

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

HMSE-501 (A)

FOOD PRODUCTION & MANAGEMENT

TEACHING SCHEME:

Theory : 4 Hrs/week

Practical : 4 Hrs/week

ASSESSMENT SCHEME :

	MARKS	DURATION	CREDIT
Theory	: 60	4Hrs	4
Practical	: 50	4Hrs	2
Internal	: 40		
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TOTAL	150	8 Hrs	6

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.

COURSE CONTENT:

Unit

I - ORGANISATION AND MIS –EN –PLACE

- For extended meal service, buffer and banqueting.

II - LARDER

- Layout and planning of larder department
- Staff Organization
- Cold food presentation
- Aspic & chaud froid

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- Sandwiches and canapé's
- Cold platters
- Charcuterie
- Sausages, Tarragon ,Galantines, mousse

III - PRINCIPAL OF CHINESE COOKERY

- 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

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

V - FOOD COST CONTROL

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

PRACTICAL:

- 1 At least 10(ten) menus of advance/ethnic nature to cover prominent international cuisines

Larder work as per theory syllabus.

REFERENCES:

S.No.	Author	Title
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 Bocuse	The new Professional Chef
5	Micahael M. Coltman	Cost Control for Hospitality Industry

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HMSE-501 (B)

FOOD & BEVERAGE SERVICE & MANAGEMENT

TEACHING SCHEME:

Theory : 4 Hrs/week

Practical : 4 Hrs/week

ASSESSMENT SCHEME :

MARKS DURATION CREDIT

Theory : 60 4Hrs 4

Practical : 50 4Hrs 2

Internal : 40

TOTAL 150 8 Hrs 6

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 .

COURSE CONTENT:

Unit

I - INTRODUCTION OF FOOD & BEVERAGE MANAGEMENT

- Scope , objectives and constraints.

II - FOOD AND BEVERAGE CONTROL CYCLE

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

III - BUFFET MANAGEMENT

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- 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

- 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 studying in banqueting
- Informal gathering
- Reception
- Cocktail parties
- Seminars
- Trade Fairs
- Wedding
- Organisation theme functions

V- OUTDOOR CATERING MANAGEMENT

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-Introduction; who could be a outdoor caterer, Infrastructure; Licenses;

On sight facilities ; employees.

- 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 MANAGEMENT

- 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

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.

REFERENCES:

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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. Coltman	Beverage Management

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HMSE-501 (C)

Accommodation Management

TEACHING SCHEME:

Theory : 4 Hrs/week

Practical : 4 Hrs/week

<u>ASSESSMENT SCHEME</u>	:	MARKS	DURATION	CREDIT
Theory	:	60	4Hrs	4
Practical	:	50	4Hrs	2
Internal	:	40		
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TOTAL		150	8 Hrs	6

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.

COURSE CONTENT

Unit

I- HOTEL LAW

- Classification.
- Selection criteria and calculating.

I – 1 LINEN ROOM

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

II - SEWING ROOM

- 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

- 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 reagents.

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- Care for colored and delicate fabrics.

IV - FIBRES AND FABRICS

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

IV -1 YARNS

- Types.

V - FINISHES

- 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.

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. Functioning – Clerical 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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HMSE-502

Hospitality & Tourism Management

TEACHING SCHEME:

		Theory	: 6 Hrs/week		
<u>ASSESSMENT SCHEME</u>	:		MARKS	DURATION	CREDIT
		Theory	: 60	6Hrs	6
		Internal	: 40		
		TOTAL	100	6 Hrs	6

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.

COURSE CONTENT:

Unit

I - Introduction to Tourism, Definition, Classification &Types of Tourism.

II - The Process of Tourism& Infrastructure.

III - Role Of Government And Current Policies For Tourism Promotions

IV - Travel Agency & Tour Operations, Tourism Marketing And Publicity

V - Procedural Aspects of Tourism, India As Tourist Destination.

PRACTICAL:

1. Gather information about various tourist places.

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2. How the passport and visa registrations are done?

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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HMSE-503

Hospitality Laws

TEACHING SCHEME:

		Theory	: 6 Hrs/week		
<u>ASSESSMENT SCHEME</u>	:		MARKS	DURATION	CREDIT
		Theory	: 60	6Hrs	6
		Internal	: 40		
		TOTAL	100	6 Hrs	6

OBJECTIVE:

- Topics to be discussed

COURSE CONTENT

Unit

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

Reference Book

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

- 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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HMSEE-504 – I

English

TEACHING SCHEME:

Theory : 2 Hrs/week

ASSESSMENT SCHEME :

MARKS DURATION CREDIT

Theory : 60 2Hrs 2

Internal : 40

TOTAL 100 2 Hrs 2

COURSE OBJECTIVES:

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

COURSE CONTENT:

I – Letters

Some Concepts in Communication

Formal Letters-1

Formal Letters-2

II - Conversation

Formal Conversation

Face-to-Face-1

III - Interviews

Interviews

Debates

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Discussions

IV - Public Speaking

Speeches

Seminar Talks

V - Telephone Conversation

REFERENCES:

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

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HMSEE-504 – II

French

TEACHING SCHEME:

		Theory	: 2 Hrs/week		
<u>ASSESSMENT SCHEME</u>	:		MARKS	DURATION	CREDIT
		Theory	: 60	2Hrs	2
		Internal	: 40		
		<hr/>			
		TOTAL	100	2 Hrs	2

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

Unit	Course Content
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I- Letters and sounds:

(a) The alphabets

(b) The Accents

II - Numbers

(a) Grammar

(b) Articles

III - Plural of Nouns

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(d) Plural of Adjectives

(e) Pronouns

IV - Non Qualificative Adjectives

(a) List of Place Names

V - Les Verbs

(a) Verb “Etre”, ”Avoir”

(b) The Principal (Main) Verbs

References:

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