

Semester I					Teaching Scheme		
	Course	Category	Code	Credit	L	T	P
	Food Production I	CC	1221111	4	4	0	0
	Food Production Practical I	CC	1221211	2	0	0	4
	Food & Beverage Service I	CC	1221112	4	4	0	0
	Food & Beverage Service Practical I	CC	1221212	2	0	0	4
	Accommodation Operation I	CC	1221113	3	3	0	0
	Accommodation Operation Practical I	CC	1221213	1	0	0	2
	Nutrition And Hygiene	DSE	1222114	2	2	0	0
	General Elective	GE		4	4	0	0
	Mentored Seminar - I	SEC	1225311	1	1	0	0
	Hospitality Business Communication	AECC	1224115	2	2	0	0
	Hospitality French- I	USC	1226116	2	2	0	0
	TOTAL			27	22	0	10
	Total contact hours per week				32		

1221111: FOOD PRODUCTION I

CREDIT: 4

Unit I- 2 lectures

Introduction to art of cookery: Culinary History; Origin of Modern Cookery; International, Continental, & Pan Asian cuisine meaning and characteristics; Aims and objective of cooking; Attributes of culinary professional.

Unit II- 5 lectures

Cooking Techniques: Effects of heat on Food; Mise-en-place- preparation of Ingredients; Method of Mixing; Method of cooking (Moist, Dry, and Fat Medium), Principles and classification and examples; Texture and consistencies- Desirable and non- desirable; Accompaniment and garnish.

Unit III- 4 lectures

Kitchen organization structure and equipment's: Classical kitchen Brigade-for 5 Star and 3 Star hotels; Modern staffing and duties of various chefs; Different Types of kitchen equipment (Heavy & Light equipment); Criteria for selection, care and maintenance; Layout of a professional five star hotel kitchen; Liaison of kitchen with other department.

Unit IV- 4 lectures

Food Commodities: Cereals and pulses- Types, varieties, catering use; Fat and oil- Types, varieties, catering use (Hydrogenation and rendering of fat); Spices, Herbs, Condiments and Seasoning- Used in western and Indian cooking- Examples; Dairy Products- Milk, Cream, Cheese types and use; Vegetable and fruit classification and colour pigments.

Unit V- 6 lectures

Basic Cookery Principles: Menu planning; Principles of Storage; Standard recipes, work plain and costing; Culinary term (Commonly used in Theory and practical).

Unit VI- 4 lectures

Foundation of Cookery: Stock, Types, rules of stock making, use of stock, reduction and glaze; Soup, classification of soup with example, and consommé with 10 garnishes; Sauce, important

of sauce, classification of mother sauce and their derivatives; Proprietary and other classical sauce; Thickening agents (Roux)

Unit VII-4 lectures

Basic Indian Cookery: Introduction to Indian Cuisine and diversity of Indian Food; Diversity of Indian foods in north, south, east, and west; Spices used in India, spices name in English with Indian name; Introduction to Indian gravies and classification.

1221211: FOOD PRODUCTION LAB I

CREDIT: 2

Unit I-4 lectures

Introduction to various kitchen equipments , tools and their usage. Safety precaution to be taken while handling equipment. Hygiene & Safety practices to be observed in kitchen, introduction to various commodities.

Unit II-4 lectures

Preparation Methods –Washing, Peeling, Paring (fruits), Cutting (cuts of vegetables), Grating (Vegetables), Grinding, Mashing, (vegetables & pulses), sieving (flours), Steeping (cereals, pulses, tamarind, lemon-rind), Evaporation (milk & gravies), Marinating (meat, fish, chicken), Sprouting (pulses & legumes), Blanching, Filleting of fish, Deboning & jointing poultry.

Methods of Mixing – Beating, Blending, Cutting in, Rubbing in, Creaming, Folding, Kneading, Rolling in, Pressing, Stirring

Unit III-4 lectures

Basic Indian masalas & gravies (Dry & wet)

Unit IV-4 lectures

Indian Breakfast/Snack item

Unit V-16 lectures

Continental menu- practical consisting of appetizer/soup, main course with starch and vegetables and dessert

Unit VI-16 lectures

Basic Indian menu consisting of a Meat, Vegetable, Rice, Dal/Raita, Bread and Sweet Preparation

1221112: FOOD AND BEVERAGE SERVICE I

CREDIT: 4

Unit I: 05 lectures

THE HOTEL & CATERING INDUSTRY:Role of Catering establishment in the travel/tourism industry; Types of Catering operations; Structure of the catering industry - a brief description of each.

Unit II: 08 lectures

FOOD SERVICE AREAS (F & B OUTLETS):Specialty Restaurants; Coffee Shop; Cafeteria; Fast Food

(Quick Service Restaurants); Grill Room; Banquets; Bar; Vending Machines; Discotheque
ANCILLIARY DEPARTMENTS: Pantry, Food pick-up area, Store, Linen room, Kitchen stewarding

Unit III: 04 lectures

DEPARTMENTAL ORGANISATION & STAFFING: Organisation of F&B department of hotel; French terms related to F&B staff; Duties & responsibilities of F&B staff; Attributes of a waiter; Inter-departmental relationships (Within F&B and other department)

Unit IV: 05 lectures

F & B SERVICE EQUIPMENT: Familiarization & Selection factors of: Cutlery, Crockery, Glassware, Flatware, Hollowware, Linen, All other equipment used in F&B Service (*French terms related to them*)

Unit V: 10 lectures

MEALS & MENU PLANNING: Origin of Menu; Objectives of Menu Planning; Types of Menu; Courses of French Classical Menu; Sequence; Examples from each course accompaniments; French Names of dishes; Types of Meals- Early Morning Tea, Breakfast (English, American, Continental, Indian), Brunch, Lunch, Afternoon/High Tea, Dinner & Supper

Unit VI: 06 lectures

PREPARATION FOR SERVICE: A. Organising Mise-en-scene B. Organising Mise en place
TYPES OF FOOD SERVICE: A. Silver service B. Pre-plated service C. Cafeteria service D. Room service E. Buffet service F. Gueridon service G. Lounge service

Unit VII: 04 lectures

SALE CONTROL SYSTEM: KOT/Bill Control System (Manual) - Triplicate Checking System, Duplicate Checking System; Single Order Sheet, Quick Service Menu & Customer Bill; Making bill; Cash handling equipment; Record keeping (Restaurant Cashier)

Unit VIII: 03 lectures

TOBACCO: History, Processing for cigarettes, pipe tobacco & cigars, Cigarettes – Types and Brand names, Pipe Tobacco – Types and Brand names, Cigars – shapes, sizes, colours and Brand names, Care and Storage of cigarettes & cigars

1221212: FOOD AND BEVERAGE SERVICE LAB I

CREDIT: 2

Unit I: 04 lectures

Food Service areas – Induction & Profile of the areas

Unit II: 04 lectures

Ancillary F&B Service areas – Induction & Profile of the areas

Unit III: 06 lectures

Familiarization of F&B Service equipment

Unit IV: 04 lectures

Care & Maintenance of F&B Service equipment

Unit V: 04 lectures

Cleaning / polishing of EPNS items

Unit VI: 05 lectures

Preparation For Service (Organizing Mise-en-scene and Mise-en-Place, Opening, Operating & Closing duties)

Unit VII: 15 lectures

Basic Technical Skills :Holding Service Spoon & Fork, Carrying a Tray / Salver, Laying a Table Cloth, Changing a Table Cloth during service, Placing meal plates & Clearing soiled plates, Stocking Sideboard, Service of Water, Using Service Plate & Crumbing Down, Napkin Folds Changing dirty ashtray, Cleaning & polishing glassware

Unit VIII: 10 lectures

Table Lay-Out & Service:A La Carte Cover , Table d' Hote Cover, English Breakfast Cover, American Breakfast Cover, Continental Breakfast Cover, Indian Breakfast Cover, Afternoon Tea Cover, High Tea Cover

1221113: ACCOMMODATION OPERATION I

CREDIT: 3

Unit I: 4 lectures

Hospitality Industry: Hospitality and its origin; diff brands and their origin; History and development of Hotel Industry ; Defining the term hotel; Classification of hotels ; Types of rooms; Brief introduction to hotel core areas and coordination with special reference to Front Office

Unit II: 4 lectures

Front office Organisation: Function areas;Layout; Front office hierarchy; Duties and responsibilities; Personality traits

Unit III: 5 lectures

Front Office Operations: The guest cycle; Front office systems ; Front office forms ; The front desk; Front office equipment; Property management systems.

Unit IV: 4 lectures

The Accommodation Product: Need for hotel product brochures; tariff cards; Types of room rates; basis for charging room rates; Meal plans : Types; needs and use of such plans; Types of guests : FIT; Business travellers; GIT; Special Interest Tours; domestic; foreign.

Unit V: 3 lectures

ROOM SELLING TECHNIQUES: Up selling; Discounts

Unit VI: 5 lectures

Registration: Preregistration activities; Registration activity; The registration record; Room and rate assignment: FITs, Groups, Crew, Indian & Foreign; Modes of payment; Issuing the room key; Fulfilling special requests; Creative options; Change of room; Overbooking cases.

Unit VII:4 lectures

During the Stay Activities: Information services; Message and Mail Handling; Key Handling; Hospitality desk; Complaints handling ; Guest handling; Guest history

Unit VIII:4 lectures

Check Out Procedure; Guest accounts settlement; Cash and credit; Indian currency and foreign currency; Transfer of guest accounts; Express check out

Unit IX:4 lectures

Front Office Responsibilities: Front office communication; Interdepartmental communication; Guest services; Guest relations; Dealing with emergencies: medical, death, theft, robbery, fire, bomb threats etc.

Unit X:4 lectures

Front Office Security Functions: Role of Front Office in Hotel Security; Check in : use of metal detectors, scanty baggage handling; Keys control : Electronic Key Cards, Handling Grand Master key, lost & found & damaged keys;
Guest & staff movement & access control ; Protection of funds, safe deposit boxes

Unit XI:4 lectures

Front Office Computer Operation: Application of property management system; Reservations; Registration; Cashiering.

1221213: ACCOMMODATION OPERATION LAB

CREDIT: 1

Unit I:2 lectures

Identification of equipment, work structure and stationery

Unit II:2 lectures

Study of countries, capitals, currencies, airlines and flags chart

Unit III:3 lectures

Telecommunication skills : How to pick up a call at reception

Unit IV:4 lectures

Forms and formats

Unit V:6 lectures

Basic manners and grooming standards required for Front Office operation

Unit VI:4 lectures

How to handle inquiries, suggestive selling, and convert inquiries to valid reservations

Unit VII:2 lectures

Preparing and filling up reservation forms

Unit VIII:6 lectures

Role play of accepting reservations and complaint handling for bumped reservations

Unit IX:6 lectures

Reservation handling by computers with the PMS

Unit X:3 lectures

Preparing and filling up registration card

Unit XI:6 lectures

Role plays for different check ins as : Walk in, FIT, FFFIT, Corporate, VIP, CIP and Groups

Unit XII:6 lectures

Role plays on guest complaint handling, critical and dangerous situation handling

Unit XIII:4 lectures

Preparation of guest folio, Calculating of occupancy percentages

1222114: NUTRITION AND HYGIENE

CREDIT: 2

BASIC CONCEPTS OF NUTRITION

Relation between food and health, Functions of food, Energy - Definition, Measurement of energy, Total energy requirement, Calculation of energy gained from meals, Classification of nutrients, Carbohydrates - Types, Source, Functions, Effect of deficiency or excess intake, Protein - Source, function, effect of deficiency or excess intake, Lipids - Types, Source, Functions, Effect of deficiency or excess intake, Vitamins - Types, Source, Functions, Effect of deficiency or excess intake, Minerals - Types, Source, Functions, Effect of deficiency or excess intake

BALANCED DIET: Definition, importance of balanced diet, RDA of various nutrients

FOOD CONTAMINATION AND SPOILAGE: Classification of food according to the ease with which it spoils, sources of contamination, Signs of spoilage in fresh, dry and preserved foods

PERSONAL HYGIENE: Importance, personal appearance, sanitary practices, habits, protective clothing, importance of rest, exercise and recreation.

FOOD STORAGE: General guidelines, dry food store, refrigerated food store, freeze store, high temperature storage

SANITARY PROCEDURES WHILE PREPARING, COOKING, HOLDING AND SERVING FOOD

Importance of sanitary process for preparing food, cooking food, holding food and serving food

Storage and disposal of waste: classification, storage and method of disposal

1224115: HOSPITALITY BUSINESS COMMUNICATION

CREDIT: 2

Unit 1 - Functional grammar

Tenses: basic forms and use; sentence formation; common errors; parts of speech, direct and reported speech structures and voices

Unit 2 - Letter Writing

Job application; business letter; editorial letter; email

Unit 3 - Essay Writing

Overall argument; consistent logic; main points; paragraphs; introduction & conclusion

Unit 4 - Report Writing

Manuscript; memo

Unit 5 - Precis Writing

Understanding main points; inculcating precision; reducing to basics

Unit 6 - Note Making**Unit 7 - Other Kinds of Texts**

Notice; Circular; Agenda; Minutes

Unit 8 - Presentation Skills

Soft skills; relevance of content; knowledge and confidence

Unit 9 - Group Discussion

The basic structure of GD's; workshops to develop participation and team-work skills

Unit 10 - Role play

What is 'role play'?; identifying and understanding one's role; workshops

Unit 11 - Developing Interview Skills

The "Do's & Don'ts" of Interviews; verbal proficiency; personality development; mock-interviews

1226116: BASIC FRENCH-I**CREDIT: 2****Unit I- About the Language -4 lectures**

Alphabet ; Accents ; Orthographic sign ; Linking ; Final consonants ; Syllable ; Pronunciation ; Use of Capital Letters ;

Unit II- Grammar -16lectures

Article ; Gender depending on the meaning of the word ; Common French words ;Phrases ; Feminine of nouns and objectives ; Nouns of two genders ; Formation of plural of nouns and adjectives ; French words ; Translations ; Common French terms related to the hotel industry.

Unit III- 6 lectures

Names of days, months, & seasons ; Cardinal ; Ordinal ; Colour ; Hour ; Auxiliary Verb ; Vegetable ; Fish ; Shell Fish ; Meat ; Fruit ; Poultry & game ; Restaurant ; Equipment ; Miscellaneous ;

GENERAL ELECTIVE**CREDIT: 4**

1225311: MENTORED SEMINAR

CREDIT: 1
