologies on documentary flow and trends.   Competences that students acquire:   * get acquainted with documentation in logistics processes, * identify the role and importance of stakeholders in the physical, financial and information flow of goods, * identify the role and importance of stakeholders in warehouses, terminals and intermodal nodes, * understand the connection between different stakeholders in logistics processes, * get to know the documentary flow from the point of view of logistics processes, * understand the impact of modern technologies on document flow and document creation * be trained to use documents in the implementation of logistics processes, * learn to use digital document flow tools in logistics processes. | | | | | | | |
| **Predvideni študijski rezultati:** | | | | | | | |  | **Intended learning outcomes:** | | | | | | | |
| Študent je ob zaključku predmeta zmožen:   * uporabiti ustrezno dokumentacijo v logističnih procesih, * opravljati funkcije in naloge deležnikov fizičnega, finančnega in informacijskega toka blaga, pa tudi organizirati njihovo delo, * načrtovati in izvajati dokumentarni tok glede na različne trasnportne modalitete, * načrtovati in izvajati v skladiščih, terminalih intermodalnih vozliščih, * predlagati uvedbo in tudi uporabiti sodobne tehnologije v dokumentarnem toku logističnih procesov. * prepoznati in implementirati trende digitalnega razvoja. | | | | | | | |  | Upon completion of the course, the student is able to:   * use appropriate documentation in logistics processes, * perform the functions and tasks of stakeholders in the physical, financial and information flow of goods, as well as organize their work, * plan and implement the documentary flow according to different transport modalities, * design and implement in warehouses, terminals and intermodal nodes, * propose the introduction and use of modern technologies in the documentary flow of logistics processes. * identify and implement digital development trends. | | | | | | | |
| **Metode poučevanja in učenja:** | | | | | | | |  | **Learning and teaching methods:** | | | | | | | |
| Predavanja: pri predavanjih študent spozna teoretične vsebine predmeta. Del predavanj se izvaja na klasični način v predavalnici, del pa v obliki e-predavanj (e-predavanja se lahko izvajajo na videokonferenčni način ali s pomočjo posebej v ta namen didaktično pripravljenih e-gradiv v virtualnem elektronskem učnem okolju).  Vaje: pri vajah študent utrdi teoretično znanje in spozna aplikativne možnosti. Praktične strokovne ekskurzije v podjetja dobrih praks v Republiki Sloveniji. Del vaj se izvaja na klasični način v predavalnici, del pa v obliki e-vaj (e-vaje se lahko izvajajo na videokonferenčni način ali s pomočjo posebej v ta namen didaktično pripravljenih e-gradiv v virtualnem elektronskem učnem okolju). | | | | | | | |  | Lectures: students understand the theoretical frameworks of the course. Part of the lecture course is in a classroom while the rest is in the form of e-learning (e-lectures may be given via video-conferencing or with the help of specially designed e-material in a virtual electronic learning environment).  Tutorials: Students enhance their theoretical knowledge and are able to apply it. Practical tutorials are in form of excursion in a best-practice companies in Slovenia. Part of the seminar is in a classroom while the rest is in the form of e-learning (e-tutorials may be given via video-conferencing or with the help of specially designed e-material in a virtual electronic learning environment). | | | | | | | |

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| **Načini ocenjevanja:** | Delež (v %) /  Share (in %) | **Assessment methods:** |
| * Seminarka naloga * Pisni izpit.   Pozitivno opravljena seminarska naloga je predpogoj za pristop k pisnemu izpitu. | 49%  51% | * Seminar work * Written exam   A positive seminar work is a prerequisite for taking the written exam. |

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| **Reference nosilca / Course coordinator's references:** |
| 1. JAKOMIN, Igor et al. Inclusive deployment of blockchain for supply chains : part 1 : introduction. Geneva: World Economic Forum, cop. 2019. 25 str., ilustr. <https://www.weforum.org/whitepapers/inclusive-deployment-of-blockchain-for-supply-chains-part-1-introduction>. [COBISS.SI-ID [512984893](https://plus.si.cobiss.net/opac7/bib/512984893?lang=sl)] . 2. JAKOMIN, Igor. How implement blockchain technology in shipping business - case study CargoX : IRU World Congress, roundtable session Reaping the benefits of new business models, 8 Nov. 2018, Muscat, Oman. [COBISS.SI-ID [512985149](https://plus.si.cobiss.net/opac7/bib/512985149?lang=sl)]. 3. KONTELJ, Monika, JAKOMIN, Igor. Transport modelling of freight flows in accordance with investments : case study of Slovenian railways. Promet, ISSN 0353-5320. [Print ed.], 2014, vol. 26, no. 5, str. 429-436, ilustr. <http://www.fpz.unizg.hr/traffic/index.php/PROMTT/article/view/1456>, doi: [10.7307/ptt.v26i5.1456](https://doi.org/10.7307/ptt.v26i5.1456). [COBISS.SI-ID [2553443](https://plus.si.cobiss.net/opac7/bib/2553443?lang=sl)]. 4. JAKOMIN, Igor, KOBILICA, Rok. Planning model of purchasing logistics in outsourcing. Transport problems : international scientific journal, ISSN 1896-0596. [Printed ed.], 2014, vol. 9, iss. 1, str. 69-81. <http://transportproblems.polsl.pl/pl/Archiwum/2014/zeszyt1/2014t9z1_08.pdf>. [COBISS.SI-ID [2497379](https://plus.si.cobiss.net/opac7/bib/2497379?lang=sl)]. 5. JAKOMIN, Igor, KOBILICA, Rok. The meaning of supply chains and outsourcing for the purchasing logistics. V: SCHLIEPHAKE, Konrad (ur.), ROSI, Bojan (ur.), STERNAD, Marjan (ur.). Transport research in a changing world : case studies from Slovenia and Germany = Verkehrsanalysen im wandelnden Raumbezug : Fallstudien aus Slowenien und Deutschland, (Würzburger geographische Manuskripte, ISSN 0931-8623, 82). Würzburg: Geographisches Institut der Universität Würzburg. 2014, str. 23-45, ilustr. [COBISS.SI-ID [2556259](https://plus.si.cobiss.net/opac7/bib/2556259?lang=sl)]. 6. JAKOMIN, Igor et. Al. Inclusive deployment of blockchain for supply chains : part 1 : introduction. Geneva: World Economic Forum, cop. 2019. 25 str., ilustr. <https://www.weforum.org/whitepapers/inclusive-deployment-of-blockchain-for-supply-chains-part-1-introduction>. [COBISS.SI-ID [512984893](https://plus.si.cobiss.net/opac7/bib/512984893?lang=sl)] 7. JAKOMIN, Igor. Blockchain solution in supply chains for global society : Horasis Global Meeting: Fostering Shared Humanity, Virtual Event, 8 June, 2021. [COBISS.SI-ID [69881347](https://plus.si.cobiss.net/opac7/bib/69881347?lang=sl)] |