

J.J.COLLEGE OF ARTS AND SCIENCE (Autonomous)

RE-ACCREDITED BY NAAC WITH 'A' GRADE

SIVAPURAM, PUDUKKOTTAI – 622 422

DEPARTMENT OF HOTEL MANAGEMENT AND CATERING SCIENCE

Proposed Course Structure for

B.Sc. Hotel Management and Catering Science

(For the candidates admitted from 2016 - 17 onwards)

SEM	Part	Course Code	Course Title	Hrs/ Week	Credit	Exam Hrs	Marks		Total Marks
							Int.	Ext.	
I	I	U1RHMFL1	Language Course-I HOTEL FRENCH – I	6	3	3	25	75	100
	II	U1RHMEL1	English Language Course-I ENGLISH PAPER – I	6	3	3	25	75	100
	III	U1RHMCC1	Core Course-I FOOD PRODUCTION THEORY – I	6	5	3	25	75	100
		U1RHMCC2P	Core Course-II FOOD PRODUCTION PRACTICAL – I	3	5	5	40	60	100
		U1RHMAL1	Allied Course-I FOOD AND BEVERAGE SERVICE THEORY – I	6	3	3	25	75	100
		U1RHMAL2P	Allied Course-II FOOD AND BEVERAGE SERVICE PRACTICAL– I	3	3	3	40	60	100
TOTAL				30	22	-	-	-	600
II	I	U2RHMFL2	Language Course-II HOTEL FRENCH – II	5	3	3	25	75	100
	II	U2RHMEL2	English Language Course-II ENGLISH PAPER – II	5	3	3	25	75	100
	III	U2RHMCC3	Core Course-III FRONT OFFICE & ACCOMODATION MANAGEMENT THEORY– I	6	5	3	25	75	100
		U2RHMAL3	Allied Course –III FOOD AND BEVERAGE SERVICE THEORY – II	6	3	3	25	75	100
		U2RHMAL4P	Allied Course-IV FOOD AND BEVERAGE SERVICE PRACTICAL-II	4	3	3	40	60	100
	IV	U2RES	ENVIRONMENTAL SCIENCE	2	2	3	25	75	100
		U2RVE	VALUE EDUCATION	2	2	3	25	75	100
TOTAL				30	21	-	-	-	700

SEM	Part	Course Code	Course Title	Hrs/ Week	Credit	Exam Hrs.	Marks		Total Marks
							Int.	Ext.	
III	I	U3RHMFL3	Language Course-III HOTEL FRENCH – III	5	3	3	25	75	100
	II	U3RHMEL3	English Language Course-III ENGLISH PAPER – III	5	3	3	25	75	100
	III	U3RHMCC4	Core Course-IV FOOD PRODUCTION THEORY – II	6	5	3	25	75	100
		U3RHMCC5	Core Course -V NUTRITION & FOOD SCIENCE	4	5	5	25	75	100
		U3RHMCC6P	Core Course-VI FOOD PRODUCTION PRACTICAL-II	6	5	3	40	60	100
		U3RHMAC5	Allied Course -V FOOD AND BEVERAGE SERVICE PRACTICAL-III	4	3	3	40	60	100
TOTAL				30	24	-	-	-	600
IV	I	U4RHMFL4	Language Course-IV HOTEL FRENCH – IV	5	3	3	25	75	100
	II	U4RHMEL4	English Language Course-IV ENGLISH PAPER – IV	5	3	3	25	75	100
	III	U4RHMCC7	Core Course-VII HOTEL LAW	6	5	3	25	75	100
		U4RHMCC8	Core Course-VIII BAKERY AND CONFECTIONARY THEORY	5	5	3	25	75	100
		U4RHMAC6	Allied Course-VI FOOD AND BEVERAGE SERVICE THEORY - III	5	3	3	25	75	100
	IV	U4RHMSBE1	Skill based Elective Course-I TOURISM IN INDIA	4	2	3	25	75	100
TOTAL				30	21	-	-	-	600

SEM	Part	Course Code	Course Title	Hrs/ Week	Credit	Exam Hrs.	Marks		Total Marks
							Int.	Ext.	
V	III	U5RHMCC9P	Core Course-IX BAKERY AND CONFECTIONERY PRACTICAL	5	5	5	40	60	100
		U5RHMCC10	Core Course – X HOTEL ACCOUNTS	6	5	3	25	75	100
		U5RHMCC11	Core Course-XI FRONT OFFICE AND ACCOMODATION MANAGEMENT THEORY – II	5	5	3	25	75	100
		U5RHMCC12P	Core Course –XII FRONT OFFICE AND ACCOMMODATION MANAGEMENT PRACTICAL-I	5	5	3	40	60	100
	IV	U5RHMMBE1	Major Based Elective – I MANAGEMENT CONCEPTS	5	4	3	25	75	100
		U5RHMSBE2	Skilled Based Elective – II INTERNATIONAL TOURISM	2	2	3	25	75	100
		U5RHMDC1	Inter Disciplinary course – I COMPUTER SKILL DEVELOPMENT COURSE	2	2	3	25	75	100
				30	28	-	-	-	700

SEM	PART	COURSE CODE	COURSE TITLE	HRS/ WEEK	Credit	Exam Hrs.	Marks		Total Marks
							INT	EX T	
VI	III	U6RHMCC13P	Core Course-XIII FOOD PRODUCTION PRACTICAL -III	5	5	5	40	60	100
	IV	U6RHMCC14P	Core course- XIV FRONT OFFICE AND ACCOMODATION MANAGEMENT PRACTICAL - II	6	5	3	40	60	100
		U6RHMMBE2	Major based elective course-II HUMAN RESOURCE MANAGEMENT	6	4	3	25	75	100
		U6RHMMBE3	Major based Elective Course-III HOTEL MARKETING	6	4	3	25	75	100
		U6RHMSBE3	Skill based Elective – III ECO-TOURISM	4	2	3	25	75	100
		U6RHMIDC2	Inter Disciplinary Course-II INTERNET SKILL DEVELOPMENT COURSE	2	2	3	25	75	100
	V	U6RGS	GENDER STUDIES	1	1	3	25	75	100
			EXTENSION ACTIVITIES	*	1	*	*	*	*
TOTAL				30	24	-	-	-	700
GRAND TOTAL				140					3900

Electives

Major Based Elective – IV & V : ORGANIZATIONAL BEHAVIOUR
HOTEL ENGINEERING

Skill Based Elective – IV : SUSTAINABLE TOURISM

Inter disciplinary course – III : FUNDAMENTALS OF PHOTOSHOP

Inter Disciplinary Courses offered by the Department

1. BASICS OF COOKING
2. BASICS OF BAKING
3. FRONT OFFICE MANAGEMENT
4. COOKERY (THEORY)
5. COOKERY (PRACTICAL)
6. FOOD CHEMISTRY AND PRESERVATION

SEMESTER - 1
HOTEL FRENCH – I
PARTIE – 1: A LA RECEPTION

Objectives:

After completing this syllabus a student will be able to:

1. To conjugate and knowing how to use auxiliary verb “To have” and “To be” and regular verb finish by Er with Ir.
2. To ask question by using EST-CE-QUE and using intonation or subject inversion.
3. The student will be able also to speak and writing the days week and months of year.
4. They are able also to deal with simple dialogue related to the hotel conversation.

GRAMMAR

- _ Présent du verbe être et avoir et des verbes réguliers : verbes en ‘er’ , ‘ir’
- _ Articles définis et indéfinis
- _ Articles contractés, Articles partitifs
- _ Pluriel en ‘s’
- _ Adjectifs qualificatifs – (accordance)
- _ Interrogation avec Est-ce-que
- _ Négation .

VIVA

Refer to Le Nouveau Sans Frontières

1 Salutations et Présentations (Ref to Page 11,48)

(i) Comment saluer

(ii) Comment interroger

(iii) Comment s’excuser

1 Professions et Nationalités (Ref to Page 10,12)

1 Les jours de la semaine

1 Les mois de l’année

1 Nombres

1 Quelle heure est-il ?

FOOD PRODUCTION THEORY - I

OBJECTIVES:

- To gain the knowledge and skills on basic culinary.
- To impart the knowledge on various materials of cookery
- To understand the learner on organization setup of kitchen.

UNIT – I THE CATERING INDUSTRY:

- 1.1 Overview of the Catering Industry
- 1.2 Kitchen Organization structure – personal Hygiene
- 1.3 Aims and Objectives of Cooking-Definition
- 1.4 Culinary terms
- 1.5 Classification of raw materials –Functions - Preparation of ingredients

UNIT – II COMMODITIES:

- 2.1 Cereals-Varieties - Processing – Storage and uses in Cooking
- 2.2 Pulses-Varieties –Storage-and Uses in Cooking
- 2.3 Food additives –uses and application
- 2.4 Milk and Milk Products .Composition and Importance –Processing
Products –Skimmed milk-Concentrated Milk-Cream,Butter,cheese,Ghee

UNIT - III METHODS OF COOKING FOOD:

- 3.1 Boiling, Poaching, Steaming, Stewing,Braising,Roasting,Baking,Frying,Grilling
- 3.2 Invalid Cookery
- 3.3 Reheating of food
- 3.4 Texture of food

UNIT –IV SELECTION AND IDENTIFICATION :

- 4.1 Fish,cuts of meat,Beef,Pork and Vegetables available in local market
- 4.2 Poultry: Age,Quality,market types,preparation,Dressing and cuts with its uses
- 4.3 Game:Furred game and feathered game,Preparation and cuts with its uses

UNIT –V THE MENU :

- 5.1 Definition of menu
- 5.2 Types of menu
- 5.3 Examples of menu and menu compilation
- 5.4 Balancing of recipes, standardization of recipes, maintaining
Recipe files, Standard setting
- 5.5 Portion Control-Standard Portion Sizes necessity for control

TEXT BOOK :

1. Theory of Cookery – Krishna Arora (Frank Bros. & Co., New Delhi)-UNIT 1
2. Modern Cookery for Teaching and Trade – Vol. I & II –Thangam E. Philip
(Orient Longman Publications) –UNIT 2,3
3. Practical Cookery – Kinton and Ceserani (ELBS Publications)- UNIT 5
4. The Theory of Catering – Kinton and Ceserani (ELBS Publications)- UNIT 4

REFERENCE BOOKS:

1. A Taste of India – Madhur Jeffrey.- PRACTICAL MENUS

FOOD PRODUCTION PRACTICAL - I

OBJECTIVE:

- To learn the authentic Indian cuisine (Various States).
- To learn the Role of Masalas in Indian cuisine.

INDIAN DISHES (SOUTH)

1. Rice – 10 varieties
2. Dal and Sambar – 6 Varieties
3. Kootu, Foogath, Rasam – 5 varieties
4. Pachadi
5. South Indian breakfast
6. Sweet – Milk Sweet, halwai and Savouries and titbits.

INDIAN DISHES (NORTH)

1. Dal Shorba, muttonshorba, tomato shorba etc.
2. Indian bread – Chappathi, Bhaturas, tandoori roti, Naan, Kulcha, romaliroti.
3. Pulao – 5 varieties.
4. Biryani – Chicken, Mutton, Vegetable
5. Khorma, curry and Moghlai gravy
6. Raithas, Cucumber – 5 varieties
7. Tandoori Chicken, Fish, Sheekh, Boti Kabab
8. Fish preparation – 6 varieties
9. Snacks – 10 varieties
10. North Indian Sweets – 10 varieties.

TEXT BOOKS:

1. Modern Cookery for Teaching and Trade – Vol. I & II –Thangam E. Philip (Orient Longman Publications)

FOOD AND BEVERAGE SERVICE THEORY- I

Objectives:

- To learn the basic dining service skills and Knowledge.
- Students aware the various kinds of equipments used in service aware.
- Students are able to distinguish differences of f and b service.
- Basic etiquettes and rules required for service personnel's that gives an knowledge to students.

UNIT I

INTRODUCTION TO THE HOTEL INDUSTRY

Origin of hotel industry, growth of hotel industry in India, attributes of food and beverage service staff.

Different types of F and B operation – commercial, welfare catering and transport catering.

Overview and key characteristics of specialty restaurant, coffee shop, banquets/function, room service, cafeteria, grill room, discotheque, bar, night club, outdoor catering, garden café/pool side.

UNIT –II

STAFF ORGANISATION

Organization of food and beverage service department, staff of various Fand B outlets, coffee shop, specialty restaurant, room service, banquet, bar, interrelationship between F and B service dept. with other dept., cooperation, communication.

Duties and responsibilities of all categories of F and B staff briefly.

UNIT – III

RESTAURANT EQUIPMENTS

Crockery and glassware, tableware-cutlery and flatware-silver and stainless steel linen, furnishing and fitting. Cleaning and upkeeping of silver, method of silver cleaning.

UNIT – IV

ANCILLIARY DEPARTMENTS

Pantry/still room, plate room/silver room, hot section, wash up, linen store

UNIT – V

RESTAURANT SERVICE

Misc-en-place, misc-en-scene, sideboard and its uses, arranging sideboard, basic table laying procedures, basic etiquette in restaurant service

Types of meals

Breakfast, brunch, elevenses, lunch, afternoon tea, high tea, dinner, supper

TEXT BOOKS:

1. Sudhir Andrews – food and beverage service training manual. –UNIT 4,5
- 2.Dennis R.Lillicrap and john A.cousins-food and beverage service –UNIT 1,2,3

REFERENCE BOOKS:

John fuller-modern restaurant service

FOOD AND BEVERAGE SERVICE PRACTICAL - I

Objective:

To learn the knowledge of service equipments and techniques.
To obtain the knowledge on service of food and beverage

- 1) Identification of Cutlery, Crockery, and Glass Ware.
- 2) Laying And Relaying of Table Cloth.
- 3) Laying Of Cover(Breakfast, Ala Carte And Table D' hote)
- 4) Service of Food, Tea And Coffee.
 - a) Receiving the guest
 - b) Presenting the menu card
 - c) Taking order
 - d) Service of food course by course and clearance
 - e) Raising K.O.T.
 - f) Presentation of bill

TEXT BOOKS:

1. Sudhir Andrews – food and beverage service training manual.

SEMESTER – 2

HOTEL FRENCH –II

Objectives:

- After completing this syllabus a student able to:
- Know how to conjugate different verbs different tenses like present, past and future.
 - Enable to use demonstratives pronouns in different sentences.
 - Within this syllabus, student will be knowing about French country, culture and tourists place in French.
 - The hotel management students, after completing this syllabus, the student will be able to know and speak the names of foods and nutrients.
 - Establish the color names

PARTIE – 2: AU RESTAURANT

Parallel grammar course and vocabulary from the text Le Nouveau Sans Frontières and French for Hotel Management and Tourism Industry.

GRAMMAR

_ Présent des verbes aller, venir, faire, partir, sortir, pouvoir, vouloir.

_ Interrogation : qui, que, quand, où

_ Les pronoms relatifs simples : qui, que, quand, où

_ Les pronoms toniques : moi, toi etc

_ Le Passé composé , L’Imparfait

_ Les adjectifs démonstratifs

_ Les adjectifs possessifs

_ La conjugaison pronominale

VIVA

Refer to Le Nouveau Sans Frontières

1 Les monuments de France, de votre pays (Ref to Page 13,55)

1 Les villes touristiques en France, de votre pays (Ref to Page 52)

1 Les vêtements et la mode (Ref to Page 66)

1 Nourriture et repas (Ref to Page 69)

(i) Les plats français et les plats de votre pays

(ii) Comment préparer un plat

1 Les couleurs (Ref to page 82)

FRONT OFFICE AND ACCOMODATION MANAGEMENT THEORY - I

Objectives:

- To gain the knowledge on various front office operations
- To know the history of hotel Industry
- To obtain the knowledge on housekeeping department

UNIT I INTRODUCTION TO FRONT OFFICE

- Introduction
- Basic function
- Organization structure
- Job description of various of front office staff
- Competencies of front office Personnel
- Information

UNIT II RESERVATION

- Introduction
- Reservation Terminology
- Types of Rooms
- Sources of Reservation
- Types of reservation
- Group Reservation
- Revision and Cancellation
- Formats in use

UNIT – III RECEPTION

- Role of reception
- Reception Terminology
- Arrival and Departure Register
- Assignment of Rooms
- Pre Arrival Procedure
- Modes of Payments
- Night Shift Reception procedure
- Group Arrival Procedure
- Formats in use

UNIT-IV HOUSEKEEPING

- Introduction to Housekeeping
- Organization of Housekeeping Department
- Job description of House Keeping
- Layout of Housekeeping Department
- Job Description of housekeeping personnel
- Duties of floor Supervisor and room Attendant

UNIT-V LINEN AND UNIFORM ROOM AND CONTROL DESK

- Linen room
- Storage conditions
- Equipments in use

Types of Linen
Par Stocks
Inventory Control
Role of control desk
Types of registers files maintained
Lost and Found

TEXT BOOKS

1. Hotel Front Office Management- James.A.Bardi –UNIT 1,2
2. Sudhir Andrews – front office management training manual. -UNIT 3,
3. Hotel ,Hostel & Hospital housekeeping- Joan .C.Branson & Margaret Lennox –UNIT 4,5

REFERENCE BOOKS

1. Front Office Management-S.K.Bhatnagar
2. Hotel ,Hostel & Hospital housekeeping- Joan .C.Branson & Margaret Lennox

FOOD AND BEVERAGE SERVICE THEORY - II

Objectives:

- To gain the knowledge on alcoholic and non-alcoholic beverages.
- To understand methods of making various non-alcoholic beverages.
- To help the learner to understand service and storage of beverages.
- To make sure the students on various production methods of cocktails.

UNIT – 1

INTRODUCTION TO BEVERAGES:

Definition
Classification
Significance

WINES

Definition
Classification
Grape varieties
Production of table wine
Service and storage
Wines of France

SPARKLING WINES

Methods of producing sparkling wines
Champagne - production and its significance
Service and storage

FORTIFIED WINES

Sherry
Port
Madeira
Marsala

UNIT-2

SPIRITS

Definition
Distillation - Pot still & Patent still
Different spirits
a) Brandy b) Whisky c) Gin d) Vodka e) Rum (Production, Types, Service and Storage)
Other Spirits
Aperitifs And Liqueurs
a) Definition b) Production c) Service and storage

UNIT-3

BEER

a) Definition b) Production c) Types of beer
d) Service and storage

UNIT-4

COCKTAILS, FOOD AND WINE HARMONY

COCKTAILS

- a) Definition b) History c) Methods of mixing cocktails
- d) World famous cocktails

FOOD AND WINE HARMONY

Food and matching drink

UNIT-5

BEVERAGE CONTROL

BAR

- a) Lay out b) Types of bar c) Proof system

BEVERAGE CONTROL MEASURES

- a) Allocation b) Bar ledger
- c) Indent, receipt, and issue of liquors
- d) Cellar maintenance e) Different measures (ounces)
- f) Legal points

TEXT BOOKS

1. Food & Beverage service – Lillicrap & John cousins – UNIT 4
2. Food & Beverage Service training manual- Sudhir Andrews – UNIT 3,5
3. Food & Beverage service – Vijay Dhawan – UNIT 1,2,4,5

REFERENCE BOOKS

1. Professional guide to alcoholic beverages- Lipinski
2. Beer- Michael Jackson
3. Public house & Beverage management – Michael Flynn
4. Key issues & principles- Carolineritchie , Andrew Roberts
5. The world encyclopedia of wine- Stuart Walton
6. Beer Basics- Peter Cafrance

FOOD & BEVERAGE SERVICE PRACTICAL - II

Objective:

- To get the knowledge on service of Alcoholic beverage.
- To know the matching of food and wine

Unit-I

Service of Wine

Unit-II

Food and wine harmony.

Unit-III

Service of Spirits

Unit-IV

Service of aperitifs, Liqueurs and beer

Unit-V

Regional Festival menu and service of regional dishes

TEXT BOOKS

1. Food & Beverage service – Lillicrap & John cousins – UNIT 4
2. Food & Beverage Service training manual- Sudhir Andrews – UNIT 3,5
3. Food & Beverage service – Vijay Dhawan – UNIT 1,2,4,5

REFERENCE BOOKS

1. Professional guide to alcoholic beverages- Lipinski
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4. Key issues & principles- Carolineritchie , Andrew Roberts
5. The world encyclopedia of wine- Stuart Walton
6. Beer Basics- Peter Cafrance

SEMESTER-3
HOTEL FRENCH – III

Objectives:

- ❖ To enable truth using and arigugate the herbs in future simple and near future.
- ❖ To differentiate the simple present with progressive present.
- ❖ Enable to use demonstration pronouns in the different sentences.
- ❖ The students will be able desirable physically a person and things.
- ❖ To enumerate and identifying the family members.

PARTIE – 3

Prescribed Text Book:

Le Français de l'hôtellerie et du Tourisme

Collection dirigée par Max DANY, Jean-Robert LALOY

The prescribed text book is available at

1. French Book Centre

38 Bis, Suffren Street,

Pondicherry – 605001.

23

2. French Book Centre

A – 3 Shopping Complex

Opp Mulchand Hospital,

Defence Colony

New Delhi – 110024.

3. Librarie Kailash

Lal bahadur Street,

Pondicherry – 1.

For Grammar and Vocabulary (Viva) refer to the text Le Nouveau Sans

Frontières by Philippe DOMINIQUE , Jacky GIRARDET and the text

French for Hotel Management and Tourism Industry by S.

Bhattacharya.

Le Nouveau Sans Frontières available at :

W.R.GOYAL

Publishers & distributors

86 U.B Jawahar Nagar, Delhi - 7.

Tel : 3912186, 3981983.

Fax : 3940861

E-Mail : goyal@vsnl.com.

French for Hotel Management and Tourism Industry available at :

FRANK BROS. & CO. (PUBLISHERS) LTD.

4675 – Ansari Road,

21 Daaryaganj,

New Delhi – 110002.

PARTIE – 3 : DANS LES AUTRES SERVICES

Parallel grammar course and vocabulary from the text Le

Nouveau Sans Frontières and French for Hotel Management and

Tourism Industry.

GRAMMAR

- _ Enchaînement des idées (opposition, cause, conséquence, but)
- _ Le Futur
- _ Quelque chose – ne rien ; Quelqu'un -- nepersonne
- _ Présent progressif, Futur proche, Passé récent
- _ Pronoms démonstratifs : celui, celle, ceux, celles, ceci, cela
- _ Les pronoms compléments d'objet direct
- _ Les pronoms compléments d'objet indirect

VIVA

Refer to Le Nouveau Sans Frontières

Description physique d'une personne (Ref to Page 114,130)

Les fêtes traditionnelles en France et de votre pays (Ref to Page 93)

Décrivez une chose et localisez (Ref to Page 58,59)

Le climat (Ref to Page 162)

les saisons et la température

La famille (Ref to Page 115)

FOOD PRODUCTION THEORY– II

Objectives:

To impart the western culinary terms among the students.

To familiarize the root herbs and vegetables used in continental cookery

UNIT – I

HORS D'OEUVRE AND SALADS

Description of various types of Hors d'oeuvre.

Hors d'oeuvre varieties with examples

Hors d'oeuvre Froid and Hors d'oeuvre Chaud with examples

Classification of Salads – Simple or Plain Salad:

Compound Salad and its four groups

Salad and its four basic parts

Fruit based, Vegetable based, meat based and fish based Compound.

UNIT – II VEGETABLE AND SOUP:

Different types of vegetables with example

Cooking methods of Vegetables.

Methods of Cooking different Vegetables with emphasis on cooking asparagus, artichoke, leeks, Brussels sprouts.

Introduction to soups and Stocks.

Classification with example in each group

Composition with example in each group.

Composition & Recipe for 1 litre consommé

Popular consommés with 10 garnishes.

Classical Soups

Introduction to Sauces, Mother Sauces with Derivatives.

To familiarize the herbs and vegetables used in continental cookery.

Unit – III FISH AND EGG

Different types with examples

Recognition

Selection of Fish

Preparation & Cleaning

Basic cuts and its uses

Cooking methods

Preparation methods

Structure of an egg

Selection procedure

Method of cooking eggs

Various forms of using egg

Preparation methods

UNIT IV FARINACEOUS DISHES

Classification of farinaceous Products

History of pasta and rice

Preparation of pasta

Popular types of pasta with structures

Cooking of pasta

Methods of cooking rice

Terms associated with farinaceous Dishes

Pasta dishes (Recipes)

Rice dishes (Recipes)

UNIT V LARDER

Slaughtering techniques of Lamb, Beef and pork

Jointing of Lamb, Beef and Pork

Meat types and their weight and uses methods of cooking (cuts)

Various types of meat preparations western and continental style

Meat preservation- salting, smoking, Freezing of meat : Bacon,

Ham, Gammon

Cold section Butcher

Carving section

Definition of accompaniment

Food & their usual accompaniment

Definition of Garnish

Types of Garnish

Constituents of Garnish

Suggested Garnishes

Decorating procedure & its uses

Importance with 10 Examples

Table Sauces

Vegetable preparations

Potato Preparations

REFERENCE BOOKS

Modern Cookery for Teaching and trade – vol I & II – Thangam E.Philip (Orient Longman Publications)

NUTRITION AND FOOD SCIENCE

Objective:

To learn more on nutrients and its functions

To gain the knowledge on nutrient content in the food.

To know the safety measures of food handling.

Unit – I FOOD SAFETY

Food safety principles – Introduction – Applied food safety – HACCP Principles. Safe food handling techniques – Cross Contamination – Food Borne Illness – Causes – Prevention. Food additives in processed food and causes.

Unit – II VARIOUS NUTRIENTS

Essential nutrients: Fats, carbohydrates and proteins. Energy value foods, energy needs. Definition of unit of energy, Basal metabolism – measurements – Factors influencing BMI (Body Mass Index). Role of fiber in diet.

Unit – III FOOD SOURCES

Micro and Macro mineral nutrients: Distribution sources, metabolic functions and deficiency

Food groups to provide nutritive requirement for normal health

Unit – IV NUTRITIVE VALUE

Body building food and energy foods and protective foods. Nutritive through life cycle infants adolescents, pregnant, Lactating women, Old persons.

Unit – V DIET THERAPY

Principles of diet therapy. Diet during Stressed conditions – Labors. Patients Therapeutic diets for anemia, malnutrition, obesity, diabetes mellitus and allergy.

Text Books:

Food Science – Polter

Food and Nutrition P. Sree Lakshmi

Essentials of food and Nutrition Vol – I and II Swaminathan. M

FOOD PRODUCTION PRACTICAL - II

Objectives:

To develop the skills on European Cuisine.

To gain the knowledge on Continental Menu.

Stock

Vegetable Stock, Brown Stock, Chicken Stock & Fish Stock

Sauce

Béchamel Sauce, Brown Sauce, Mayonnaise Sauce, Hollandaise sauce,
Veloute Sauce with 2 Derivatives of each, Tomato concasse.

Soup

Cream - 5 Varieties

Consomme - 3 Varieties

Broths - 2 Varieties

Bisques - 1 Variety

Purees - 2 Varieties

Cold Soup - 2 Varieties

Salads :

Vegetable based - 5 Varieties

Fruit based - 2 Varieties

Meat based - 2 Varieties

Fish based - 1 Variety

Sea foods

Fish

Poached fish - 1 Variety

Grilled fish - 1 Variety

Shallow fried fish - 2 Varieties

Deep fried fish - 2 Varieties

Baked fish - 1 Variety

Shell fish

Prawns, lobster and crab - each 2 Varieties

White meat and Red meat

Roasts - 2 Varieties

Grilled - 2 Varieties

Fried - 2 Varieties

Stews - 2 Varieties

Vegetables

Preparation and cooking of vegetables in season and the accompaniments
– 5 Varieties

Potatoes - 5 Varieties

Pastas

Pastas - 5 Varieties

Egg

Boiled, poached, fried, varieties of omelets

Desserts

Cold sweet - 4 Varieties

Steamed sweet - 2 Varieties

Ice cream based - 3 Varieties

Fruit based - 2 Varieties

TEST BOOKS :

1. Modern Cookery for Teaching and Trade – Vol. I & II –Thangam E. Philip
(Orient Longman Publications)

FOOD AND BEVERAGE SERVICE PRACTICAL - III

Objective:

To develop the skills on advanced food services.

To develop the skills on carving and flambé dishes

1. Carving at the table-roast chicken, Roast leg of lamb
2. Cooking flame dishes-Crepe Suzette, banana flame, steak Diane, Caesars salad, Smoked salmon, caviar, sole grille, poached sole, double fillet steak, steak tartare, Flamed chicken breast, pear flambé
3. Preparing special dishes-Irish coffee, Peach Melba, Chocó mocha, Ice cream sizzlers
4. Banquets-planning, layup, mock service, actual lunch service supervision
- 5 Bar operation-mock bar, bar service, taking orders, mock service, cocktail, wine Service and champagne service.
6. Setting Breakfast trays in Room service, Trolley service
7. Airline tray set-up
8. Types of buffet, Buffet check list etc
9. Bar-be-que (dishes serving from live grilled products)
10. Setting special theme decoration parties

. Food & Beverage service – Lillicrap & John cousins – UNIT 4

2. Food & Beverage Service training manual- Sudhir Andrews – UNIT 3,5

3. Food & Beverage service – Vijay Dhawan – UNIT 1,2,4,5

REFERENCE BOOKS

1. Professional guide to alcoholic beverages- Lipinski
2. Beer- Michael Jackson
3. Public house & Beverage management – Michael Flynn
4. Key issues & principles- Carolineritchie , Andrew Roberts
5. The world encyclopedia of wine- Stuart Walton
6. Beer Basics- Peter cafrance

SEMESTER- 4

HOTEL FRENCH - IV

Objectives:

This syllabus will help the student to:

- ❖ Use different personal pronouns
- ❖ Enable to change the active voice into the passive voice
- ❖ Use the superlatives and comparison
- ❖ Use the extra-tense like conditional and plus-que-parfait.
- ❖ In VIVA:
 - They will be able to know about administrative life in France and India.
 - Information System.

PARTIE – 4 : CORRESPONDANCE HOTELIERE

Parallel grammar course and vocabulary from the text Le Nouveau Sans Frontières and French for Hotel Management and Tourism Industry.

GRAMMAR

- _ Les pronoms en et y
- _ Apréciation de l'importance et de la quantité (assez, trop)
- _ Participes présent / Gérondifs
- _ Voix active et passive
- _ Comparatifs et superlatifs
- _ Le style direct et indirect
- _ Le subjonctif présent
- _ Plus-que-parfait, Conditionnel

VIVA

Refer to Le Nouveau Sans Frontières

- _ La vie administrative en France, en Inde (Ref to Page 179)
- _ Les moyens d'information
- _ La publicité
- _ Les journaux
- _ Les émissions de la télévision
- _ L'Internet
- _ La carte de France et de L'Inde (Ref to Page 196)
- _ Que signifient les Panneaux (Ref to Page 157)

HOTEL LAW

Objectives:

- To learn the role of Law in Hospitality Industry.
- To know the various Laws related to Hotel Industry
- To aware the importance of labour law

UNIT I INRODUCTION

Introduction. Various laws applicable to catering establishments. Procurement of licenses/permit required to operate hotels, restaurants and catering establishments. Study of fixation of tariff for various taxes viz. luxury, expenditure, sales, surcharge.

UNIT II ACTS

Indian partnership act 1932 definition & nature of partnership foundation of partnership rights & duties. Power & liabilities of partner – minor & partner duration. Termination, termination & dissolution & winding of partnership. Registration contents of partnership deed.

UNIT III LABOUR LAW

Labour law, definition and importance, working condition, welfare, health and safety Measures, powers of inspectors, Industrial dispute act 1947. Definition of strike, lock out. Retrenchment, lay off, award, Settlement, authorities under the Act. Definition: wages, workman, Industrial establishment, employment, employee, Factory rules for payment of wages, deduction allowed.

UNIT IV TRADE UNION ACT

Trade union Act 1926, scope, registration, Rights and privileges of registered trade Union. The payment of wages Act 1936 The Employees state Insurance Act 1948, Scope Contribution benefits, rights and Obligations of employee and employer. The payment of Gratuity act 1972 – Rights and obligations of employer and employee The workman compensation Act 1948 – Scope, liability of employers.

UNIT V TOURISM POLICIES

Hygiene & Sanitation Regulations
International hotel Regulations
Tourism policies
Laws relating to the grant of License

Text book

1. Hotel & Tourism Laws - Dr. Jagmohan Negi - Frank Bros & Co., New Delhi

BAKERY AND CONFECTIONERY THEORY

Objectives:

- To gain the technical skills on yeast dough products and pastries.
- To make understand the learner on the science of baking and raw materials used in bakery and confectionary industry.
- To impact more knowledge on various types of bread making.
- To give in depth knowledge on types of food additives and essences used in bakery.

UNIT –I INTRODUCTION

- 1.1 Aims and Objectives of Bakery
- 1.2 Organizational structure of Bakery (Both small and Large Scale)
- 1.3 Equipments used (description and their uses)
- 1.4 Oven (Types and their advantages/disadvantages)
- 1.5 Personal Hygiene maintained in the Bakery

UNIT-II RAWMATERIALS USED IN BAKERY

- 2.1 Flour (Composition, Types, Gluten, WAP of flour, pH value ,Flour Test)
- 2.2 Yeast (Elementary knowledge, activity, function & its uses,effect of over & under fermentation)
- 2.3 Eggs (Function & its uses in Bakery)
- 2.4 Sugar(Function & its uses in Bakery)
- 2.5 Salt (Function & its uses in Bakery)
- 2.6 Fats (Function & its uses in Bakery)
- 2.7 Cream (Function & its uses in Bakery)
- 2.8 Milk (Function & its uses in Bakery)
- 2.9 Leavening agents (Function & its uses in Bakery)
- 2.10 Flavouring and fruits (Function & its uses in Bakery)

UNIT –III YEAST DOUGH PRODUCTS

- 3.1 Methods of preparing Bread doughs
- 3.2 Quality of Ingredients in making Breads
- 3.3 Faults and remedies in Bread making
- 3.4 Bread improvers
- 3.5 Bread diseases and rectification
- 3.6 Leavening action of Yeast on Bread dough

UNIT-IV CONFECTIONERY PRODUCTS

- 4.1 Types of Pastry Preparation
- 4.2 Reasons for common problems in Pastry making
- 4.3 Different cake making methods
- 4.4 The Quality of cake making ingredients and the types of cakes (Rich, Lean, High Ratio & Low Ratio Cakes)
- 4.5 Leavening action of Baking Powder on cakes
- 4.6 Faults & Remedies in cake making

UNIT –V ICINGS AND OVEN TEMPERATURE

5.1 Icing-Introduction

5.2 Types of Icing (Butter icing. Royal Icing ,Marzipan, Fudge, Glaze Icing ,Chocolate Icing ,Marshmallow)

5.3 Gum paste

5.4 Oven at different temperatures (hot ,very hot ,medium etc)

5.5 The oven temperatures for baking rich and lean cakes

TEXT BOOKS :

1. Practical Cookery – Kinton and Ceserani (ELBS Publications)- UNIT 1,3,5
2. The Theory of Catering – Kinton and Ceserani (ELBS Publications)- UNIT 4
3. Theory of Cookery – Krishna Arora (Frank Bros. & Co., New Delhi)- UNIT 2

REFERENCE BOOKS :

- 1) Basic Baking Science & Craft by S.C. Dubey (S.C. Dubey F-10/5, Malaviya Nagar, New Delhi – 110 017).
- 2) Beautiful Baking - Consultant Editor – Carole Clements Richard Blady Publishing (Anness Publishers Ltd.)
- 3) Perfect Baking at Home–Kritika A.Mathew (Vasan Book Depot, Bangalore)
- 4) Practical Baking – Sultan
- 5) New Complete Book of Breads - Bernard Clayton (Fireside Rockefeller Centre, New York.
- 6) Baking made simple – M.K. Gaur & Manish Gaur. (Bakers Machinery & Consultancy Company, Bangalore)

FOOD AND BEVERAGE SERVICE THEORY – III

Objectives:

To learn the impart the knowledge on Room Service Procedures.

To learn the impart the knowledge of banquets and outlet Catering.

To learn depth knowledge on various forms of service observed in the industry

UNIT – I ROOM SERVICE

Introduction – Types of Room Service - Organization – Equipment and Layout – Room Service Tasks – Room Service Order flow.

UNIT – II BANQUETS AND OUTDOOR CATERING

Banquets – Organization Structure – Job Descriptions of Banquet Personnel – Banquet Booking – Contract of Agreement – Banquet Service – Banquet Beverage Service – outdoor Catering –

UNIT – III SPECIALIZED FORMS OF SERVICE

Introduction- lounge Service – Hospital Tray Service – Airline Tray Service – Rail Service – Home Delivery.

UNIT – IV GUERIDON SERVICE

Introduction – Gueridon Service – Introduction to Carving and Jointing – Dishes involving work on the Gueridon

UNIT – V SHIP CATERING AND CRUISE LINER CATERING

Ship Catering – Catering Service in Passenger Ships – Cruise liners Catering – Compiling of Food and Wine Lists for Cruise Liner Catering – Catering in Luxury Coaches – Service of Snacks and Beverages.

TEXT BOOKS

Food and Beverage Service (Training Manual) – Suddhir Andrews (TATA Mc Graw Hill Publications) Unit 1,2

Food and Beverage Service – Dennis Lilli Crap and John Cousins (ELBS Publications) – unit 3,4,5

REFERENCE BOOKS:

Catering Management – An Integrated Approach – Mohini Sethi and Surjeet Malhan (Wiley Eastern Limited)

TOURISM IN INDIA

OBJECTIVES:

To give an in-depth knowledge on various tourist destination

To give an information various government tourist organisation

Explain the importance of wild and tribal life

UNIT-1 INTRODUCTION

- Introduction to travel and tourism – meaning – nature – definitions – basic components – elements – domestic tourism – international tourism – future of tourism – technology and tourism. History of travel and tourism – travel steps in the evolution modern tourist travel for trade and commerce – religious purpose – seeking knowledge – paid holidays – mass tourism. The advent of steam age, impact of industrial revolution, rail transport, sea transport, development of sea side resorts, the auto mobiles, air travel, causes of rapid growth – post second world war period

UNIT-2 TOURISM IN INDIA

Tourism in India – sergeant committee – formation of ministry of tourism, department of tourism – tourism information offices in India, its functions, tourism offices overseas – its functions, criteria for opening overseas offices, role and functions of ITDC. State level Tourism Development Corporation.

UNIT-3 WILD LIFE AND TRIBAL LIFE OF INDIA

Wild and Tribal Life : Alwar, Jim Corbett, National Park, Kanha Kisali, Kaziranga, Bharatpur, Sawai Madhopur, Tadoba, Melghat, Navegaon-Nagzira, Ranthambor, Chilka Lake, Bandipur, Bandogarh, Gir, Sundarban

UNIT-4 BEACHES AND RESORTS

Resorts and Beaches : Musssorie, Shimla, Darjeeling, Ooty, Kodaikaal, Panji, Bhubaneswar Mahabalipuram ,Kovalam beach, Kulu manali

UNIT-5 FAIRS AND FESTIVALS

Fair and Festivals : Kumbha, Ardhakumbha, Pushkar, Mahashivratri, Gangasagar, Pandharpur Vari, Dhammachakra Pravartana Divasa, Internationa Trade Fair, Marba, Ramnavami, Gangaur, Tija,

Text Books:

1. Acharya, Ram, Tourism & Cultural Heritage of India
2. A.S.I., Archaeological Remains, Monuments and Museums
3. Bhatia, T. K., Tourism in India
4. Bhardwaj, S. M., Hindu Places of Pilgrimage in India
5. Kaul, S. N., Tourist India and most Comprehensive Guide.
6. Kaur & D. R. Singh, India Plan your own Holidays.
7. Sheshadre, B., India's Wild Life and Tribal Life
8. Tajvir Singh, Jagdish, Studies in Tourism, Wild Life Parks and Conservation

SEMESTER – 5

BAKERY AND CONFECTIONERY PRACTICALS

Objectives:

To obtain the skills on bakery products

To gain the knowledge on different caking making methods

The following are Specimen Menus for Practicals:

MENU –I

Jam Tart

Orange muffins

Checked Biscuits

MENU-II

Vegetable Puffs

Madeline's Cake

Coconut Biscuits

MENU-III

Bread rolls

Praline Finger

Apple Pie

MENU-IV

Croissant

Chocolate Cake

Nan Khatai

MENU-V

Bread Rolls

Palmiers

Sand Castle

MENU-VI

Coconut Puffs

Yule log

Melting Moments

MENU-VII

Raisin Bread

Chicken-Vol-au-vent

Cream Cookies

MENU-VIII

Danish Pastry

Plum Cake

Varki

MENU-IX
Swiss Roll
Garlic Bread
Fig Pin Wheels

MENU-X
Pizza
Fruit Cake
Banana Flans

MENU-XI
Burger Buns
Black Forest cake
Cheese Straws

MENU-XII
Birthday Cake
Bread Sticks
Chicken Puffs

REFERENCE BOOK:

- Modern Cookery Vol. I & II - Thangam E.Philip
- Quantity Food Production Operations and Indian Cuisine – Parvinder S.Bali (13th Impression 2018)

HOTEL ACCOUNTS

Objective:

- To learn the basic accounting principles related to Hotel Industry.
- To know the meaning of Accounts.

UNIT-I (HOURS -15)

Meaning of Accounting – Meaning and Objectives of Book keeping – Account Concepts and Conventions – Principles of double entry, kinds of Accounts.

UNIT-II (HOURS -15)

Journal – Ledger – Meaning – Preparation of Ledger Accounts – Balancing Of Ledger.

UNIT-III (HOURS -15)

Trial Balance – Definition- Objectives – Limitations – Preparation of Trial Balance. Hotel software used for purchase, Accounting & Budgets

UNIT-IV (HOURS -15)

Subsidiary Books – Purchase Book, Sales Book, Purchase – Returns Books, Sales – Returns Book used in Hotels

UNIT-V (HOURS -15)

Final Accounts – Items to be posted in debit and Credit side of the Trading Account, Profit and Loss Account and Balance Sheet.

Reference books:

1. Advanced Accountancy by Jain and Narang – Kalyani Publishers. – UNIT 1,2,3
2. Advanced Accountancy by Shukla and Grewal - S. Chand & Sons. – UNIT 4,5

Text books:

1. Principles of accountancy, Reddy & Murthy, Margham publications, Chennai
2. Financial Accounting, Dr. Radha, Prassanna Publications, Chennai

FRONT OFFICE AND ACCOMODATION MANAGEMENT THEORY - II

OBJECTIVES:

- To learn the role of front office cashier.
- To know the function of telephone section in front Office.
- To develop the skills of cleaning.
- To aware the role of ancillary departments in House Keeping.

UNIT – I FRONT OFFICE CASHIER AND LOBBY

Duties
Guest folio
Terminologies
Handling Credit Cards
Accepting foreign currency
Safety locker Management
Basic principle of accounting
Departure procedure
Lobby Desk
Lobby Manager
Bell Captain and Bell Boy
Guest arrival/departure Procedure
Left luggage, Scanty baggage Procedure
Formats in use

UNIT – II NIGHT AUDITIOR AND TELEPHONE

Duties of Night Auditor
Procedure for Reconciling outlet sales summary
Telephone exchange
Types of exchange
Skills and competencies of telephone operator
Duties of telephone operator
Wake - up call procedure
Formats in use

UNIT-III CLEANING

Cleaning equipment
Cleaning agent
Cleaning methods
Pest control
Control of odors
Public area cleaning

UNIT-IV LAUNDRY SERVICES

Organization of laundry department
Laundry equipment
Laundry process

Detergent
Stain removal
Wallet service

UNIT-V ANCILLARY DEPARTMENTS

Textiles
Types of fibers
Horticulture
Facilities and equipments
Outdoor garden
Floorer art
Tools
Color harmony
Themes
Interior Design
Principles of design

TEXT BOOKS

1. Hotel Front Office Management- James.A.Bardi –UNIT 1,2
2. Sudhir Andrews – front office management training manual. -UNIT 2,
3. Hotel, Hostel & Hospital housekeeping- Joan .C.Branson & Margaret Lennox –UNIT 3, 4, 5

REFERENCE BOOKS

1. Front Office Management-S.K.Bhatnagar
2. Hotel ,Hostel & Hospital housekeeping- Joan .C.Branson & Margaret Lennox

FRONT OFFICE AND ACCOMODATION MANAGEMENT PRACTICAL – I

Objectives:

To learn the various formats used in Front Office.

To gain the knowledge on various cleaning Procedure.

Guest receiving procedure

Guest registration forms

1. Guest registration card

2. “C” form

Check list before registering guest

Various reservation formalities

1. Modes, Charts, Diaries used in reservation

2. Various terminology used in reservation

3. Staffing methods and allocation procedures.

4. Various forms and checklist used in housekeeping.

5. 1. Room cleaning procedures & sequences followed.

6. (1) Rooms.

7. (2) Bathroom & towel folding.

8. (3) Bathtubs.

9. (4) Washbasins.

10. (5) Toilet & Water closets.

11. 2. Special cleaning.

12. (1) Cob web taking.

13. (2) Scrubbing.

14. (3) Moping.

15. (4) Sweeping.

16. (5) Vacuum cleaning & carpet cleaning.

17. (6) Floor cleaning.

TEXT BOOKS

1. Hotel Front Office Management- James.A.Bardi –UNIT 1,2

2. Sudhir Andrews – front office management training manual. -UNIT 3,

3. Hotel ,Hostel & Hospital housekeeping- Joan .C.Branson & Margaret Lennox –UNIT 4,5

REFERENCE BOOKS

1. Front Office Management-S.K.Bhatnagar

2. Hotel ,Hostel & Hospital housekeeping- Joan .C.Branson & Margaret Lennox

MANAGEMENT CONCEPTS

Objective

To study and gather knowledge about Management Principles and functions of Management.

UNIT – I MANAGEMENT OVERVIEW

Management : Meaning, Definition, Concept, Importance – Difference between Management and Administration – Evolution of Management – Is Management an Art or Science – Fayol's principles management.

UNIT – II PLANNING PROCESS

Planning, Meaning, Definition, Concept, Objectives, Steps, Types of Planning – Advantages of Planning, Disadvantages of Planning, Decision Making, Process – MBO; Objectives, Stages of MBO.

UNIT – III ORGANISING PROCESS

Organizing; Meaning; Definition, Concept, Objectives, Process of Organizing – Departmentation – Centralization, Decentralization – Sources of Authority – Authority and Responsibility – Delegation of Authority.

UNIT – IV STAFFING PROCESS

Staffing, Meaning, Definition, Concepts, Process of Staffing, Recruitment, Selection, Placement, Promotion, Training and Development, wages, Welfare facility – Directing ; Qualities of Leadership, Types of Leadership, Different Leadership Theories.

UNIT – V CONTROLLING PROCESS

Controlling ; Meaning, Definition, Objectives, Concepts, Steps in Controlling Process – Co – Ordination and Co – Operation – MBE ; Concepts, Objectives, Steps – Communication: Process of communication.

Text Books:

Business organization and Management – Y.K. Bhushan

Management – Heinz Weihrich

INTERNATIONAL TOURISM

Instructional Objectives –:

To give an in-depth knowledge on international tourist visits in India.

To give the different concepts of tourism that attracts foreigners.

To impart the knowledge on international tourism agencies and their role.

Unit – I Growth in International Tourism over the years Global Tourist Traffic and Tourism Receipt

Patterns in Contemporary Context Regional distribution of tourist traffic and tourism receipts; Regional disparities and Tourism Gap. Changing Market-Destination Trends and the Determining Factors to this effect. Tourism Leading Tourism Markets and Tourist Destinations of the World

Unit – II

Emerging Concepts in International Tourism Ethnic Tourism (Rural, Urban, Tribal, Agri and Farm Tourism etc) 'Health' and 'Medical Tourism'; 'Spiritual Tourism

Resort' and 'Holiday Tourism' 'Green', 'Eco', 'Wildlife' and 'Wilderness' Tourism' 'MICE' and 'Shopping Tourism' Newer Dimensions of Adventure Tourism

Unit – III

Factors Responsible for Changing Tourism Concepts and Tourist Demand Patterns Impact of Cultural, Economic, Political, Technological, Environmental and Ecological Perspectives on International Tourism International Tourism in future perspective; future projections Tourism Measurement-measurement of tourist traffic and receipt, measurement techniques and their limitations

Unit – IV

Role of International and Regional Tourism Organizations in growth and development of International Tourism with special reference to WTO, PATA, and IATA Multinational and their contribution in promotion of International Tourism; their role and inputs in different sectors of Tourism - Transport, Accommodation, Travel Management, Publicity and Promotion; Coxandkings, Sita, Thomas cook travel agencies and their contribution in tourism

Unit –V

Tourism Trends in SAARC Region India's Performance in International Tourism over the years; Existing Inbound and Outbound Tourism Trends Effective and Potential Tourism Markets of India Reasons Responsible for India's Poor Share in International Tourism

Text Books:

1. Douglas Pearce: Topics in Applied Geography, Tourism Development, Longman Scientific Technical, New York, 1995. 5. Negi J. M. S.: Tourism & Travel Concepts and Principles, Gitanjali Publishing House, New Delhi. 6. Robinson H.: A Geography of Tourism, Mac Donald & Evans London, 1978. 7. Selvam M.: Tourism Industry in India.

SEMESTER-6

FOOD PRODUCTION PRACTICAL - III

Prawn Ball Soup
Fried Wantons
Sweet & Sour Pork
Hakka Noodles
Hot & Sour soup
Beans Szechwan
Stir Fried Chicken & Peppers
Chinese Fried Rice
Sweet Corn Soup
Shao Mai
Tung-Po Mutton
Yangchow Fried Rice
Wonton Soup
Spring Rolls
Stir Fried Beef & Celery
Chow Mein
Prawns in Garlic Sauce
Fish Szechwan
Hot & Sour Cabbage
Steamed Noodles

REFERENCE BOOK:

- Modern Cookery Vol. I & II - Thangam E.Philip
- Quantity Food Production Operations and Indian Cuisine – Parvinder S.Bali (13th Impression 2018)

FRONT OFFICE AND ACCOMMODATION MANAGEMENT PRACTICAL – II

Telephone handling etiquette's
Errand card procedure
Scanty baggage procedure
Posting Guest accounts in computers
Credit card / Debit card handling procedure
Sundry expenses vouchers
Situation handling
Staff allocation procedures
Polishing the silverware, brass ware, leather.

Cleaning of mirrors & glass walls.
Removal of stains in guest areas.
Laundry procedures (sorting, marking, stain removal)
Bed making procedures.
Situation handling.
Flower arrangements.
Theme decoration.

REFERENCE BOOKS

1. Front Office Management –S.K.Bhatnagar
2. Front Office Procedures –Michael .L.Kasavana
3. Hotel Housekeeping Training Manual – Sudhir Andrews

HUMAN RESOURCE MANAGEMENT

OBJECTIVE

To provide thorough knowledge about principles and practice of Human Resource Management.

UNIT – I INTRODUCTION OF HUMAN RESOURCE MANAGEMENT

Nature, Significance, Scope and Status, Steps in HR Planning, Job Analysis and Job Description, Recruitment and Selection process and policies, interviewing, Induction and Placement, Career Planning and Succession Planning.

UNIT – II HR PLANNING AND PROCUREMENT

Performance appraisal – Nature – Objectives – methods – limitations – Promotion, Demotion, Transfer and Separation – Job evaluation – Training – Need – Objectives – Benefits – Types of Training – Evaluation of Training and Development.

UNIT – IV COMPENSATION MANAGEMENT

Wages and salary administration – Meaning, Objectives, Factors influencing Wages and salary administration – Wage Plans and Policies – wage Differentials – Incentives and Fringe Benefits – Motivation.

UNIT – V HUMAN RELATIONS

Grievance – Handling procedures – Discipline – Procedure for Disciplinary action – Counseling – Welfare measures – Significance – Statutory provisions concerning employee welfare – Case Study practices.

Text books:

Human Resource Management – S.S. KHANKA

Human Resource Management – Gary Dessler

HOTEL MARKETING

OBJECTIVE:

- To aware the fundamentals of marketing
- To gain the knowledge on products in the marketing
- To obtain the techniques of Hotel Marketing

UNIT-I OVERVIEW

Fundamentals of marketing

Definition of markets, marketing and selling-The marketing concept –methods and

Scope of marketing market segmentations-basis of market segmentations-Types market

Information research (MIS)-Difference between MIS and Marketing

Research.

UNIT-II MARKETING MIX

Introduction to market mix

Product-New product development-product life cycle-branding

Price- factors influencing pricing decisions-types of pricing.

Place - distribution-channels of distribution.

Promotion-Promotional mix-types of media

UNIT-III ADVERTISING

Introduction to promotional activities-advertising-aims of advertising-advantages

And disadvantages of advertising-pre-testing and post testing methods

UNIT-IV SALES PROMOTION

Sales promotion-Introduction –Types of sales persons-role of sales person- International marketing-emergence of global marketing

UNIT-V HOTEL MARKETING

Introduction – Scope – Avenues – Hotel Marketing Mix – Local Sales Marketing in Five Star

Hotel – Seasonal Marketing – Reason Trends in Hotel Marketing

TEXT BOOK

1. Marketing management- Philip Kotler –UNIT 1, 2
2. Marketing management- Rajan Nair –UNIT 3, 4, 5

ECO – TOURISM

Instructional objectives:

- **To give in-depth knowledge on our Ecological system**
- **To know the concept of environment pollution and causes**
- **To give an idea on eco-tourism resources in India**

UNIT-1

Environmental studies: Definitions, components of environment, food chains, food web energy flow Bio-geo chemical cycles

UNIT-2

Environmental pollution: Air, Water pollution, Noise pollution With special reference to tourism industry, Deforestation and its effects .Human animal conflict in Buffer zone(Tiger, Elephant corridor) Water conservation in Hill areas.

UNIT-3

Concept and origin: Emergence of eco tourism growth and development of eco tourism. Nature tourist, Agro tourism Principles of eco tourism Preserving ecology

Unit-4

Eco-tourism resources in India- Caves. National parks, wild life sanctuaries, Tiger reserves of Himalayas, Biosphere reserves, Wet lands, Mangroves, Coral reefs and Desert eco system.

UNIT-5

ECO-tourism planning and development strategies-Eco-tourism strategies, Environmental impact analysis (EIA) National policy on ecology Environment, Future prospects, and Policy alternatives

REFERENCE BOOKS

Bhatia A. K: Tourism Development: Principles, Practices & Philosophy Sterling Publishers, New Delhi, 1995. 3. Douglas Pearce: Tourism Today: A Geographical Analysis, Longman Scientific Technical, New York, 1987.

OTHER CHOICES

ORGANISATIONAL BEHAVIOUR

OBJECTIVE

To familiarize the concept of organizational behavior and to equip the students with psychological, social and managerial dimensions of organizational behavior.

UNIT – I INTRODUCTION TO ORGANISATIONAL BEHAVIOUR

Organizational Behavior- Meaning – Nature – Objective – Key Elements – Disciplines – contributing to Organizational Behavior – Hawthorne experiment – Implication – Organizational Behavior Models – Approaches to the study of Organizational Behavior.

UNIT – II FOUNDATIONS OF INDIVIDUAL BEHAVIOUR

Individual behavior – Factors influencing Individual Behavior – Behavior Models of Man Personality – Types of personality – Definition – Determination – Traits – Development – Theories - Perception – Process – Factors affecting Perception – Learning – Factors – Theories – Values – Attitude .

UNIT – III FOUNDATIONS OF GROUP BEHAVIOUR AND MORALE

Foundations of Group Behavior – Group Dynamics – Formal and Informal Groups, Group Norms, Group Cohesiveness, Group Behavior and Group Decision Making. Morale – Concept – importance – Determinants – Morale and Productivity – Measurement of Morale – Steps to improve Morale in an organization.

UNIT – IV LEADERSHIP AND MOTIVATION

Leadership – Concept – Leader and Manager – Functions – Qualities of effective Leadership – Leadership Styles – Autocratic leader – Democratic Leader – Laissez faire leader – Power and Authority – Definition of Power – Sources of Power – Motivation – Concept – Nature – Significance – Financial and Non-Financial Motivations – Theories of Motivation – Maslow's need hierarchy theory – McGregor's Theory X and Theory Y – Herzberg's Two Factor Theory.

UNIT – V ORGANIZATIONAL CHANGE AND DEVELOPMENT

Organizational Change – Nature – Factors – Organizational Culture – Concept – Impact – Organizational Development – Concept – Process – Action Research models of OD.

HOTEL ENGINEERING (U6HMMBEC 3)

TOTAL HOURS – 75

UNIT-I (HOURS -15)

ORGANISATION OF MAINTENANCE DEPARTMENT

- 1.1 Role & importance of maintenance department in hotel & catering industries.
- 1.2 Organisational chart of maintenance department.
- 1.3 Duties & responsibilities of staff in maintenance department.
- 1.4 Energy sources-heat unit & heat transfer.
- 1.5 Principles of Bunsen burner.
- 1.6 Liquid petroleum gas-properties
- 1.7 Precautions while handling LPG.
- 1.8 High pressure & low-pressure burners & corresponding heat output.
- 1.9 Type of fuel-calorific value.
- 1.10 Comparative study of fuels used in catering industry.
- 1.11 Calculation of account of fuels used in catering industry and its cost factor.

UNIT-II (HOURS -15)

- 2.1 Electricity- fundamentals of electricity.
- 2.2 Definition of insulators, conductors, current potential difference, resistance power.
- 2.3 Energy and their units & relationship.
- 2.4 DC&AC, single phase, double phase, three phase & its importance onequipment specification.
- 2.5 Electric circuit-open & close, series and parallel connections.
- 2.6 Short circuit, fuses, sockets, switches & earthing.
- 2.7 Calculation of electric energy consumption.
- 2.8 Safety precaution to be observed while using electrical appliances.
- 2.9 Type of lighting-incandescent & fluorescent lamps.
- 2.10 Units of light-intensity & utility.
- 2.11 Energy conservation methods & programmes adapted in hotel.
- 2.12 Water & sanitary system.
- 2.13 Cold & hot water system used in hotel & catering industry.
- 2.14 Hardness in water, water softening-Base exchange method.
- 2.15 Flushing cisterns, water tap, traps, closets & pipes.

UNIT-III (HOURS -15)

- 3.1 Refrigeration & air conditioning.
- 3.2 Basic principle.
- 3.3 Boiling point & latent heat.
- 3.4 Compression type refrigeration system defrosting.
- 3.5 Types of refrigerant units.
- 3.6 Conditions for comfort unit of air conditioning.
- 3.7 Window & central air-conditioning.
- 3.8 Various parts in general-preventive maintenance.
- 3.9 Fire fighting systems.
- 3.10 Classes of fire & fire extinguishers.
- 3.11 Fire detectors.

UNIT-IV (HOURS -15)

4.1 Preventive & breakdown annual program.

4.2 Comparisons.

4.3 Contract maintenance.

4.4 Advantages & disadvantages.

4.5 Types of contracts.

a) Price rate

b) Lumpsum contract

c) Rate contract

d) Service contract

4.6 Waste disposal & pollution control

a) Disposal of waste-various methods

b) Sewage treatment plant

c) Water pollution

d) Sewage pollution

e) Ventilation air pollution & noise pollution related to hotel & catering industry

UNIT-V (HOURS -15)

5.1 Types of flooring,steps,corridor etc..

5.2 Types of wall finishes.

5.3 Types of furniture,care & maintenance.

5.4 Paints and polishes- types & its advantages.

5.5 Preparation of surfaces & application.

TEXT BOOKS

1. The management of maintenance and engineering systems in hospitality industry. Borseink. F.D, John weley.

REFERENCE BOOKS

1. Practical maintenance and equipment for hoteliers, licences and caterers.

D.C. Gladwell

2. Modern maintenance –Eleno. J. Miller and Jerome. W. Blood,D.B Tasa poxwala sons & co.,mumbai

SUSTAINABLE TOURISM

Objectives:

To understand the practices and procedure in developing the tourism without much negative impacts.

Unit – I

Sustainable development – background, concept and definition; Dimensions of sustainability – social, economic, environmental; Stockholm conference 1972; Brundtland Commission 1987; Rio Declaration 1992; Global Warming and Sustainable Development.

Unit – II

Sustainable tourism- meaning, definition, global significance of sustainable tourism; Agenda – 21 for travel and tourism industry; World conference on sustainable Tourism 1995; Benefit and issues of sustainable tourism development.

Unit – III

Sustainable tourism planning; Principles of sustainable tourism planning; Climate analysis, locality analysis and site analysis; Design for environment; Socio-economic conditions; Culture and experimental values.

Unit – IV

Standardization and certification for tourism sustainability; ISO 14000 – Role of WTTC, UN-WTO, PATA, UNEP, IUCN in sustainable tourism development code

Unit – V

Approaches in sustainable tourism; Ecotourism; concepts, objectives of ecotourism; Characteristics of ecotourism; Global initiative under Quebec City and Oslo Conventions; Responsible Tourism;

Inter Disciplinary Course
BASICS OF COOKING

Objective:

To gain the basic knowledge on cookery.

Unit 1 Introduction

Introduction
History of Indian cuisine
Kitchen organization structure
Personal hygiene
Aims & Objectives of cooking

Unit 2 Ingredient

Salt
Sugar
Cereals
Pulses
Milk & Milk products
Varieties & Storage with their uses
Names of ingredients in English & Hindi

Unit 3 Methods of cooking

Traditional methods of cooking
Other modern methods of cooking
Reheating of food
Texture

Unit 4 Basic preparation

Stock, Salad, Soup, Sauces – Introduction, Preparation & Classification

Unit 5 Menu

Definition
Types
Menu planning

TEST BOOKS :

1. Theory of Cookery – Krishna Arora (Frank Bros. & Co., New Delhi)-UNIT 1
2. Modern Cookery for Teaching and Trade – Vol. I & II –Thangam E. Philip (Orient Longman Publications) –UNIT 2,3
3. Practical Cookery – Kinton and Ceserani (ELBS Publications)- UNIT 5
4. The Theory of Catering – Kinton and Ceserani (ELBS Publications)- UNIT 4

Inter Disciplinary Course

BASIS OF BAKING

Objective:

To gain the basic knowledge on bakery.

Unit 1 Introduction

Aims & Objectives of baking

Equipments used in Bakeries

Oven

Unit 2 Yeast Dough Products

Methods of preparing bread dough

Leavening action of yeast on bread dough

Function of raw materials in yeast dough products

Unit 3 Confectionary product

Types of pastry

Cake making methods

Function of raw materials

Unit 4 Icing & Oven temperature

Introduction

Icing

Oven temperature

Unit 5 Secondary products of bakery

Sandwich

Pizza

Burger

Vol-au-vents

Puffs

Hot dog

TEXT BOOKS :

1. Practical Cookery – Kinton and Ceserani (ELBS Publications)- UNIT 1,3,5
2. The Theory of Catering – Kinton and Ceserani (ELBS Publications)- UNIT 4
3. Theory of Cookery – Krishna Arora (Frank Bros. & Co., New Delhi)- UNIT 2

Inter Disciplinary Course
FRONT OFFICE MANAGEMENT

Unit – I

Introduction to Hotel Industry - Importance of Front Office Management in Hotel –
Types of rooms – Organizational layout of Front Office.

Unit – II

Areas of Front Office – Front Office department in other Hospitality industries –
Qualities of a Front Office Staff – Front Office Co - ordination with other departments.

Unit – III

Guest contacts – Dealing with guest before arrival – Arrival – During Stay – Attending
the Enquiries – Checkout

Unit – IV

Telephone mannerisms – Qualities – of good telephone operator – Telephone Etiquettes –
Guest mail Handling procedure – Wakeup call procedure – Various types of telephone
equipments – Voice mail.

Unit – V

Qualities of a good receptionist – Importance of eye contact – Front office salesmanship
– Knowledge of facilities in hotels – Merchandising – Communication techniques.

TEXT BOOKS

1. Hotel Front Office Management – James A. Bardi
2. Front Office Management - S.K. Bharnagar

REFERENCE BOOKS

1. Front Office Management training manual – Sudhir Andrews

COOKERY (THEORY)

OBJECTIVES:

- To gain the basic knowledge on cookery.
- To impart knowledge on different textures in food.
- To help learner know of storage and handling techniques of cereals / various food items.
- To help learners describe various methods of cooking.
- To help understand basic preparation/ classification of soups, stocks, etc.

UNIT I INTRODUCTION

- Introduction
- History of Indian cuisine
- Kitchen organization structure
- Personal hygiene
- Aims & Objectives of cooking

UNIT II INGREDIENT

- Salt
- Sugar
- Cereals
- Pulses
- Milk & Milk products
- Varieties& Storage with their uses

UNIT III METHODS OF COOKING

- Traditional methods of cooking
- Other modern methods of cooking
- Reheating of food
- Texture

UNIT IV BASIC PREPARATION

- Stock, Salad, Soup, Sauces – Introduction, Preparation & Classification

UNIT V MENU

- Definition
- Types
- Menu planning

TEXT BOOKS:

- Theory of Cookery – Krishna Arora (Frank Bros. & Co., New Delhi)-UNIT 1
- Modern Cookery for Teaching and Trade – Vol. I & II –Thangam E. Philip (Orient Longman Publications) –UNIT 2,3
- Practical Cookery – Kinton and Ceserani (ELBS Publications)- UNIT 5
- The Theory of Catering – Kinton and Ceserani (ELBS Publications)- UNIT 4
- International Cuisine Food Production Management – Parvinder S.Bali (10th Impression 2018)

COOKERY PRACTICAL

OBJECTIVES:

- To train students in Indian Cuisine.
- To enable them to handle different types of cooking equipment's.
- To expose them to different spices used in Indian cookery.
- To help learners evaluate the nutrition value of food items.
- To train students in kitchen safety and hygiene

1. GREEN SALAD

2. RUSSIAN SALAD

3. TOMATO SHORBA

4. VEG. CLEAR SOUP

5. CREAM OF CARROT SOUP

6. JEERA PULAO

7. SCZHWAN FRIED RICE

8. WHEAT PAROTTA

9. ALOO PALAK

10. GOBI MANJURIAN

11. PLAIN SPONGE

12. MELTING MOMENTS

13. VEG. PIZZA

14. BURGER (CUTLET)

15. VEG. SPRING ROLL

16. FRENCH FRIES

17. BANANA FRITTERS

18. BEET ROOT HALWA

19. CARROT KHEER

20. ORANGE SOUFFLE

REFERENCE BOOK:

- Modern Cookery Vol. I & II - Thangam E.Philip
- Quantity Food Production Operations and Indian Cuisine – Parvinder S.Bali (13th Impression 2018)

FOOD CHEMISTRY AND PRESERVATION

OBJECTIVES:

- To learn the basic knowledge in Food chemistry
- To know the nutritional value of food
- To get awareness on the food spoilage, adulteration and sanitation
- To know the food and beverage and edible oil

UNIT I FOOD COMPONENTS

-Water-Carbohydrate-Proteins-Lipids-Enzymes

UNIT II MINOR FOOD COMPONENTS

-Vitamins Fat soluble (vitamin A, D, E & K)-water soluble (Vitamins of Bcomplex & vitamin C)- sources, Bio-availability, losses and stability metabolic role, RDA, deficiency & excess consumption-Minerals-Principles of Mineral Chemistry, stability, toxicity, Dietary recommendations, bioavailability, General causes of losses and variations in mineral content of food

UNIT III FLAVOURS

-Flavours a) Molecular mechanism of flavor perception (sweet, bitter, salty, sour, umami, kokumi, pungent, cooling and astringent)-Flavours from vegetables, fruits, spices, fats and oils, milk and meat products

UNIT IV FOOD PRESERVATION

-Principles of Food Preservation-Meaning, mode of action and changes in foods-Cold Preservation: Freezing and Refrigeration-Use of dehydration and Concentration

UNIT V METHODS OF FOOD PRESERVATION

Traditional Methods of Food Preservation-Smoking-Sun drying-Pickling/ Salting-Fermentation

REFERENCE BOOK:

1. Vacklavick, V. and Christian, E. (2003).Essentials of Food Science.New York: Kluwer Academic/ Plenu Publisher.
2. Damodaran S., Parkin KL. and Fennema OR. Fennema's Food Chemistry(4th Edition), Florida: CRC Press
3. Borvers, J. (1992). Food Theory and Application (2ndEd), New York: Maxwell MacMillan International Edition.
4. Manay, N. S. and Sharaswamy, S. M. (1997).Foods: Facts and Principles New Delhi: New Age International Publishers