

BHMCT (SEMESTER-VIII)

COURSE TITLE- Industrial training & On the Job Training

Course code – HMAc 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 &JT) Industrial training and job training in VIII 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 or 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

while acquainting the learners with skills of trade. It may please be noted that for this semesters the number of credits assigned is 20. Being practical oriented the number of hours input per week comes as 40 hours per week.

Academic Credits for training shall be based on following

Log books and attendance, Appraisals, Report and presentation, as applicable

All trainees must ensure that the log books and appraisals are signed by the departmental/ sectional heads as soon as training in a particular department or section is completed. Trainees are also advised to make are port in all four departments in VIII semester on completion of training in that respective department. A Power Point presentation (based on the report) Should be make. This will be presented in front of a select panel from the institute and the industry. It should be made for duration of 10 minutes. Marks will be awarded on this.

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