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# **SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES**

## **SYLLABUS REVISION**

**Name of School-School of Hotel Management**

**Department/Program- Hotel Management and Catering/HMCT**

**2017-18 TO 2021-22**

[www.sssutms.co.in](http://www.sssutms.co.in)

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**Sri SatyaSat University of Technology & Medical Sciences, Sehore**

Minutes

Departmental Board of Studies committee of BHMCT meeting held on 28 March 2017 at 02:00PM in the Dean's Chamber ( BHMCT ) of University in presence of the following member:-

- |                                     |  |
|-------------------------------------|--|
| 1. Mr. S.Shahab Ahmed               | Chairman (Departmental Board of Studies committee) |
| 2. Mr. Devendra pratap Asstt. Prof. | Member   |
| 3. Mr. Ulhas .D Asstt. Prof.        | Member   |

**Subject:** -Preparation of syllabus and Scheme of IVth semester BHMCT of the constituent unit i.e. School of Hotel Management.

**Description:** -The selection committee discussed in detail and agreed on the course content and syllabus of the following subjects:-




1. Pastry & Food Production Management
2. Liquor Management
3. Accommodation & Front office Management
4. Hospitality Accounting

EMPLOYABILITY

ENTREPRENEURSHIP

SKILL DEVELOPMENT

**Decision:** -The Board of studies Unanimously Approved the syllabus 4<sup>th</sup> semester and forwarded to academic council for further approval.

 Mr. S. Shahab Ahmed	 Mr. Devendra pratap Asstt. Prof.	 Mr. Ulhas .D Asstt. Prof.
(Chairman)	(Member)	(Member)

  
Registrar  
Sri SatyaSat University of Technology  
& Medical Sciences Sehore (M.P.)

  
Dean  
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**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES  
SEHORE M.P.**

**School Of Hotel Management (CBCS) 2<sup>nd</sup> Year Scheme BHMCT**

**Semester 4<sup>th</sup>**

S. No	Course Code	Subjects	Final Examination (Maximum Marks Allotted)						Total Mark	Exam Year Duration/ Hrs.	Hrs./Week			Credit	
			Theory			Practical					Th.	L	T		P
			End Sem.	Mid Sem Test	Assignment / Quiz	End Sem	Lab Work	Assignment / Quiz							
1	HMC - 401	Vegetables & Food Products Management ( Theory & Practical )	60	30	10	20	20	10	3	4	4	-	4	6	
2	HMC - 402	Liquor Management ( Theory & Practical)	60	30	10	20	20	10	3	4	4	-	4	6	
3	HMC - 403	Accommodation & Front office Management ( Theory & Practical )	60	30	10	20	20	10	3	4	4	-	4	6	
4	HMSEE - 404	Hospitality Accounting ( Theory )	60	30	10	-	-	-	3	4	4	-	4	6	
<b>Total</b>			240	120	40	60	60	30	550				20		

HMSEE - 404 (Skill Enhancement Elective)

Th = Theory T = Tutorial P = Practical L = Lecture

  
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Course Content

School of Hotel Management

Semester – IV

**HMC- 401 Patisseries & Food Production Management**

HMC- 401	Patisseries & Food Production Management	4L:0T:0P	4 credits	2Hrs / Week
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**OBJECTIVES**

At the end of the course the students will develop:

1. Insight into the organization and management of quality food production
2. An understanding of mass purchasing process
3. Knowledge of formula balancing of various types of cakes, cake fruits and remedies, basic pastes and other confectionery products.

**OUTCOMES :**

1. Students understands Industrial and Institutional catering management
2. Knowledge about mass purchasing
3. Understands of Confectionery products & its remedies.

Unit – I

6Hrs

**INTRODUCTION TO INDUSTRIAL AND INSTITUTIONAL CATERING MNGT:**

Aims

Management Policy

Types of establishment and menus

Definition

Staff organization

Kitchen layout

Equipment involved in mass production and transportation

Pre preparation and preparation of food (work flow)

Holding and storing of food

Unit – II

6Hrs

**QUALITY FOOD MANAGEMENT**

Points to be considered while planning a menu and problem...

Study of menus for various types of quantity food outlets.

Standard sign and formulating recipes

costing of food items and cost control

Unit – III

6Hrs

Objectives

Methods of purchase

Standard purchase specification

Mass purchasing of perishables and non perishables

Convenience product

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**Aims**

Duties and responsibilities of receiving and personnel

Procedure for receiving Pilferage control

**Unit - IV**

6 Hrs

**FORMULA BALANCE CAKE**

Batter type - Foam type - Pound

**CAKE FAULTS AND REMEDIES**

**Unit - V**

5 Hrs

**VARIOUS TYPES OF BASIC PASTE**

Choux paste - Flaky paste

Short crust paste - Hot water

paste Puff paste - Danish pastry

**BAKE SHOP PRODUCTION AND MANAGEMENT**

HMC- 401	Patisseries & Food Production Management	0L:0T:4P	2 credits	4Hrs / Week
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**PRACTICAL**

1. Quantity food production on the basic of Indian regional cosine.
2. Bakery practical to cover the following advance stage.
  - a. Short crust pastry and its products : Tarts, pie etc.
  - b. Flaky & Puff pastry and their products.
  - c. Choux pastry and its products, Éclairs, Profit rolls.
  - d. Advanced cookies & Biscuits.
  - e. Advanced cakes and other bakery products

**REFERENCES**

S.No.	Author	Title
1	Jennifer Fernandes	100 Easy to make Goan dishes
2	Madhur jaffery's	Flavors of India
3	John B Knight	Quantity food production (planning and mgmt)
4	S.C Dubey	Basic baking
5	William J Suflan	Practical baking

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Semester - IV

HMC- 401 Liquor Management

HMC- 402	Liquor Management	4L,0T:0P	4 credits	2Hrs / Week
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**OBJECTIVES:**

By the end of the semester the students should be able to:

1. Understand the process of distillation of spirits and the types of stills used for the same
2. Differentiate between various types of spirits, their source production process and brand names.
3. Understand the storage and appropriate service of spirits.
4. Understand cocktails, their preparation presentation and service.
5. Develop an understanding of the Aperitifs, bitters, liqueurs their characteristics classification, methods of production brand names and service
6. Familiarize them with the special form of restaurant disadvantages, different equipment used in it
7. Work independently and prepare at least two garden preparations vii) Acquire the requisite technical skills for competent service of food and beverage

**OUTCOMES :**

1. Students understand Cocktails preparation, presentation and services.
2. Understands Liqueurs, Bitters Aperitifs their characteristics classification methods of production brand names and service.
3. Students work independently as Bar Tender

Unit - I

6Hrs

**SPIRITS**

Definition of spirits  
Distillation process  
Source production process, varieties brand name and service of Rum, Brandy Gin Whisky, Vodka  
Other spirits, Tequila, abeintho, tequila, ouzo, silvovitz, aquavit, calvados, fenny, amack etc

Unit - II

6Hrs

**COCKTAILS**

Common cocktails, recipe, method of preparation and presentation, precautions in preparing cocktails.

  
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**Unit – III** 6Hrs  
**LIQUEURS**

History, Definition, Manufacture, hot method, distillation cold method, infusion, percolation, aging, base spirits and sweetening's

**Unit – IV** 6Hrs

**APERITIFS**  
 Classification  
 Knowledge of production  
 Variables and service

**Unit – V** 6Hrs  
**GUERIDON SERVICE**

History of Gueridon  
 Definition of terms gueridon  
 General points to be considered while doing gueridon  
 Advantages and disadvantages of gueridon service  
 Method of service of common gueridon preparations

HMC- 402	Liquor Management	01:00:40	2 credits	4Hrs / Week
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**PRACTICAL**

1. Revision of last year practical table layout and service for different types
2. Beverage order taking and preparation of BOT
3. Feminization with the glassware, equipment's and tool required in relation to different spirits service and their sketch
4. Service of  
 spirits A. Rum  
 B. Brandy

**REFERENCES**

S.No.	Author	Title
1	Jaffrey T. Clanke	Table & Bar
2	Denni R Lillicrap	F & B Service
3	Matt A. Casdo	Food & Beverage service
4	Michael M Clolman	Beverage Management

  
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Semester - IV

HMC- 403 Accommodation & Front Office

HMC- 403	Accommodation & Front Office	41:00:00	4 credits	2Hrs / Week
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OBJECTIVES:

The syllabus continues to provide in depth knowledge about planning and organization of the department with emphasis on work study duty Rota and work analysis

1. Safety awareness accident and first aid box
2. Interior decoration and horticulture which includes flower management
3. Purchasing procedure and stock control

Unit - I

6Hrs

PLANNING & ORGANIZATION HOUSE KEEPING

DEPARTMENT Physical Survey

Specification

Work study

Work schedule

Duty rota

The philosophy of work and

improvement What is work analysis

Simple question can uncover serious problem

Unit - II

6Hrs

PERSONAL QUALITIES OF HOUSE KEEPING DEPARTMENT

EMPHASIS Emergencies & dealing with them

Safety awareness and accident

prevention First aid box

Dealing with sick guest & sanitization.

INTERIOR

DECORATION Color

Light & lighting system

Floor & wall covering

Role of accessories

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**Unit – III**

6Hrs

HORTICULTURE  
 Living with flower  
 Types & colors  
 Simple ways of gardening  
 Equipment care pesticides  
 Techniques to drying flowers  
 In house herb garden

**Unit – IV**

6Hrs

**FLOWER ARRANGEMENT**

Equipment and material required  
 Purpose of flower management, placement and level placement with relevant examples  
 Style and principle of flower management

**Unit – V**

6Hrs

**PURCHASING PROCEDURES**

Purchasing arrangement  
 Purchasing cycle  
 Store room control  
 Perpetual inventory and requisition Per stock  
 Inventory control

HMC- 403	Accommodation & Front Office	0L:0T:4P	2 credits	6Hrs / Week
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**PRACTICAL**

1. Dealing with emergency :
  - a. Event of fire
  - b. Event of fumes
  - c. Event of gas leakage

**REFERENCES**

S.No.	Author	Title
1	Mohini Sethi	Catering management
2	Joan C. Branson	Hotel, Hostel & Hospital Housekeeping
3	Georgina Tucker	The Professional Housekeeper
4	Anna Effelsberg	Flower arranging
5	John Amoulan / Andrews	First aid manual

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**Sri Satya Sai University of Technology & Medical Sciences, Solore**

**Minutes**

Departmental Board of Studies committee of BHMCT meeting held on 28 March 2017 at 02:00PM in the Dean's Chamber ( BHMCT ) of University in presence of the following member:-




- |                        |  |
|------------------------|--|
| 1. Mr. S.Shahab Ahmed  | Chairman (Departmental Board of Studies committee) |
| 2. Mr. Devendra pratap | Asstt. Prof. Member                                |
| 3. Mr. Ullhas Dadhakar | Asstt. Prof. Member                                |

**Subject:** -Preparation of syllabus and Scheme of 3<sup>rd</sup> semester BHMCT of the constituent unit i.e. School of Hotel Management.

**Description:** -The selection committee discussed in detail and agreed on the course content and syllabus of the following subjects:-

1. Food Production Operations - Industrial Training
2. Food & beverage Service Operations - Industrial Training
3. Accommodation and Front Office Operations - Industrial Training
4. Personality skills for Hospitality Learning from Industry

**Decision:** - The Board of studies Unanimously Approved the syllabus 3<sup>rd</sup> semester and forwarded to academic council for further approval.

 Mr. S. Shahab Ahmed (Chairman)	 Mr. Devendra pratap, Asstt. Prof. (Member)	 Mr. Ullhas Dadhakar Asstt. Prof. (Member)
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Dean  
School of Hotel Management  
SSSUTMS-2017

  
Registrar  
Sri Satya Sai University of Technology  
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**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES  
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**School Of Hotel Management (CBCS) 2nd Year Scheme BHMC**

**Semester 3rd "Industrial Training - I"**

Duration of Training 15-16 Weeks

S. No	Course Code	Subjects	Final Examinations Maximum Marks Allotted	Marks	Hrs./Week	Credit
1	HMC -301	Food Production Operations – Industrial Training – I ( Practical )	HMC-1C HMC-2C HMC-3C	300	12	6
2	HMC - 302	Food & beverage Service Operations – Industrial Training – I ( Practical )	HMC-1C HMC-2C HMC-3C	150	12	6
3	HMC - 303	Accommodation and Front Office Operations – Industrial Training – I ( Practical )	HMC-1C HMC-2C HMC-3C	150	12	6
4	HMSEE -304	Personality skills for Hospitality Learning from Industry (Practical)	HMSEE - 304	100	4	2
Total				700	40	20

HMSEE - 304 (Skill Enhancement Elective )

  
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**OBJECTIVES :** The objective of this industrial training is to help the students Understand The Working Of a hotel And be able To analyze Its strengths weakness opportunities and the threats.

### TYPE OF REPORT

The report should be based on the compulsory 15-18 weeks/110-126 days of training to be completed

**INDUSTRIAL EXPOSURE (SEMESTER – III) ( Industrial training Duration of Exposure: 15-18 weeks for both( IT )**  
Industrial training in III semester.

Leave Formalities: 1 weekly off and festivals and national holidays given by the hotel 10 days medical leave supported by a medical certificate Leave taken must be made up by doing double shifts or working on weekly offs. Attendance in the training would be calculated on the basis of Certificate issued by Training Manager/ HR Manager/ Concerned Officer of the unit trained in. Industrial Exposure will require an input of 90-100 working days (15 weeks x 06 days = 90 days). Students who are unable to complete a minimum of 45 days of industrial training would be disallowed from appearing in the term and examinations. Students who complete more than 45 days of industrial exposure but are unable to complete minimum 90 days due to reasons may make good during the vacations. Such students will be treated as 'absent' in industrial training and results. The training in III semester necessarily needs to be in an approved hotel equivalent to three star or above/ Heritage or other such good property and. Prior written approval needs to be taken from the programme coordinator/ Convener/ H.O.D for Industrial exposure from parent Institute.

Third semester in a hotel of repute (preferable of a 3 star, 4 star or a 5 star property). A student log book should be maintained by every student during the training period. The student should note down on the daily basis the task performed/ observed, methodology involved and points to note and assessed daily by the supervisor / manager. Using the information contained in the log book and under the guidance of faculty member of college in which the student is studying, the student should cover the entire operation of the hotel and and inter - organizational SWOT (STRENGTH, WEAKNESS, OPPORTUNITIES, AND THREATS) analysis.

### FORMULATION

The length of the report may be about 150 to 160 double spaced typed, printed (black and white) A-4 Size pages (excluding appendices and exhibits). 10% variation on the either side permissible.

### SUBMISSION OF REPORT

One typed (duly signed by faculty guide and principle of the college) copy of the report is to be submitted in person, by the student, to the examiner at the time of viva voce. Project submitted later than that will not be accepted. Project submitted later than that will not be accepted.

1. Original training certificate
2. University copy & student 's copy of project report ( duly signed by the faculty guide and principle of the college)
3. Students log book ( duly signed by Training Manager/HR Manager OR equivalent)
4. Examination Hall ticket.
5. College identity card
6. Dress code : College uniform

STUDENTS WHO DO NOT CONFORM TO THE ABOVE WILL NOT BE EXAMINED

  
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## PROJECT EVALUATION

Project report will be valued by the Examiner appointed by the University

### MODE OF EVALUATION

a. Log book	300 marks.
b. Viva voce	150 marks.
c. presentation	150 marks.
d. case	100 marks
<b>TOTAL</b>	<b>700 marks</b>

### NOTE

Marks for the log book should be awarded by the Project guide appointed by the College.

Panel of evaluation will consist of two members. One will evaluate the Project and other will evaluate the Presentation. The project viva voce will be conducted by both members of the Panel. Total time allotted for the above should not exceed 10 minutes. The presentation could be done on OHP sheets or as a Powerpoint presentation using a computer or a laptop connected to LCD depending upon the available resources of the Examiner. The students could show it in their personal laptop also.

  
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Prof. ...  
SA ... of ...  
A ...

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**School Of Hotel Management (CBCS) 2nd Year Scheme BHMC**

**Semester 3rd "Industrial Training - I"**

Duration of Training 15-18 Weeks

S. No	Course Code	Subjects	Final Examination Maximum Marks Allotted	Marks	Hrs./Week	Credit	
1	HMC - 301	Food Production Operations - Industrial Training - I (Practical)	HMC-1C HMC-2C HMC-3C	Training Report / Log Book / Assignment	300	12	6
2	HMC - 302	Food & beverage Service Operations - Industrial Training - I (Practical)	HMC-1C HMC-2C HMC-3C	Viva Voce	150	12	6
3	HMC - 303	Accommodation and Front Office Operations - Industrial Training - I (Practical)	HMC-1C HMC-2C HMC-3C	Presentation Case	150	12	6
4	HMSE E-304	Personality skills for Hospitality Learning from Industry (Practical)	HMSEE - 304	Viva Voce / Group Discussion	100	4	2
<b>Total</b>					<b>700</b>	<b>40</b>	<b>20</b>

HMSEE - 304 (SOU Enhancement Elective)

  
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 School of Hotel Management  
 5th

Sri Sarya Sai University of Technology & Medical Sciences, Sehore

Minutes

Departmental Board of Studies committee of BHMCT meeting held on 26 March 2018 at 02:00PM in the Dean's Chamber ( BHMCT ) of University in presence of the following member:-


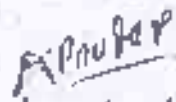

- 1. Mr. S.Shahab Ahmed Chairman (Departmental Board of Studies committee)
- 2. Mr. Devendra pratap Asst. Prof. Member
- 3. Mr. Ullhas Dadhakar Asst. Prof. Member

Subject: -Preparation of syllabus and Scheme of VIth semester BHMCT of the constituent unit i.e. School of Hotel Management.

Description: -The selection committee discussed in detail and agreed on the course content and syllabus of the following subjects:-

- 1. A) Food Production & Bakery Science
- B) Beverage Management
- C) Housekeeping & Laundry Management
- 2. Hospitality Marketing
- 3. Project Work
- 4. i - English
- ii - French

Decision: - The Board of studies Unanimously Approved the syllabus 6<sup>th</sup> semester and forwarded to academic council for further approval.

Mr. S. Shahab Ahmed    Mr. Devendra pratap, Asst. Prof.    Mr. Ullhas Dadhakar, Asst. Prof.  
 (Chairman)                      (Member)                      (Member)

  
 Registrar  
 Sri Sarya Sai University of Technology & Medical Sciences, Sehore (D.P.)

  
 Dean  
 School of Hotel Management  
 SSSUTNIS, Sehore

**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES  
SEHORE M.P.**

**School Of Hotel Management (CBCS) 3<sup>rd</sup> Year Scheme BHMCT**

**Semester 6<sup>th</sup>**

S. No	Course Code	Subjects	Final Examination (Maximum Marks Allotted)						Total Marks	Exam Time Duration/Hrs.			Credit	
			Theory			Practical				Th.	L	T		P
			End Sem.	Mid Sem Test	Assignment / Quiz	End Sem.	Lab Work	Assignment / Quiz / Project Work						
1	HMSE - 601 A/B/C Choose any two	A) Food Production & Bakery Science ( Theory & Practical)	60	30	10	20	20	10	3	4	4	6	6	
		B) Beverage Management ( Theory & Practical)												
		C) Housekeeping & Laundry Management ( Theory & Practical )												
2	HM SE - 602	Hospitality Marketing	60	30	10	-	-	-	3	-	6	-	6	
3	HM SE - 603	Project Work	-	-	-	-	-	150	-	-	-	6	6	
4	HMSEE - 604-I	Foreign Language Skill - English	60	30	10	-	-	-	3	-	-	-	2	
	HMSEE - 604-II	French											2	
Total			120	60	20	20	20	260				500	20	

Note :- Only one subject Should be selected from HMSEE -604 - I or HMSEE -604 - II

HMSE - Specific Elective

HMSEE - 604 (Skill Enhancement Elective )

Th = Theory T = Tutorial P = Practical L = Lecture

  
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HMC- 601 A - FOOD PRODUCTION & BAKERY SCIENCE

HMSE- 601 A	FOOD PRODUCTION & BAKERY SCIENCE	4L:0T:0P	4 credits	2Hrs / Week
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OBJECTIVES

At the end of the semester the students are supposed to have developed

1. An insight of Indian regional cuisines and modern development.
2. Through knowledge of bread faults and diseases and the cake making methods.

**OUTCOMES**

1. Understand Indian and Regional cuisines.
2. Knowledge of all types of Bakery products like Patisseries, Biscuits, Bread varieties, Cakes etc.

COURSE CONTENT

**Unit - 1 KNOWLEDGE OF INDIAN REGIONAL STAPLE FOOD, INGREDIENTS AND SPICES.**

**1.1A STUDY OF VARIOUS REGIONAL CUISINES: 6 Hrs**

- |              |               |
|--------------|---------------|
| Punjabi      | - Bengali     |
| Gujarati     | - Maharashtra |
| Kashmiri     | - Mugalai     |
| South Indian | - Rajasthani  |
|              | -Goan         |

**Unit - 2 A STUDY OF INDIAN BREADS. 6 Hrs**

**2.1A STUDY OF INDIAN SWEETMEATS.**

**Unit - 3 A STUDY OF INDIAN ACCOMPANIMENTS 6 Hrs**

- Pickles, Chutneys, Murabbas, Papads etc.
- Mouth fresheners.

**3.1 COMPARATIVE STUDY OF TRADITIONAL AND MODERN INDIAN COOKERY.**

**PATISSERIE (BAKERY SCIENCE) 6 Hrs**

**Unit - 4 BREAD DISEASES.**

**4.1 BREAD VARIETIES.**

**Unit - 5 FUNCTION OF INGREDIENTS IN CAKE MAKING. 6 Hrs**

**5.1 CAKE MAKING METHODS:**

- |                      |                       |
|----------------------|-----------------------|
| Sugar batter method. | - Boiled method       |
| Flour batter method  | - Sugar water method. |
| Blending method.     | - All in process      |

TEXT READINGS

- Sudhir K. Shibal - The Ashok book of Favorite Indian recipes.  
Madhur Jaffery's - Cook Book.  
Chandal Padmanabhan - Dakshin Veg. Delicacies from South India.  
J. Inder S. Kalara - Prasad Cooking.  
Khalid Aziz - Indian Cooking.  
Vimla Patil - Food Heritage of India.  
Vimla Patil - Festival Cook Book.  
Madhur Jaffery's - Flavours of India.  
Joseph Amendola - Understanding Baking.  
S.C. Dubey - Basic Baking  
William J. Sultan - Practical Baking.

HMSE- 601 A	FOOD PRODUCTION & BAKERY SCIENCE	0L:0T:4P	2 credits	4Hrs / Week
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**PRACTICALS**

1. Quantity food production on the basis of Indian regional cuisine.
2. Bakery Practical to cover the following (Advance Level)
  - a) Bread Making.
  - b) Sponge Cake: Genois Sponge, Fatless Sponge.
  - c) Icings.
  - d) Assembling Cakes.
  - e) Heavy Cake: Pound Cake.



Registrar

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Semester – VI

HMC- 601 B - BEVERAGE MANAGEMENT

HIMSE- 601 B	BEVERAGE MANAGEMENT	4L:0T:0P	4 credits	2Hrs / Week
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**OBJECTIVES :**

By the end of the semester the students should be able to:

- i. Understand the History, ingredients, brewing process, types, characteristics, storage and service of Beer.
- ii. Understand the viticulture and vinification clearly.
- iii. Understand different wine types, their classifications, storage and service.
- iv. Know about the different wine producing countries, their specialty wines and the wine quality laws governing the major wine producing countries.
- v. Understand and suggest the appropriate wines for the different types of food.
- vi. Acquire the requisite technical skills for competent service of Food and Beverage.

**OUTCOMES**

1. Students understand different type of Wines, classification storage and service.
2. Students will develop technical skills for competent service of food and beverage.

**COURSE CONTENT**

**Unit -1 BEER**

6 Hrs

- History (A brief description of how beer came into being).
- Ingredients
- **Brewing process: Bottom fermentation; Top fermentation**
- Storage of beer.
- Types of beer (Ale, Lager, Draught, Wheat beers).
- Characteristics.
- Service of beer.

**Unit-2 WINES**

6 Hrs

- Introduction to wines. Definition of wines.
- Viticulture – Seasons, soil & area of growth. Composition of grape and its effect on the nature of wine. Wine makers calendar.
- Wine categories: RED, WHITE, and ROSE.
- Characteristics of wines - Still, natural, sweet, dry, vintage & non – vintage.
- **Principal wine producing countries: France, Italy, Germany, Spain, Portugal, America, Australia.**

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**Unit – 3 WINE QUALITY LAWS.** **6 Hrs**  
- France, Germany, Italy.

**Unit – 4 WINES OF FRANCE** **6 Hrs**  
- Different regions and their Geographical composition & climate, grape varieties with characteristics of wines from each region.  
- Special reference of Champagne; its origin, grape variety and production

**Unit – 5 WINES OF OTHER COUNTRIES.** **6 Hrs**

- Italy.
- Germany.
- Wine of Spain with special reference to Sherry (in details).
- Wine of Portugal with special reference to port and Madeira.
- Australian wines.
- American wines.

**5.1 FOOD AND WINE HARMONY.**

- In relation to all course of French classical menu.
- Indian.
- Chinese.

**TEXT READINGS.**

Jalfrey L. Clarke	Table & bar
Denis R. Lillcrap	F&B Service
Matt. A. Casoo Tom	F&B Service
Stevenson Michael	World Wine Encyclopedia
M. Columm	Beers of the World
	Beverage Management

<b>HMSE- 601 B</b>	<b>BEVERAGE MANAGEMENT</b>	<b>01:00T:4P</b>	<b>2 credits</b>	<b>4Hrs / Week</b>
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**PRACTICALS.**

1. Revision of 7- year practical - Table layout and service for different types of meals.
2. Beverage order taking and preparation of BOT.
3. Familiarization with the Glassware, equipments and tools required in relation to beer and wine service and their sketch.
4. Service of bottled, canned and draught beer.
5. service of Red Wine, White Wine, Champagne.

**ASSIGNMENTS**

1. Preparing charts:  
A: Different regions of France and their characteristics.  
B: Wine regions and characteristics wines of two other countries.
2. Collection of labels:  
A: At least ten Beers. (Indian & Foreign)  
B: At least Five Wines. (Indian & foreign)

HMC- 601 C - HOUSE KEEPING & LAUNDRY MANAGEMENT

HMSE- 601 C	HOUSE KEEPING & LAUNDRY MANAGEMENT	4L:0T:0P	4 credits	2Hrs / Week
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**OBJECTIVES :**

By the end of this course the students will have knowledge about the following:

1. Linen room procedure, care and maintenance of linen.
2. Uniform and sewing room procedure.
3. Laundry - Importance and principles, equipments, layout, floor process & finishes.
4. Stain removal - methods and aids.
5. Knowledge about fabric, their origin, characteristics, use in hotel industry.
6. Yarns and their types.

**OUTCOMES**

1. Students gain the knowledge of Laundry and laundry equipments.
2. Understands the duties and responsibilities of laundry staff.
3. Knowledge about fabrics and yarn use in Hotel Industry.

**COURSE CONTENT**

**Unit- 1-HOTEL LAW**

6 Hrs

- Classification.
- Selection criteria and calculating.

**1.1 LINEN ROOM**

- Location.
- Equipment.
- Storage & Inspection; Stock taking.
- Marketing & Monogramming.
- Functioning.

**Unit- 2-SEWING ROOM**

6 Hrs

- Activities & Area provided.
- Equipments.

**2.1 UNIFORM ROOM**

- Purpose of uniform.
- No of sets, issuing process & exchange of uniform.
- Designing a uniform.
- Layout & planning of the uniform room.
- Dry cleaning.

**2.2 STAIN REMOVAL**

- Different types of stains.
- Cleaning methods.
- Specific reagents.
- Care for colored and delicate fabrics.

  
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**Unit -3- LAUNDRY**

6 Hrs

- Duties and responsibilities of laundry staff.
- Importance and principles.
- Flow process in Industrial Laundering.
- Stages in wash cycle.
- Equipment, Layout, Planning of Laundry.
- Laundry agents.

**Unit - 4- FIBRES AND FABRICS**

6 Hrs

- Definition.
- Origin and classification.
- Characteristics of different fibers - Cotton, Linen, Silk, Polyester, Nylon, Nylon.

**4.1 YARNS**

- Types of yarns.

**Unit - 5- FINISHES**

6 Hrs

- Desizing, Sizing, Degumming, Weighting, Scouring, Calendaring, Decatizing, Tentoring, Shearing.
- Flocking, Sanforisation, Mercerization, Napping.

**TEXT READINGS**

Jean C. Branson                      Hotel, Hostel & Hospital Housekeeping.  
 Georgina Tucker                  The Professional Housekeeper.

HMSE- 601 C	HOUSE KEEPING & LAUNDRY MANAGEMENT	01:00T:40P	2 credits	4Hrs / Week
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**PRACTICALS**

4 Hrs

1. Basic cleaning procedures in guest room :
  - a. Check-out room.
  - b. Occupied room.
  - c. Vacant room.
  - d. Evening service.
2. Working in linen room:
  - a. Storage.
  - b. Stock taking.
  - c. Marking and monogramming.
  - d. Paraphrasing – Clerical jobs in the Linen room and uniform room.
3. Laundry:
  - a. Identification and Operation of different equipments.
  - b. Laundry cleaning agents.
  - c. Flow process in Industrial Laundry – Layout, Planning and operation.
  - d. Dry cleaning method.
4. Stain Removal: Identification and removal of the stains using the specific methods and reagents.
5. Identification of different weaves.
6. Identification and sampling of different Fabrics.
7. Sewing Room – Mending and use of sewing kit.

  
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HMC- 602 - Hospitality Marketing

HMC- 602	Hospitality Marketing	6L:0T:0P	6 credits	2Hrs / Week
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Objectives :

Introduction to the fundamental concept of Marketing Management, especially in context of Services industry

**OUTCOMES**

1. Understand what service marketing is and how the present marketing management philosophy evolved .
2. Understands the various ways of communicating with the customers and also the role of socially responsible marketing communication in Hospitality and Tourism

**Course Content**

**UNIT 1 - Introduction to Hospitality Marketing** 6 Hrs

**UNIT 2- The concept of Marketing** 6 Hrs  
Foundation and practices  
Solving Customers Problems

**UNIT 3 – Customer Behavior and customer Markets** 6 Hrs  
The package market  
The Business Traveler

**UNIT 4 – The Hospitality Presentation mix** 6 Hrs  
Employees  
Customers

**UNIT 5 – Channels of distribution** 6 Hrs  
Travel agents  
Franchising  
Tour operators

**Text Reading**

Robert D. Ald Hospitality Marketing Management

John Roberts Marketing for the Hospitality Industry

**HMC- 603 - Project**

<b>HMSE- 603</b>	<b>Project</b>	<b>01:00:00</b>	<b>6 credits</b>	<b>2Hrs / Week</b>
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**OBJECTIVE:**

To encourage and guide students to adopt RESEARCH as methodology tackling and solving problems related to hospitality industry. This course will also help the students to update their Knowledge about the industry  
(Answering guest enquiries – case studies)

**OUTCOMES**

The project is intended to serve the student develop ability to apply multidisciplinary concepts, tools and techniques to deal with any subject related to hospitality industry. Emphasis should be placed on industry sponsored projects.

1

This project includes a study of the various airlines, capital, currencies of the various countries of the world. The student is required to visit airlines offices and collect the data concerning the above study. They will also have to make use of the colour photographs and pictures collected from journals and magazine for the logo of airlines etc. The student will have to make two copies of the project and submit before the final practical examinations

2

This project includes a study of any one tourist destination of world. This would include the geographic location of the place.

i-	Define a specific problem	6hrs
ii-	suitable methodology	6hrs
iii-	Set scope/ limitations	6hrs
iv-	Design and administer suitable structured and unstructured research tools.	6hrs
v-	Collect, edit and present primary and secondary data.	6hrs
vi-	Edit and present	6hrs
vii-	Do analysis and to draw definite Conclusions	6hrs

Write the report in acceptable format and language

  
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**Semester – VI**

**HMC- 604 - I - English**

<b>HMC- 604 - I</b>	<b>English</b>	<b>2L:0T:0P</b>	<b>2 credits</b>	<b>2Hrs / Week</b>
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**COURSE OBJECTIVES:**

- To enable the students to understand the manner of communication in English proper pronunciation

**OUTCOMES :**

English communication is an essential life skill in Hotel Industry, and a professional pre-requisite in the hospitality industry this course provides theoretical input backed with practice sessions in order to communicate effectively. The course aims at enhancing listening, speaking, reading and writing skills

**COURSE CONTENT:**

<b>Unit 1 Letters Advance</b>	<b>6hrs</b>
Some Concepts in Communication	
Informal Letters-1	
Informal Letters-2	
<b>Unit 2 Conversation</b>	<b>6hrs</b>
Informal Conversation:	
Face-to-Face-1	
<b>Unit 3 Other Forms of Official Communication</b>	<b>6hrs</b>
Memoranda	
Minutes of Meetings	
<b>Unit 4 Mass Media: Print</b>	<b>6hrs</b>
Writing for Newspapers-1	
Advertising-1	
<b>Unit 5 Writing Resume</b>	<b>6hrs</b>



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Semester - VI

HMC- 604 - II - FRENCH

<b>HMSE- 604 - II</b>	<b>FRENCH</b>	<b>21:00:00P</b>	<b>2 credits</b>	<b>2Hrs / Week</b>
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## OBJECTIVES:

The aim of the course continues to introduce the students to the French Language as it will help them to understand the much used terms in the operational subjects such as Food Production and F&B Service and also as it is the most widely used foreign language other than English as far as hospitality industry is concerned.

At the end of the semester the students should:

- Have revised all the grammar covered in Semester 1<sup>st</sup>.
- Have learnt the grammar scheduled for this semester.
- Be able to make simple conversations in French.

## COURSE CONTENT:

Unit 1- Conjugation Of First Group Of Verbs In Present Tense.	6hrs
Unit 2- Conjugation Of Second Group Of Verbs In Present Tense.	6hrs
Unit 3 - Conjugation Of Third Group Of Verbs In Present Tense.	6hrs
Unit 4 - Peculiarities Of Some Of The First Group Of Verbs.	6hrs
Unit 5 - Superlative Degree Of Adjectives.	
Elementary Conversation.	6hrs

## TEXT READINGS

Course Langue Francaise

S. Bhattacharya      French for Hotel Management & Tourism Industry.



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**Minutes**

Departmental Board of Studies committee of BHMCT meeting held on 26 March 2018 at 02:00PM in the Dean's Chamber ( BHMCT ) of University in presence of the following member:-




- |                        |  |
|------------------------|--|
| 1. Mr. S. Shahab Ahmed | Chairman (Departmental Board of Studies committee) |
| 2. Mr. Devendra pratap | Asst. Prof. Member                                 |
| 3. Mr. Ulhas Dadhakar  | Asst. Prof. Member                                 |

**Subject:** -Preparation of syllabus and Scheme of Vth semester BHMCT of the constituent unit i.e. School of Hotel Management.

**Description:** -The selection committee discussed in detail and agreed on the course content and syllabus of the following subjects:-

1. A) Food Production & Management  
B) Food & Beverage Service And Management  
C) Accommodation Management
2. Hospitality & Tourism Management
3. Hospitality Laws
4. i- English  
ii- French

**Decision:** - The Board of studies Unanimously Approved the syllabus 5<sup>th</sup> semester and forwarded to academic council for further approval.

 Mr. S. Shahab Ahmed (Chairman)      Mr. Devendra pratap, Asst. Prof. (Member)      Mr. Ulhas Dadhakar, Asst. Prof. (Member)

  
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**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES  
SEHORE M.P.**

**School Of Hotel Management (CBCS) 3<sup>rd</sup> Year Scheme BHMCT**

**Semester 5<sup>th</sup>**

S. No	Course Code	Subjects	Final Examination (Maximum Marks Allotted)						Exam Time			Hrs./Week			Credit
			Theory			Practical			Th	P	L	T	P		
			End Sem	Mid Sem	Assignment / Quiz	End Sem.	Lab Work	Assignment / Quiz							
1	HMSE - 501 A/B/C Specific Elective Choose any one	A) Food Production & Management (Theory & Practical)	60	30	10	20	20	10	3	4	4	6	2		
		B) Food & Beverage Service And Management (Theory & Practical)													
		C) Accommodation Management (Theory & Practical)													
		Hospitality & Tourism Management (Theory)													
2	HMSE - 502	Hospitality Laws (Theory)	60	30	10	-	-	-	3	6	-	6	6		
		Hospitality Laws (Theory)	60	30	10	-	-	-	3	6	-	6			
4	HMSEE- 504 I HMSEE- 504 II	Foreign Language Skill-(Theory)	60	30	10	-	-	-	3	6	-	6	2		
		English French	60	30	10	-	-	-	3	6	-	6			
<b>Total</b>			120	60	50	20	20	210	450				20		

Note :- Only one subject should be selected from HMSEE-504 I or HMSEE-504 II

HMSE - Specific Elective

HMSEE - 504 (Skill Enhancement Elective)

Th = Theory T = Tutorial P = Practical L = Lecture

  
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Course Content

School of Hotel Management

Semester – V

**HMSE- 501 A Food production & management**

HMSE- 501A	Food production & management	4L:0T:0P	4 credits	2Hrs / Week
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**OBJECTIVE:**

During the course the students should:

- Learn to conceptualize the management and functioning of independent F&B Establishments.
- Know the concept of food cost control and its implementation.
- Understand the fundamentals of Chinese cookery and larder work.
- Be able to understand and manage mis- en-place for extended meal service.

**OUTCOMES :**

1. Student will aware of fundamentals of Chinese cookery & larder work.
2. Clear the concept of food cost control and implementation.
3. Student will complete knowledge of management and functioning of independent F&B Establishment.

**COURSE CONTENT:**

**Unit**

**I - ORGANISATION AND MIS -EN -PLACE**

6Hrs

- For extended meal service, buffet and banqueting.

**II - LARDER**

6Hrs

- Layout and planning of larder department
- Staff Organization
- Cold food presentation
- Aspic & chaud froid
- Sandwiches and canapé's
- Cold platters
- Charcuterie
- Sausages, Tarragon ,Galantines, mousse

  
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**III - PRINCIPAL OF CHINESE COOKERY**

**6Hrs**

- Layout and planning of Chinese kitchen
- Staff organisation
- Various regions and their characteristics
- Equipments used in Chinese cookery
- Chinese methods of cooking
- Classical Chinese dishes

**IV - MANAGEMENT OF INDEPENDENT F&B ESTABLISHMENTS**

**6Hrs**

- Fast food ; snack bar, parlors
- Airline , railway and ship catering
- Outdoor catering operation

**V - FOOD COST CONTROL**

**6Hrs**

- Yield testing
- Cost analysis and control ; food cost percentage ; analysis of food cost percentage ; study of cost reconciliation sheet.


<b>HMSE- 501A</b>	<b>Food production &amp; management</b>	<b>0L:0T:4P</b>	<b>2 credits</b>	<b>6Hrs / Week</b>
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**PRACTICAL:**

1 At least 10(ten) menus of advance/ethnic nature to cover prominent international cuisines Larder work as per theory syllabus.

**REFERENCES:**

<b>S.No.</b>	<b>Author</b>	<b>Title</b>
1	K. Arora	Theory of Cookery
2	Thargam Philip	Modern Cookery Vol. II
3	Paul R. Dittmer	Principles of Food,Beverage and labor Cost controls
4	Paul Boeuse	The new Professional Chef
5	Micahael M. Coltman	Cost Control for Hospitality Industry

  
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Semester – V

**HMSE- 501 B - FOOD & BEVERAGE SERVICE & MANAGEMENT**

<b>HMSE- 501B</b>	<b>FOOD &amp; BEVERAGE SERVICE &amp; MANAGEMENT</b>	<b>4L:0T:0P</b>	<b>4 credits</b>	<b>2Hrs / Week</b>
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**OBJECTIVE:**

During the course the students should:

- Understand the various function organized by the hotel.
- Plan and organize independently buffets, banquets, wedding receptions , birthday parties, kitty parties , conferences, seminars, ODCs etc .
- Conceptualization the control cycle, and establish its role in the management of food&beverage operations .
- Acquire the requisite technical skills for competent service of food and beverage .

**OUTCOMES :**

1. Students to understand various functions organized by Hotel.
2. Organized independently Buffets, Banquets, Wedding receptions, Kitty parties, Birthday parties, Conferences, Seminars etc.

**COURSE CONTENT:**

Unit

**I- INTRODUCTION OF FOOD & BEVERAGE MANAGEMENT 6Hrs**

- Scope , objectives and constraints.

**II-FOOD AND BEVERAGE CONTROL CYCLE**

- Characteristics of F&B operation
- Stages in F&B cycle, Indenting, purchasing, Storing, Issuing , Preparation and Selling.

  
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- Equipments ; preparation, transportation and service equipments.
- Establishing suppliers.
- Food purchase, storage and handling
- Peripherals and special effects
- Pricing ; finding, pricing techniques
- Menu balancing
- Selling; telephonic techniques, price quotation, booking, client meeting, meeting review, Letter of agreement , follow up
- Organization and executing an event

**V - I BUSINESS EVENT MANAGENT**

**6 Hrs**

- **Type of business event ; workshop, seminar, conference sales meet , launch. Etc.**
- understanding facility needs for business event
- Execution of business event plan.
- Operation and management of business event.
- follow up and retaining client

HMSE- 50 (II)	<b>FOOD &amp; BEVERAGE SERVICE &amp; MANAGEMENT</b>	0L:0T:4P	2 credits	4Hrs / Week
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**PRACTICAL:**

- 1 Layout and drawing of the function prospectus and identifying its appropriate usage
- 2 Planning the layout of different types of buffet counters and setting the counter
- 3 Planning of different types of table and seating arrangements for different types of buffets.
- 4 Preparation of function check list of buffet
- 5 Assignments on buffet menu planning
- 6 Planning the table layout of different type of banquet functions .
- 7 A eating plans of different banquets preparations of charts , name cards, etc.
- 8 Food and beverage- How to service Banquet
- 9 Assignments:
  - a: Check list for conference and other parties
  - b: Menu planning for the State Banquets.

  
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**REFERENCE**

S.No.	Author	Title
1	Denni R.Lillicrap	F & B Service
2	Jaffery T. Clarke	Table & Bar
3	Matt A. Casdo	Food & Beverages Service
4	John Cousins	F & B Management
5	Michael M. Colman	Beverage Management

  
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## III - BUFFET MANAGEMENT

6 Hrs

- Introduction
- Type of Buffets
- Table layout and Dressing of Buffet table
- Display and decoration
- Types of food to be served
- Mise-en-place
- Service consideration
- Check list and its proper supervision
- Food & Beverage Control-its application in buffet management.

## IV - BANQUET MANAGEMENT AND FUNCTION CATERING

6Hrs

- History of banquets; Types of banquets (formal & informal)
- Organisations of the banquet dept.
- Function selling - Menus
- Facilities available
- Seating plans- Theater, Classroom, Formal
- Booking procedures
- Contract /Memorandum
- Weekly and daily
- Formal gatherings
- Table plans / arrangements
- Name Cards
- Seating plan
- Mis-en-place
- Service
- Toasting and sequence of events
- Banqueting Exercises
- Case studing in banqueting
- Informal gathering
- Reception
- Cocktail parties
- Seminars
- Trade Fairs
- Wedding
- Orgnigation theme functions

## V- OUTDOOR CATERING MANAGEMENT

6 Hrs

-Introduction; who could be an outdoor caterer, Infrastructure; Licenses; On sight facilities ; employees.

  
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Semester – V

**HMSE- 501 C - Accommodation Management**

HMSE- 501C	Accommodation Management	4L:0T:0P	4 credits	2Hrs / Week
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**OBJECTIVES :**

By the end of this course the students will have knowledge about the following:

- Linen room procedure, care and maintenance of linen.
- Uniform and sewing room procedure.
- Laundry – Importance and principles, equipments, layout, floor process & finishes.
- Stain removal – methods and aids.
- Knowledge about fabric, their origin, characteristic, use in hotel industry.
- Yarns and their types.

**OUTCOME**

1. Student understands linen room procedure, care and maintenance of linen, uniform and sewing procedure.
2. After this students will plan to setup Laundry.

**COURSE CONTENT**

**Unit**


**I- HOTEL LAW**

6Hrs

- Classification.
- Selection criteria and calculating.

**I – 1 LINEN ROOM**

- Location.
- Equipment.
- Storage & Inspection: Stock taking.
- Marketing & Monogramming.
- Functioning.

  
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**II - SEWING ROOM**

6 Hrs

- Activities & Area provided.
- Equipments.

**II-1 UNIFORM ROOM**

- Purpose of uniform.
- No of sets, issuing process & exchange of uniform.
- Designing a uniform.
- Layout & planning of the uniform room.

**III - LAUNDRY**

6 Hrs

- Duties and responsibilities of laundry staff.
- Importance and principles.
- Flow process in Industrial Laundering.
- Stages in wash cycle.
- Equipment, Layout, Planning of Laundry.
- Laundry agents.
- Dry cleaning.

**III-1 STAIN REMOVAL**

- Different types of stains.
- Cleaning methods.
- Specific reagent

  
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- Care for colored and delicate fabrics.
- IV - **FIBRES AND FABRICS** 6 Hrs
  - Definition.
  - Origin and classification.
  - Characteristics of different fibers – Cotton, Linen, Silk, Polyester, Nylon, Nylon.
- IV -1 **YARNS**
  - Types.
- V - **FINISHES** 6 Hrs
  - Desizing, Sizing, Degumming, Weighting, Scouring, Calendaring, Decatizing, Tentering, Shearing.
  - Flocking, Sanforisation, Mercerization, Napping.

**TEXT READINGS**

Joan C. Branson                      Hotel, Hostel & Hospital Housekeeping.

Georgina Tucker                    The Professional Housekeeper.

<b>HMSE- 501C</b>	<b>Accommodation Management</b>	<b>01:0T:4P</b>	<b>2 credits</b>	<b>4Hrs / Week</b>
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**PRACTICALS**

1. Basic cleaning procedure in guest room :
  - a. Check-out room.
  - b. Occupied room.
  - c. Vacant room.
  - d. Evening service.
  
2. Working in linen room:
  - a. Storage.
  - b. Stock taking.
  - c. Marking and monogramming.
  - d. Special jobs in the Linen room and uniform room.

  
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3. **Laundry:**

- a. Identification and Operation of different equipments.
- b. Laundry cleaning agents.
- c. Flow process in Industrial Laundry – Layout, Planning and operation.
- d. Dry cleaning method.

4. **Stain Removal:** Identification and removal of the stains using the specific methods and reagents.

5. **Identification of different weaves.**

- Identification and sampling of different Fabrics.
- Sewing Room – Mending and use of sewing kit.

  
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Semester - V

**HMSE- 502 - Hospitality & Tourism Management**

HMSE- 502	Hospitality & Tourism Management	6L:0T:0P	6 credits	2Hrs / Week
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**OBJECTIVE:**

During the course the students should:

- Aware of the Indian tourist destinations, tourism infrastructure .
- Current government policies and requirements
- Role of travel agent .
- Learn correlation between hotel and tourism industry.

**OUTCOMES :**

1. Understand Tourist destination and tourism infrastructure
2. Knowledge of the Government policies
3. Understand of Tourism marketing and publicity

**COURSE CONTENT:**

**Unit**

I - Introduction to Tourism, Definition, Classification & Types of Tourism.	6 Hrs
II - The Process of Tourism & Infrastructure.	6 Hrs
III - Role Of Government And Current Policies For Tourism Promotions	6 Hrs
IV- Travel Agency & Tour Operations, Tourism Marketing And Publicity	6 Hrs
V - Procedural Aspects of Tourism, India As Tourism Destination.	6 Hrs

  
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**REFERENCES:**

S.No.	Author	Title
1	A.K. Bhatia	Tourism Development
2	Prem Nath Seth	An Introduction to Travel & Tourism
3	Pragati Mohanty	Hotel Industry and Tourism
4	A.K. Bhatia	International Tourism
5	Prem Nath Seth	International travel & tourism



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# Sri Satya Sai University of Technology and Medical Sciences, Sehore (M.P.)

Semester – V

HMSE- 503 - Hospitality Laws

HMSE- 503	Hospitality Laws	6L:0T:0P	6 credits	2Hrs / Week
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**OBJECTIVE:**

- Topics to be discussed

**OUTCOMES**

The aim of studying this subject is to acquire the knowledge of basic laws related to the hotel industry and to understand business laws related to day-to-day working.

**COURSE CONTENT**

Unit	6Hrs
<b>I - Introduction &amp; Legal sources.</b> Evolution of law. Classification of law. Law of contract Definition and Introduction.	6Hrs
<b>II - Essentials of contract.</b> Time and place of performance.	6Hrs
<b>III - Break of contract</b> Contract of Bailment. Contract of Pledge. Hotel Laws.	6Hrs
<b>IV - Introduction and classification of Hotels and other Establishment- norms.</b> Licensing Acts.	6Hrs
Food Adulteration act Adulteration, Misbranding, Inspectors, Food Analysts.	
<b>V - Pollution Control Act, 1981(Air Pollution, Water Pollution , Prevention &amp;Control Act, 1986</b>	6Hrs

**Reference Book**

- Tourism Travel & Hospitality Law 2nd Edition, By Trevor Atherton, Trudie Atherton, 2010
- Hotel Law (Oxford Higher Education), by Amitabh Devendra, 2013

  
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Semester - V

HMSE- 504 - English

HMSEE - 504 I	English	2L:0T:0P	2credits	2Hrs / Week
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**COURSE OBJECTIVES:**

- To enable the student to understand verbal and written skill in Hotel management

**OUTCOMES**

English communication is an essential life skill and a professional in the hospitality industry. This course aims at enhancing listening, speaking, reading and writing skills.

**COURSE CONTENT:**

<b>I - Letters</b>	6 Hrs
Some Concepts in Communication	
Formal Letters-1	
Formal Letters-2	
<b>II - Conversation</b>	6 Hrs
Formal Conversation	
Face-to-Face-1	
<b>III - Interviews</b>	6 Hrs
Debate	
Discussions	
<b>IV - Public Speaking</b>	6 Hrs
Speeches	
Seminar Talks	
<b>V - Telephone Conversation</b>	6 Hrs

**REFERENCES:**

S.No.	Author	Title
1	Sinha	Mastering Effective English
2	Kleser	Exploring English Grammar

  
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Semester - V

HMSEE- 504 - French

HMSEE - 504 II	French	2L:0T:0P	2 credits	2Hrs / Week
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**OBJECTIVE:**

The aim of the course is to introduce the students to the French language as it will help them to understand the much used terms in the operational subjects such as food production and F & B services and also as it is the most widely used foreign language other than English as far as hospitality industry is concerned.

At the end of the semester the students must have learnt:

- The letters and sounds in French language
- Numbers
- Basic Grammar scheduled for this semester

**OUTCOMES**

The aim of the course is to introduce the students to the French language as it will help them to understand the much used terms in the operational subjects such as food production and F & B services

**Course Content**

Unit	6 Hrs
I- Letters and sounds:  (a) The alphabets  (b) The Accents	
II -Numbers  (a) Grammar  (b) Articles	6 Hrs
III - Plural of Nouns  (a) Plural of Adjectives	6 Hrs

  
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(d)

(b) Pronouns

IV - List of Place Names

6 Hrs

V - Les Verbs


6 Hrs

(a) Verb "Etre", "Avoir"

(b) The Principal (Main) Verbs

**References:**

S.Bhanacharya, French for hotel & Tourism Industry, 2009, Frank Bros & Co.Ltd

  
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Minutes

Departmental Board of Studies committee of BHMCT meeting held on 27 March 2019 at 02:00PM in the Dean's Chamber ( BHMCT ) of University in presence of the following member:-




- 1. Mr. S.Shahab Ahmed Chairman (Departmental Board of Studies committee)
- 2. Mr. Devendra pratap Asst. Prof. Member
- 3. Mr. Ujjwal Dadhakar Asst. Prof. Member

Subject: -Preparation of syllabus and Scheme of VIIIth semester BHMCT of the constituent unit i.e. School of Hotel Management.

Description: -The selection committee discussed in detail and agreed on the course content and syllabus of the following subjects:-

- 1. A) Practices in Event Management
  - B) Practices in Laundry
  - C) Practices in Accommodation
  - D) Practices in Foreign Cuisine Management
- 2. Human Resources Practices
- 3. Safety, Security & Travel Documentation
- 4. A) Writing Skill for Hospitality Industrial Reports
  - B) Hospitality Operation software Skills
  - C) Trade presentation Skills

Decision: - The Board of studies Unanimously Approved the syllabus 8<sup>th</sup> semester and forwarded to academic council for further approval.

 Mr. S. Shahab Ahmed (Chairman)
  Mr. Devendra pratap, Asstt. Prof. (Member)
  Mr. Ujjwal Dadhakar Asstt. Prof. (Member)

  
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**SRI SATYA SAI UNIVERSITY OF TECHNOLOGY AND MEDICAL SCIENCES  
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**School Of Hotel Management (CBCS) 4<sup>th</sup> Year Scheme BHMCT**

**Semester 6<sup>th</sup> "Industrial Training - II" On the Job Training (J.T)**

**Duration of Training 15-18 Weeks**

S. No	Course Code	Subjects	Final Examinations Maximum Marks Allotted		Hrs./Week	Credits
			HMSE - 801 - A HMSE - 801 - B HMSE - 801 - C HMSE - 801 - D	Training Report / Viva Voice		
1	HMSE - 801	A) Practices in Event Management B) Practices in Laundry Management C) Practices in Accommodation Management D) Practices in Foreign Cuisine Management (Industry Exposure)	200		12	6
2	HMSE - 802	Human Resources Practices ( Industry Exposure)	150	Record Book	12	6
3	HMSE - 803	Safety, Security & Travel Documentation (Industry Exposure)	150	Presentation / Assignment	12	6
4	HMSEE - 804 Choose any One	A) Writing Skill for Hospitality Industrial Report (Practical) B) Hospitality Operations software Skills (Practical) C) Trade presentation Skills (Practical)	180	Viva Voice / Group Discussion	4	2
<b>Total</b>			<b>600</b>			<b>20</b>

HMSEE - 804 (Skill Enhancement Elective)

Tk = Theory T = Tutorial P = Practical L = Lecture

Total Credits for the course - 160

Total Subject Offered - 54

Maximum Marks offered for the Programmed - 4000

  
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BHMCCT ( SEMESTER-VIII)

**COURSE TITLE- Industrial training & On the Job Training**

Course code – HMIAC 801 / 802 /803 /804

**OBJECTIVES :** The objective of this industrial training & On the Job Training is to help the students Understand The Working Of a Hotel and be able To analyze its strengths weakness opportunities and the threats.

**TYPE OF REPORT**

The report should be based on the compulsory 15-18 weeks/110-126 days of training to be completed

**INDUSTRIAL EXPOSURE (SEMESTER – VIII) ( Industrial training &On the Job Training)**

Duration of Exposure: 15-18 weeks for both ( IT &IT ) Industrial training and job training in VII semester.

Leave Formalities: 1 weekly off and festivals and national holidays given by the hotel 10 days medical leave supported by a medical certificate. Leave taken must be made up by doing double shifts or working on weekly offs.

Attendance in the training would be calculated on the basis of Certificate issued by Training


Manager/ HR Manager/ Concerned Officer of the unit trained in. Industrial Exposure will require an input of 90-100 working days (15 weeks x 06 days = 90 days). Students who are unable to complete a minimum of 45 days of industrial training would be disallowed from appearing in the term and examinations. Students who complete more than 45 days of industrial exposure but are unable to complete minimum 90 days due to reasons may make good during the vacations. Such students will be treated as 'absent' in industrial training and results. The training in VIII necessarily needs to be in an approved Hotel equivalent to three star of above/ Heritage or other such good property and. Prior written approval needs to be taken from the program coordinator/ Convener/ H.O.D for Industrial exposure from parent Institute.

**Training Schedule:**

**VIII Semesters**

Housekeeping: 3-4 weeks; Front Office and Human Resources Practices: 2-3 weeks; Safety, Security & Travel Documentation :4- 5 weeks; Hospitality Operation software Skills: 4-5 weeks; others (In the areas of Interest) Floating weeks may be availed Total weeks: 15-18 weeks. The Units imparting industrial exposure shall conduct formal induction sessions and emphasis on personality skills

  
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**Minutes**

Departmental Board of Studies committee of BHMCT meeting held on 27 March 2019 at 02:00PM in the Dean's Chamber ( BHMCT ) of University in presence of the following member:-




- |                        |  |
|------------------------|--|
| 1. Mr. S.Shahab Ahmed  | Chairman (Departmental Board of Studies committee) |
| 2. Mr. Devendra pratap | Asstt. Prof. Member                                |
| 3. Mr. Ullhas Dudhakar | Asstt. Prof. Member                                |

**Subject:** -Preparation of syllabus and Scheme of VIIth semester BHMCT of the constituent unit i.e. School of Hotel Management.

**Description:** -The selection committee discussed in detail and agreed on the course content and syllabus of the following subjects:-

1. A) Retail Management
- B) Event Management
- C) Food Service Management
- D) Bakery Management
2. Human Resource Management
3. Safety Security and Travel Documentation
4. A) Media & Journalism in Hospitality
- B) Computer Applications
- C) Web Application in Hospitality

**Decision:** - The Board of studies Unanimously Approved the syllabus 7<sup>th</sup> semester and forwarded to academic council for further approval.

 Mr. S. Shahab Ahmed	 Mr. Devendra pratap	 Mr. Ullhas Dudhakar
(Chairman)	(Member)	(Member)

  
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SEHORE M.P.**

**School Of Hotel Management (CBCS) 4<sup>th</sup> Year Scheme BHMCT**

**Semester 7<sup>th</sup>**

S. No	Course Code	Subjects	Final Examination (Maximum Marks Allotted)						Total Marks	Exam Time Duration/Hrs	Hrs./Week			Credit
			Theory			Practical					Th.	T	P	
			End Sem.	Mid Sem Test	Assignment / Quiz	End Sem.	Lab Work	Assignment/ Quiz/ Presentation						
1	HMSE - 701 A/B/C/D (Theory) Choose any one	A) Retail Management	60	30	10	-	-	-	3	6	-	-	6	
		B) Event Management												
		C) Food Service Management												
		D) Bakery Management												
2	HMSE - 702	Human Resource Management ( Theory )	60	30	10	-	-	-	3	6	-	6		
3	HMSE - 703	Safety Security and Travel Documentation ( Theory )	60	30	10	-	-	-	-	6	-	6		
4	HMSEE - 704 A/B/C (A-Th. B&C Practical) Choose any one	A) Media & Journalism in Hospitality ( Theory )	60	30	10	-	-	-	3	2	-	-	2	
		B) Computer Application (Practical)												
		C) Web Application In Hospitality ( Practical)												
Total			240	120	40	40	40	40	70	400				20

HMSE - Specific Elective

HMSEE - 704 ( Skill Enhancement Elective )

Th - Theory T - Tutorial P - Practical L - Lecture

  
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**HMC- 701 A - Retail Management**

HMSE- 701 A	Retail Management	6L:0T:0P	6 credits	2Hrs / Week
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**OUTCOMES:**

1. Apply a strategic approach to retailing issues and decisions.
2. Exhibit an in-depth awareness of national and international benchmarking and best practices and retailing
3. Demonstrate an interrogative understanding of the context and environment in which retailing takes place.
4. Utilise written and verbal skills to effectively communicate the application of Retail management knowledge to specific retail contexts.

**COURSE CONTENT**

**Unit 1:**

6 Hrs

Introduction to Retailing: Concept of retailing, Functions of retailing, Terms & Definition, Retail formats and types, Retailing Channels, Retail Industry In India, Importance of retailing, Changing trends in retailing.

**Unit 2:**

6 Hrs

Understanding the Retail Consumer: Retail consumer behaviour, Factors influencing the Retail consumer, Customer decision making process, Types of decision making, Market research for understanding retail consume

**Unit 3:**

6 Hrs

Retail Market Segmentation and Strategies: Market Segmentation and its benefits, Kinds of markets, Definition of Retail strategy, Strategy for effective market segmentation, Strategies for penetration of new markets, Growth strategies, Retail value chain.

**Unit 4:**

6 Hrs

Merchandise Management: Meaning of Merchandising, Factors influencing Merchandising, Functions of Merchandising Manager, Merchandise planning, Merchandise buying, Analysing Merchandise performance

**Unit 5:**

**6 Hrs**

**Retail Operations and Retail Pricing: Store administration, Premises management, Inventory Management, Store Management, Receipt Management, Customer service, Retail Pricing, Factors influencing retail prices  
Pricing strategies, Controlling costs**

**SUGGESTED READINGS:**

- Levy IM. And Weitz B.A (2004), Retailing Management, 5th ed., Tata McGraw Hill.
- Berman B. Evans J. R. (2004), Retail Management, 9th Edition, Pearson Education.
- Bajaj C, Tuli R, Srivanstava N.V. (2005), Retail Management, Oxford University - Press, Delhi
- Dunne P.M, Lusch R.F. and David A. (2002), Retailing, 4th ed., South-Western - Thomson Learning Inc.
- Pradhan, Swapna; Retailing Management; Tata McGraw Hill; New Delhi



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Semester - VII

HMC- 701 B - Event Management

HMC- 701 B	Event Management	6L:0T:0P	6 credits	2Hrs / Week
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OUTCOMES

1. Basic knowledge of organizing marketing running and evaluating an Event.
2. Apply the theory and skills necessary to professionally plan and organize and run a business Event.
3. Understand the importance of strategic planning for an event or festival, including monitoring and evaluating the impacts on the wider community.

COURSE CONTENT

**Unit 1:**

6 Hrs

**Introducing Events:** • Definition, Scope of Event Management. Characteristics and complexities of events

Growth and development of event industry, Trade fairs and their roles  
Typology of planned events,  
Varieties & Importance of events -  
Key steps to successful events

**Unit 2:**

6 Hrs

Marketing Events – Marketing mix , segmentation, event tourism packaging  
Crisis management & Public Relation in Events  
Short study of ICPB , ICCA  
International event markets — Germany, London, Hong Kong, Singapore etc

**Unit 3:**

6 Hrs

MICE Tourism: • Components of MICE Tourism -Meeting, Incentive, Conference & Exposition/  
exhibition definition  
Nature and demand of Conference market: A brief study of MICE market in India

**Unit 4:**

6 Hrs

Event planning - Checklist for different events, planning schedule & actions agenda  
Conference program designing, Pre & Post event responsibility

**Unit 5:**

6 Hrs

Sponsorship - sponsors, organizers, customers & guests.  
Risk Management, Safety and Global Issues In Event Manage

SUGGESTED READINGS:

- Event Management in leisure & tourism – David Watt
- Conferences – Tony Rogers

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HMC- 701 C - Food Service Management

HMSE- 701 C	Food Service Management	6L:0T:0P	6 credits	2Hrs / Week
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**OUTCOMES**

1. Students to get a comprehensive knowledge and understanding of marginal functions of food & Beverage service department of Hotel and Catering Industry.
2. Students to acquire professional competence at marginal levels in the particular department.

**COURSE CONTENT**

**Unit - 1**

The Foundations: The Foodservice Industry, The Systems Approach, The Fundamentals, Food Safety, Cleaning, Sanitation, and Environmental Safety, The Menu

6Hrs

**Unit - 2**

The Operational Functions: Purchasing, Receiving, Storage, And Inventory, Production, Beverage Provision,

6Hrs

**Unit - 3**

Food and Beverage Service, Events Conferencing & Banqueting, Apprising Performance, Strategic Decisions,

6Hrs

**Unit - 4**

The Facilities: Facilities Planning And Design, Equipment And Furnishings, Environmental Management

6Hrs

**Unit - 5**


The Management Functions: Organizational Design, Leadership, Human Resource Management, Performance Improvement, Financial Management, Marketing

6Hrs

**SUGGESTED READINGS:**

- Food & Beverage Management 3/e John Cousins, David Fosskett & Andrew Pennington, Good Fellow Publishers
- Foodservice Management: Principles and Practices by June Payne-Palacio Ph.D. RD and Monica Thiel, Prentice Hall Publishers
- Foodservice Management Fundamentals by Dennis R. Reynolds; Wiley Publishers

  
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**HMC- 701 D - Bakery Management**

HMSE- 701 D	Bakery Management	6L:0T:0P	6 credits	2Hrs / Week
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**OUTCOMES**

1. A student understands about professional Bakery equipments, tools & production factors.
2. Making of Breads & Rolls, Biscuits, Doughnuts, Pastries, Cakes and many more bakery products.

**Course Content**

**Unit - 1**

6Hrs

Bakery Introductions: Basic Ingredients: Sugars; Shortenings; Eggs; Wheat and Flours; Milk and Milk Products; Yeast; Chemical Leavening Agents; Salt, Spices, and Flavourings; Cocoa and Chocolate; Fruits. Professional Bakery Equipments & Tools, Production Factors; Staling;

**Unit - 2**

6Hrs

Bread and Rolls: Overview of Production; Common Problems; White Pan Bread ; Pullman, Split-top, and Round Split Breads; French and Italian Breads and Rolls; Vienna Bread; Bolillos; Pan de Agua; Egg Bread and Rolls; Hard Roll Varieties; Soft Roll Varieties; Pan de Sal; Rye Bread Varieties; Cornmeal Bread; Whole Wheat Bread; Raisin Bread; Cheese Bread; Indigenous Breads of India; Middle Eastern Pita Bread;

**Unit - 3**

6Hrs

Sweet Yeast Dough Products: Danish Pastry; Buns; Coffee Cake Dough Products; Specialty Rolls and Yeast-Raised Cakes; Croissants; Doughnuts and Crullers: Preparation for Frying; Finishing Doughnuts; Use of Prepared Mixes; Yeast-raised Doughnuts; Cake Doughnuts; Combination Doughnuts; Whole Wheat Doughnuts; Common Problems with Doughnuts and Crullers.

**Unit - 4**

6Hrs

Pastries: Short Dough Pastries; Puff Pastries; Common Problems with Puff Pastries; Eclairs and Cream Puffs; Common Problems with Eclairs and Cream Puffs; Cream Cheese Dough Products; Icings and Cream and Whipped Toppings: Icings; Cream Toppings; Whipped Toppings.


**Unit - 5**

6Hrs

Cakes and Cake Specialties: Cake Production; Common Problems with Cake Production; Creamed Cakes; Common Problems with Creamed Cakes; Whipped Cakes; Common Problems with Sponge Cakes;

**SUGGESTED READINGS:**

- Practical Baking, 5th Edition by William I. Sultan Wiley Publications .
- Baking and Pastry: Mastering the Art by The Culinary Institute of America, Wiley Publications .
- In the Hands of a Baker <http://www.claprochef.com>
- Baking by Martha Dey , [www.hermeshouse.com](http://www.hermeshouse.com)
- The Golden Book of Baking by barronsduc [www.barronsmeduc.com](http://www.barronsmeduc.com)

  
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HMC- 702 - Human Resource Management

HMSE- 702	Human Resource Management	6L:0T:0P	6 credits	2Hrs / Week
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OUTCOMES:

1. Understand the role and importance of Human Resource Management in Hospitality and Tourism industry .They will also be able to recognize the challenges faced by HRM in Hospitality and Tourism industry.
2. Gain the knowledge about the selection and recruitment procedure used by companies in industry and also understand the importance of induction.
3. Knowledge about training ,development methods and importance of transfers and promotions.
4. The knowledge pertaining compensation and performance appraisal methods in the industry.

Course Content

Unit – 1

6 Hrs

Introduction to Human Resource Management: Introduction, Definition & Concept, Growth Drivers in India, Importance of HRM, Hospitality Industry Characteristics, Human Resource Roles, HR Challenges, Manpower Planning, Process, Managing Workers,

Unit – 2

6 Hrs

Recruitments, Learning & Development, Performance Appraisal: Recruitments, Introduction, Concept, Sources, What to look for in prospective candidates, Recruitments Policy and Techniques. Learning & Development, Introduction, Concept, Functions, Training Cycle, Evaluation, Methods, Organisational Culture & Training. Performance Appraisal - Introduction, Purpose, Process, Challenges, Underlying Theories, Balance Score Card, The 360 Degree Feedback System, Managing Employee Performance

Unit – 3

6 Hrs

Employee Motivation, Compensation & Benefit Management: Employee Motivation, Concept, Various Motivation Theories (Maslow's Theory, Herzberg's Theory, Adam's Equity Theory, B.F Skinners Reinforcement Theory), Motivating Employees & Measurement. Compensation & Benefits: Policy, Components, Determinants, Theories, Employee Compensation Practices in India

Unit – 4

6 Hrs

Job Satisfaction, Organisational Culture, Disciplinary Action: Introduction, Theories of Motivation, Correlates of Job Satisfaction, Importance of Job Satisfaction, Measuring Job Satisfaction.



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**Unit – 5**

**6 Hrs**

**Organisational Culture: Introduction, Observational Aspects, Functions, Cultural Models, Positive or Negative Organisational Cultures, Managing and Changing Organisational Cultures. Disciplinary Action: Introduction, Principles of Natural Justice, Counselling, Disciplinary Guidelines, Disciplinary Process, Charge Sheet**

**SUGGESTED READINGS:**

- Human Resource Development & Management in the Hotel Industry
- S.K. Bhatia, Nirmal Singh
- Principles and Techniques of Personnel Management Human Resource Management – Dr. Jagmohan Negi
- Human Resource Development Practice in Travel and Tourism – E.C. Bagri
- Human Resource Management in Hospitality – Malay Binias

  
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**HMC- 703 - Safety Security and Travel Documentation**

HMSE- 703	Safety Security and Travel Documentation	6L:0T:0P	6 credits	2Hrs / Week
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**OUTCOMES**

1. Students has understands Safety & Security in Hotels , Tourist destinations, Airports, Railway station etc.
2. Travel and Tourism industry has witnessed a rapid growth in recent year. It includes varied constituents ranging from tourist.
3. Student has full knowledge of Travel documentation Passport, VISA, Custom regulation, Currency regulation, Insurance & Immigration.
4. Knowledge of Tourist policies & Role of Ministry of Government of India.

**COURSE CONTENT:**

**Unit - 1**

**6Hrs**

Safety Security and Hotels: Understanding Safety & Security, Differentiation between safety and security, Best Practices In Indian Hotels, The Case of Taj & Oberoi at Mumbai, Security Departments In Hotels, Guidelines for Security In Hotels, Dealing with Emergencies - Fire, Death, Crisis Management, Disaster Management.

**Unit - 2**

**6Hrs**

Safety Security and Tourist Destinations: Understanding the destination images from tourist perspective, the role of the media In influencing consumer perceptions of travel safety Understanding Tourist Security, its importance and Impact of tourism Industry,

**Unit - 3**

**6Hrs**

Role of Media in influencing tourist perceptions, consumer awareness of travel advisories and their influence on behaviour. Common problems & Challenges with hotel & tourism destinations security. Security issues at airports, railway stations, single woman travellers in India, Tourist Police & Its Role, Role of Ministry of Govt of India, UNWTO Guidelines/ Advises on Safety and Security, International Issues on Tourist Security, the role of insurance in the travel industry

**Unit - 4**

**6Hrs**

Travel Documentation: Introduction to Travel Documentation, Documentation required while leaving and entering into India. Passport its types and procedures to obtain an Indian passport, Currency Regulations and concept of Basic Travel Quota (BTQ), Custom Regulations, Health Certificates, Insurance and Immigration.

**Unit - 5**

**6Hrs**

Understanding VISA and Permits Understanding the concept of VISA its types, Categories in which India give Visa to foreign tourists. Visa Requirements and procedure to obtain tourist visa for Singapore, UK, USA and Australia. Restrics and Special area permits for foreign tourists in India and their procedures to obtain, VISA on Arrival Scheme of Govt of India.

  
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**SUGGESTED READINGS:**

- **Tourism Security: Strategies for Effective Managing Travel Risk and Safety** By Peter Tarrow
- **Safety and Security in Tourism Relationships, Management and Marketing** By C. Michael Hall, Darren J. Timothy and David Timothy Deval
- **Tourism, Security and Safety (The Management of Hospitality and Tourism Enterprises)** - Yoel Mansfeld & Abraham Pizam



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School of Hotel Management

HMC- 704 A - Media & Journalism In Hospitality

HMSEE- 704 A	Media & Journalism In Hospitality	2L:0T:0P	2 credits	2Hrs / Week
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COURSE CONTENT:

OUTCOMES

1. Students has understands about Journalism – Travel, Tourism and Hospitality.
2. Knowledge about hospitality Promotions Televisions, Food Channel, TLC,
3. Biography of Pioneers in Hospitality

Unit 1 :

6Hrs

Journalism, Hospitality & Tourism: Introduction to Journalism, Definition of a Journalist, Nature & Scope of Journalism, Journalism - Hospitality & Tourism: Careers & Opportunities, Familiarisation with tasks and profile of a Journalist, Ethics for Journalists, Current Issues for Journalists, Travel, Tourism & Hospitality Writing, Types of Travel Writing.

Unit 2:

6Hrs

**Pioneers in Hospitality & Tourism Journalism & Media: Pioneers in Travel Writing**, Great travel stories of Marco Polo, Hiuen Tsang, Iban Batuta, Al Baruni, V.S. Naipaul, Rahul Sankratayan, William Dalrympal, Today's Hospitality Pioneers – Chef Manjit Gill, Studio Food Promoters - Chef Sanjeev Kapoor, Chef Vikas Khanna, David Rocco

Unit 3:

6Hrs

**Creative Travel, Tourism & Hospitality Writing**: : Introduction to creative writing, information collection, writing for hospitality, tourism and travel magazines, Writing for online magazines, Studies from Hospitality Biz India, Travel Biz Monitor and Express Hospitality Magazines, Travel web searching (browsing).

Unit 4:

6Hrs

**Media Applications for Hospitality**: Introduction Media, Its Role in Hospitality Promotion, Televisions, Food Food Channel, TLC Channel, Food & Travel Shows,

Unit 5 :

6Hrs

Social Media Creating Pages and Profiles, Merits/Demerits of Social Media. Developing promotional Literature, Travel & Hospitality Photography, New Trends



**SUGGESTED READINGS:**

- Magazines of Airlines, Hotels & Tourism Organisations.
- **Hand Book of Journalism & Mass Communications** by V.S. Gupta, Vir Bala Aggarwal, concept Publishers, New Delhi
- Hospitality Biz India, Travel Biz Monitor
- Hotel Promotional Literatures

  
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HMC- 704 D - Computer Application

HMCSE- 704 B	Computer Application	01:00:40	2 credits	4Hrs / Week
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**OUTCOMES**

Students learn about: MS -DOS, WINDOWS 2007, MS-WORD, Internet & E-mail this is the basic requirement of today's education system

TOPICS TO BE COVERED :-

MS-POWERPOINT

- Slide enhancements
- Changing Defaults
- Viewing Slide shows

INTRODUCTION O INTERNET

- Identify the internet Browser and learn how to browse
- E-mails - how to send and receive
- Download from the Net

FAMILIARIZE WITH HOTEL SOFTWARE

- How to handle any hotel software
- Bookings and Reservations through Hotel software
- Reservation of Hotels through Internet.



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**HMC- 704 C - Web Application In Hospitality**

<b>HMSEE- 704 C</b>	<b>Web Application In Hospitality</b>	<b>01:00T:4P</b>	<b>2 credits</b>	<b>4Hrs / Week</b>
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**OUTCOMES**

In this course student will be leaning about software used in the used in hotel and different types of reservation by this software.

Food and beverage costing and billing will also be taught by this software

**TOPICS TO BE COVERED :-**

**FRONT OFFICE SYSTEMS**


- Reservations
- B. Reservations
- Billing
- Front office management – Information.
- Guest History Guest Relation


**FOOD AND BEVERAGE COSTING**

- Food costing
- Liquor Costing
- Recipe costing
- Sales analysis

**BANQUET MANAGEMENT**

- Reservation
- Function Prospectus tracking
- Reports
- Hall Chart Maintenance
- Challan / Bill Printing

  
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School Of Hotel Management (CBCS) 4<sup>th</sup> Year Scheme BHIMCT

Semester 8<sup>th</sup> Industrial Training II<sup>nd</sup> On the Job Training (I.T)

Duration of Training 15-18 Weeks

S. No	Course Code	Subjects	Final Examination Maximum Marks Allowed		Hrs./Week	Credit
			HMSE - 801 - A	HMSE - 801 - B		
1	HMSE - 801	A) Practices in Event Management B) Practices in Laundry Management C) Practices in Accommodation Management D) Practices in Foreign Cuisine Management (Industry Exposure)	200	Training Report / Viva Voce	12	6
2	HMSE - 802	Human Resources Practices ( Industry Exposure)	150	Record Book	12	6
3	HMSE - 803	Safety, Security & Travel Documentation (Industry Exposure)	150	Presentation / Assignment	12	6
4	HMSEE - 804	A) Writing Skill for Hospitality Industrial Report (Practical) B) Hospitality Operation software Skills (Practical) C) Trade presentation Skills (Practical)	100	Viva Voce / Group Discussion	4	2
Total			600			20

*(Signature)*  
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HMSEE - 804 (Skill Enhancement Exercise)  
Th = Theory T = Tutorial P = Practical L = Lecture  
Total Credits for the course - 168  
Total Subject Offered - 54  
Maximum Marks offered for the Programme - 4000