

Commercial Contract Management and Drafting of Contracts

About the Course

This course on Commercial Contract Management and Drafting of Contracts equips participants with specialized knowledge and practical skills that are essential for negotiating, structuring, and managing contracts effectively for the organisations. By the expertise of these competencies, an individual can gain a competitive advantage in the marketplace, positioning himself ahead of peers in terms of expertise and career opportunities.

This course has focused approach designed to give professional knowledge, understanding and Practical Skills necessary for managing the contracts efficiently.

Drafting and managing contracts is a critical aspect of businesses, ensuring clarity, compliance, and risk mitigation. Obtaining expertise in this domain requires structured learning and consistent practice. This course integrates principles of contract management with recent practices in a practical manner, equipping participants with the requisite skills to handle complex commercial transactions.

With a duration of around 12 hours, this program is structured to deliver practical insights and hands-on experience. This course is most beneficial for undergraduate, LL.B and Company Secretary Students, providing them with the skills in commercial contract management and drafting.

The coverage of the course includes: Introduction to Commercial Contract Management, Drafting of Contracts, Commercial Contracts and other significant aspects, Legal and Commercial Aspects, Negotiation and related aspects, and Bids and Related Aspects.

The skills that a participant will gain, Contract Drafting, Negotiation Skills, Tender Responding and Contract Management. These competencies are essential for effectively handling contractual obligations, ensuring compliance, and achieving successful business outcomes.

Participants will be able to pursue roles such as Commercial Contract Assistant, Assistant Contract Drafter, and Contract Drafting Associate by doing this course. These positions are valued in legal departments of corporate organizations, and consulting firms, offering a solid foundation for growth in legal advisory, and commercial operations.

Modalities of the Course

- The course fee is Rs. 500/- (plus applicable GST).
- Students may register for the course using the following link: <https://g25.tcsion.com/EForms/configuredHtml/1677/62804/application.html?id=SP> . In category field of the online form, ICSI students should select “Student” and all other students should select “Others”.

- There are six videos covering various topics of Commercial Contract Management and Drafting of Contracts, and students must watch all of them before becoming eligible to appear for the online assessment test.
- After watching all six videos, students shall appear for an online assessment test with the following modalities:

Test Format:

- 50 Multiple Choice Questions (MCQs)
- Each question carries 2 marks
- No negative marking
- Duration: 1 hour

Passing Criteria:

- Minimum 50% marks required

Attempts Allowed:

- Maximum five attempts
- Upon successful completion of both requirements—
 - Watching all six videos
 - Passing the online assessment test

Students will be awarded an **E-Certificate**.
