

SYLLABUS

I. GENERAL DATA ON SUBJECT COURSE	
CODE AND NAME OF SUBJECT (in Estonian and English)	AM.036 Lennujaama tehnika <i>Airport Equipment</i>
ACADEMIC YEAR, TERM	2020/21 autumn term, daytime study
CURRICULUM, SPECIALITY AND MODULE WHERE THE SUBJECT BELONGS TO	Aviation Company Management (2284), AM
VOLUME OF SUBJECT (ECTS)	4.0 ECTS
FORM OF CONTROL	Examination
WORKLOAD AND FORMAT OF STUDIES	Contact hours – 26 hrs; independent work – 78 hrs
LANGUAGE OF INSTRUCTION	English
ADDITIONAL INFORMATION (PREREQUISITE SUBJECT COURSES, RESTRICTIONS)	-
LECTURER	Kristjan Roosipõld

II. GOAL OF SUBJECT, LEARNING OUTCOMES AND SHORT DESCRIPTION OF THE COURSE	
GOAL OF SUBJECT COURSE	To educate (or introduce or give the knowledge?) the students about the necessity and importance of ground service, its processes and technology, and describe the processes of different ground services in depth.
LEARNING OUTCOMES	The student having covered the subject course: 1) knows the place and functions of check-in and gate control in the chain of ground service of aircraft; 2) knows the purpose of the technology/equipment necessary for passenger, aircraft and airfield service and able to participate in the equipment evaluation process; 3) is able to participate in the management of ground handling services; 4) orients well in the IATA Airport Handling Manual (AHM); 5) knows the modern challenges and development trends of airport ground handling.
SUBJECT COURSE DESCRIPTION	The students are introduced the processes and technology connected with ground service and also the planning of human resources. They are also introduced how to carry out public procurements of special technology/machinery. The students have to do independent practical exercises.

III. GRADING SYSTEMS AND CRITERIA	
PREREQUISITES TO BE ALLOWED TO TAKE EXAMINATION/PRELIMINARY EXAMINATION	Two case studies on topics 1 and 2. One group task - Purchase and utilization project of airport equipment.

FORMATION OF EXAMINATION MARK/OF PRELIMINARY EXAM	Passing written test.
OPPORTUNITIES FOR SETTling ARREARS/INSUFFICIENCIES IN ACADEMIC PROGRESS	Examination can be re-taken.
GRADING SYSTEM	RESPECTIVE MARKING CRITERIA
	PERCENTAGE OF CORRECT ANSWERS: 91-100% GRADE A 81-90% GRADE B 71-80% GRADE C 61-70% GRADE D 51-60% GRADE E

IV. SCHEDULE AND LIST OF TOPICS

01. Lecture, 4h

Introduction. Overview of passenger registration process. Different check-in systems. Different innovative solutions. Equipment/technology related to passenger service. Printers, readers, IT equipment, etc.

02. Lecture, 4h

Service contracts between aviation companies and servicing agencies. Service standards agreed upon, contractual penalties, etc. Overview of airport infrastructure and airport fees.

03. Lecture, 4h

Purchasing of airport equipment and tenders. Financing and depreciation of equipment. Equipment maintenance and overhaul. Training of maintenance personnel.

04. Seminar, 4h

Equipment used in baggage handling area and in cargo terminals. Technology used in security assurance. Transportation of specific cargo; Dangerous Goods, live animals, temperature sensitive cargo.

05. Seminar, 4h

Aircraft loading process and equipment used. Equipment used in aircraft service and loading. International requirements on technology/equipment.

06. Lecture, 4h

Aircraft servicing in winter conditions. Aircraft and runway de-icing processes and procedures. Planning of infrastructure and environmental issues.

07. Seminar, 4h

Presentation of group tasks.

08. Exam, 2h

Written test

V. LEARNING MATERIALS

Lecture notes and materials in Moodle.