



INC ACADEMIA
EXECUTIVE EDUCATION
FOR THE NUT & DRIED FRUIT INDUSTRY

Advanced Program

TEACHING GUIDE

1. OVERVIEW
2. TIME FRAME, ASSESSMENT AND CERTIFICATE DELIVERY
3. TECHNICAL SUPPORT
4. ACADEMIC PROGRAM



1. OVERVIEW

The program consists of eleven compulsory courses, including reading materials, videos and self-assessment tests.

COURSES

1. RETAIL PACKING
 - 1.1. MULTIHEAD WEIGHING AND BAG FORMING
 - 1.2. MODIFIED ATMOSPHERE PACKAGING
 - 1.3. VACUUM PACKING
 - 1.4. PACKAGING MATERIALS
2. CONTAMINANT DETECTION AND ALLERGEN MANAGEMENT
 - 2.1. CONTAMINANT DETECTION AND REMOVAL
 - 2.2. ALLERGEN MANAGEMENT AND PREVENTION
 - 2.3. NUT ALLERGIES –AN UPDATE ON CURRENT EVIDENCE AND PRACTICE
3. INTERNATIONAL MARKET OPPORTUNITIES
4. CROSS-CULTURAL NEGOTIATIONS
5. RISK AND INSURANCE
6. MARITIME SHIPPING AND LOGISTICS
7. INTERNATIONAL COMMERCIAL TERMS
8. INC CONTRACT
9. PAYMENT METHODS
10. ARBITRATION RULES
11. HOLISTIC APPROACH TO SUSTAINABILITY

Each course has some exercises between chapters and a final self-assessment to evaluate your understanding of the subjects.

2. TIME FRAME, ASSESSMENT AND CERTIFICATE DELIVERY

You have **three months to complete the online program**, starting the day you were given access to begin your courses, when you received an email with the subject “You can now start your INC Academia training”.

In order to successfully complete the program and get the certificate of completion issued by the INC, at the end of each course, you must complete the self-assessment test. **A minimum score of 60% is required to pass each course.** You will only have **one attempt** to complete each test.

To download the certificate, ALL courses and lessons, as well as the satisfaction survey, **MUST be completed.**

If you fail the online course, you may retake the self-assessments you did not pass for an additional fee of €450.

3. TECHNICAL SUPPORT

During all the program, you will have the full support and technical assistance of the **Academic Tutor**:

- Dr. Julia Cartelle, Senior Analyst, Industry Statistics, INC International Nut and Dried Fruit Council
 - o Email: julia.cartelle@nutfruit.org
 - o Tel: (+34) 977 331 416

4. ACADEMIC PROGRAM

COURSE 1. Retail Packing: Essential knowledge of packaging process and packaging materials. This course includes four lessons.

1.1. Multihead Weighing and Bag Forming: Explanation of the multihead weighing system, elements, speed, installation, maintenance and general advice on buying are addressed in this section. Author: Mr. Rudolf Ernst, August Töpfer & Co., Germany.

1.2. Modified Atmosphere Packaging: This LESSON addresses the Modified Atmosphere Packaging (MAP) used to preserve the quality and shelf life of nuts and dried fruits. The concept, advantages, mechanisms, gases used, physical aspects and quality control are explained in this section. Author: Mr. Rudolf Ernst, August Töpfer & Co., Germany.

1.3. Vacuum Packing: In this section, vacuum packaging and Modified Atmosphere Packing (MAP) techniques, their applications and formats, and associated risks and problems are described. Author: Mr. Stefano Massari, Oltremare, Italy.

1.4. Packaging Materials: This lesson highlights the importance of packaging, which must protect the product, guarantee ease of use and provide a differentiation. The choice of materials and design shall be oriented to fulfill these three objectives. Author: Mr. Wilfried Thobe, Mondi Consumer Goods Packaging, Austria.

Learning outcomes:

- Learn about the multihead weighing system, elements, speed, installation, maintenance and general advice on buying.
- Gain knowledge of the Modified Atmosphere Packaging (MAP) used to preserve the quality and shelf life of nuts and dried fruits, understanding the concept, advantages, mechanisms, gases used, physical aspects and quality control.
- Learn about vacuum packaging, its application, and associated risks and problems.
- Analyze the importance of the choice of materials and design in the packaging to protect the product, guarantee ease of use and provide a differentiation.

COURSE 2. Contaminant Detection and Allergen Management: This course gives an essential knowledge of contaminant detection and allergen management. This unit is divided into three lessons addressed by different experts in each field.

2.1. Contaminant Detection and Removal: This lesson addresses the sorters currently available for nuts and dried fruits, and explains the different sorting solutions according to the processor's needs. Author: Mr. Marco Azzaretti, Key Technology, USA.

2.2. Allergen Management and Prevention: This section covers key aspects in allergen risk management and prevention, including requirements and testing methods. Authors: Dr. Catherine N. Torgler, Hygiena Diagnostica, Spain, and Dr. Christine M. Hilbert, Hygiena, USA.

2.3. Nut Allergies –an Update on Current Evidence and Practice: Within this chapter, students will gain an understanding of how nut allergies occur, how they are diagnosed and treated, and the new treatments on the horizon to “cure” nut allergies. Author: Dr. Vicki McWilliam, The Royal Children's Hospital in Melbourne, Australia.

Learning outcomes:

- Familiarize with the sorters currently available for nuts and dried fruits, identifying the different sorting solutions according to the processor's needs.
- Understand the key aspects in allergen management in the nut and dried fruit industry.
- An overview of nut allergies, how common they are, how they occur and new treatments on the horizon.

COURSE 3. International Market Opportunities: In this course students will learn about insights into Generation Z consumer attitudes towards nuts and dried fruits from potential markets from around the globe. The course provides survey data from several key nut and dried fruit markets and highlights how Generation Z, one of the fastest growing populations, will be an important audience within the industry. Author: INC

Learning outcomes:

- Identify the key attitudes of Generation Z consumers towards nuts and dried fruits.
- Understand differences in consumer attitudes between several key potential markets.
- Learn how to better communicate and drive awareness for nuts and dried fruits among Generation Z consumers.

COURSE 4. Cross-cultural Negotiations: Understanding how to negotiate across cultural barriers. Why do cultures have a strong impact on negotiations? In this course, students will understand what happens in a negotiation and how culture influences both the individual's style of negotiation and the way negotiators interpret situations and their counterparts' behavior. Prof. Dr. Kandarp Mehta, IESE Business School, Spain.

Learning outcomes:

- Understand the challenges of cross-cultural negotiations.
- Identify cultural prototypes and understand their impact.
- Explore the main principles of negotiation in times of crisis; the essential elements of negotiation skills and how they can be used effectively.

COURSE 5. Risk and Insurance: Essential knowledge of the hot topics of most concern in the Food & Beverage industry. In this course, the main elements of risk related to the F&B industry will be

discussed. Following the completion of this unit, you will have a greater understanding of how each risk may be relevant to your industry and measures you can take to minimize or mitigate this risk, with a guide to the main types of insurance: property insurance, public liability insurance, product contamination insurance, directors and officers (D&O) insurance, and cyber insurance. Author: Ms. Ciara Jackson, Aon, Ireland.

Learning outcomes:

- Identify the top risks for the Food & Beverage industry.
- Understand how each risk may be relevant to the F&B industry and measures you can take to minimize or mitigate this risk.
- Know the main types of insurance that could be considered to minimize the risks.

COURSE 6. Maritime Shipping and Logistics: This course provides an overview of the maritime transport sector, which is at the heart of any global supply chain. It takes the perspective of a shipping line and looks at the characteristics of container transport, some of its regulations, laws, and operational procedures. Authors: Mr. Corrado Carosella and Ms. Katia Cipelli, Mediterranean Shipping Company (MSC), Switzerland.

Learning outcomes:

- Gain a clearer understanding of the shipping industry and its current transition towards digitalization, automation and sustainability.
- Know the main types of containers, container ships and ocean freight documents.

COURSE 7. International Commercial Terms: Introducing the 11 International Commercial Terms, or Incoterms® published by the International Chamber of Commerce (ICC). This course provides an overview and explanation of each term, helping to clarify the responsibilities, costs, and risks for each party during domestic or international trade. Upon completion of this course, students will be able to better understand the role of Incoterms® in trade and how to incorporate them in their contracts should they wish to use them. Author: INC

Learning outcomes:

- Gain a clearer understanding of each Incoterms® and the responsibilities, costs, and risks associated with each one.
- Understand which Incoterms® is best applied in which situation.
- Know how to include an Incoterms® in a contract for the sale of goods.

COURSE 8. INC Contract: The INC provides its members with a standard Short Form Contract for their best interest. The main advantages are its simplicity and flexibility. Parties can choose the applicable Terms and Conditions and arbitral tribunal to settle any disputes, among a list of institutions. This unit will provide students a closer look at the INC Short Form Contract for the sale and purchase of nuts and dried fruits. Author: INC.

Learning outcomes:

- Guide for sellers and purchasers on the INC Short Form Contract for the sale and purchase of nuts and dried fruits.
- Know the institutions offering General Terms and Conditions.

- Learn the different sections and advantages of the INC Contract.

COURSE 9. Payment Terms: Payment terms are a crucial part of international trade since they determine how exporters and importers will complete payment and finalize their trade deal. This course will help you identify the most commonly used payment methods, understand different types of transactions, and the pros and cons of different payment methods.

Learning outcomes:

- Identify and understand the most widely used payment methods and types of transactions
- Know the pros and cons of different payment terms and methods

COURSE 10. Arbitration Rules: Overview of arbitration rules, procedures and tribunals. In this course, we will have a look at the legal aspects you might come along in the course of your business relationship. It is not so much about looking at legal aspects in great detail, but being aware of the actions you have to take with great care –simply because they have a legal impact. Author: Ms. Claudia Toussaint, Waren-Verein der Hamburger Börse e.V., Germany.

Learning outcomes:

- Gain a general knowledge of the legal aspects you might come along in the course of your business relationship.
- Be aware that what actions you have to take in the course of your business relationship.
- Gain insight into arbitration and aspects related to arbitration.
- Acquire knowledge of contract related issues.

COURSE 11. Holistic Approach to Sustainability: Sustainability relates to the development of products, goods, and services that involves meeting our present needs without compromising the ability of future generations to fulfill their own needs. Sustainable development requires an integrated approach that takes into consideration environmental concerns along with economic development. This unit will provide students with an overview of the sustainability sector, attending to the different scopes, metrics and ranges of application. Author: INC.

Learning outcomes:

- Introduction to the concepts of Sustainability and Sustainable Development.
- Gain knowledge of the international framework and regulation.
- Presentation of the sustainability reporting landscape.
- Importance of sustainability & sustainable development in the nut & dried fruit industry.
- Learn the key aspects of Sustainable Finance.
- Examples of sustainable practices currently underway in the nut & dried fruit sector.