



Four-Year Undergraduate Programme

BACHELOR OF SCIENCE IN HOTEL MANAGEMENT
(Single Major)

**FACULTY OF HOTEL MANAGEMENT & CATERING
TECHNOLOGY**

Parul University

Vadodara, Gujarat, India

VISION OF THE FACULTY:

To nurture leaders with the ability to skilfully navigate the dynamic landscape of the hospitality industry.

MISSION OF THE FACULTY:

M-1 Impart exemplary, innovative & Quality education in the field of Hospitality Industry.

M-2 Foster a participatory learning environment, enhancing the capacity of students through active engagement and collaboration.

M-3 Cultivate the necessary workforce to meet the expanding demands of the ever-growing hospitality industry

1. Program Educational Objectives

The statements below indicate the career and professional advancement that the Bachelors of science in Hotel Management curriculum intends to

PEO-1	Provide the technical & scientific Knowledge to the students by inculcating in the curriculum the best practices that are followed by Academia & industry in hotel industry.
PEO-2	Produce graduates with high caliber graduates with knowledge & skill required by hotel industry.

2. Program Learning Outcomes

Program Learning outcomes are statements conveying the intent of a program of study.

PLO-1	TECHNICAL KNOWLEDGE-	Impart the understanding and proficiency in hotel industry.
PLO-2	PROBLEM ANALYSIS SKILL-	Adapt to problem analysis skill, the ability to thoroughly examine and understand complex situations or challenges, identify the root causes of problems, and develop effective strategies for resolution.
PLO-3	DEVELOPMENT AS A PROFESSIONAL-	Ensure Professional development that refers to the ongoing process of acquiring new knowledge, skills, and experiences to enhance the students' capabilities to excel in hotel industry.

PLO-4	PROFESSIONAL SKILLS-	Perform professional skills that are essential for success in the workplace and will encompass a wide range of capabilities, including technical expertise, communication skills, problem-solving abilities, leadership qualities, and more.
PLO-5	INDUSTRY ETHICS-	Understand & learn the moral principles, values, and standards that guide the conduct and behaviour of individuals and organizations within Hotel industry.
PLO-6	RESEARCH SKILLS-	Gain Research skills that refer to the ability to systematically investigate, analyse, and gather information on a specific topic or subject. These skills are crucial in various academic, professional, and personal contexts.
PLO-7	EMPLOYABILITY-	Develop the employability skills that go beyond having the necessary qualifications and extends to a person's ability to effectively apply their skills and adapt to the changing demands of the job market.

3. Program Specific Learning Outcomes

PSO-1	Apply & demonstrate the technical & scientific knowledge required by the hotel industry.
PSO-2	Develop & impart the research & Analytical skills through research projects & field visits in the areas of hotel industry.
PSO-3	Understand & practice Industrial ethics to upkeep the value system that guides the profession in the hotel industry.

4. Credit Framework

Semester wise Credit distribution of the programme	
Semester-1	22
Semester-2	22
Semester-3	22
Semester-4	20
Semester-5	24
Semester-6	24
Semester-7	22
Semester-8	20
Total Credits:	176

Category wise Credit distribution of the programme	
Category	Credit
Major Core	88
Interdisciplinary	32
Multidisciplinary	12
Ability Enhancement Course	10
Skill Enhancement Courses	10
Value added Courses	08
Summer Internship	00
Research Project/Dissertation	16
Total Credits:	176

5. Program Curriculum

Program: _BSCHM (Single Major)					
SEMESTER -I		Teaching Scheme			
			Contact Hours		
Course Code	Course title	Credit	L	P	T
00019301AE01 00019301AE02 00019301AE03	MIL-1 (AEC-I) Basic English-I/ Basic Hindi-I/ Basic Gujarati-I	2	2		
11011401VA01	VAC-1 (Climate change & sustainable environment)	2	2		
21010101SE02	SEC-II (Application of Computers) THEORY	1	1		
21010101SE03	SEC-II (Application of Computers) PRACTICAL	1		2	
07010101UE01/ 09010101UE01/ 18010201UE01	UE-1(First Aid & Life Support/Health Promotion & Fitness/Basics of Photography)	4	4 / (2) in case of Basics of Photograp hy	4 (in case of Basics of Photograp hy)	
21010201DS01	Food & beverage Fundamentals-I(THEORY)	2	2		
21010201DS02	Food & beverage Fundamentals-I (PRACTICAL)	2		4	
21010201DS03	Basics of Accommodation Operations-I (THEORY)	3	3		
21010201DS04	Basics of Accommodation Operations-I (PRACTICAL)	1		2	
21010201DS05	Accounting in Hotel Management	4	4		
	Total Credits	22	18/16	8/12	
SEMESTER -II		Teaching Scheme			
			Contact Hours		
Course Code	Course title	Credit	L	P	T
00019302AE04 00019302AE05 00019302AE06	MIL-II (AEC-II) Basic English-II/ Basic Hindi-II/ Basic Gujarati-II	2	2		
00019302VA01	VAC-2 (IPDC INCLUDING HISTORY & CULTURE OF INDIA & IKS-I)	2	2		
00019101SE01	SEC-1 (Mathematical Aptitude)	2	2		
00M10102UE01/ 15M10102UE01	(University Elective 2) Indian Culture: Perspective for Tourism/ Overview & Perspective of Values	4	4		
21010202DS01	Food & beverage Fundamentals-II(THEORY)	2	2		
21010202DS02	Food & beverage Fundamentals-II(PRACTICAL)	2		4	

21010202DS03	Basics of Accommodation Operations-II (THEORY)	3	3		
21010202DS04	Basics of Accommodation Operations-II (PRACTICAL)	1		2	
21010202DS05	Financial Management in Hotels	4	4		
	Total Credits	22	19	06	
SEMESTER -III		Teaching Scheme			
			Contact Hours		
Course Code	Course title	Credit	L	P	T
00019303AE01 00019303AE02 00019303AE03	MEL-I (AEC-III) (Advance English-I /Basic French/Basic German)	2	2		
00019303VA01	VAC-3(IPDC including history and culture of India and IKS-II)	2	2		
03010503SE01	SEC-3 Artificial Intelligence	2	2		
06010103UE02/160 10103UE01/1701010 3UE02	University Elcetives-3 Cyber Security Tools Techniques & Counter Measures/Income Tax Return & E-Filing /Understanding Gender & Law	4	4		
21010203DS01	Food Production Functions-I (THEORY)	2	2		
21010203DS02	Food Production Functions-I (PRACTICAL)	2		4	
21010203DS03	Food & Beverage Service Functions-I (THEORY)	3	3		
21010203DS04	Food & Beverage Service Functions-I (PRACTICAL)	1		2	
21010203DS05	Accommodation Functions In Hotels-I (THEORY)	3	3		
21010203DS06	Accommodation Functions In Hotels-I (PRACTICAL)	1		2	
	Total Credits	22	18	8	
SEMESTER -IV		Teaching Scheme			
			Contact Hours		
Course Code	Course title	Credit	L	P	T
21010204DS01	INDUSTRIAL TRAINING IN MAJOR SUBJECTS	20		40	
SEMESTER -V		Teaching Scheme			
			Contact Hours		
Course Code	Course title	Credit	L	P	T
00019304AE04 00019304AE05 00019304AE06	MEL-II (AEC-IV) (Advance English-II /Advance German /Advance French/)	2	2		
21010604SE01	(SEC-4) Leadership & Personality Development	2	2		

21010205DS01	Food Production Functions-II (THEORY)	2	2		
21010205DS02	Food Production Functions-II (PRACTICAL)	2		4	
21010205DS03	Food & Beverage Service Functions-II (THEORY)	3	3		
-21010205DS04	Food & Beverage Service Functions-II (PRACTICAL)	1		2	
21010205DS05	Accommodation Functions In Hotels-II (THEORY)	3	3		
21010205DS06	Accommodation Functions In Hotels-II (PRACTICAL)	1		2	
21010205DS07	Human Resources Management In Hotels	4	4		
21010205DS08	Business communication in Hotel Industry (THEORY)	2	2		
21010205DS09	Business communication in Hotel Industry(PRACTICAL)	2		4	
	Total credits	24	18	12	
SEMESTER -VI		Teaching Scheme			
			Contact Hours		
Course Code	Course title	Credit	L	P	T
06010105SE01/ 06010105SE02	SEC-V Digital Literacy / Finance for everyone	2	2		
00019306AE01	Professional Ethics & Comm. (AEC-V)	2	2		
21010206DS01	Food Production Functions-III (THEORY)	2	2		
21010206DS02	Food Production Functions-III (PRACTICAL)	2		4	
21010206DS03	Food & Beverage Service Functions-III (THEORY)	3	3		
21010206DS04	Food & Beverage Service Functions-III (PRACTICAL)	1		2	
21010206DS05	Accommodation Functions In Hotels-III (THEORY)	3	3		
21010206DS06	Accommodation Functions In Hotels-III (PRACTICAL)	1		2	
21010206DS07	Sales& Marketing management in Hospitality	4	4		
21010206DS08	Basics of Management in Hospitality Industry	4	4		
	Total credits	24	20	08	
SEMESTER -VII		Teaching Scheme			
			Contact Hours		
Course Code	Course title	Credit	L	P	T
19010204VA01 00019404VA01 00019404VA02 00019404VA03	Positive Mental Health/Physical Education: Yoga/Sports/NCC (VAC-IV)	2	1	2	

21010207DS01	Food & Beverage Controls in Hotels	4	3		1
21010207DS02	Hotel laws	4	4		
21010207DS03	Application of Food science & nutrition	4	4		
21010207DS21 /21010207DS23 /21010207DS25	Professional elective I (THEORY)- Management of Food Production in Hotels/ Management Food Beverage Service in Hotels/ Management of Rooms Division in Hotels	3	3		
21010207DS22 /21010207DS24 /21010207DS26	Professional elective I (PRACTICAL)- Management of Food Production in Hotels/ Management Food Beverage Service in Hotels/ Management of Rooms Division in Hotels	1		2	
21010207DS41 /21010207DS42	Professional elective- II - Application of Food commodities & safety Standards/ Research Project	4	3		1
	Total Credits	22	18	4	2
SEMESTER -VIII		Teaching Scheme			
			Contact Hours		
Course Code	Course title	Credit	L	P	T
21010208DS01	OJT	20		40	
21010208DS02	Introduction to research Tools	4	3	2	
21010208DS03	Introduction to Data Analysis	4	3	2	
21010208RP01	Introduction to Literature Review	4	3	2	
21010208RP02	Research Project	8		16	
	Total	20	09	62	

Course Name: BASIC ENGLISH-I

Course Code: 00019301AE01

Prerequisite: Basic Knowledge of LSRW. to provide students with soft skills that complement their skills, making them more marketable when entering the workforce.

Rationale: Knowledge of LSRW is essential for students.

a. Course Learning Objective:

CLOBJ 1	Remember basic English language terms and concepts.
CLOBJ 2	Understand the main ideas and key details of simple English language materials.
CLOBJ 3	Apply grammar and vocabulary knowledge to construct simple sentences and paragraphs.
CLOBJ 4	Analyze the structure and organization of basic English texts.
CLOBJ 5	Evaluate the use of language in different contexts and for different purposes.
CLOBJ 6	Create original written and spoken English language content.

b. Course Learning Outcomes:

CLO 1	Define and recognize simple grammatical structures and rules in English sentences.
CLO 2	Develop the Understanding of basic English grammar concepts through application in context.
CLO 3	Apply listening skills to follow and respond appropriately to basic instructions and directions given in English.
CLO 4	Analyze language usage and areas for improvement in pronunciation, grammar, and vocabulary.
CLO 5	Evaluate new vocabulary and grammatical structures learned in class into their communication to demonstrate language fluency and creativity.
CLO 6	Develop the cultural relevance and appropriateness of language use in various contexts, demonstrating an understanding of cultural sensitivity and communication norms.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-		2	-	100				100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weight age in %
1	LISTENING SKILLS AND HEARING: Listening Vs Hearing Types of listening, Traits of good listener, Barriers of listening	2	7
2	LISTENING PRACTICE: Listening Practice(Audio & Video)	3	10
3	PRESENTATION SKILLS: Defining the purpose of presentation strategies, How to make an effective presentation? Knowing /Analyzing audience, Organizing content and preparing an outline Traits of a good speaker	1	3
4	ACTIVITY: Crazy Scientist.	2	7
5	SPEAKING PRACTICE: Speaking practice (Elocution)	7	24
6	READING SKILLS: Define reading, Reading Strategies, Techniques of reading, Techniques to read faster	1	3
7	READING PRACTICE: Reading Practice (Reading Comprehension)	4	13
8	WRITING SKILLS: Develop Writing Skills, 7cs of communication, Techniques of writing better, Identifying common errors in writing	3	10
9	PARAGRAPH WRITING : Introduction of Paragraph Writing, Central components of paragraph development, Techniques for paragraph development	1	3
10	WRITING PRACTICE: Note making, Picture Description, Dialogue Writing, Paragraph Writing Completion of story from given points	6	20
	Total	30	100

e. Text Book and Reference Book:

Understanding and Using English Grammar, By Betty Azar & Stacy Hagen | Pearson Education
 Business Correspondence and Report Writing, By SHARMA, R. AND MOHAN, K.
 Communication Skills, By Kumar S And Lata P | New Delhi Oxford University Press
 Technical Communication : Principles And Practice, By Sangeetha Sharma, Meenakshi Raman | Oxford University Press
 Practical English Usage, By MICHAEL SWAN
 A Remedial English Grammar for Foreign Student, By F.T. WOOD
 On Writing Well, By William Zinsser | Harper Paperbacks,2006 | 30th anniversary edition

Course Name: CLIMATE CHANGE & SUSTAINABLE ENVIRONMENT

Course Code: 11011401VA01

Prerequisite: Shall have the basic knowledge about environmental studies.

Rationale: Will understand the basic interface between climate change and sustainability.

a. Course Learning Objective:

CLOBJ 1	Remember examine national and state policies related to climate change and sustainable development, as well as the roles of various stakeholders such as governments, NGOs, businesses, and communities in achieving SDGs.
CLOBJ 2	Understanding of the components and dynamics of the global climate system, including the atmosphere, hydrosphere, biosphere, and lithosphere, and how they interact to shape Earth's climate.
CLOBJ 3	Apply the Sustainable Development Goals (SDGs) outlined by the United Nations, understanding their significance in addressing climate change and promoting sustainable development worldwide.
CLOBJ 4	Analyze the causes and consequences of climate change, including global warming, ozone layer depletion, acid rain, and the greenhouse effect, through case studies of nuclear accidents, chemical disasters, and climatic episodes.
CLOBJ 5	Evaluate approaches to mitigating climate change, including energy conservation, the use of renewable energies (water, solar, wind, tidal, geothermal), water conservation techniques such as rainwater harvesting, and the importance of
CLOBJ 6	Develop the concept of sustainable human development, considering the intersection of environmental, social, and economic factors, and understanding how various religions, cultural practices, and ethical frameworks contribute to environmental conservation and sustainable development efforts.

b. Course Learning Outcomes:

CLO 1	Remember scientific principles behind climate change, including the greenhouse effect, and its implications for global ecosystems.
CLO 2	Explain the differences between government and governance and the various ideas and meanings attached to the goal of sustainable development.
CLO 3	Apply high-quality written and verbal communication skill.
CLO 4	Analyze policy-making processes regarding sustainability issues.
CLO 5	Recommended the complexity and operations of governance systems and processes on international, national, and local levels.
CLO 6	Creative work effectively in a team and in tutorial or workshop situations.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-		2	20	20		60		100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weightage in %
1	INTRODUCTION TO CLIMATE CHANGE: Global Climate System Climate Change: Causes and Consequences: Global warming, ozone layer depletion, acid rain, and greenhouse effect case studies: nuclear accidents, chemical disasters, and climatic episodes	10	33.34
2	SUSTAINABLE DEVELOPMENT: Sustainable Development Goals: An overview Climate Change and Sustainable Development: National and State Policies Achieving Sustainable Development Goals: Role of Various Stakeholders Building Partnership for Climate Change and Sustainable Development	10	33.33
3.3	SUSTAINABLE APPROACH TO CLIMATE CHANGE: Energy Conservation: Use of Renewable energies: Water, Solar, Wind, Tidal, Geothermal Water conservation techniques: Rain Water Harvesting. Environmental Ethics & Public Awareness: Role of various religions and cultural practices in environmental conservation Sustainable Human Development.	10	33.33
	Total	30	100

e. Text Book and Reference Book:

Climate Change and Sustainable Development: Prospects for Developing Countries, By Anil Markandya, Kirsten Halsnæs
 Climate Change and Sustainable Development Global Prospective, By R.K.Mishra, P.s.Janki Krishna & CH. Laskhmi Kuma
 This Changes Everything: Capitalism vs The Climate, By Naomi Klein
 The Uninhabitable Earth: Life After Warming (TextBook), By David Wallace-Wells

Course Name- APPLICATION OF COMPUTERS (THEORY)

Course Code: 21010101SE02

Prerequisite: The students studying this course should be able to write, read English and must have introductory knowledge about computers.

Rationale: The course provides theoretical knowledge about the use of computers in all the departments of the hotel.

a. Course Learning Objective:

CLOBJ 1	Get the students acquainted with the importance of use of computers in hotel.
CLOBJ 2	Familiarize the students with the features of MS office.
CLOBJ 3	Promote the digital literacy among the students.

b. Course Learning Outcomes:

CLO 1	Understand & explain the use of computers in hotels.
CLO 2	Elaborate the features of MS Office.
CLO 3	Understand the importance of digital literacy in their profession.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
1	-	0	1	20	20		60		100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weightage in %
1	INTRODUCTION TO COMPUTERS	2	13

	Definition, Components of a computer system, generation of computers, Storage devices, CD ROM's, Pen Drives, other external storage devices		
2	WORD PROCESSING, SPREAD SHEETS AND PRESENTATIONS	6	40
	Features of MS WORD, PPT, EXCEL - Editing Commands and Mail merge, Understanding spreadsheet, Features, Formulae and functions.		
3	NETWORKS & NETWORKING	2	13
	Concept of connectivity, Basic understanding of various kinds of network topologies, Identify the various types of networks and overview understanding of local area network.		
4	GOING ONLINE	5	34
	Online information services for research& study purpose, Data Libraries (Shodh ganga & Google scholar etc) Scope of Internet resources, Basic information about IOT & AI, creating web page, Dark web, SEO (Search Engine optimization) concept. Digital Marketing, Internet Safety		
	Total	15	100

e. Text Book and Reference Book:

Fundamental of Computers S.Jain, BPB Publication;

Mastering Microsoft Office Lonnie E. Moseley & David M. Boodey, BPB Publication

Course Name- APPLICATION OF COMPUTERS (PRACTICAL)**Course Code:** 21010101SE03**Prerequisite:** The students studying this course should be able to write, read English and must have introductory knowledge about computers.**Rationale:** The course provides practical knowledge about the use of computers in all the departments of the hotel.**a. Course Learning Objective:**

CLOBJ 1	Get the students acquainted with the skills required for using MS word & MS PPT.
CLOBJ 2	Get the students acquainted with the skills required for using MS Excel.
CLOBJ 3	Promote the use of digital learning among the students.

b. Course Learning Outcomes:

CLO 1	Use MS word & MS PPT.
CLO 2	Use MS Excel.
CLO 3	Use digital platforms for their professional purpose.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1			20	-	30	50

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Sr. No.	Practical	Hours	Weightage In %
1.	Using Short cut keys	4	13.33
2.	Working in MS WORD (PRACTICE)-I Basic features	2	6.67
3.	Working in MS WORD (PRACTICE)-II Advanced Features	2	6.67
4.	Working in MS PPT (PRACTICE)-I Basic features	2	6.67
5.	Working in MS PPT (PRACTICE)-II Advanced Features	2	6.67
6.	Working in MS EXCEL (PRACTICE)-I Basic features	2	6.67
7.	Working in MS EXCEL (PRACTICE)-II Basic features	2	6.67
8.	Working in MS EXCEL (PRACTICE)-III Advanced Features	2	6.67
9.	Using Internet-creating a mail ID, Using E-Mail	2	6.67
10.	Using Internet- Blogging	2	6.66
11.	Internet Use – Searching on Data Library for research purpose(Shodh Ganga , Google Scholar)	2	6.66
12.	Creating Web page & Websites for the business.	4	13.33
13.	Internet Safety	2	6.66
	Total	30	100

e. Text Book and Reference Book:

Fundamental of Computers S.Jain, BPB Publication;

Mastering Microsoft Office Lonnie E. Moseley & David M. Boodey, BPB Publication

Cour-se Name: FIRST AID & LIFE SUPPORT

Course Code: 09010101UE01

Prerequisite: Shall have the basic knowledge about anatomy and physiology of human body.

Rationale: Will gain basic knowledge about first aid & life sciences.

a. Course Learning Objective:

CLOBJ 1	Remember the primary objectives of first aid, including preserving life, preventing worsening conditions, and promoting recovery.
CLOBJ 2	Explain the legal framework surrounding first aid, including Good Samaritan laws and the duty of care, and understand their responsibilities and limitations as first.
CLOBJ 3	Apply skills in identifying and responding to emergencies, including performing a top- to-toe assessment, maintaining hygiene, and following an overview flow chart for Providing appropriate first aid.
CLOBJ 4	Organize and manage injuries such as fractures, wounds, and bleeding, including understanding basic anatomy, recognizing different types of fractures, and applying appropriate
CLOBJ 5	Access knowledge of respiratory emergencies, including recognizing signs of difficulty breathing and performing CPR, as well as understanding the types of burns and providing appropriate care for burn injuries.
CLOBJ 6	Develop competence in lifesaving procedures such as CPR, managing head trauma and strokes, and providing first aid for gastrointestinal issues such as diarrhea, food poisoning, and diabetes.

b. Course Learning Outcomes:

CLO 1	Identify and prioritize different types of injuries and illnesses.
CLO 2	Understand the importance of first aid in emergency situations
CLO 3	Demonstrate the ability to assess the scene of an emergency.
CLO 4	Analyze the importance of infection control in wound care
CLO 5	Evaluate signs and symptoms of shock and how to provide first aid for different types of burns and how to assess and provide first.
CLO 6	Develop CPR techniques for adults, children, and infants and use of automated external defibrillators (AEDs) and how to use them.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
4	-		4	20	20		60		100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs	Weightage in %
1	Introduction to first aid: Aims of first aid law Indian good Samaritan protection guidelines Duty of giving care Consent of the person in need Privacy Negligence Dealing with an emergency Top-to-toe assessment Hygiene and hand washing First aid overview flow chart	4	7
2	Assessment of patients with fractures, wounds, and bleeding: Brief Anatomy of the skeletal system Fractures (injuries to bones) Injuries and fractures to the head, neck and spine Injuries and fractures to the cheekbone, nose, and lower jaw Fracture of the cheekbone or nose Fractures of the lower jaw Injuries to the shoulder, ribs or breastbone Injuries or fractures of the shoulder Injuries and fractures of the collarbone Rib injuries and fractures Fractures of the breastbone Injuries to the arm, elbow, wrist, hand or Injuries and fractures of the arm(upper arm, forearm, wrist) Injuries and fractures of hand or fingers Injuries to the pelvis, lower limbs, knee, ankle or feet Injuries and fractures of the pelvis Injuries and fractures of the leg (thigh or lower leg) or ankle, Fracture of the knee cap (patella) Injuries and fractures of foot	6	10

	or toes Dislocations (injuries to joints) Strains and sprains(injuries to ligaments, muscles and tendons)		
3	Respiratory emergencies: Respiration The respiratory system No breathing or difficult breathing When to refer the casualty to a healthcare facility Drowning Remove the victim out of the water Strangulation and hanging Choking Swelling within the throat Suffocation by smoke or gases Asthma	6	10
4	Care of burns: The skin Burn wounds First, second and third degree burns Type of burns by origin Danger of burn Dry burns and scalds (burns from flames, hot surfaces, steam, Care of minor burns (small first and second degree burns) Specific burn locations Electrical burns and electrocution by electricity or lightning Chemical burns Sunburns, snow/welders eyes, heat exhaustion and heat stroke Heat exhaustion Heatstroke Frostbites Prevention of burns Fever Hypothermia	5	8
5	Lifesaving procedures in emergency & shock: The heart and the blood circulation, Heart and blood circulation, Blood pressure, Pulse, The blood, Chest discomfort, Bleeding, First aid for bleeding (in general), Resuscitation (basic CPR), Resuscitation of a person who is not breathing or not breathing normally, Resuscitation of baby/child (less than one year old)	5	8
6	Head trauma & stroke: The nervous system, The central nervous system, The peripheral nervous system (PNS), Unconsciousness, Head injuries, Concussion, Cerebral compression, Skull fractures, Stroke, Fits – convulsions - seizures	6	10
7	Gastrointestinal tract, diarrhea, food poisoning and diabetes: Review of anatomy and physiology of gastrointestinal tract, Diarrhoea, Prevent dehydration, Food poisoning, Diabetes, Type 1 diabetes, Type 2 diabetes, Gestational diabetes (diabetes during pregnancy), Diagnosis, Hyperglycaemia, Symptoms of hyperglycaemic coma or diabetic coma, Hypoglycaemia	6	10
8	Senses, foreign bodies in eye, ear, nose or skin and swallowed foreign Objects: Review of anatomy and physiology of the special senses, Foreign body in the eye, Foreign body in the ear, Foreign body in the nose, Foreign body in the skin, Swallowed foreign objects	6	10
9	Urinary system, reproductive system and emergency childbirth: Review of anatomy and physiology of Urinary & Reproductive system, Male reproductive system, Female reproductive system, Pregnancy, Stages of labour and giving birth, Aftercare of the mother, Medical conditions and pregnancy, Diabetes, High blood pressure, Infections, Prevention of sexually transmitted diseases (STD), Sexually	6	10

	transmitted infections, Reducing the risk of STDS/STIS, Emergency childbirth		
10	Psychological first aid: Definition of psychological first aid, Traumatic crisis, (psychological) shock phase, Reaction phase, Processing phase, Reorientation phase, behave calmly, listening to the affected person, Physical contact, Providing psychological first aid to all	4	7
11	Specific emergency situations and disaster management: Emergencies at school, Emergencies at work, Road and traffic accidents, Emergencies in rural area, Disasters, and multiple casualty accidents Emergency triage	6	10
	Total	60	100

Text Book and Reference Book:

First aid handbook: Fast and effective emergency care (TextBook), By Dr. Pipa Keech | 3rd
Until Medical Help Arrives: First aid Book (TextBook), By Dr. H. V. Sardesai | 1 st Edition, Pub.
Year 2022
First aid manual, (TextBook), By UK's Leading First aid providers | 11th edition:, Pub. Year 20

Course Name: HEALTH PROMOTION & FITNESS

Course Code: 07010101UE01

Prerequisite: . There is no Prerequisite to opt this Course.

Rationale: This course explores the principles and strategies of health promotion and fitness, focusing on improving overall well-being through physical activity and healthy lifestyle choices. Students will develop a comprehensive understanding of the importance of health promotion, fitness assessment, designing fitness programs, and motivating individuals to adopt healthier lifestyles.

a. Course Learning Objective:

CLOBJ 1	Make Understand the fundamental concepts of health promotion and fitness.
CLOBJ 2	Elaborate the role of physical activity in promoting health and preventing diseases.
CLOBJ 3	Apply & demonstrate fitness assessment techniques and interpret the results.
CLOBJ 4	Elaborate the Design effective fitness programs based on individual needs and goals. Develop communication and motivational skills to encourage individuals to adopt healthier lifestyles.

b. Course Learning Outcome:

CLO1	Understand the fundamental concepts of health promotion and fitness.
CLO 2	Evaluate the role of physical activity in promoting health and preventing diseases.
CLO 3	Apply fitness assessment techniques and interpret the results.
CLO 4	Design effective fitness programs based on individual needs and goals. Develop communication and motivational skills to encourage individuals to adopt healthier lifestyles.

c. Teaching and Examination Scheme

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
4	-		4	20	20		60		100

d. Course Content

Sr.	Topics	Lecture Hrs	Weightage in %
1	Introduction to Health Promotion and Fitness Definition and importance of health promotion, Relationship between physical activity and health, Global and societal perspectives on health promotion	3	5
2	Anatomy and Physiology for Fitness Overview of human anatomy and physiology relevant to exercise Energy systems and metabolism Cardiovascular and respiratory systems and their responses to exercise Musculoskeletal system and its adaptations to physical activity	12	20
3	Fitness Assessment and Testing Importance of fitness assessment Components of fitness: cardiovascular endurance, muscular strength, flexibility, body composition Techniques for assessing fitness levels- Demonstration Interpretation of fitness assessment results	6	10
4	Designing Fitness Programs Principles of program design Setting goals and objectives for fitness programs Developing personalized exercise programs Progression and periodization of exercise routines	6	10
5	Exercise prescription Exercise prescription in reference to Aerobic Training Exercise prescription in reference to Anaerobic Training	12	20
6	Nutrition and Hydration for Fitness Role of nutrition in supporting physical activity Macronutrients and micronutrients Pre- and post-exercise nutrition Importance of hydration for optimal performance	3	5
7	Special Populations and Considerations Fitness considerations for different age groups (children, adolescents, older adults) Pregnancy and postpartum fitness Exercise considerations for individuals with chronic conditions Inclusivity and accessibility in fitness programming	9	15
8	Mental Health and Stress Management Connection between physical activity and mental well-being Stress, anxiety, and depression management through exercise Mind-body practices: yoga, meditation, mindfulness	3	5
9	Technology and Health Promotion Role of technology in promoting fitness and well-being Fitness tracking devices and mobile applications Virtual fitness platforms and online communities Ethical considerations in using technology for health promotion	3	5
10	Ethics and Professionalism in Health Promotion Ethical considerations in promoting health and fitness Scope of practice for health and fitness professionals Communication and interpersonal skills for effective client interactions Cultural competence and diversity awareness	3	5
	Total	60	100

e. Text Book and Reference Book:

1. Therapeutic exercise- foundation and techniques - By Carolyn Kisner
2. Guidelines for exercise testing and prescription

Course Name: BASIC PHOTOGRAPHY**Course Code:** 18010201UE01**Prerequisite:** Understanding of Basic Computer Skills, Media Literacy, Creative Vision & Passion to learn.**Rationale:** Taking a basic photography course can be incredibly helpful for anyone looking to improve their photography skills. Not only will you learn about the technical aspects of photography, but you'll also gain a greater appreciation for the art form and discover your own unique style.**a. Course Learning Objective:**

CLOBJ 1	Remember different focal lengths and their aesthetic uses, enabling them to choose appropriate lenses based on specific photographic needs
CLOBJ 2	Understanding of digital camera mechanisms, including aperture, shutter speed, ISO, and their significance in photography.
CLOBJ 3	Implement knowledge and skills related to marketing and promoting their photography work, including strategies for selling, exhibiting, participating in competitions, and understanding current marketing trends in the photography industry.
CLOBJ 4	Analyze about metadata and its role in photography, particularly in manipulating technical information using RAW technology and software like Photoshop to enhance image quality.
CLOBJ 5	Access various techniques and methods to express their creative vision through photography, experimenting with different styles and approaches in the digital realm.
CLOBJ 6	Develop skills in composing visually appealing photographs by understanding the principles of composition and arranging visual elements within the frame effectively.

b. Course Learning Outcomes:

CLO 1	Remember some component of photography and Improved technical skills: Basic photography classes will teach you the fundamentals of camera operation, exposure, and lighting.
CLO 2	Understand how to use your camera to its full potential and create images that are properly exposed and well-lit.
CLO 3	Apply the ability to use natural and artificial light effectively to enhance the visual impact of their photographs

CLO 4	Analyze By learning about composition, color, and perspective, you will be able to create images that are not only technically proficient but also visually compelling.
CLO 5	Assess proficiency in operating and adjusting camera settings to achieve proper exposure.
CLO 6	Create vision and explore different styles of photography.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-	4	4	20	20	20	60	30	150

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs	Weightage in %
1	DIGITAL CAMERA MECHANISM : A basic photography course will help you understand the features of a Digital camera Mechanism, such as aperture, shutter speed, ISO, and how to use them effectively to create the kind of photos you want. Characteristic of Lens: Different focal lengths has different aesthetical use. According to need we'll choose our Lens. Aesthetic of Composition: In terms of Visual Experience composition is a very important element. It Is the arrangement of visual elements within the frame of the photograph.	10	34
2	EXPERIENCE THE METADATA: Metadata is the technical information about the photograph, Using RAW technology we can manipulate the metadata through 'Photoshop'. Experiment on Expression: An Image is actually the expression of the photographer. How does he/she sees a particular thing or incident. In Digital era we can do various experiment on our expression and enhance the expression. Business and Marketing for Photographers : This is the most crucial part of the field, through the curriculum we'll learn how to sell or exhibit our photograph, how to take part in various competition and learn about the present marketing strategy.	10	33

3	DOCUMENTARY PHOTOGRAPHY: Apart from the fiction, there is parallel world of documentary Photography. Great photographers like Kevin Carter, Danish Siddiqui has devoted there life in Documentary Photography and Photo Journalism. Students need to go out and Practically grab some images from daily livelihood of the society. Photographers Study :Students need to study great photographers and their work both from fiction and non- fiction genre	10	33
	Total	30	100

e. List of experiments-

Sr. No.	Practical
1.	Landscape
2.	A picture that reflects you
3.	A photo story with 3 Pictures & 5 pictures
4.	Photos on a particular topic

f. Text Book and Reference Book:

Basic Photography, By Michael Langford | Focal Press

Digital Photography complete course: Everything you need to know in 20 weeks, By Patel, N. | DK Publishers, USA, Pub. Year 2021

Handbook of Photography, By James A. Folts & Ronaldo P. Lovel

Course Name: FOOD & BEVERAGE FUNDAMENTALS-I(THEORY)**Course Code: 21010201DS01**

Prerequisite: The students studying this course should be able to write, read and speak English and must have familiarity with food & food selling outlets.

Rationale: The course provides basic theoretical knowledge about food production & food & beverage service.

a. Course Learning Objective:

CLOBJ 1	Throw light on Cooking & culinary history along with the familiarization about F&B service outlets in a hotel.
CLOBJ 2	Provide knowledge about the Hierarchy structure followed for smooth operations in F&B division
CLOBJ 3	Make the students learn Handling tools and equipment's used in kitchen & F&B service outlets
CLOBJ 4	Emphasize on Methods of cooking & service.
CLOBJ 5	Give a basic knowledge about Purchasing & Preparing the Vegetable, fruit & egg dishes.

b. Course Learning Outcomes:

CLO 1	Describe Cooking & culinary history along with the focus on about F&B service outlets in a hotel.
CLO 2	Understand & explain the hierarchy structure followed for smooth operations in F&B division.
CLO 3	Understand & explain mechanism of Handling tools and equipment's used in kitchen & F&B service outlets.
CLO 4	Elaborate the methods of cooking & service.
CLO 5	Understand & apply the considerations for purchasing & preparing the Vegetable, fruit & egg dishes.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-	0	2	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weightage In %
1	INTRODUCTION TO F&B DIVISION	8	26.66
	Origin & aims of cooking, Different culinary in world, Different Kitchen Sections in Hotel & Their layout, Different F&B outlets in a hotel & their layout		
2	F&B DIVISION ORGANIZATION	5	16.67
	Food Production Hierarchy Chart, Duties & Responsibilities of Kitchen Department, Food & Service Hierarchy Chart, Duties & Responsibilities of F&B Service Department, Intra division & inter departmental coordination, Grooming & Hygiene of F&B service & Food Production staff		
3	EQUIPMENT AND TOOLS	5	16.67
	Kitchen Equipment F&B Service equipment & Tools (Including CCG, Furniture & Linen), Uses, maintenance, points to be considered for selection of equipment's		
4	BASIC PREPARATION FOR THE OPERATIONS	7	23.33
	Mis-en-place & Mis-en-scene in F&B service & Food Production, Different Cooking methods, F&B Service methods		
5	VEGETABLES, FRUIT & EGG COOKERY	5	16.67
	Classification, Purchasing, Cooking & Storing, Grading of egg, Structure of egg, types of egg		
	TOTAL	30	100

e. Text Book and Reference Book:

Practical Cookery, Victor Ceserani & Ronald Kinton, ELBS;
Theory of Catering, Victor Ceserani & Ronald Kinton, ELBS;
Theory of Cookery, Mrs. K. Arora, Frank Brothers;
Chef Manual of Kitchen Management, Fuller, John
Food Production Operation Parvinder S. Bali
Food & Beverage Service, Lillicrap & Cousins, ELBS;
Modern Restaurant Service, John Fuller, Hutchinson;
Food & Beverage Service, Bobby George.
The New Gold Standards, Ritz Carlton hotel Company.
Professional F&B Service Management, Brian Varghese
Introduction to F&B Service, Brown, Hepper & Deegan

Course Name: FOOD & BEVERAGE FUNDAMENTALS-I(PRACTICAL)

Course Code: 21010201DS02

Prerequisite: The students studying this course should be able to write, read and speak English and must have basic knowledge about normal food & food selling outlets.

Rationale: The course provides basic practical knowledge about food production & food & beverage service.

a. Course Learning Objective:

CLOBJ 1	Make the students aware about the layout of kitchen & restaurant.
CLOBJ 2	Guide the students for mis-en-place & mis-en-scene in F&B service sections& mis-en-place in food production division.
CLOBJ 3	Familiarize the students with the equipment used for service & production of food.
CLOBJ 4	Familiarize the students with methods of cooking & service of food.

b. Course Learning Outcomes:

CLO 1	Understand & make the layout of kitchen & restaurant.
CLO 2	Perform & demonstrate the mis-en-place & mis-en-scene in F&B service sections& mis-en-place in food production division.
CLO 3	Identify & use the equipment used for service & production of food.
CLO 4	Practice & apply the methods of cooking & service of food.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	4	2	-	-	20	-	30	50

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Sr. No.	Practical	No. of Hours	Weightage in %
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1.	Familiarization and Understanding kitchen equipment and tools Understanding Personal Hygiene and Kitchen Hygiene & its importance.	4	6.66
2.	Understanding & Making kitchen layouts & Culinary Terms	4	6.66
3.	Identification of commonly used raw material	4	6.66
4.	Various Safety (Fire & First Aid esp.) & Hygiene practices to be observed in the kitchen	4	6.66
5.	Basic cuts of vegetable& Methods of Cooking	16	26.74
6.	Various classical preparation of Egg.	4	6.66
7.	Hygiene and Etiquettes in Restaurant & Practicing Mis- En –Place and Mis- En –Scene activities, Importance of Body Language and Dinning etiquettes.	4	6.66
8.	Identification & Caring of F&B Tools, Equipment, Cutlery, Crockery, Glass & Chinaware, Flatware, Hollowware, Table Appointments, Linen etc.	4	6.66
9.	Cover layout for – Breakfast, Lunch & Dinner	4	6.66
10	Various types of Napkin folds	4	6.66
11	Carrying a Salver/Tray, Plates, Glasses & other Equipment, Handling the Service Gear	4	6.66
12	Service of Water	4	6.66
	TOTAL	60	100

e. Text Book and Reference Book:

Professional Chef Le Rol A. Polsom

Professional Cooking Wayne Gislen

Practical Professional Cookery Kauffman &Cracknell

Food Production Operation Parvinder S. Bali

Food & Beverage Service Training Manual- Sudhir Andrews, Tata McGraw Hill;

Food & Beverage Service Lillicrap& Cousins, ELBS;

Modern Restaurant Service John Fuller, Hutchinson;

Food & Beverage Service- Bobby George.

Course Name: BASICS OF ACCOMMODATION OPERATIONS -THEORY

Course Code: (21010201DS03)

Prerequisite: The students studying this course should be able to write, read and speak English and must have undergone a familiarization round to Hotels Accommodation area.

Rationale: The course provides knowledge about basics about Front office& Housekeeping departments in hotel.

a. Course Learning Objective:

CLOBJ 1	Throw light on classification of hotels.
CLOBJ 2	Make the students understand about the Importance of Front office& Housekeeping departments & their functions.
CLOBJ 3	Get the students acquainted with Job Description of front office & Housekeeping personnels.
CLOBJ 4	Introduce Application of Different types of equipment used in front office & housekeeping.

b. Course Learning Outcomes:

CLO 1	Analyse& describe the classification of hotels.
CLO 2	Understand & explain the significance of Front office& Housekeeping departments & their functions.
CLO 3	Understand & follow the Job Description of front office & Housekeeping personnels for better insight in the job analysis.
CLO 4	Use different equipment in front office & housekeeping departments.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	0	3	20	20	-	60	-	100

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

d. **Course Content:**

Unit No.	Topic	Lecture Hrs.	Weightage in %
1	INTRODUCTION TO HOTEL INDUSTRY	03	6.66
	Hospitality Definition History Classification of Hotels		
2	INTRODUCTION TO ACCOMMODATION DIVISION	14	31.11
	Housekeeping- Housekeeping functional area/Ancillary areas, layout, Responsibilities of Department Front Office- Introduction, Front office functional area/Ancillary areas, Front office layout, Responsibilities of Department		
3	ACCOMMODATION ORGANIZATION	14	31.11
	Housekeeping- Organizational Structure, Duties and Responsibilities & Attributes, of Housekeeping Personnel, Interdepartmental co-ordination with other Departments. Front office - Organizational Chart, Duties and Responsibilities, Attributes of F.O Personnel, co-ordination with other Departments		
4	EQUIPMENT, TOOLS & FLOOR COVERINGS	12	26.68
	Housekeeping Equipment & Cleaning agents- Classification, usage, Handling precautions & Maintenance, Floor covering types & purpose. Front Office Equipment- Names, usage, Handling precautions & Maintenance		
5	GLOSSARY OF TERMS (With Reference to above topics)	02	4.44
	Total	45	100

e. **Text Book and Reference Book:**

Managing front office operations , M.Kasavana;

Hotel F.O. Training manual, Suvradeep Gauranga Ghosh ;

Front Office Management , S.kBhatnagar;

Hotel front office management, James Bardi;

Hotel Front Office- Operations & Management , Jata Shankar. R. Tewari;

Hotel Front Office- A Training Manual, Sudhir Andrews;

Housekeeping Operation & Management , Malini Singh;

Hotel Housekeeping Operations & Management ,G. Raghubalan& Smritee Raghubalan
Hotel, Hostel and Hospital Housekeeping,Joan C Branson & Margaret Lennox

Course Name: BASICS OF ACCOMMODATION OPERATIONS -PRACTICAL

Course Code: 21010201DS04

Prerequisite: The students studying this course should be able to write, read and speak English and must have undergone a familiarization round with the housekeeping department.

Rationale: The course provides hands on skills about basic housekeeping procedures in hotels.

a. Course Learning Objective:

CLOBJ 1	Make the students Identify different floor coverings.
CLOBJ 2	Learn about the layout of housekeeping department & Front office.
CLOBJ 3	Familiarize the students with Identification and use of different cleaning agents.
CLOBJ 4	Familiarize the students with Identification and use of housekeeping cleaning& front office equipment.
CLOBJ 5	Provide the knowledge about Understanding of hierarchy structure & soft skills used in front office.

b. Course Learning Outcomes:

CLO 1	Identify different floor coverings to be able to apply suitable cleaning agent, equipment & method for its maintenance.
CLO 2	Understand & make the layout of housekeeping department.
CLO 3	Identify and use different cleaning agents.
CLO 4	Identify and use of different cleaning equipment.
CLO 5	Understand & follow the hierarchy structure for smooth& effective communication in work & soft skills demonstration.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	

-	-	2	1	-	-	20	-	30	50
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L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Sr.no.	Practical	No. Of hours	Weightage in %
1.	Layout Of Housekeeping Department- Model Making - 2D/3D	4	13.33
2.	Identification of Floor coverings- Demonstration/Visit to the places for different identification	2	6.67
3.	Cleaning Agents- Application on Hard Surface- Demo after explanation	4	13.33
4.	Cleaning Agents- Application on Soft Surface- Demo after explanation	4	13.33
5.	Identification of Equipment- Demo – Manual & Mechanical	2	6.67
6.	Wishing &greeting-I - Role Play- Different Situations by the students (Understanding the importance of body language & Appearance along with verbal communication)	4	13.33
7.	Telephone etiquettes- Demonstration& Role Play – Dos & Do nots	2	6.67
8.	Making Layout of Front Office – Chart Making/ Model Making Activities- under the guidance of the teacher	4	13.33
9.	Role Plays for Understanding Importance of Hierarchy structure-Activity(FO&HK)	2	6.67
10.	Role Plays for Understanding Importance of Inter Departmental Coordination – Activity (FO& HK)	2	6.67
	TOTAL	30	100

e. Text Book and Reference Book:

Managing front office operations , M.Kasavana;
Hotel F.O. Training manual, Suvradeep Gauranga Ghosh ;
Hotel Front Office- Operations & Management , Jata Shankar. R. Tewari;
Hotel Front Office- A Training Manual, Sudhir Andrews;
Housekeeping Operation & Management , Malini Singh;

Course Name: ACCOUNTING IN HOTEL MANAGEMENT

Course Code: (21010201DS05)

Prerequisite: The students should have the basic knowledge of English and having some mathematical skills.

Rationale: The course provides knowledge about basics of accounting skills in hotels.

a. **Course Learning Objective:**

CLOBJ 1	Provide knowledge about Introduction, importance, and role played by accounting.
CLOBJ 2	Make the students aware about Primary, secondary, and subsidiary books.
CLOBJ 3	Provide the knowledge about Cash book and its use in hotels.
CLOBJ 4	Provide the knowledge about Trial balance concept.

b. **Course Learning Outcomes:**

CLO 1	Define the role of accounting in a business organization to maintain and providing business information to the users of accounting.
CLO 2	Identify, prepare and handling different types of accounts.
CLO 3	Define the advantages and limitations of trial balance.
CLO 4	Define and identify the importance and characteristics of audit.

c. **Teaching & Examination Scheme:**

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
4	-	-	4	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. **Course Content:**

Sr. No.	Topic	Lecture Hrs.	Weightage in %
1	INTRODUCTION TO ACCOUNTING Meaning and definition, Types and Classification, Principles of Accounting, Introduction to Uniform System of account, Contents of Income statement, Contents of Financial statement, Practical problems of Income statement and financial statement	10	16.66
2	PRIMARY BOOKS (JOURNAL) Meaning and definition, Format of journal, Rules of Debit and Credit Practical problems	10	16.66
3	SECONDARY BOOKS (LEDGER) AND SUBSIDIARY BOOKS Meaning and Uses of Ledger, Format and Posting, Practical problems of ledger Needs and uses of subsidiary Books, Classification of subsidiary Books Purchase Book; Sales Book; Purchase Return Book; Sales Return Book; Journal Proper & Practical Problems	10	16.66
4	CASH BOOK Meaning and Use, Advantages, Simple, Double and Triple column cash book, Petty cash book, Practical Problems	10	16.66
5	TRIAL BALANCE Meaning; Advantages; Limitations & Practical problems; Profit & loss statement, examples from hotel industry.	06	10
6	BANK RECONCILIATION STATEMENT Meaning, Reasons why pass book and cash book do not balance Practical problems	06	10
7	DEPARTMENTAL ACCOUNTING An introduction of departmental Accounting, Allocation, and apportionment Advantages and Drawback of allocation, Basis of allocation, Practical problems	08	13.36
	Total	60	100

e. Text Book and Reference Book:

Comprehensive Accountancy by S.A. Siddiqui

A Complete Course in Accounting Volume – I by N.D. Kapoor

Double-Entry Book-Keeping by R.C. Chawla & C. Juneja

Introduction to Accountancy by T.S. Grewal

Elements of Hotel Accounts by G.S. Rawat, J.M.S. Negi

Semester -2

Course Name: BASIC ENGLISH-II

Course Code: 00019302AE04

Prerequisite: Basic Knowledge of Communication

Rationale: Knowledge of Communication is essential for students.

a. Course Learning Objective:

CLOBJ 1	Understand the definition of communication and recognize its significance in various contexts.
CLOBJ 2	Explain the process of communication and its components.
CLOBJ 3	Identify the levels and flow of communication within different organizational structures.
CLOBJ 4	Recognize common barriers to effective communication and develop strategies to overcome them.
CLOBJ 5	Define non-verbal communication and distinguish between its various forms, including kinesics, proxemics, paralinguistic, and chronemics.
CLOBJ6	Perform error analysis in written and spoken communication, focusing on tense usage, voice variations, and reported speech.

CLO 1	Define communication and articulate its importance in various personal, professional, and societal contexts.
CLO 2	Understanding of the process of communication, including its different levels and the flow of information within different communication structures.
CLO 3	Solve barriers to effective communication and apply strategies to overcome these barriers in real-life scenarios.
CLO 4	Analyse error analysis in written and spoken communication, focusing on tense usage, voice variations, and reported speech to identify areas for improvement.

CLO 5	Evaluate own communication skills through activities such as reading comprehension, vocabulary building, idioms, phrases, synonyms, antonyms, theatrics (role-play), extempore speaking, application writing, and letter writing, focusing on elements, layouts, inquiries, complaints, and adjustments.
CLO6	Develop and apply effective communication skills, including non-verbal communication techniques such as kinesics, proxemics, paralinguistic, and chronemics, to convey messages accurately and appropriately in various situations.

b. Course Learning Outcomes:

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-	-	2	-	100	-	-	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

Chapter 1 d. Course Content:

Sr. No	Topic	Lecture Hrs.	Weightage in %
1	Definition of Communication & Importance of Communication, Definition and process of communication	2	7
2	Levels of Communication, Flow of Communication	2	7
3	Barriers to effective Communication, Features of effective Communication	2	7
4	Define non-verbal communication, Kinesics	1	3
5	Proxemics, Paralinguistic, Chronemics	1	3
6	Error Analysis (Tenses, voices & reported speech)	2	7
7	Reading Comprehension	1	3
8	Vocabulary Building, Idioms, Phrases, Synonyms, Antonyms	2	7
9	Theatrics (Role Play)	5	16
10	Extempore	5	16
11	Application writing	3	10
12	Letter writing (Elements, Layouts, Inquiry, Complain, & Adjustment,)	4	14
	Total	30	100

Course Name: MATHEMATICAL APTITUDE

Course Code: 00019101SE01

Prerequisite: Basic numeracy skill

Rationale: Mathematical aptitude refers to the ability to reason, think critically, and apply mathematical principles to solve problems and make sense of the world around us.

a. Course Learning Objective:

CLOBJ 1	Understand and apply fundamental concepts of arithmetic, including numbers, highest common factor (HCF), lowest common multiple (LCM), square roots, and cube roots, to solve numerical problems efficiently and accurately.
CLOBJ 2	Develop proficiency in solving problems involving ratio and proportion, including applications in comparison, scaling, mixing, and distribution scenarios, to analyze and solve real-world quantitative problems effectively.
CLOBJ 3	Practice solving problems related to permutations and combinations, including applications in counting arrangements, selections, and probability calculations, to analyze and solve combinatorial problems across various domains.
CLOBJ 4	Analyze concepts of percentage, average, and partnership, including shortcut techniques for calculating averages and distributing profits or expenses among partners, to analyse financial data and make informed decisions.
CLOBJ 5	Evaluate proficiency in solving problems related to time, work, distance, boats, streams, mixtures, logarithms, progressions (arithmetic mean, geometric mean, harmonic mean), and series, to solve practical problems involving time management, resource allocation, and sequence analysis.
CLOBJ 6	Develop the ability to solve problems related to interest (simple interest and compound interest), depreciation rates, profit-loss calculations, discounts, equations (linear and quadratic), and probability, to analyze financial transactions, investment decisions, and risk assessment scenarios effectively

b. Course Learning Outcomes:

CLO 1	Remember and differentiate between numbers, including integers, fractions, decimals, and real numbers.
CLO 2	Understand & analyse data presented in various forms, including tables, charts, and graphs, to extract meaningful information related to percentages, averages, and proportions.
CLO 3	Apply knowledge of logarithms, exponential functions, and interest rates to solve problems related to financial calculations, including compound interest, depreciation, and annuity investments.
CLO 4	Analyze and interpret data sets, including grouped and ungrouped data, to calculate measures of central tendency (mean) and dispersion (standard deviation) and draw meaningful conclusions about data distributions.
CLO 5	Evaluate and critique data interpretation methods, including the accuracy and effectiveness of tabulation, bar graphs, pie charts, and line charts in conveying information and making comparisons.
CLO 6	Synthesize information from multiple sources to solve problems related to mensuration, including calculating areas, perimeters, volumes, and surface areas of geometric shapes and solids.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-	-	2	20	20		60		100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weightage in %
1	Numbers, HCF & LCM, Square Root & Cube Root, Ratio & Proportion, Permutations & Combinations, Percentage, Average-Shortcut averages, Partnership, Time -work & distance, Boats & streams, Mixtures, Logarithm	12	40
2	Progression (AM, GM, HM), Series, Interest (S.I. & C.I.) and depreciation rate, Profit-Loss & Discount, Equations (Linear & Quadratic), Probability	12	40

3	Mensuration I (Area & Perimeter), Mensuration II (Volume & Surface area), Grouped Data, Ungrouped Data (Mean and Standard Deviation) Data interpretation: (Tabulation, Bar Graph, Pie Chart, Line Chart).	06	20
	Total	30	100

Course Name: IPDC INCLUDING HISTORY AND CULTURE OF INDIA AND IKS-I

Course Code: 00019302VA01

Prerequisite: IPDC aims to prepare students for the modern challenges they face in their daily lives. Promoting fortitude in the face of failures, Unity amongst family discord, Self-discipline amidst Distractions... and many more priceless lessons.

Rationale: The course focuses on morality and character development at the core of student growth, to enable students to become self-aware, sincere, and successful in their many roles - as an ambitious student, reliable employee, caring family member, and considerate citizen.

a. Course Learning Objective:

CLOBJ 1	Remember key event, figures, and date in history of India
CLOBJ 2	Understand diversity of Indian culture, including language, religions and customs.
CLOBJ 3	Apply principles of Indian philosophy to analyse complementary issues.
CLOBJ 4	Analyze influence of Indian philosophy various aspects of life such as ethics politics and art.
CLOBJ 5	Evaluate impact of globalization on Indian culture and philosophy.
CLOBJ 6	Create innovative solutions on cultural diversity based on principles of India

b. Course Learning Outcomes:

CLO 1	Remember key events, figures and periods in history of India
CLO 2	Describe basic tenets and principles of prominent Indian philosophy schools
CLO 3	Apply concepts of Indian philosophy and culture to analyse contemporary issues and phenomenon
CLO 4	Compare and Contrast different philosophical schools within Indian traditions
CLO 5	Evaluate relevance of Indian knowledge system in modern world.
CLO 6	Develop strategy for integrating Indian knowledge system into contemporary educational framework.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-	-	2	20	20		60		100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weightage in %
1	INTRODUCTION AND REMAKING YOURSELF: Restructuring Yourself: Students learn how self-improvement enables them to secure a bright future for themselves. They will learn 6 powerful thought-processes that can develop their intellectual, physical, emotional, and spiritual quotients	2	6.66
2	REMAKING YOURSELF: Power of Habit: Students will undergo a study of how habits work, the habits of successful professionals, and the practical techniques that can be used to develop good habits in their life.	2	6.66
3	LEARNING FROM LEGENDS: Tendulkar & Tata: Students will learn from the inspirational lives of India's two legends, Sachin Tendulkar and Ratan Tata. They will implement these lessons through relatable case studies.	2	6.66
4	FROM HOUSE TO HOME: Listening & Understanding: Active listening is an essential part of academic progress and communications. Students will learn to listen with their eyes, ears, mind, and heart	2	6.66
5	FACING FAILURES: Welcoming Challenges: This lecture enables students to revisit the way in which they approach challenges. Through the study of successful figures such as Disney, Lincoln and Bachchan, students will learn to face difficulties through a positive perspective.	2	6.66
6	FACING FAILURES: Significance of Failures: Failure is a student's daily source of fear, negativity, and depression. Students will be given the constructive skills to understand failure as formative learning experiences.	2	6.66

7	MY INDIA MY PRIDE: Glorious Past - Part 1: India's ancient Rishis, scholars, and intellectuals have made tremendous contributions to the world, they developed an advanced, sophisticated culture and civilization which began thousands of years ago. Students will learn the importance of studying India's glorious past so that they could develop a strong passion and pride for our nation.	2	6.66
8	MY INDIA MY PRIDE: Glorious Past - Part 2: Our ancient concepts can be used to seek revolutionary ideas and to generate inspiration. Students will develop a deeper interest in India's Glorious Past – by appreciating the need to read about it, research it, write about it, and share it.	2	6.66
9	LEARNING FROM LEGENDS: A.P.J. Abdul Kalam: Dr Kalam's inspirational life displayed legendary qualities which apply to students (1) Dare to Dream (2) Work Hard (3) Get Good Guidance (4) Humility (5) Use Your Talents for the Benefit of Others	2	6.66
10	SOFT SKILLS NETWORKING & LEADERSHIP: Students are taught the means of building a professional network and developing a leadership attitude.	2	6.66
11	SOFT SKILLS PROJECT MANAGEMENT: Students will learn the secrets of project management through the Akshardham case study. They will then practice these skills through an activity relevant to student life	2	6.66
12	REMAKING YOURSELF: HANDLING SOCIAL MEDIA: Students will learn how social media can become addictive and they will imbibe simple methods to take back control.	2	6.66
13	FACING FAILURES POWER OF FAITH: Students will learn about the power and necessity of faith in our daily lives.	2	6.66
14	FROM HOUSE TO HOME BONDING THE FAMILY: Students will understand the importance of strong family relationships. They will learn how to overcome the generation gap and connect with their family more.	2	6.66
15	SELFLESS SERVICE SEVA: Students will learn that performing seva is beneficial to one's health, wellbeing, and happiness. It also benefits and inspires others.	2	6.76
	Total	30	100

c. Textbook and Reference Books:

Integrated Personality Development Course (TextBook) - By Bochasanwasi Akshar Purushottam Swaminarayan Sanstha

Course Name- FOOD & BEVERAGE FUNDAMENTALS-II(THEORY)**Course Code:** 21010202DS01**Prerequisite:** The students studying this course should have basic knowledge of Kitchen Operations and should know basic preparations and methods of cooking apart from basics of food service.**Rationale:** The course provides theoretical knowledge about Indian Regional cuisines along with the concept of menu apart from food service sequence & Non-alcoholic beverages.**a. Course Learning Objective:**

CLOBJ 1	Make the students aware about food diversity in Indian regions as cultural heritage and planning of quantity kitchen.
CLOBJ 2	Familiarize the student with Meal types & the concept of menu.
CLOBJ 3	Describe the service sequence.
CLOBJ 4	Make the students learn about Sequence of service & Handling of Guest complaints.
CLOBJ 5	Throw light on Non-alcoholic beverages.

b. Course Learning Outcomes:

CLO 1	Explain the cultural heritage as a part of Indian cuisine & planning of quantity kitchen.
CLO 2	Elaborate the types of meal & menu types.
CLO 3	Explain service sequence.
CLO 4	Understand & apply the sequence of service & guest complaint handling tactics.
CLO 5	Define & classify the Non-alcoholic beverages.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-	-	2	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

Unit No.	Topic	Lecture Hrs.	Weightage in %
1.	Stocks & Sauces Definition, Classification, Type & Uses.	3	10
2.	BASIC INDIAN MASALAS & GRAVIES- Garam masala, pulao masala, curry powder, sambhar powder, rasam powder, chaat masala, tandoori marination, White, red, green and yellow gravies.	3	10
3.	PLANNING Principles of planning for quantity food production about Space allocation Equipment selection Staffing	6	20
4.	TYPES OF MEALS Breakfast-Introduction, Meal types- Brunch, Lunch, Hi –Tea, Dinner, Supper, and others	3	10
5.	MENU TYPES Introduction to menu; Types-Ala Carte & Table D’hote, Menu Planning, considerations and constraints, Menu Terms, French Classical Menu- 11, 13 and 17 courses separately, Classical Foods & its Accompaniments with Cover, Indian regional dishes, accompaniments, and service	7	23.34
6.	SEQUENCE OF SERVICE Handling Table reservation, KOTs & BOTs Duplicate & Triplicate System, Computerised K.O. T’s, Sequence of Food Service, Table Clearing Process, Billing Methods, Payment methods and Cash Handling	3	10
7.	NON – ALCOHOLIC BEVERAGES Definition and Classification of Beverages Hot Beverages-Types- Different types of Tea and Coffee, Cocoa, Hot Chocolate, Preparation and Service Cold Beverages-Types- Cold Coffee, Shakes, Mock tails, Juices, Syrups, Aerated Drinks, Preparation and Service.	2	6.66
8.	CUSTOMER CARE AND HANDLING SITUATIONS Unavailability of Table/reservation, Wrong Order Taking, Handling Unavailability of Food items, Handling Special Requests, Order Delays, Spillages, Return Food, Lost and found properties, Illness, Drunken Guest, Un expectable appearance of Guest Dealing with children and Infants, Handling Handicaps, Old age guest, Customer with communication difficulties.	3	10
	Total	30	100

d. Course Content:

e. Text Book and Reference Book:

Theory of Cookery, Krishna Arora.

Modern Cookery, Thangam Philip

Larousse Gastronomique, Montagne

Professional Chef, Arvind Saraswat.

Professional Food& Beverage Service Management, Brian ;

Food Service Operations, Peter Jones &Casse;

Menu planning, J Kivela,

Introduction to F&B Service, Brown, Hepper&Deegan

Course Name- FOOD & BEVERAGE FUNDAMENTALS-II(PRACTICAL)**Course Code:** 21010202DS02**Prerequisite:** The students studying this course should have basic knowledge of Kitchen Operations and should know basic preparations and methods of cooking apart from basics of food service.**Rationale:** The course provides practical knowledge about Indian Regional cuisines along with the concept of menu apart from food service sequence & Non-alcoholic beverages.**a. Course Learning Objective:**

CLOBJ 1	Make the students practice different famous dishes from Indian regions & international cuisines & prepare menu
CLOBJ 2	Instil the skills of Table, cover layout.
CLOBJ 3	Impart the food service skills.
CLOBJ 4	Make the students understand & adopt the situation handling in F&B section.

b. Course Learning Outcomes:

CLO 1	Demonstrate famous delicacies of Indian regional cuisines & basics of international cuisines & form menu list for the dishes
CLO 2	Demonstrate the cover layout.
CLO 3	Apply The service skills and will be able to serve the food & beverage (Non-Alcoholic) to the guest
CLO 4	Assess & handle guest complaints.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	4	2	-	-	20	-	30	50

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

Sr. No.	Practical	No. of Hours	Weightage In %
1.	Practical on Indian Cuisine	20	33.33
2.	Practical on International cuisine	16	26.66
3.	Writing a Menu	4	6.67
4.	Breakfast Table Lay-out.	4	6.67
5.	TDH & A la Carte Cover lay-out.	4	6.67
6.	Receiving the guest	4	6.67
7.	Sequence of Service of food & Service of Cold & Hot - Non-Alcoholic Beverages	4	6.67
8.	Handling common incidents-Guest complaints.	4	6.66
	Total	60	100

d. Course Content:

e. Text Book and Reference Book:

Theory of Cookery, Krishna Arora.
 Modern Cookery, Thangam Philip
 Larousse Gastronomique, Montagne
 Professional Chef, Arvind Saraswat.
 Professional Food& Beverage Service Management, Brian ;
 Food Service Operations, Peter Jones &Casse;
 Menu planning, J Kivela,
 Introduction to F&B Service, Brown, Hepper&Deegan

Course Name- BASICS OF ACCOMMODATION OPERATIONS-II (THEORY)**Course Code:** 21010202DS03**Prerequisite:** The students studying this course should have basic knowledge of Hotel Front Office & Housekeeping operations.**Rationale:** The course provides theoretical knowledge about procedures for day-to-day operations in Housekeeping & front office departments.**a. Course Learning Objective:**

CLOBJ 1	Make the students aware about the basics of Room Reservation.
CLOBJ 2	Familiarize the students with Check In & Check Out Procedure.
CLOBJ 3	Throw light on Housekeeping Procedures.
CLOBJ 4	Explain about the critical Documentation in Housekeeping & Front office

b. Course Learning Outcomes:

CLO 1	Elaborate the basic tenets of Room Reservation.
CLO 2	Understand & follow the Check In & Check Out Procedure.
CLO 3	Understand & follow the Housekeeping Procedures.
CLO 4	Understand & elaborate the explanation of the Housekeeping & Front office documents.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	0	3	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lectures Hrs.	Weightage in %
1.	ROOM RESERVATION Importance, Functions, Different Channels & sources, and Types of reservation. Cancellations and Amendments Handling Individual & Group reservations Various Forms & Formats, Pre-Registration Activities	09	20
2.	CHECK IN PROCEDURE, CHECK OUT PROCEDURE I. Registration process, Check in Procedure, Check in in different situations like :- guest having confirmed reservation, Walk –in Guest, Group/crew , Scanty Baggage Guest, International Travellers, Club floor guest, Check in Procedure in Fully automated hotels	12	26.66

	II. Check out activity at various desk :- Bell Desk, lobby, Reception, Cashier Different Methods of Settlement :-Cash , Credit Card, Cheques, Travels cheques, Bill to company, Combined settlement method, Checking of minibar and taking of guest feedback. Check out options :- On Desk Express Check out, Self Check out Front Office Record, Forms & Formats.		
3.	HOUSEKEEPING PROCEDURES Types of surfaces, Cleaning Guest Rooms& Public Area – Daily Cleaning of Room, Weekly Cleaning/ Spring Cleaning, Evening Service/ Turndown Service, Replenishment of guest supplies & amenities. Lost and Found Procedure	12	26.66
4.	FORMS & FORMATS Housekeeping- Staff placement register, floor registers, guest special request register, Logbook, Memo book, Carpet shampoo register, baby sitting register, lost & found register, store indent book etc. Room occupancy report, guest room inspection form/checklist, housekeeping report, work order, room boys report. Front office- Guest Registration Card, Guest Folio, Non Guest Folios, Errand Card, Luggage Tags (coding), Reservation Request form etc.	8	17.78
5.	CONCIERGE& BELL DESK OPERATIONS Introduction of Bell desk and Equipment used in Bell desk. Functions of Bell desk Luggage handling, left luggage procedure Paging, Mail and Message handling, Change of room etc Functions of information department	4	8.90
	Total	45	100

e. Text Book and Reference Book:

Hotel F.O. Training manual, Suvradeep Gauranga Ghosh ;

Hotel front office management, James Bardi;

Hotel Front Office- Operations & Management , Jata Shankar. R. Tewari;

Hotel Front Office- A Training Manual, Sudhir Andrews;

Hotel Housekeeping Operations & Management ,G. Raghubalan& Smritee Raghubalan

Course Name- BASICS OF ACCOMMODATION OPERATIONS-II (PRACTICAL)**Course Code:** 21010202DS04**Prerequisite:** The students studying this course should have basic knowledge of Hotel Front Office & Housekeeping operations.**Rationale:** The course provides theoretical knowledge about procedures for day-to-day operations in Housekeeping & front office departments.**a. Course Learning Objective:**

CLOBJ 1	To make the students practice the Reservation & Registration process.
CLOBJ 2	To make the students practice the Check in & check out process.
CLOBJ 3	To make the students practice methods of cleaning.

b. Course Learning Outcomes:

CLO 1	Identify with the Reservation & Registration process in hotels.
CLO 2	Interpret and illustrate the Check in & check out process.
CLO 3	Take part in the methods of cleaning and demonstrate the results.
CLO4	Apply the grooming standards as required by the department

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1	-	-	20	-	30	50

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Sr. No.	Practical	No. of hours	Weightage in %
1	Basic Manners, Body language, Gestures, Facial expression, Grooming & Hygiene Standards, its importance, Welcoming, receiving, escorting of the guest to room.	8	13.33
2	Reservation Handling	8	13.33
3	Registration process	8	13.33
4	Check in Process	8	13.33
5	Check out process	8	13.33
6	Methods of cleaning-I	8	13.33
7	Methods of cleaning-II	8	13.33
8	Filling of Forms and formats	4	6.69
	Total	60	100

e. Text Book and Reference Book:

Hotel F.O. Training manual, Suvradeep Gauranga Ghosh ;
Hotel front office management, James Bardi;
Hotel Front Office- Operations & Management , Jata Shankar. R. Tewari;
Hotel Front Office- A Training Manual, Sudhir Andrews;
Hotel Housekeeping Operations & Management ,G. Raghubalan& Smritee Raghubalan

Course Name: FINANCIAL MANAGEMNT IN HOTELS**Course Code: (21010202DS05)**

Prerequisite: The student opting to pursue this course, must have basic understanding about the importance of finance in any business.

Rationale: The course provides knowledge about basics of financial management in hotels.

a. Course Learning Objective:

CLOBJ 1	Familiarize the students about the importance of Finance objectives & Corporate Strategies in terms of finance management.
CLOBJ 2	Introduce the Application of working capital in hotel Industry.
CLOBJ 3	Make the students know about the sources of finance for business.
CLOBJ 4	Get the students acquainted the specific decisions in financial management.
CLOBJ 5	Let the students know about the financial Risk Management & Mitigation.

b. Course Learning Outcomes:

CLO 1	Demonstrate working capital management skills.
CLO 2	Plan & Arrange the Sources of finance for business.
CLO 3	Analyse & Take the Specific decisions in financial management.
CLO 4	Practice & demonstrate Financial Risk Management tactics.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
4	-	-	4	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs	Weightage(in %)
1	FINANCIAL MANAGEMENT FUNCTIONS	10	16.66
	The nature and purpose of financial management, Financial objectives and relationship with corporate strategy, Stakeholders and impact on corporate objectives, Financial and other objectives in not-for profit organizations		
2	WORKING CAPITAL MANAGEMENT	10	16.67
	The nature, Elements, and Importance of working capital, Management of Inventories, Accounts receivable, Accounts		

	payable and Cash, Determining working capital needs and Funding strategies.		
3	BUSINESS FINANCE	12	20
	Sources of raising finance, Business finance, Estimating the Cost of capital, Sources of finance and their relative costs, Capital structure - theories and practical considerations, Finance for small- and medium-sized entities (SMEs)		
4	FINANCIAL RISK MANAGEMENT	8	13.33
	The nature and types of risk and approaches to Risk Management, causes of exchange rate differences and interest rate fluctuations, Hedging techniques for foreign currency risk.		
5	FINANCIAL MANAGEMENT ENVIRONMENT	10	16.67
	The economic environment for business, The nature and role of financial markets and institutions, The nature and role of money markets		
6	SPECIFIC INVESTMENT DECISIONS (LEASE OR BUY, ASSET REPLACEMENT, CAPITAL RATIONING)	10	16.67
	Evaluate leasing and borrowing to buy using the before- and after-tax costs of debt. Evaluate asset replacement decisions using equivalent annual cost and equivalent annual benefit, Evaluate investment decisions under single-period capital rationing, including: i) the calculation of profitability indexes for divisible investment projects ii) the calculation of the NPV of combinations of non-divisible investment projects iii) a discussion of the reasons for capital rationing.		
	TOTAL	60	100

e. Text Book and Reference Book:

Basic financial management, 3rd edition Paperback – Illustrated, 1 July 2017 by [M Y Khan](#) , [P K Jain](#)
Prasanna Chandra, “Financial Management: Theory and Practice”, 9th ed, Mc Graw Hill.

Saunders Anthony and Cornett Marcia, “Financial Markets and Institutions A modern Perspective”, Mc Graw Hill. Latest edition

Bhole L M. and Mahakud, Jitendra. “Financial Institutions and Markets Structure, Growth and Innovations” Mc Graw Hill

I.M. Pandey, “Financial Management: Vikas Publishing house, Latest edition

Semester -3

Course Name: FOOD PRODUCTION FUNCTIONS I_(THEORY)

Course Code: 21010203DS01

Prerequisite: The students should have preliminary knowledge of Kitchen Operations, preparations, cooking methods.

Rationale: The course provides operational knowledge about Food Production department in hotel.

a. Course Learning Objective:

CLOBJ 1	Familiarize the students with equipment used in quantity kitchen.
CLOBJ 2	Explain the menu planning concept.
CLOBJ 3	Introduce volume cooking.
CLOBJ 4	Elaborate about Indian Regional Cuisines

b. Course Learning Outcomes:

CLO 1	Elaborate & classify the equipment used in quantity kitchen.
CLO 2	Apply the menu planning considerations while making menu for F&B outlet.
CLO 3	Explain the functions & importance of volume cooking.
CLO 4	Will Have knowledge regarding Indian Regional Cuisines.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-	-	2	20	20	-	60	-	100

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

Unit no.	Topic	Lecture Hrs.	Weightage in %
1	PRODUCTION EQUIPMENT- Types , equipment Planning , Metal used in Volume cooking Equipment ,Points to be considered for purchasing the volume cooking equipment , Care, and maintenance of this equipment ,Modern developments in equipment manufacture.	05	16.67
2	MENU PLANNING -Basic principles of menu planning-recapitulation, Points to consider in menu planning for various volume feeding outlets such as Industrial, Institutional, Mobile Catering Units, Planning menus for School/ College students, Industrial workers, Hospitals, Outdoor parties, Theme dinners, Transport facilities, cruise lines, airlines, railway, Nutritional factors.	04	13.33
3	INDENTING - Principles of Indenting for volume feeding, Portion sizes of various items for different types of volume feeding Modifying recipes for indenting for large scale catering	03	10
4	INDIAN REGIONAL CUISINE: Historical, Geographical & cultural perspective) A detailed study on North and South Indian Regional Cuisine: Goa, Kashmir, Andhra Pradesh, Karnataka, Tamil Nadu, Bengal, Assam, Gujarat, Punjab, Rajasthan etc., as regarding ingredients used, traditional preparation methods, utensils, and accompaniments.	13	43.33
5	VOLUME FEEDING - Definition, Types of Catering in Volume feeding, Production planning, Control systems & mechanism Advantages & Disadvantages.	05	16.67
	Total	30	100

d. Course Content:

e. Text Book and Reference Book:

Theory of Cookery, Krishna Arora.
 Modern Cookery, Thangam Philip
 Larousse Gastronomique, Montagne
 Professional Chef, Arvind Saraswat.
 Professional Food & Beverage Service Management, Brian ;
 Food Service Operations, Peter Jones & Casse;
 Menu planning, J Kivela,
 Introduction to F&B Service, Brown, Hepper & Deegan

Course Name: FOOD PRODUCTION FUNCTIONS I(PRACTICAL)**Course Code: 21010203DS02**

Prerequisite: The students studying this course should have knowledge of Kitchen skills and should know basic cooking preparations.

Rationale: The course provides knowledge cooking skills for volume feeding in Food Production department in hotel.

a. Course Learning Objective:

CLOBJ 1	Make the students practice Indenting.
CLOBJ 2	Make the students practice the volume cooking in Industry, Institutes & transport sector.
CLOBJ 3	Make the students practice the volume cooking for Theme events.

b. Course Learning Outcomes:

CLO 1	Create& use Indent sheet.
CLO 2	Plan, Organize & Perform volume cooking in Industry, Institutes & transport sector.
CLO 3	Plan, Organize & Perform volume cooking for Theme events.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	4	2		-	20	-	30	50

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Sr. No.	Practical	No. Of hours	Weightage in %
1.	Volume Cooking- Institutional/Industrial/Hospital/Railways	8	13.33
2.	Practicing Kashmiri Cuisine	4	6.67
3.	Practicing Awadhi Cuisine	8	13.33
4.	Practicing Punjabi Cuisine	8	13.33
5.	Practicing Rajasthani Cuisine	8	13.33
6.	Practicing Gujarati Cuisine	8	13.33
7.	Practicing Konkan Cuisine	4	6.67
8.	Practicing Bengali Cuisine	4	6.67
9.	Practicing South Indian Cuisine	4	6.67
10.	Demonstration of North eastern cuisine	4	6.67
Total		60	100

e. Text Book and Reference Book:

Theory of Cookery, Krishna Arora.

Modern Cookery, Thangam Philip

Professional Food& Beverage Service Management, Brian ;

Food Service Operations, Peter Jones &Casse;

Menu planning, J Kivela,

Course Name: FOOD & BEVERAGE SERVICE FUNCTIONS-I (THEORY)**Course Code: 21010203DS03**

Prerequisite: The students should have preliminary knowledge of F& B operations, types of service and role of F&B Staff.

Rationale: The course provides theoretical knowledge about Food & Beverage Service topics like IRD service, Alcoholic beverages served in F&B outlets.

a. Course Learning Objective:

CLOBJ 1	Familiarize the students with the operations of In Room Dining (IRD).
CLOBJ 2	Throw light on F&B order taking Procedure, Service sequence and Billing process.
CLOBJ 3	Elucidate the Classification and Knowledge of Alcoholic beverage.
CLOBJ 4	Illustrate the Wines, Beer, Aperitifs, Vermouths, brief about Distilled beverages and Tobacco (Cigars & Cigarette) .

b. Course Learning Outcomes:

CLO 1	Describe the Operations of In Room Dining (IRD)
CLO 2	Enabled to F&B order taking Procedure, Service sequence and Billing process
CLO 3	Classify and describe the Alcoholic beverages.
CLO 4	Describe about making process & brand names of Wines, Beer, Aperitifs, Vermouths, brief about Distilled beverages and Tobacco (Cigars & Cigarette).

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	0	3	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weightage in %
1	IN ROOM DINING SERVICE	8	17.78
	Introduction, general principles and types, care to be taken while dealing with active and passive guest, Cycle of Service, scheduling, and staffing Forms and Formats, Order Taking, Suggestive Selling, breakfast cards Usage of handheld devices and their roles while order taking and servicing guests at restaurants, Time management- lead time from order taking to clearance		
2	ALCOHOLIC BEVERAGES	3	6.67
	Definition & Classification of Alcoholic Beverages. Introduction to fermentation & Distillation process.		
3	BEERS Introductions to beer, Brief introduction to Beer Production, Types and Brands – Indian and International	7	15.55
4	WINE	13	28.89
	Definition of wine, Types of grapes used in wine production. Wine making – vinification, Vinification types- Still, Sparkling, Aromatized and Fortified. Classification of Wines, Wines region of France-Bordeaux, Burgundy, Loire, Rhone Alsace, Jura, Provence, Wines of Italy, Spain, Germany, Portugal, Australia, South Africa, Chilly, California & India, Storage of wines, glassware types, other equipment's and tools associated to wines. Important brands of wine and Service of wines- Glassware used, temperature for service of wines., Wine & Food Pairing		
5	AROMATIZED BEVERAGES	5	11.11
	Definition Types- Wine based & spirit based, Usage and storage.		
6	SAKE	3	6.67
	Introduction, definition, manufacturing, storage & brands.		
7	TOBACCO	6	13.33
	Cigars & Cigarette, Cigar types & sizes Brands – Storage and service		
	Total	45	100

e. Text Book and Reference Book:

Food & Beverage Service, Lillicrap & Cousins;
 Modern Restaurant Service, John Fuller;
 Professional Food & Beverage Service Management, Brian ;
 Food Service Operations, Peter Jones & Casse;
 Menu planning, J Kivela
 Introduction to F&B Service, Brown, Hepper & Deegan

Course Name: FOUNDATION IN FOOD & BEVERAGE SERVICE –II (PRACTICAL)

Course Code: 21010203DS04

Prerequisite: The students studying this course should be able to write, read and speak English and must have undergone a familiarization with normal procedures in F&B service department.

Rationale: The course provides hands on supervisory skills to be used by F&B service department in hotels.

a. Course Learning Objective:

CLOBJ 1	Demonstrate the make the student Perform In Room Dining service (IRD)
CLOBJ 2	Understanding the tricks of Guest Complaint handling.
CLOBJ 3	Develop the Knowledge service of Wines, Beer, Aperitifs, Vermouths and Tobacco

b. Course Learning Outcomes:

CLO 1	Perform IRD Service operations by following SOPs.
CLO 2	Apply Situation handling tactics.
CLO 3	Demonstrate the service of wines.
CLO 4	Demonstrate the service of Beer.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1		-	20	-	30	50

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

d. Course Content:

Sr. No.	Practical	No. Of hours	Weightage in %
1.	Room Service Order taking (Demonstration followed by practice by students)	4	13.33
2.	Room Service (In Room dining Service) (Demonstration followed by practice by students)	4	13.33
3.	Handling Different Situations in room service operations (Demonstration followed by practice by students)-PART -I	4	13.33
4.	Handling Different Situations in room service operations (Demonstration followed by practice by students)-PART -II	4	13.33
5.	Wine Label Reading (Demonstration followed by practice by students)	4	13.33
6.	Wine Service (Demonstration followed by practice by students)	4	13.33
7.	Beer Service (Demonstration followed by practice by students)	4	13.33
8.	Service of Cigars (Demonstration followed by practice by students)	2	6.69
Total		30	100

e. Text Book and Reference Book:

Food & Beverage Service, Lillicrap& Cousins;

Modern Restaurant Service, John Fuller;

Professional Food& Beverage Service Management, Brian ;

Food Service Operations, Peter Jones &Casse;

Menu planning, J Kivela

Introduction to F&B Service, Brown, Hepper&Deegan

Course Name: ACCOMMODATION FUNCTIONS IN HOTEL-I (THEORY)

Course Code: (21010203DS05)

Prerequisite: The students should have knowledge of Front Office functions.

Rationale: The course provides knowledge about Advanced procedures practiced by Front office department in hotels

a. Course Learning Objective:

CLOBJ 1	To elucidate the Use of Computer in Front Office.
CLOBJ 2	To elaborate the types of rooms & tariff formulation.
CLOBJ 3	To explain the Guest cycle along cycle.
CLOBJ 4	To Classify the flower arrangement.

b. Course Learning Outcomes:

CLO 1	Identify, Relate & Describe various software used in Front Office.
CLO 2	Define & describe the types of rooms & tariff formulation.
CLO 3	Elaborate guest cycle.
CLO 4	Explain types of flower arrangement.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	0	3	20	20	-	60	-	100

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weightage in %
1	DAY TO DAY OPERATIONS IN HOUSEKEEPING Housekeeping Control Desk, Importance, Role, Co-ordination, Key Handling & Control, Handling Guest query & requests. Linen Room- Activities, Layout, Linen Control Measures, Inventory handling & Discard Laundry- Classification, Laundry cycle, Guest Laundry order taking & Delivery Procedure, Lost & Found Procedure	14	31.11

2	ROOM TYPES & TARIFF Types of Rooms Room tariff, Tariff fixation / calculating room tariff. Types of room tariff: Rack rate, discounted rates. Meal Plan and its type Forms & Format/ Tariff Card/Brochure	09	20
3	PROPERTY MANAGEMENT SYSTEM Importance of Computer in Front Office, Introduction to PMS PMS application in Front Office (Reservation, Front Desk, Room, Cashier, Night Audit, set up, Reporting, Back-office Module) Different PMS systems:- Opera, IDS	06	13.33
4	FLOWER ARRANGEMENT AND INDOOR PLANTS Introduction to different types of flower and indoor plant, types of it used in industry, Need and importance, Equipment's & Tools required Care and conditioning of cut flowers, types Principal of design, Styles of flower arrangement Selection and care of indoor plants Procedure of layering the pot	06	13.33
5	TYPES OF GUESTS & GUEST CYCLE Defining Guest & Their basic requirements, Types of Guests- F.I.T, Business Travellers, G.I.T, S.I.T, Domestic, Foreigners Guest cycle- Pre Arrival, Arrival, Occupancy, Departure, Post departure	10	22.23
	Total	45	100

e. Text Book and Reference Book:

Managing front office operations ,M.Kasavana;
 Front office procedures & Management,Peter Abbot,
 Front Office Operation & Management,Jatashankar R. Tewari
 Managing Computers in Hospitality Industry,Michael Kesavana&Cahel)
 Housekeeping and Front Office,Jones
 Housekeeping Operation & Management,Malini Singh;
 Hotel Housekeeping Operations & Management,G. Raghubalan& Smritee Raghubalan
 Hotel, Hostel and Hospital Housekeepin,Joan C Branson & Margaret Lennox

Course Name: ACCOMMODATION FUNCTIONS IN HOTEL-I (PRACTICAL)**Course Code: (21010203DS06)**

Prerequisite: The students should have preliminary practical knowledge of Front Office & Housekeeping functions.

Rationale: The course provides practical knowledge about Advanced procedures practiced in accommodation department in hotels.

a. Course Learning Objective:

CLOBJ 1	Demonstrate and make the students practice the computer application in Front Office functions.
CLOBJ 2	Demonstrate and make the students practice the guest cycle in hotels.
CLOBJ 3	Make the students Perform Front office accounting cycle.
CLOBJ 4	Exemplify & make the students Perform Flower arrangements.

b. Course Learning Outcomes:

CLO 1	Adapt & apply the computer application skills in front office operation.
CLO 2	Illustrate & Demonstrate the Process of guest cycle in hotels.
CLO 3	Elaborate & Perform the Front office accounting cycle.
CLO 4	Demonstrate various flower arrangements.

c. Teaching & Examination Scheme:

Teaching & Examination Scheme:									
Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1	-	-	20	-	30	50

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Sr. No.	Practical	No. Of hours	Weightage in %
1.	Handling Check-In process in PMS	4	13.33
2.	Handling Check-Out process in PMS	4	13.33
3.	Tariff Determination- Hubbart Formula, Thumb Rule ,	4	13.33
4.	Familiarization with different forms & formats such as :- Expected arrival/ departure sheet, group/crew arrival sheet, C-Form, Bell boy errand card, Cashier report, cashier envelop, encashment certificate, Express C/out, High Balance Report, Incident Report	4	13.33
5.	Flower Arrangement- Different Types	4	13.33
6.	Creating model of a guest room / public area with interior decoration themes	4	13.33
7.	Guest Room Cleaning	4	13.33
8.	Turndown Service	2	6.69
Total		30	100

e. Text Book and Reference Book:

Managing front office operations ,M.Kasavana;
Front office procedures & Management,Peter Abbot,
Front Office Operation & Management,Jatashankar R. Tewari
Managing Computers in Hospitality Industry,Michael Kesavana&Cahel)
Housekeeping and Front Office,Jones
Housekeeping Operation & Management,Malini Singh;
Hotel Housekeeping Operations & Management,G. Raghubalan& Smritee Raghubalan
Hotel, Hostel and Hospital Housekeepin,Joan C Branson & Margaret Lennox

Semester -4

Course Name: Industrial Training

Course Code: 21010204DS01

Prerequisite: The students studying this course should be able to write, read and speak English and must have the basic knowledge of work procedures in all the core departments in the hotel.

Rationale: Industrial training (IT) is a practical and hands-on approach to training employees in a real work environment.

a. Course Learning Objective:

CLOBJ 1	Provide the practical experience of working in Front office department.
CLOBJ 2	Provide the practical experience of working in housekeeping department.
CLOBJ 3	Provide the practical experience of working in Food Production department.
CLOBJ 4	Provide the practical experience of working in Food & Beverage Service department.

b. Course Learning Outcomes:

CLO 1	Understand, Apply, Demonstrate & Perform the basic functions of Front office department.
CLO 2	Understand, Apply, Demonstrate & Perform the basic functions of housekeeping department.
CLO 3	Understand, Apply, Demonstrate & Perform the basic functions of Food Production department.
CLO 4	Understand, Apply, Demonstrate & Perform the basic functions of Food & Beverage Service department.

d. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
	-	-	20	-	-	100	-	200	300

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

Semester -5**Course Name: FOOD PRODUCTION FUNCTIONS II – THEORY****Course Code: 21010205DS01****Prerequisite:** The students must have theoretical knowledge about basic meat & vegetable preparations.**Rationale:** The course provides advanced knowledge about Food Production department in hotel.**a. Course Learning Objective:**

CLOBJ 1	Make the students aware with concept of Larder section in the kitchen.
CLOBJ 2	Introduce the students with Charcuterie.
CLOBJ 3	Let the students Know about the Appetizers & sandwiches.
CLOBJ 4	Give Basic Understanding of International cuisines.

b. Course Learning Outcomes:

CLO 1	Explain the functions of larder section.
CLO 2	Familiar with cuisines from China, France, Italy, Spain, Mexico, and Middle East to Classify, Simplify & choose them to Compile the best food products to attract the customer.
CLO 3	Identify & Explain Appetizers & sandwiches as products used in food & beverage business.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-	0	2	20	20	-	60	-	100

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weightage in%
1	LARDER Introduction, Definition, Terminology Equipment, Layout of a typical larder, Hierarchy, Duties & Responsibilities of Larder Function& Sections of the Larder, Control Functions in Larder Section	8	26.66
2	CHARCUTIERIE Definition, History, Art of Charcuterie, Ingredients used in preparation of Charcuterie, Special Methods of cooking, Different Charcuterie Products, Charcuterie Board, Pairing of food with Charcuterie Products.	6	20
3	APPETIZERS & GARNISHES Introduction, Definition, Classification Examples Historic importance of Appetizers and culinary garnishes. Explanation of different Garnishes	2	06.67
	SANDWICHES -Introduction, Types, Parts& Varieties, type of filling	2	06.67
6	INTERNATIONAL CUISINES Introduction, their regional cooking styles, Methods of cooking, equipment, and utensils (Note: should be taught along with the relevant topics)	12	40
	Total	30	100

e. Text Book and Reference Book:

Art of Indian Cooker, Rocky Mohan, Roli;
Modern Cookery (Vol-I)-

Philip.

Thangam,

Orient

Longman

;

Larousse Gastronomique, Paul Hamlyn; ,
The Complete Guide to the Art of Modern Cookery, Escoffier
Professional Chef, Le Rol A. Polsom
Professional Cooking, Wayne Gislen

Course Name: FOOD PRODUCTION FUNCTIONS II – PRACTICAL

Course Code: 21010205DS02

Prerequisite: The students must possess practical skill on meat & vegetable preparations.

Rationale: The course provides advanced knowledge about Food Production department in hotel.

a. Course Learning Objective:

CLOBJ 1	Demonstrate & make the students practice the recipe formulation.
CLOBJ 2	Make the students learn about Preparing International Cuisines like – Chinese, Italian, French, Spanish, Mediterranean & Mexican etc.
CLOBJ 3	Make the student Prepare different Appetizers& sandwiches.
CLOBJ 4	Make the student learn about preserving the meat as well as making galantine & pate.

b. Course Learning Outcomes:

CLO 1	Understand, Analyze, Evaluate & Apply the concept of Recipe to make recipe charts.
CLO 2	Demonstrate & prepare International Cuisines like – Chinese, Italian, French, Spanish, Mediterranean & Mexican etc.
CLO 3	Show different types of Appetizers & Sandwiches preparation skills
CLO 4	Prepare forced meat & galantine & pate.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	4	2	-	-	20	-	30	50

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

d. Course Content:

SR. No.	PRACTICAL	No. OF HOURS	WEIGHT AGE IN %
1.	Recipe Formulation	4	6.67
2.	International cuisine- Chinese	8	13.33
3.	International cuisine- Mexican	8	13.33
4.	International cuisine- Mediterranean	4	6.67
5.	International cuisine- Spanish	4	6.67
6.	International cuisine- French	8	13.33
7.	International cuisine- Italian	4	6.67
8.	International cuisine- Japanese	4	6.67
9.	Preparation of different Appetizers (popular)	4	6.67
10.	Preparation of different Sandwich (popular)	4	6.67
11.	Charcuterie Part-I(Meat preservation -Demo)	4	6.66
12.	Charcuterie Part-II(Galantine, Pate)	4	6.66
	TOTAL	60	100

e. Text Book and Reference Book:

Art of Indian Cooker, Rocky Mohan, Roli;

Modern Cookery (Vol-I)- Philip. Thangam, Orient Longman

;

Larousse Gastronomique, Paul Hamlyn; ,

The Complete Guide to the Art of Modern Cookery,Escoffier

Professional Chef, Le Rol A. Polsom

Professional Cooking, Wayne Gislen

Course Name: FOOD & BEVERAGE SERVICE FUNCTIONS-II THEORY)

Course Code: 21010205DS03

Prerequisite: The students should have basic knowledge of F& B operations, types of alcoholic beverages.

Rationale: The course provides advance theoretical knowledge about Food & Beverage Service department in hotel.

a. Course Learning Objective:

CLOBJ 1	Explain different types of Spirits and their production.
CLOBJ 2	Elucidate the basics of Bar planning.
CLOBJ 3	Elaborate the cocktails and production.
CLOBJ 4	Impart the Knowledge of Gueridon Service.
CLOBJ 5	Provide the knowledge about Banquet Management.

b. Course Learning Outcomes:

CLO 1	Define & explain different types of Spirits and their production.
CLO 2	Elaborate the Bar set up aspects like Bar menu, staffing and equipment.
CLO 3	Classify & Explain varieties of cocktails based on different liquors.
CLO 4	Describe the process of Gueridon Service.
CLO 5	Understand & Explain banquet management procedures.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	0	3	20	20	-	60	-	100

L-

Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weightage in %
1	DISTILLED BEVERAGES	15	33.33
	Introduction to distillation process, classification of distilled beverages. (Whisky, Rum, Brandy, Vodka, Gin & Tequila) Production in brief. Brands- Indian and International. Other alcoholic beverage – Absinthe, Ouza Aquavit, Slivovitz, Arrack, Fenni, Grappa, Calvados etc. Brands- Indian and International & Service		

	Concept of proof and its types, Gay-Lussac percentage.		
2	BAR	10	22.22
	Introduction, Types & Layout, Bar displays, Equipment used License Requirements, Staffing- Job description, Job specification, Bar planning & designing, Bar menus		
3	COCKTAILS	04	8.90
	Introduction & History, Types & preparation Classical cocktail, recipes, and garnishes, Costing, Innovative Cocktails & Mocktails, Cocktail bar, Equipment, Garnishes, Decorative accessories, Interaction with guest, Suggestive selling		
4	GUERIDON SERVICE	06	13.33
	Introduction, History, Staffing& Equipment used, Ingredients used, Common preparation, flambé dishes, Carving, Salad making etc. Trolley service – Beverages, Starters, High-tea, Desserts etc		
5	FUNCTION CATERING	10	22.22
	BANQUETS- Introduction, Types, Organization of Banquet department. Duties and responsibilities of the Banquet Manager. Booking procedures., Banquet menus, Buffets FORMAL & INFORMAL BANQUETS Reception, Cocktail parties (Standing & Sit down), Conventions Seminars, Exhibitions, Fashion Shows, Trade fairs, Wedding		
Total		45	100

e. Text Book and Reference Book:

Food & Beverage Service, Lillicrap& Cousins;
 Modern Restaurant Service, John Fuller;
 Professional Food& Beverage Service Management, Brian ;
 Food Service Operations, Peter Jones &Casse;

Course Name: FOOD & BEVERAGE FUNCTIONS-II (PRACTICAL)

Course Code: 21010205DS04

Prerequisite: The students studying this course should have basic knowledge of Food & Beverage Operations including cover layout, mis-en-place & Order taking.

Rationale: The course provides hands on Service skills to be used in Banquet & Bar Section department in hotels.

a. Course Learning Objective:

CLOBJ 1	Explain the Service procedure of different Alcoholic Beverages.
CLOBJ 2	Make the students aware about basics of Bar set up & layout making.
CLOBJ 3	Make the students learn the basics cocktail& Mocktail Making.
CLOBJ 4	Make the students perform the Gueridon Service.
CLOBJ 5	Demonstrate the setting up different seating arrangements & buffet Styles.

b. Course Learning Outcomes:

CLO 1	Demonstrate service of different Alcoholic Beverages by performing the service.
CLO 2	Develop the basic Bar set up & layout.
CLO 3	Prepare different cocktail& Mocktails.
CLO 4	Perform the Gueridon Service.
CLO 5	Organize the Setup of different Seating Arrangements & Buffet Styles

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1	-	-	20	-	30	50

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

Sr. No.	Practical	No. Of hours	Weightage in %
1.	Understanding and observing Bar Layout& Set up	4	13.33
2.	Preparing Bar menus	2	6.67
3.	Wine Service	2	6.67
4.	Beer Service	2	6.68
5.	Service of Spirits- Vodka, Rum, Whiskey/Whisky, Tequila, Gin, Brandy	4	13.33
6.	Cocktail/ Mocktail Preparation, presentation, and service	4	13.33
7.	Practicing Trolley service – Preparing Dishes	4	13.33
8.	Preparing Function Prospectus	4	13.33
9.	Different Banquet set ups	4	13.33
	TOTAL	30	100

d. Course Content:

e. Text Book and Reference Book

Food & Beverage Service, Lillicrap& Cousins;
 Modern Restaurant Service, John Fuller;
 Professional Food& Beverage Service Management, Brian ;
 Food Service Operations, Peter Jones &Casse;

Course Name: ACCOMMODATION FUNCTIONS IN HOTELS-II (THEORY)

Course Code: (21010205DS05)

Prerequisite: The students studying this course should have Through knowledge of the core functioning of housekeeping department.

Rationale: The course provides knowledge about Advanced procedures practiced by Accommodation management department in hotels.

a. Course Learning Objective:

CLOBJ 1	Familiarize the students with front office accounting cycle and Cash control.
CLOBJ 2	Make the students aware about Budgeting, planning & organizing aspects in housekeeping department.
CLOBJ 3	Make the student understand about pest control in hotels.
CLOBJ 4	Get the students acquainted with the room forecasting techniques.

b. Course Learning Outcomes:

CLO 1	Understand & elaborate front office accounting cycle and Cash control.
CLO 2	Understand & explain the concepts of Budgeting, planning & organizing aspects in housekeeping department.
CLO 3	Define & Describe pest control.
CLO4	Define & explain the room forecasting techniques.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	0	3	20	20	-	60	-	100

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

d. **Course Content:**

Unit No.	Topic	Lecture Hrs.	Weightage in %
1	FRONT OFFICE ACCOUNTING Front office Accounting Cycle, Night audit, Safety deposit	08	17.78
2	MANAGING CASH & CREDIT Credit control process in various cases:- guest pay by Credit Card, Travel agent voucher, Airlines, Scanty baggage, Credit control during stay, credit facility to companies, check in tour group. Problems may arise in credit control Process required in cash Control Handling Foreign Exchange	08	17.78
3	PLANNING AND ORGANIZING HOUSEKEEPING DEPARTMENT Area inventory list, Frequency schedule, Performance standard and productivity standard, Time, and motion study SOP's, Job allocation and work schedule, Calculating staff and strength, Duty roaster, Team work and leadership, Training Inventory level for non-recycled items, Purchasing system, method of buying, Stock records issue and control	8	17.78
4	HOUSEKEEPING BUDGETING- Introduction, Types, Budget process, Controlling expenses, Income statement	10	22.22
5	PEST CONTROL & FIRE FIGHTING- Types of pests, Methods to eradicate Types of fire, causes, Fire extinguishers, prevention of accidents	05	11.11
6	ROOM FORECASTING Hotel Performance measurement Benefit strategies and prospects of Forecasting, data required for fore casting and benefit of forecasting	06	13.33
	Total	45	100

e. **Text Book and Reference Book:**

Hotel F.O. Training manual by Suvradeep Gauranga Ghosh;

Front Office Management by S.k Bhatnagar;

Hotel front office management by James Bardi;

Housekeeping Operation & Management, Malini Singh;

Hotel Housekeeping Operations & Management, G. Raghubalan

Hotel, Hostel and Hospital Housekeeping, Joan C Branson & Margaret Lennox

Course Name: ACCOMMODATION FUNCTIONS IN HOTELS-II (PRACTICAL)

Course Code: (21010205DS06)

Prerequisite: The Students studying this course should have thorough knowledge of the core functioning of housekeeping department.

Rationale: The course provides knowledge about Advanced procedures practiced by Accommodation division in hotels.

a. Course Learning Objective:

CLOBJ 1	Make the students learn how to Plan operations to be done by Housekeeping Department
CLOBJ 2	Impart Budget making skills for housekeeping department.
CLOBJ 3	Make the students learn how to do front office accounting & night auditing.
CLOBJ 4	Make the students learn rooms forecasting and yield management.
CLOBJ 5	Demonstrate the use of PMS in accommodation division.

b. Course Learning Outcomes:

CLO 1	Plan & execute the operations to be done by Housekeeping Department
CLO 2	Demonstrate the Budget making skills for housekeeping department.
CLO 3	Understand & apply front office accounting & night auditing skills.
CLO 4	Relate & Apply forecasting and yield management with relevant situations.
CLO 5	Demonstrate & Use the PMS in accommodation division.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1	-	-	20		30	50

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. **Course Content:**

e. **Text Book and Reference Book:**

Sr. No.	Practical	No. Of hours	Weightage in %
1.	Front office Accounting Cycle	2	6.69
2.	Night Auditing	4	13.33
3.	Handling all type of cleaning procedures	4	13.33
4.	Preparing Duty Rota's for Accommodation Department	4	13.33
5.	Practicing yield management	4	13.33
6.	Practicing Rooms forecasting techniques.	4	13.33
7.	Practicing on software for Hotel Operations	4	13.33
8.	Preparing Operational Budget for Housekeeping Department	4	13.33
	TOTAL	30	100

Hotel F.O. Training manual by Suvradeep GaurangaGhosh;

Front Office Management by S.kBhatnagar;

Hotel front office management by James Bardi;

Housekeeping Operation & Management, Malini Singh;

Hotel Housekeeping Operations & Management, G. Raghubalan

Hotel, Hostel and Hospital Housekeeping, Joan C Branson & Margaret Lennox

Course Name: HUMAN RESOURCES MANAGEMENT IN HOTELS

Course Code: 21010205DS07

Prerequisite: The students should have basic knowledge of concept & role of Human resources.

Rationale: The course provides knowledge about the mechanism of human resources management in Event sector.

a. Course Learning Objective:

CLOBJ 1	Make the students aware with basics of Human resources planning concepts & its importance.
CLOBJ 2	Familiarize the students with Selection & Recruitment process.
CLOBJ 3	Familiarize the students with developing a Training Program for Hotel sector employees.
CLOBJ 4	Throw light on Motivation & performance appraisal for Human resources planning in hotel.
CLOBJ 5	Make the student acquainted with Building & Maintaining relationship in a professional arena.

b. Course Learning Outcomes:

CLO 1	Analyse & evaluate the needs of Human resources for planning Human resources.
CLO 2	Apply & Perform the Selection & Recruitment process of HR for the Hotels.
CLO 3	Develop need-based training Program for Hotel employees.
CLO 4	Understand & elaborate the performance appraisal of employees.
CLO 5	Build & Maintain relationship for the business.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
4	-	0	4	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topic	Lecture Hrs.	Weight age in %
1	HUMAN RESOURCES MANAGEMENT	14	23.33
	Context and Concept of People Management in a Systems Perspective - Organization and Functions of the HR and Personnel Department - HR Structure and Strategy, Human Resources planning, Importance of Human Resources planning.		
2	RECRUITMENT AND SELECTION	12	20
	Human Resource Information System [HRIS] - Manpower Planning - Selection – Induction & Orientation - Performance and Potential Appraisal - Training and Mentoring - HRM issues and practices in the context of Outsourcing.		
3	HUMAN RESOURCES DEVELOPMENT	12	20
	Training and Development Methods - Design & Evaluation of T&D Program - Career Development - Promotions and Transfers - Personnel Empowerment including Delegation - Retirement and Other Separation Processes.		
4	FINANCIAL COMPENSATION-	12	20
	Productivity and Morale - Principal Compensation Issues & Management - Job Evaluation - Productivity, Employee Morale, and Motivation - Stress Management - Quality of Work Life.		
5	BUILDING RELATIONSHIPS IN	10	16.67
	Facilitating Legislative Framework - Trade Unions - Managing Conflicts - Disciplinary Process - Collective Bargaining - Workers Participation in Management - Concept, Mechanisms and Experiences.		
	Total	60	100

e. Text Book and Reference Book:

Tulsian P C – Business Organization & Management

Prasad L.M.- Principle of management

Luthans, Fred : Organizational Behavior

Human Resource Management Essentials You Always Wanted to Know (Self-Learning Management Series)

Senge, Peter : The Learning Organization

Harriss & Martman : Organizational Behavior, Jaico.

Prerequisite The Students studying this course should have basic knowledge of writing, reading, and speaking English language in workplace.

Rationale: The course provides knowledge about Business communication in hotels.

a. **Course Learning Objective:**

CLOBJ 1	Make the students understand the process of communication in hotels.
CLOBJ 2	Increase the ability of understanding, examining, Evaluating & discussing the barriers to different communication styles allowing them to take informed decisions in hotels.
CLOBJ 3	Make the students learn to critically write all the business correspondence (Hotel) and make sure that the right hierarchy is followed in the communicate.
CLOBJ 4	Make the students learn to match, infer, develop some understating on writing marketing blogs and about the key word management while writing blog in hotels.

b. **Course Learning Outcomes:**

CLO 1	Understand, classify, Explain the process of communication while communicating in hotels.
CLO 2	Explain the examining, Evaluating & discussing the barriers to different communication styles allowing them to take informed decisions in hotels.
CLO 3	Understanding of importance of writing the business correspondence (hotels) and make sure that the right hierarchy is followed in the communicate.
CLO 4	Match, infer, some understating on writing marketing blogs and about the key word management while writing blog for hotels.

c. **Teaching & Examination Scheme:**

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-	-	2	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. **Course Content:**

Unit No.	Topics	Lecture Hrs.	Weightage in %
1.	THE COMMUNICATION PROCESSES IN HOTELS Sender, receiver, message, channel, feedback, Message conceived, message encoded, channel selected for communication, message perceived, message decoded, message understood and decoded, feedback The Communication required Between Organization & client	8	26.67
2.	OFFICE MANAGEMENT IN HOTELS	4	13.33

	Types of Correspondence, Role & Function of correspondence, Facsimile., Filing Systems: types and importance. E mail writing: dos and don'ts		
3.	ORGANIZATIONAL COMMUNICATION IN HOTELS Definition& Meaning of Upward, downward, lateral organization communication Definition - Reports, memos, circulars, notices, advertisements, press notes, Communicating with outside world- Business letters of different types, e-mail Communicating within groups- nature, purpose, merits, demerits, Role of wit and humor	8	26.67
4	HANDLING MEETINGS IN HOTELS Types of meetings, structuring a meeting: writing agenda and minutes, Conducting a meeting	5	16.67
5	PROFESSIONAL WRITING IN HOTELS Synopsis writing, Writing Business Plans, Writing proposals, Blog writing and web content writing	5	16.66
		30	100

e. **Text Book and Reference Book:**

Communication Skills – BV Pathak;

Business Communication- Sinha; Business Communication- Dr. S.K.Singh

Course Name: BUSINESS COMMUNICATION IN HOTEL INDUSTRY (PRACTICAL)

Course Code: 21010105DS09

Prerequisite The Students studying this course should have basic knowledge of writing, reading, and speaking English language in workplace.

Rationale: The course provides practical knowledge about Business communication in Hotel Industry.

a. Course Learning Objective:

CLOBJ 1	Demonstrate & teach the process of communication.
CLOBJ 2	Make the students learn to critically write all the business correspondence and make sure that the right hierarchy is followed in the communicate.
CLOBJ 3	Make the students learn to write marketing blogs and about the key word management while writing blog.

b. Course Learning Outcomes:

CLO 1	Apply effective verbal and non-verbal communication skills in various scenarios, such as presentations or discussions.
CLO 2	Analyse sample hotel-related business correspondence to identify effective hierarchy and structure.
CLO 3	Design and write a marketing blog for a hotel incorporating keyword management techniques.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	4	2	-	-	20		30	50

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Sr. No.	Practical	No. Of hours	Weightage in %
1.	Non-verbal Communication- Role plays & Importance	4	6.67
2.	Writing memos, circulars & notices,	4	6.67
3.	Writing advertisements Content, press notes,	8	13.33
4.	Writing Business letters of different types, e-mail writing and	4	6.67
5.	Communicating within groups for business deals	4	6.67
6.	Group Discussion	8	13.33
7.	Presentation Skills	8	13.33
8.	Communication Skills- Role Plays	8	13.33
9.	Handling Customers/Clients	8	13.33
10.	Writing Report	4	6.67
	TOTAL	60	100

e. Text Book and Reference Book:

Communication Skills – BV Pathak;

Business Communication- Sinha; Business Communication- Dr. S.K.Singh

Semester -6**Course Name: FOOD PRODUCTION FUNCTIONS-III (THEORY)****Course Code: 21010206DS01****Prerequisite:** The students studying this course should have operational knowledge of kitchen layout, methods of cooking.**Rationale:** The course provides advanced theoretical knowledge about bakery section in Food Production department.**a. Course Learning Objective:**

CLOBJ 1	Introduce the bakery & confectionary works.
CLOBJ 2	Explain about, Classic& modern Bakery Products
CLOBJ 3	Provide about research & development in food production.
CLOBJ 4	Ensure the Familiarization of students with production management.

b. Course Learning Outcomes:

CLO 1	Explain about bakery & confectionary works.
CLO 2	Elaborate the Classic& modern Bakery Products.
CLO 3	Apply research & development in food production.
CLO 4	Discuss about effective production management.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
2	-	0	2	20	20	-	60	-	100

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

d. **Course Content:**

Unit No.	Topic	Lecture Hrs.	Weightage in%
1	BREADS- Definition, Ingredients & its use, Types, Faults & Rectification, commercial Bread Making & international Breads.	5	16.67
2	PASTRIES- Short crust, Laminated, Choux, Filo- Definition, Ingredients & its use, Types, International Dishes.	6	20
3	CAKE- Definition, Ingredients & its use, Types, Faults & Rectification, commercial cake Making & international Cakes.	4	13.33
4	ICINGS & TOPPINGS Introduction, Varieties of icing, Using of Icings Difference between icings & Toppings, Recipes.	4	13.33
5	FROZEN DESSERTS Types and classification of frozen desserts, Ice Creams-Definitions, Methods of preparation, Additives and preservatives used in Ice-cream manufacture MERINGUES Making of Meringues, Factors affecting the stability, Cooking Meringues, Types of Meringues, Uses of Meringues	3	10
6	CHOCOLATE History, Sources, Manufacture & Processing, Types of chocolate, Tempering of chocolate Cocoa butter, white chocolate, and its applications.	5	16.67
7	COOKIES- Definition, Types, International Cookies & Faults	3	10
	Total	30	100

e. **Text Book and Reference Book:**

Larousse Gastronomique, Paul Hamlyn;
The Complete Guide to the Art of Modern Cookery, Escoffier
Professional Chef, Le Rol A. Polsom
Professional Cooking, Wayne Gislen

Course Name: FOOD PRODUCTION FUNCTIONS-III (PRACTICAL)**Course Code:** 21010206DS02**Prerequisite:** The students studying this course should have practical knowledge of kitchen layout, methods of cooking.**Rationale:** The course provides advanced practical knowledge about bakery section & research in Food Production department.**a. Course Learning Objective:**

CLOBJ 1	Make the students prepare different type of breads.
CLOBJ 2	Make the students prepare different type of cookies, chocolate preparations & Meringues.
CLOBJ 3	Make the students aware about production planning & forecasting & budgeting in food production.
CLOBJ 4	Make the students prepare different famous Indian desserts.

b. Course Learning Outcomes:

CLO 1	Demonstrate & perform cooking skills on type of breads.
CLO 2	Demonstrate & prepare different type of cookies, chocolate preparations & Meringues.
CLO 3	Plan production & create duty schedule along with forecasting & budgeting in food production.
CLO 4	Demonstrate & prepare different famous Indian desserts with sensory evaluation.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	4	2	-	-	20	-	30	50

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content

Sr. No.	Practical	No. Of hours	Weightage in %
1.	Bakery Part-I (Different types of Breads- white, brown multigrain etc.)	8	13.33
2.	Bakery Part-II (Bread)	4	6.67
3.	Bakery Part-III (Pastries)	4	6.67
4.	Bakery Part-IV (Pastries)	4	6.67
5.	Bakery Part-V(Pastries)	4	6.67
6.	Bakery Part-VI(Cakes)	4	6.67
7.	Bakery Part-VII (Cakes)	4	6.67
8.	Product planning & Scheduling (ICINGS & TOPINGS)	4	6.67
9.	Chocolates	4	6.67
10.	Confectionery –PART-I(Cookies)	8	13.33
11.	Confectionery –PART-II(Cookies)	4	6.66
12.	Confectionery –PART-III(Frozen Desserts & Meringue)	4	6.66
13.	Sensory evaluation- in lab	4	6.66
	TOTAL	60	100

e. Text Book and Reference Book:

Larousse Gastronomique, Paul Hamlyn;

The Complete Guide to the Art of Modern Cookery, Escoffier

Professional Chef, Le Rol A. Polsom

Professional Cooking, Wayne Gislen

Course Name: FOOD & BEVERAGE SERVICE FUNCTIONS-III (THEORY)

Course Code: 21010206DS03

Prerequisite: The students should have Supervisorial knowledge of F& B operations, types of alcoholic beverages.

Rationale: The course provides knowledge about costing, pricing & managing concept.

a. Course Learning Objective:

CLOBJ 1	Make the students aware about the Factors for planning F& B operations.
CLOBJ 2	Explain Basics of Managerial Operations.
CLOBJ 3	Throw light on F&B Cost Controls aspects.
CLOBJ 4	Demonstrate the Inventory procedure.
CLOBJ 5	Elucidate the importance of Budgeting & Financial reports & targets in F&B beverage service outlet.

b. Course Learning Outcomes:

CLO 1	Define the outlets along with enhancing the skill in regards with being Able to plan, design & execute layout plan for different F&B outlets Planning F& B operations.
CLO 2	Understand the concept of management to evaluating the need of management & applying management tricks in managerial operations related with operating an F&B outlet.
CLO 3	Define, experiment, and assess the planned menu to rephrase to as per the Menu Engineering techniques.
CLO 4	Know about the importance & evaluate F&B Controls and Inventory Controls to ensure cost control & standard maintenance in F&B department or outlet.
CLO 5	Understand the Budgeting & Financial Reporting in F&B Service Operations.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	-	3	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. **Course Content:**

Unit No.	Topic	Lecture hours	Weightage in %
1	PLANNING & OPERATING VARIOUS FOOD& BEVERAGE OUTLETS	10	22.22
	Physical layout of functional and ancillary areas. Factors to be considered while planning, Calculating space requirements. Selection and planning of heavy duty and light equipment, Quantities of crockery, cutlery and glassware required. Planning décor, furnishings -. Factors, Concept, Menu, Space, Lighting, Colors and Market, Standard Operating procedures Staffing in a Restaurant – points to be considered- Duty Rota's, Staff Training, (Night Club, Disco, Bar, Restaurant & Theme Restaurant, Coffee Shop, Room Service, Banquet Hall)		
2	MANAGERIAL OPERATIONS	08	17.78
	Concept of Management , Sales promotion-introduction, advertising, merchandising, public relations, Quality aspects of restaurants and catering outlet and performance measurement, Menu Engineering & Menu Merchandising		
3	UNDERSTANDING F&B CONTROL	12	26.67
	Introduction and objectives of F&B Control, fundamentals of control, Problems in F&B Control F&B Controls- Purchasing, Receiving, Storage and Issuing Controls, F&B Sales Controls, Prevention of frauds and pilferage		
4	INVENTORY CONTROL	06	13.33
	Objective, Method, Levels and Technique, Perpetual Inventory, Monthly Inventory, Pricing of Commodities, Comparison of Physical and perpetual Inventory		
5	COST DYNAMICS & BUDGETARY CONTROL	09	20
	Elements of cost, cost group, Price, Cost and Sales Concept- Definition, Elements, Classification, Volume/Profit Relationships (Breakeven Analysis), Budgetary Control- Introduction, Objectives & types of Budget, Budgetary Control Process Importance		
Total		45	100

e. **Text Book and Reference Book:**

Food & Beverage Service, Lillicrap& Cousins
;
Modern Restaurant Service, John Fuller;
Professional Food& Beverage Service Management, Brian ;
Food Service Operations, Peter Jones &Casse
Menu planning, J Kivela,

Course Name: FOOD & BEVERAGE SERVICE FUNCTIONS-III (PRACTICAL)

Course Code: 21010206DS04

Prerequisite: The students studying this course should have basic knowledge of Food & Beverage Operations & basic mathematical calculations.

Rationale: The course provides practical knowledge about costing, pricing & managing concept.

a. Course Learning Objective:

CLOBJ 1	Demonstrate approach to Planning F& B operations.
CLOBJ 2	Make the students understand the Execution of Managerial Operations.
CLOBJ 3	Make the students aware about Cost Controlling mechanisms aspects.
CLOBJ 4	Make the students Practice the Inventory procedure.
CLOBJ 5	Impart Budgeting skills required in F&B beverage service outlet.

b. Course Learning Outcomes:

CLO 1	Plan F& B operations.
CLO 2	Execute Managerial Operations like managing events , menu management, merchandising & marketing
CLO 3	Apply Cost Controlling mechanisms
CLO 4	Perform the Inventory procedure
CLO 5	Make the Budget for an F&B beverage service outlet

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1	-	-	20	-	30	50

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

Sr. No.	Practical	No. Of hours	Weightage in %
1.	Planning a layout for a coffee shop, specialty fine dine restaurant, take away, cafeteria and Practicing service of these areas	4	13.33
2.	Organizing theme parties & food festivals	4	13.33
3.	Taking inventory of store & F&B Outlets	4	13.33
4.	Calculating costs for cafeteria & F&B outlets	4	13.33
5.	Designing a menu for a fine dine restaurant	4	13.33
6.	Planning Sales Promotion for a restaurant	4	13.33
7.	Cost calculation in F&B	2	6.69
8.	Budget making for F&B Outlet	4	13.33
	TOTAL	30	100

d. Course Content:

e. Text Book and Reference Book:

Food & Beverage Service, Lillicrap & Cousins ;
 Modern Restaurant Service, John Fuller;
 Professional Food & Beverage Service Management, Brian ;
 Food Service Operations, Peter Jones & Casse
 Menu planning, J Kivela,

Course Name- ACCOMMODATION FUNCTIONS IN HOTELS-III (THEORY)**Course Code: (21010206DS05)****Prerequisite:** The students studying this course should have preliminary knowledge about Accommodation management functions & basic computer operating skills.**Rationale:** The course provides knowledge about Advanced procedures practiced by Front office & housekeeping department in hotels.**a. Course Learning Objective:**

CLOBJ 1	Provide the knowledge about interior designing elements & principles.
CLOBJ 2	Familiarize the students with management aspects of housekeeping in Hospital, malls & institutes.
CLOBJ 3	Make the students aware about guest safety handling in the hotels.
CLOBJ 4	Get the students acquainted with Room sales techniques.
CLOBJ 5	Describe Safety, Security & Manpower Management related Aspects in the hotel.

b. Course Learning Outcomes:

CLO 1	Understand & describe the interior designing elements & principles.
CLO 2	Elaborate the Management of housekeeping in Hospital, malls & institutes.
CLO 3	Understand & describe the importance of guest safety handling in the hotels.
CLO 4	Apply the Room sales techniques.
CLO 5	Understand the concept of Safety, security & Manpower management.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	-	3	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topics	Lecture Hrs.	Weightage in %
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1	INTERIOR DESGING- Elements of Design, Principles of design Colour Schemes, Types of Lighting, Types of Floors, types of Floors Covering, Types of Window treatments	10	22.22
2	HOUSEKEEPING IN INSTITUTION AND FACILITIES OTHER THAN HOTELS Hospitals, Malls, Multiplex and Airlines	8	17.78
3	SALES TECHNIQUES Internal / In-house sales promotion Direct sales – travel agents, tour operators, hotel booking agencies, Internet, tourist information centre, direct mail, personal calls, and selling letters	10	22.22
4	GUEST SAFETY & SECURITY Importance of Security systems Control over room keys Items kept in First aid box Handling situations like accident, illness, theft, fire, bomb Forms & Formats	8	17.78
5	MANAGING ACCOMMODATION DIVISION PERSONNEL Recruiting and Selecting Employees, The Orientation Process Training, Career Path for Front Office employees, Professional Enrichment.	09	20
	Total	45	100

e. **Text Book and Reference Book:**

Managing front office operations,M.Kasavana;
Hotel F.O. Training manual,Suvradeep Gauranga Ghosh;
Front Office Management,S.kBhatnagar;
Hotel front office management,James Bardi;
Housekeeping Operation & Management,Malini Singh;
Hotel Housekeeping Operations & Management,G. Raghubalan
Hotel, Hostel and Hospital Housekeeping ,Joan C Branson & Margaret Lennox

Course Name: ACCOMMODATION FUNCTIONS IN HOTELS-III (PRACTICAL)

Course Code: (21010206DS06)

Prerequisite: The students studying this course should have preliminary knowledge about Accommodation management functions & basic computer operating skills.

Rationale: The course provides practical knowledge about Advanced procedures practiced by Front office & housekeeping department in hotels

a. Course Learning Objective:

CLOBJ 1	Make the student Perform Check in & check out process for international guest/Group/ & FIT.
CLOBJ 2	Impart skills of Handling different situations taking place in hotels.
CLOBJ 4	Teach the students about Making Tariff card, brochures & sales letters.
CLOBJ 5	Demonstrate Performing of interior designing.

b. Course Learning Outcomes:

CLO 1	Demonstrate & Perform Check in & check out process for international guest/Group/ & FIT.
CLO 2	Handle different situations taking place
CLO 3	Create Tariff card, brochures & sales letters
CLO 4	Demonstrate & Perform interior designing.

c. Teaching & Examination Scheme:

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1	-	-	20		30	50

d. Course Content:

Sr. No.	Practical	No. Of hours	Weightage in %
1.	Role plays on Check in process: guest having confirmed reservation, &International Travelers.	4	13.33
2.	Role plays on Check outs process: guest having confirmed reservation, &International Travelers.	4	13.33
3.	Role plays on Check in& check out process-Walk –in Guest	4	13.33
4.	Handling various situations- Bomb Threat, Fire, Accidents, Demise of the Guest in Premises etc.	2	6.69
5.	Role plays and problem handling on different accommodation problems- Service quality (Maintenance, service delay etc.)	4	13.33
6.	Preparation of sales letters, brochures.	4	13.33
7.	Preparation of Tariff cards using different methods	4	13.33
8.	Design the Interior of A premises with suitable colour, lighting & furnishings	4	13.33
	TOTAL	30	100

e. Text Book and Reference Book:

Managing front office operations by M.Kasavana
Hotel F.O. Training manual by Suvradeep Gauranga Ghosh;
Front Office Management by S.kBhatnagar;
Hotel front office management by James Bardi;
Hotel Front Office- Operations & Management By- Jata Shankar. R. Tewari;
Front Operation & Administration, By- Dennis Foster;
Front office procedures & Management, By- Peter Abbot

Course Name- SALES& MARKETING MANAGEMENT IN HOSPITALITY INDUSTRY**Course Code:** 21010206DS07**Prerequisite:** The students studying this course should be able to write, read and speak English and must have a basic understanding of marketing sector.**Rationale:** The course provides theoretical knowledge about the Marketing & branding strategies applicable in Hotels.**a. Course Learning Objective:**

CLOBJ 1	Make the students aware about Marketing as a Concept & marketing management as a technique.
CLOBJ 2	Familiarize the student with Structuring the product/ service basket for hotel industry.
CLOBJ 3	Make the students learn about Pricing the product / service basket of hotel industry.
CLOBJ 4	Throw light on distribution patterns of hotel industry products.

b. Course Learning Outcomes:

CLO 1	Understand and Apply marketing mix techniques Making hotel industry products.
CLO 2	Come up with hotel industry product & Price.
CLO 3	a. Decide the Distribution channel of hotel industry products.
CLO 4	Develop the Promotional strategies for hotel industry outlets.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
4	-	-	4	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Sr. No.	Topic	Lecture Hrs.	Weightage in %
1	INTRODUCTION TO MARKETING AND MARKETING MANAGEMENT	12	20
	Marketing Concepts - Marketing Process Marketing mix - Marketing environment. - Consumer Markets and buying behavior - Market segmentation and targeting and positioning.		
2	PRODUCT DECISIONS	12	20

	Concept of a Product - Product mix decisions - Brand Decision - New Product Development – Sources of New Product idea - Steps in Product Development - Product Life Cycle strategies- Stages in Product Life Cycle		
3	PRICE DECISIONS	12	20
	Pricing objectives - Pricing policies and constraints - Different pricing method - new product pricing, Product Mix pricing strategies and Price adjustment strategy		
4	CHANNEL DECISION	12	20
	Nature of Marketing Channels –. Types of Channel flows - Channel functions - Functions of Distribution Channel – Structure and Design of Marketing Channels -Channel co-operation, conflicts and competition – Retailers and wholesalers.		
5	PROMOTION DECISION	12	20
	Promotion mix - Advertising Decision, Advertising objectives - Advertising and Sales Promotion – Developing Advertising Program – Role of Media in Advertising - Advertisement effectiveness - - Sales force Decision.		
	Total	60	100

e. **Text Book and Reference Book:**

Prasad L.M.- Principle of management

Tapan K Panda - Marketing Management Text and Case Indian Context Student CD Included, Excel Books.

Srinivasan, R - Case Studies In Marketing : The Indian Context, PHI

S. Jaychandran, Iit, Chennai - Marketing Management Text and Cases, Excel Publications.

RajanSaxena - Marketing Management, Tata McGraw Hill

V. S. Ramaswamy, S. Namakumari- Marketing Management : Planning, Implementation and Control, McMillion,

Course Name: BASICS OF MANAGEMENT IN HOSPITALITY INDUSTRY

Course Code: 21010206DS08

Prerequisite: The students should have the basic knowledge about planning, Organizing, leading & controlling.

Rationale: The course provides theoretical knowledge about the concept of management.

a. Course Learning Objective:

CLOBJ 1	Explain the hotel management principles and their approach to work.
CLOBJ 2	Elucidate the requirement of basic functions of management in hotel industry.
CLOBJ 3	Explain & elaborate the role of each designation of personnel management in hotel industry.
CLOBJ 4	Make the student learn the importance of motivation and incentivization which they will be able to incorporate in their work environment in hotel industry.

b. Course Learning Outcomes:

CLO 1	Imbibe, Explain & apply the management principles and their approach to work in hotel industry.
CLO 2	Understand, Evaluate the requirement & incorporate the basic functions of management in hotel industry.
CLO 3	Define, explain & elaborate the role of each designation of personnel management in hotel industry.
CLO 4	learn the importance of motivation and incentivization which they will be able to incorporate in their work environment in hotel industry.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
4	-	-	4	20	20	-	60	-	100

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

d. **Course Content:**

Unit No.	Topics	Lecture Hrs.	Weightage in %
1	NATURE & FUNCTIONS Importance & Definition of Management Management Functions in Events, Role of an Event Manager Management Skills for event management	6	10
2	DEVELOPMENT OF MANAGEMENT THOUGHT Early Classical Approaches, Neo Classical Approaches Modern Approaches	4	6.66
3	PLANNING & DECISION MAKING Nature & Importance of Planning, Types of Plans Meaning of Decision, Types of Decisions Steps in Rational Decision making	10	16.67
4	ORGANISING Concept, nature, significance of organizing, Formal and informal organization, Organization chart of a 5-star hotel, Types of organization, functional, Line and staff relationship, Delegation and Authority, Centralization and Decentralization. Recruitment – internal and external sources, Steps in the process of selection, recruitment Vs selection.	12	20
5	DIRECTING Meaning, nature, significance, characteristics of directing, chain of command, authority – responsibility-accountability relationship Elements of Direction – supervision, communication, training and development, leadership, motivation. Leadership – meaning, importance, theories, and styles. Communication – meaning, significance, types, process, and barriers to communication. Supervision – Meaning, nature and significance of supervision.	10	16.67
6	MANAGERIAL CONTROL Meaning of Managerial Control, Steps in Control Process Need for Control System, Benefits of Control Control Techniques	10	16.67
7	MOTIVATION Meaning, nature and importance of motivation, morale incentives, Motivation and productivity relationship, Types of motivation, theories of motivation – Herzberg's hygiene-motivation (two factor) theory, Maslow's theory of need hierarchy, Mc Gregory's theory 'X' and theory 'Y'.	8	13.33
	TOTAL	60	100

e. **Text Book and Reference Book:**

Principles of Management by PC Tripathi & PN Reddy;
Principles of Management by BS Moshal

Semester -7

Course Name: MANAGEMENT OF FOOD PRODUCTION IN HOTELS-(THEORY)

Course Code: 21010207DS21

Prerequisite: The students studying this course should have advance knowledge of kitchen procedures & methods of cooking.

Rationale: The course provides Managerial knowledge about Food Production department.

a. Course Learning Objective:

CLOBJ 1	To make the students aware about operational aspects of kitchen
CLOBJ 2	To get across the Store management mechanisms applied in kitchen,
CLOBJ 3	To describe purchasing & receiving SOPs for materials required in kitchen,
CLOBJ 4	To explain Quality Control Procedures in kitchen.

b. Course Learning Outcomes:

CLO 1	Understand & elaborate the processes involved to perform food production.
CLO 2	Explain the importance of Store management.
CLO 3	Outline & elaborate the Purchase and receiving procedure and handle various record found in Stores and Kitchen.
CLO 4	Demonstrate Quality control procedures in kitchen.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	-	3	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Unit No.	Topics	Lecture hours	Weightage in %
1	KITCHEN MANAGEMENT	08	17.78

	Principles of planning for quantity food production about: Space allocation, Equipment selection, Staffing, Inventory management, System Catering		
2	STORES MANAGEMENT	08	17.78
	Principles of storage, Types of stores, Guidelines for efficient storage, Layout of Dry and cold room, Staff Hierarchy, Control procedures, EOQ, Re-order levels, Duties and responsibility of a store manager		
3	PURCHASING	08	17.78
	Aims and objectives of purchasing policy, central purchasing and identifying regular suppliers, Job description of Purchase Manager, Types of Purchases/ Methods employed		
4	RECEIVING	07	15.55
	Aims of Receiving and receiving procedure, Jobs description of the Receiving Manager, Equipment required for receiving, Documents required while receiving (from hotel and from supplier), Use of Standards and Specifications while receiving		
5	KITCHEN RECORDS AND FORMATS	05	11.11
	Different records, registers, vouchers, formats, tags and color-coding		
6	QUALITY CONTROL PROCEDURE	09	20
	Cost control, quality control, portion control, waste control and budgetary control		
	Total	45	100

e. **Text Book and Reference Book:**

Art of Indian Cookery, Rocky Mohan, Roli;
 Modern Cookery (Vol-I), Philip. Thangam, Orient Longman;
 Larousse Gastronomique, Paul Hamlyn;
 The Complete Guide to the Art of Modern Cookery, Escoffier
 Professional Chef, Le Rol A. Polsom
 Professional Cooking, Wayne Gislen
 Practical Professional Cookery, Kauffman &Cracknell
 Food Production Operation, Parvinder S. Bali

Course Name: MANAGEMENT OF FOOD PRODUCTION IN HOTELS-(PRACTICAL)

Course Code: 21010207DS22

Prerequisite: The students studying this course should have practical knowledge of Kitchen and should know advanced cooking preparations.

Rationale: The course provides practical knowledge about cost controlling, store management & Menu development etc.

a. Course Learning Objective:

CLOBJ 1	Demonstrate how to develop 5 course menu having dishes from International & Indian Cuisines.
CLOBJ 2	Demonstrate & make the students Prepare Recipe Charts.
CLOBJ 3	Throw light on Calculating Cost of Menus developed.
CLOBJ 4	Illustrate & demonstrate Creating sugar art, Chocolate work Carving of the food& Art of Presentation of food.

b. Course Learning Outcomes:

CLO 1	Develop 5 course menu having dishes from International & Indian Cuisines
CLO 2	Prepare Recipe Charts.
CLO 3	Calculate & Estimate the Cost of Menus developed.
CLO 4	Create sugar art, Chocolate work Carving of the food& Art of Presentation of food.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1	-	-	20	-	30	50

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

Sr. No.	Practical	No. Of hours	Weightage in %
1.	Menu development for 5 course International Cuisine	2	6.67
2.	Menu development for 5 course Indian Cuisine	2	6.67
3.	Preparing Standard recipes Charts for developed menu- PART-I	4	13.33
4.	Preparing Standard recipes Charts for developed menu- PART-II	2	6.67
5.	Indent preparation for menu's developed PART-I	2	6.67
6.	Indent preparation for menu's developed PART-II	2	6.67
7.	Food cost Calculation for menus for 4 PAX	2	6.67
8.	Food cost Calculation for menus for 100 PAX	2	6.67
9.	Practicing Food Holding techniques and Plate Presentations- PART-I	2	6.67
10.	Practicing Food Holding techniques and Plate Presentations- PART -II	2	6.67
11.	Practicing Food Carvings- PART-I	2	6.66
12.	Practicing Food Carvings- PART-II	2	6.66
13.	Practicing Sugar and Chocolate work- PART-I	2	6.66
14.	Practicing Sugar and Chocolate work-PART-II	2	6.66
	TOTAL	30	100

d. Course Content

e. Text Book and Reference Book:

Art of Indian Cookery, Rocky Mohan, Roli;
 Modern Cookery (Vol-I), Philip. Thangam, Orient Longman;
 Larousse Gastronomique, Paul Hamlyn;
 The Complete Guide to the Art of Modern Cookery, Escoffier
 Professional Chef, Le Rol A. Polsom
 Professional Cooking, Wayne Gislen
 Practical Professional Cookery, Kauffman &Cracknell
 Food Production Operation, Parvinder S. Bali

Course Name: MANAGEMENT FOOD & BEVERAGE SERVICE IN HOTELS- (THEORY)

Course Code: 21010207DS23

Prerequisite: The students should have supervisory knowledge of F& B operations, types of alcoholic beverages.

Rationale: The course provides knowledge about costing, pricing & managing concept.

a. Course Learning Objective:

CLOBJ 1	Give basic understanding of the operations of F&B Outlets Services and role of different equipment,
CLOBJ 2	Give the knowledge of Menu Management and its constraints.
CLOBJ 3	Make the students aware about application of cost controlling mechanisms & budgetary control
CLOBJ 4	Provide Understanding of effective Beverage Management.
CLOBJ 5	Provide Understanding of effective Banquet Management.

b. Course Learning Outcomes:

CLO 1	Understand & explain the basic operations of F&B Outlets.
CLO 2	Describe & analyse Menu Management & Menu engineering and its constraints
CLO 3	Identify & establish cost controlling mechanisms & budgetary control
CLO 4	Understand & elaborate Beverage Management operations.
CLO 5	Understand & elaborate Banquet Management operations.

c. Teaching & Examination Scheme:

L-

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	0	3	20	20	-	60	-	100

Lectures; **T**- Tutorial; **P**- Practical; **C**- Credit; **MSE**- Mid-Semester Evaluation, **CE**- Continuous Evaluation, **ESE**- End Semester Examination

d. **Course Content:**

Unit	Topic	Lectures	Marks
1	Basics of F&B Operations	10	22.22
	Introduction to F&B Industry – Classification & Types, Types of F&B Outlets, Types of Service methods, Mis en Scene & Place, Restaurant Service cycle, Types of Meal & its Accompaniments, Menu- Types, Classical food & its accompaniments, IRD Service cycle – Scripting, Do's & Don'ts, Classification Various Tools and Equipment, Usage of Equipment, Types, Sizes, and usage of Furniture, Linen, Napkins, Chinaware, Silverware, Glassware & Disposables		
2	Menu Management	4	8.90
	Menu Planning, Menu designing, Menu Engineering, Menu Merchandising		
3	Cost Management & Budgeting:	8	17.77
	Classification of Costs, Types of Costs, Profit calculation, Break Even Analysis, Budgetary Control Process		
4	Control System	4	8.90
	KOT/Bill Control System, Making bill, Editing, Void , Re-print, Managers role, Cash handling equipment, Record keeping, Importance of billing System		
5	BEVERAGE MANAGEMENT	12	26.66
6	Classification -Alcoholic & non Alcoholic, Distillation Process – Types of spirits, brand name, World of Wine-Types, Making Process, Laws, Service of beverage- Style ,patter & equipment used, Food and beverage combinations		
7	BANQUET MANAGEMENT	7	15.55
	Role of banquet in F&B service department, Banquet booking procedure- booking confirmation, Designing FP, Different types of banquet setups		
	Total	45	100

e. **Text Book and Reference Book:**

Food & Beverage Service –Lillicrap & Cousins;
 Modern Restaurant Service –John Fuller;
 Professional Food & Beverage Service
 Management –Brian ; Food Service
 Operations – Peter Jones & Casse;
 Menu planning-J Kivela, Food & Beverage Management by John Cousins,

David Foskett

Restaurant Management by Robert Christie Mill

Food & Beverage Service & Management by Bobby George & Sandeep Chaterjee

Course Name: MANAGEMENT FOOD & BEVERAGE SERVICE IN HOTELS (PRACTICAL)

Course Code: 21010207DS24

Prerequisite: The students studying this course should have supervisorial knowledge of Food & Beverage Operations & basic mathematical calculations.

Rationale: The course provides knowledge about costing, pricing & Beverage & Banquet managing concepts.

a. Course Learning Objective:

CLOBJ 1	Provide the practical knowledge about Planning F&B outlet Layout.
CLOBJ 2	Provide the practical knowledge about Menu Engineering & marketing strategies.
CLOBJ 3	Make the student learn about Calculating the BEP & Make the Budget for the outlet.
CLOBJ 4	Provide practical knowledge about organizing theme Parties.

b. Course Learning Outcomes:

CLO 1	Plan F&B outlet & Design F&B outlet Layout.
CLO 2	Demonstrate & Perform Menu Engineering & Marketing strategies.
CLO 3	Calculate & estimate the BEP & Make the Budget for the outlet.
CLO 4	Organize different theme Parties.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1	-	-	20	-	30	50

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

d. Course Content:

SR.NO.	PRACTICAL	NO. OF HOURS	WEIGHT AGE IN %
1.	Layout of F&B outlets	2	6.66
2.	Space Calculation PART-I	2	6.66
3.	Space Calculation PART-II	2	6.66
4.	CCG Calculation	2	6.66
5.	Formulating SOPS for F&B Functions-I	2	6.66
6.	Formulating SOPS for F&B Functions-II	2	6.66
7.	Menu Engineering Process – PART-I	2	6.66
8.	Menu Engineering Process – PART-II	2	6.66
9.	Menu Planning & Designing	2	6.66
10.	Discussing & coming up with Suitable Marketing strategies- PART-I	2	6.66
11.	Discussing & coming up with Suitable Marketing strategies- PART-II	2	6.66
12.	Calculating BEP	2	6.66
13.	Calculating BEP-II	2	6.66
14.	Budget Making	2	6.66
15.	Planning theme events	2	6.76
	TOTAL	30	100

e. Text Book and Reference Book:

Food & Beverage Service –Lillicrap & Cousins;
 Modern Restaurant Service –John Fuller;
 Professional Food & Beverage Service Management –Brian ; Food Service Operations – Peter Jones & Casse;
 Menu planning-J Kivela, Food & Beverage Management by John Cousins, David Foskett
 Restaurant Management by Robert Christie Mill
 Food & Beverage Service & Management by Bobby George & Sandeep Chaterjee

Course Name: MANAGEMENT OF ROOMS DIVISION IN HOTELS-(THEORY)

Course Code: 21010207DS25

Prerequisite: The students studying this course should have advanced knowledge of Front office operations and housekeeping operations.

Rationale: The course provides managerial knowledge about Advanced procedures practiced by Front office & housekeeping department in hotels.

a. Course Learning Objective:

CLOBJ 1	Illustrate the Functions related to Guest cycle.
CLOBJ 2	Explain the manpower Management in Rooms division.
CLOBJ 3	Elucidate Revenue Management in Rooms Division.
CLOBJ 4	Make the students aware about Planning aspects of a new property.
CLOBJ 5	Make the students aware about environmental concerns in hotel management practices.

b. Course Learning Outcomes:

CLO 1	Understand and elaborate the process required to undertake Functions related to Guest cycle.
CLO 2	Understand& describe the concept of Manpower Management in Rooms division.
CLO 3	Explain the Revenue Management steps & process in Rooms Division.
CLO 4	Apply the Planning aspects of a new property.
CLO 5	Understand the importance to address Environmental concerns in hotel management practices.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	-	0	3	20	20	-	60	-	100

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

d. **Course Content:**

Sr.no .	Topic	Lecture hours	Weight age in %
1	FRONT OFFICE OPERATIONS	12	26.66
	The Guest Cycle, reservations, registration, legal issues, room assignment, check in procedures, key cards etc. Front Office Responsibilities, Front Office accounting		
	Front Office Responsibilities, Check-out and settlement, the night audit, safety deposit, The use of technology in the front office department – Property Management Systems, Reservation Technology Systems, Selling from the Front Office		
2	ROOM DIVISION/FRONT OFFICE MANAGEMENT	8	17.78
	Planning and Evaluating Operations, Revenue Management – Statistical Reporting; Room Rate Management, Managing Human Resources, Managing Guest Services, Future trends and developments in the Rooms Division		
3	SAFETY & SECURITY IN ROOMS DIVISION	7	15.56
	Work environment safety, Hotel Security Aspects and Implementation, Safety Awareness & Accident Prevention, Case Studies		
4	OPENING OF NEW PROPERTIES	8	17.78
	Pre-Opening of Hotels, New property operations, starting up Rooms Division, Countdown to start Hotel and Case study		
5	EVALUATION OF HOTEL PERFORMANCES, Hotel Performance measurement, Yield Managements, element of yield Management, measuring of yield Management, Benefit strategies and prospects of yield Management, Forecasting, data required for fore casting and benefit of forecasting	7	15.56
6	CONSERVATION OF RESOURCES Conservation of water, Conservation of electrical energy, Conservation of manpower, Housekeeper's role in Environmental Management	3	6.66
	TOTAL	45	100

e. **Text Book and Reference Book:**

Managing front office operations by M.Kasavana;
 Hotel F.O. Training manual by Suvradeep Gauranga Ghosh;
 Front Office Management by S.kBhatnagar;
 Hotel front office management by James Bardi;
 Hotel Front Office Management and operation, Dukes Peter, 3rd edition Jowa Prown, 1970.
 Professional Management of Housekeeping Operations – Thomas J.A., Jones, Ed.D.R.EH, John Wiley & Sons,

Course Name: MANAGEMENT OF ROOMS DIVISION IN HOTELS (PRACTICAL)

Course Code: 21010207DS26

Prerequisite: The students studying this course should have theoretical knowledge of Front office operations and housekeeping operations.

Rationale: The course provides managerial knowledge about Advanced procedures practiced by Front office & housekeeping department in hotels.

a. Course Learning Objective:

CLOBJ 1	Provide the knowledge about the Functions related to Guest cycle.
CLOBJ 2	Give practical knowledge about Manpower Management in Rooms division.
CLOBJ 3	Give practical knowledge about revenue Management in Rooms Division
CLOBJ 4	Give practical knowledge about Planning aspects of a new property.
CLOBJ 5	Make the students understand the Environmental concerns in hotel management practices.

b. Course Learning Outcomes:

CLO 1	Apply and practice the process required to undertake Functions related to Guest cycle
CLO 2	Practice& demonstrate effective Manpower Management in Rooms division
CLO 3	Perform & Demonstrate activities related to Revenue Management steps & process in Rooms Division
CLO 4	Plan a new property.
CLO 5	Involve in Conservation practices to address and solve Environmental concerns in hotel management.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
-	-	2	1	-	-	20		30	50

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

Sr. Nos.	Practical	No. Of hours	Weightage in %
1.	Preparing SOP for Guest Arrival	4	13.33
2.	Handling complete Guest Departure Procedure	4	13.33
3.	Handling all type of cleaning procedures	4	13.33
4.	Handling complaints	2	6.67
5.	Preparing operating budget for Room Division Operations	2	6.67
6.	Calculating staff requirement for Room Division operations	2	6.67
7.	Preparing Duty Rota	2	6.67
8.	Practicing yield management aspects	2	6.67
9.	Field visit to an Ecotel to understand eco-friendly measures adopted in hotels.	4	13.33
10.	Assignment on new concepts adopted in hotels	2	6.67
11.	Practicing on software for Hotel Operations	2	6.66
	TOTAL	30	100

d. Course Content:

e. Text Book and Reference Book:

Managing front office operations by M.Kasavana
Hotel F.O. Training manual by Suvradeep Gauranga Ghosh;
Front Office Management by S.kBhatnagar;
Hotel front office management by James Bardi;
Hotel Front Office- Operations & Management By- Jata Shankar. R. Tewari;
Front Operation & Administration, By- Dennis Foster;
Front office procedures & Management, By- Peter Abbot

Course Name: FOOD & BEVERAGE CONTROLS IN HOTELS

Course Code: 21010207DS01

Prerequisite: The Students studying this course should have basic knowledge of Food & Beverage Operations & Basics of cost & profit .

Rationale: The course gives an understanding about financial management in F&B outlets.

a. Course Learning Objective:

CLOBJ 1	Provide knowledge about Cost concept.
CLOBJ 2	Provide knowledge about Beverage Control mechanisms.
CLOBJ 3	Provide knowledge about Sales Control mechanisms.
CLOBJ 4	Throw light on the Concept & Importance of Variance analysis & different reports.

b. Course Learning Outcomes:

CLO 1	Define, classify & calculate the cost related with F&B business.
CLO 2	Understand the concept of Beverage Control Mechanism.
CLO 3	Know about what is Sales Controls and how it will be performed by doing which Able to apply these techniques.
CLO 4	Define, & assess the variance between Targeted & Actual performance of the outlet.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	1	0	4	20	20	-	60	-	100

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination

S.no.	Topic	Lecture hours	Weight Age
01	COST DYNAMICS - Elements of Cost, Classification of Cost	04	8.88
02	BEVERAGE CONTROL -Purchasing, Standard Recipe, Standard Portion Size, Bar Frauds, Books maintained	12	26.67
03	SALES CONTROL -Procedure of Cash Control, Machine System-ECR, NCR, Preset Machines, POS, Reports, Thefts, Cash Handling	12	26.67
04	VARIANCE ANALYSIS - standard cost, standard costing, cost variances, material variances, labor variances, overhead variance, fixed overhead variance, sales variance, Profit variance	12	26.67
05.	APPLICATION OF MIS - Reports & Importance of reports Calculation of actual cost- Daily Food Cost, Monthly Food Cost Statistical Revenue Reports	05	11.11
TOTAL		45	100

d. **Course Content:**

e. **Text Book and Reference Book:**

Food & Beverage Service –Lillicrap & Cousins;
 Modern Restaurant Service –John Fuller;
 Professional Food & Beverage Service Management –Brian ;
 Food Service Operations – Peter Jones & Casse;
 Menu planning-J Kivela,
 Food & Beverage Management by John Cousins, David Foskett
 F&B Mgmt by Sudhir Andrews
 Restaurant Management by Robert Christie Mill
 Food & Beverage Service & Management by Bobby George & Sandeep Chaterjee

Course Name: HOTEL LAWS

Course Code: 21010207DS02

Prerequisite: The students studying this course should be able to write, read and speak English and must have basic knowledge of implication of laws on business.

Rationale: The course provides knowledge of Business laws for hotels.

a. Course Learning Objective:

CLOBJ 1	Make the students aware about the rules of FSSAI & their application on hotel or F&B Business.
CLOBJ 2	Familiarize the students with labor laws in relation with hotel Industry.
CLOBJ 3	Explain the Employee welfare schemes in terms of their application in hotel industry.
CLOBJ 4	Elaborate the consumer protection laws & public health issues & their safety concerns to see their effect & compliance in service.

b. Course Learning Outcomes:

CLO 1	Understand & implement the rules of FSSAI & their application on hotel or F&B Business.
CLO 2	list the labour laws in relation with hotel Industry.
CLO 3	Learn & explain Employee welfare schemes in terms of their application in hotel industry.
CLO 4	Explain the consumer protection laws & public health issues & their safety concerns to see their effect & compliance in service.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
4	-	0	4	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. **Course Content:**

Sr.no.	Topic	Lecture Hrs.	Weight age in %
1	FSS Act The basics of FSS Act The Key elements FSMS: Good Practices/ PRPs, Hazard Analysis /HACCP, Management Element / System, Statutory and regulatory requirements Food Safety and Standards Principles of food laws regarding prevention of food adulteration Authorities under the act Process of FSMS: The FSMS Plan (samples are provided as guidance) , Flow chart of for the Process and self-inspection checklist- understanding the formats for plan, checklist and flowchart. Facility and Equipment Cleaning, Sanitation, and Pest Control process Indian Food Codes	10	16.67
2	STATE LAWS RELATING TO ALCOHOLIC BEVERAGES General Nature of Control by State Application for an Issuance of Licenses; General Restrictions on Licenses Common Law Liability for Serving Alcoholic Beverages to Intoxicated persons Hours and Premises of Sales; Books and Records; Important Warning	08	13.33
3	WAGE AND HOUR LAWS APPLICABLE TO HOTEL EMPLOYEES Coverage of State Laws Minimum Wage Act.; Unfair Labour Practice.	07	11.67
4	EMPLOYEES FAMILY WELFARE AND MEDICALS Covered Employers and Eligible Employees, Leaves of Absence for Eligible Employees; Leave Schedule, The Relationship of FMLA Leaves to other Forms of Paid or Unpaid Leave Health Benefits During the Leaves Additional Protection for Employees, Prohibition for Employers: “Serious Health condition” Defined Employee Transfers to Alternative Positions	10	16.66

	Employer Penalties for Non-Compliance Sexual Harassment of Employees		
5	CONSUMER PROTECTION LAWS AFFECTING HOTELS Definitions – Consumer, Complaint, Defect in goods, Deficiency in service, Unfair trade practice, Restricted trade practice; Procedure for redressal of grievances before District Forum, State Commission, and National Commission. Credit Card Laws Catering Contracts No Smoking Laws Restriction in playing recorded music in guestrooms/ public areas.	07	11.67
6	PUBLIC HEALTH AND SAFETY REQUIREMENTS Building Codes Water Supplies, Sewage System and Drainage Contagious Disease Swimming Pool, Guest elevators.	06	10
7	FIRE SAFETY LAWS State and Local Fire Legislation	06	10
8	TAXES State and Local Taxes: General Sales Taxes, Luxury Tax Hotel Room Occupancy Taxes; State Liquor Taxes	06	10
	TOTAL	60	100

e. **Text Book and Reference Book:**

Legal Aspect of Hospitality Management Second Edition, By John E.H. Sherry,
Publisher Wiley & sons;
Principles of Business Law- Aswathappa. K.

Course Name: APPLICATION OF FOOD SCIENCE & NUTRITION**Course Code: 21010207DS03**

Prerequisite: The students studying this course should be able to write, read and speak English and must have basic knowledge of food commodities & their nutritional values.

Rationale: The course provides knowledge nutritional aspects in Food & beverage culinary & service.

a. Course Learning Objective:

CLOBJ 1	Introduce the concept of nutrition.
CLOBJ 2	Make the students aware about different nutrients and their use.
CLOBJ 3	Familiarize the students with the needs of nutritional requirement of Humans.

b. Course Learning Outcomes:

CLO 1	Understand & describe the concept of nutrition.
CLO 2	Understand & elaborate the nutrients and their use.
CLO 3	Understand the need of consideration for Nutritional balance in meals for Humans.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
4		0	4	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. Course Content:

Sr.no	Topic	Lecture Hrs.	Weightage in %
1	INTRODUCTION TO NUTRITION	12	20
	Introduction to Nutrition - General introduction, history of Nutrition. Energy - Definition of Kilocalories, Joule, energy value of foods, determination, physiological fuel values, SDA of foods, basal metabolic rate- definition, factors influencing BMR. Recommended Dietary Allowances for energy. Carbohydrates - Classification, functions, source, digestion, absorption and utilization, dietary fibre and health.		
2	PROTEIN, FATS AND LIPIDS	12	20
	Protein - Classification, functions, sources and requirements, digestion, absorption and utilization, Protein quality – PER, BV, NPU, digestibility coefficient, -definition and calculation Reference protein, essential amino acids and mutual supplementation of dietary		

	protein. Fats and Lipids - Classification, functions, sources, requirement, importance of essential fatty acids, their requirements and deficiency		
3	VITAMINS	12	20
	Vitamins – Fat soluble vitamins –A, D, E and K- functions, source, requirements, deficiency disorders. Water soluble vitamins –The B-complex vitamins – Thiamine, Riboflavin, Niacin, Folic acid, Biotin, Pantothenic acid and Vitamin C - functions, source, requirements and deficiency disorders		
4	MINERALS	8	13.33
	Minerals - General functions in the body, classification-macro and micro minerals. Micro minerals – Iron, Fluorine, Zinc, copper, Iodine -functions, absorption, utilization, requirements, deficiency, and toxicity. Macro minerals – Calcium and phosphorus - functions, absorption and utilization of iron requirements, deficiency, and toxicity.		
5	WATER BALANCE	8	13.33
	Water Balance – Functions of water, water distribution, maintenance of water and regulation of acid-base balance in the body. Electrolyte balance.		
6	NUTRITIONAL NEEDS OF ADULT AND OLD AGE	8	13.34
	Nutritional needs of adults (men and women) – In relation to occupation, Nutrition in Menopausal women, hormonal changes, Low-cost balanced food. Nutrition during Old Age - Physiological changes in ageing- psycho-social and economic factors affecting eating behaviour. Nutritional problems of aged and their management.		
		60	100

e. Text Book and Reference Book:

Srilakshmi, B. (2017) Nutrition Science, New Age International (P) Ltd., New Delhi.
Mahtab, S, Bamji, Kamala Krishnasamy, G.N.V. Brahmam (2015) Text Book of Human Nutrition, Third Edition, Oxford and IBH Publishing Co. P. Ltd., NewDelhi.
Swaminathan, M. (2012) Advanced Textbook on Food and Nutrition, Vol. 1, Second Edition, Bangalore Printing and Publishing Co. Ltd., Bangalore
Dietary Guidelines for Indians, ICMR (2013) National Institute of Nutrition, Hyderabad.
Gordon M. Wardlaw, Paul M.Insel. (2015) Perspectives in nutrition, 3 rd Edition, Mosbyyear Book,Inc.St.Louis,Missouri.

Course Name: APPLICATION OF FOOD COMMODITIES & SAFETY STANDARDS

Course Code: 21010207DS41

Prerequisite: The students studying this course should be able to write, read and speak English and must have basic knowledge of Local commodity market.

Rationale: The course provides knowledge of Commodities used in culinary.

a. **Course Learning Objective:**

CLOBJ 1	Give the knowledge about the characteristics and Classification of commodities.
CLOBJ 2	Make the students learn about different use of various commodities.
CLOBJ 3	Elucidate various types of Staples, Pulses, and its influence in dietary habits.
CLOBJ 4	Explain about food safety regulations in India.

b. **Course Learning Outcomes:**

CLO 1	Use the commodities according to its characteristics.
CLO 2	Analyse the needs & create the diet chart as per staple influence.
CLO 3	Understand the role played by flavouring, raising, colouring agents.
CLO 4	Understand & implement the food safety regulations in the outlets.

c. **Teaching & Examination Scheme:**

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
3	1	0	4	20	20	-	60	-	100

L- Lectures; T- Tutorial; P- Practical; C- Credit; MSE- Mid-Semester Evaluation, CE- Continuous Evaluation, ESE- End Semester Examination

d. **Course Content:**

Sr.no	Topic	Lecture Hrs.	Weightage in %
1	INTRODUCTION TO COMMODITIES	6	13.33
	Definition, classification of Vegetables, fruits usage, storage.		
2	BEVERAGES	6	13.33
	Tea, Coffee, Cocoa, and Milk: definition, classification and functions.		
3	CHEESE	5	11.11
	Types of cheese, purchasing and storing procedures of cheese, use of cheese & famous cheeses of the world		
4	RAW MATERIALS CATEGORIZATION	13	28.89

	Definition. classification, usage of -		
	Fats and oils, raising agents, eggs, salts, liquids, sweeteners, thickening agents, spices and condiments, flavouring, and colouring agents		
5	STAPLES	8	17.78
	Cereals, Millets, Pulses: Introduction, storage and uses of each		
6	FOOD ADDITIVES & FSSAI	7	15.56
	Need for additives, Types of additives, Role of these additives (natural and synthetic) in modification of appearance in food preparation, FSSAI- rules and regulations.		
		45	100

e. Text Book and Reference Book:

Food Commodities- Bernard Davis 2nd edition, Butterworth-Heinemann Ltd,
Many, S and Shadaksharaswami, M. (2008) Food: Facts and Principles, 3rd edition, New Age Publishers
Srilakshmi, B., Food Science, (2016), 5 th edition, New Age Publishers, India, New Delhi

Semester -8

Course Name: On the Job Training

Course Code: 21010208DS01

Prerequisite: The students studying this course should be able to write, read and speak English and must have the basic knowledge of work procedures in all the core departments in the hotel and must have undergone Industrial training.

Rationale: On the Job training (OJT) is a practical and hands-on approach to training employees in a real work environment.

a. Course Learning Objective:

CLOBJ 1	Provide the practical experience of application of technical knowledge in a particular department of a hotel.
CLOBJ 2	Develop the adaptability to work environment.
CLOBJ 3	Develop the professional skills required to work in hotel industry.

b. Course Learning Outcomes:

CLO 1	Apply technical knowledge in a particular department (FO/FP/HK&F&B) of a hotel.
CLO 2	Develop the adaptability to work environment.
CLO 3	Develop the professional skills required to work in hotel industry.

c. Teaching & Examination Scheme:

Teaching Scheme				Evaluation Scheme					
L	T	P	C	Internal Evaluation			ESE		Total
				MSE	CE	P	Theory	P	
	-	-	20	-	-	100	-	200	300

L- Lectures; **T-** Tutorial; **P-** Practical; **C-** Credit; **MSE-** Mid-Semester Evaluation, **CE-** Continuous Evaluation, **ESE-** End Semester Examination