

**Food Production - III**  
**BHM2301**

**Course Objective:-**

The Student will get knowledge about:

1. The various types of soups, sauces and stocks.
2. Food commodities.
3. Fish and poultry.
4. Meat and pork

**Learning outcome:-**

At the end of course the student will have the knowledge about:-

1. Basics of continental cookery.
2. Soups, sauces and stocks.
3. Various food commodities.
4. Deep knowledge of fish, poultry, meat, pork, their cuts and usage

Module	Course Topics	Total Hours
1	<p><b>FOUNDATION OF CONTINENTAL COOKERY:</b>            Stock: Definition, Classification and types, Rules for stock preparation, Recipe of Various Stocks.            Soups: Definitions, Classification on soups; Examples.            Sauces: Definition, Use and importance of sauces. Mother sauces- Recipes, Derivative sauces.            Garnishes and Accompaniments.</p>	20
2	<p><b>FOOD COMMODITY</b>  <b>CEREALS:</b>            Sources, variety of cereals, uses, storage.  <b>FATS &amp; OILS:</b>            Sources, types (animal and vegetable fats), uses, storage, Hydrogenization and rancidity.  <b>EGGS:</b>            Structure of an egg, purchase specifications &amp; quality grading, composition &amp; food value, storage.  <b>Creams:</b>            Types and uses</p>	30
3	<p><b>FISH:</b>            Classification of Fishes , purchasing &amp; selection qualities, handling-scaling, filleting, skinning, pulling bones, fish cuts and uses, storage, application &amp; cooking methods.  <b>POULTRY:</b>            Various Poultry &amp; Games used in cookery, classification, Cuts, Purchasing &amp; Selection qualities, food value, storage, application &amp; cooking</p>	35

	methods, cutting, deboning, Trussing & stuffing.	
4	<p><b>MEAT:</b> Types of meats used in cookery, Cuts of meats i.e.( beef, lamb), purchasing and quality grading, factors that gives meat a good quality, handling, knowledge of offal's &amp; other edible parts, food value ,storage, Butchering Procedure, Rigor Mortis, application &amp; cooking methods.</p> <p><b>PORK:</b> Cuts, food value, purchasing, butchering procedure, <b>Processed Meat</b>-Ham, Bacon, Sausages, Salami</p>	35

#### **RECOMMENDED BOOKS**

1. Theory of cookery - Cinton Cesarane.
2. Theory of cookery – Krishna Arora.

**F & B Service - III**  
**BHM2302**

**Course Objective:-**

The Student will get knowledge about:

1. Understand the viticulture and Vinification.
2. Understand different types of Wines, Their classification storage & services.
3. Know about the different wine producing countries, their specialty wine
4. The wine quality laws governing the major wine producing countries.

**Learning outcome:-**

At the end of course the student will have the knowledge about:-

1. Understand the making process of Beer.
2. Understand the making and service process of National & International Wines.
3. Understand the Wine law of Wine producing Countries.
4. Understand the Food and matching wine service harmony.

<b>Module</b>	<b>Course Topics</b>	<b>Total Hours</b>
1	<p><b>BEER</b> History (A brief description of how beer came into being). Ingredients. Brewing process: Bottom fermentation; Top fermentation. Storage of beer, service of Beer. Types of beer (ales, lagers, draught, and wheat beers). Brand Names(National &amp;International)</p>	25
2	<p><b>WINE</b> Introduction to wine, definition of wine. Viticulture seasons, Quality of soil and of area of production. Types &amp; Composition of grapes and its effect on the nature of wine, wine makers' Calendar. Wine making Methods. Wine classification &amp; Types: table, fortified &amp; sparkling. Characteristic of wine, still, sweet, dry, vintage &amp; non-vintage. Principles wine producing countries: France, Italy, Germany, Spain, Portugal, America &amp; Australia. Wine Terminology.</p>	50
3	<p><b>WINE QUALITY LAWS:</b> France, Germany, Italy. <b>WINES OF FRANCE:</b> Different regions, their geographical composition and climate, grape varieties with characteristic of wines from each region.</p>	25

	<p>Special reference of Champagne, its origin, grape varieties and production.</p> <p><b>WINES OF OTHER COUNTRIES:</b>  Italy, Germany.  Wine of Spain with special reference to sherry (in detail).  Wine of Portugal with special reference to port &amp; Madeira, Madeira.</p>	
4	<p><b>INDIAN WINES</b></p> <p><b>FOODS AND WINE HARMONY:</b>  In relation to all courses of French classical menu.</p> <p><b>SERVICE OF WINE</b>  Order taking procedure  Service sequence, serving temperature  Equipments used.</p>	20

**REFERENCE BOOKS :**

Tom Stevenson - World wine Encyclopedia.

Dennis R. Lillicrap – F & B services.

Jaffrey T. Clarke - Sable & Bar.

## Front Office - III BHM2303

### Course Objective:-

The Student will get knowledge about:

1. Handling guest mails, messages, enquires and guest complains.
2. Safety deposit & Wake-up Call procedure
3. The tasks performed at bell desk.
4. Meaning and reason of Black listing the guest

### Learning outcome:-

By the end of this course student would be able to:

1. Handle various guest services.
2. Handle various jobs performed at Bell Desk
3. Understand the Job profile of Door man and Parking Attendant
4. Understand the activities performed by Receptionist during various shifts.

Module	Course Topics	Total Hours
1	<b>Handling Guest Mail &amp; Messages</b> Managing various guest Enquiries. Handling guest mails and messages.	25
2	<b>Other Information And Desk Functions</b> Room key management. Safety deposit Locker : Procedure Wake up call. Paging system. Guest Complaint & Handling Procedure.	23
3	<b>Black Listing Of Guest</b> Meaning, reason and procedure. Bell desk management Procedures: Check in. Check out. Left language. Other activities & Formats used at Bell Desk.	47
4	<b>Other Activities</b> Work Done by Receptionist during Morning Shift, Afternoon Shift & Night Shift Duties of Bell Boy. Duties of doorman and parking attendant. Responsibilities of Airport representative.	25

**REFERENCE BOOKS:**

1. Dennis L Foster – Back Office operation & Administration.
2. Sudhir Andrews – Hotel Front Office.
3. Bruce Braham – Hotel Front Office.
4. Jatashankar R. Tewari- Hotel Front Office Operations & Management.

## Accommodation Operations – III BHM2304

### Course Objective:-

The students will get knowledge about:-

1. Planning and organizing of the linen room and uniform room.
2. Purchasing cycle and procedure of linen
3. Activities in sewing room and laundry
4. Some knowledge about fiber, fabrics and yarn.

### Learning outcome:-

By end of this semester students able to know about:-

1. Different types of linen and their purchasing procedure.
2. Sewing room activities and managing uniform room.
3. Different types of laundry and stain removal procedure.
4. Fiber, fabrics, yarn and their uses in hotel

Module	Course Topics	Total Hours
1	<p><b>Hotel linen:</b> Classification: room linen, F&amp;B linen, miscellaneous linen. Selection criteria &amp; stock requirements. Par Stock &amp; section: Stocktaking. Marking &amp; Monogramming.</p> <p><b>Linen room:</b> Location. Equipment. Storage Functioning.</p> <p><b>Purchasing procedures of linen</b> Purchasing arrangements Purchasing Cycle</p>	20
2	<p><b>Sewing room:</b> Activities and area provided. Equipments.</p> <p><b>Uniform room:</b> Purpose of uniforms. No. of sets issuing procedure &amp; exchange of uniform. Designing a uniform. Layout and planning of the uniform room.</p>	15
3	<p><b>Laundry:</b> Duties and responsibilities of laundry staff.</p>	35

	<p>Importance and principles.  Flow process of industrial laundering.  Stages in wash cycle.  Equipment. Layout, planning of laundry.  Dry cleaning.  <b>Stain removal:</b>  Different types of strains.  Cleaning methods.  Specific reagents.  Care for colored and delicate fabrics.</p>	
4	<p><b>Fibers and fabrics:</b>  Definition.  Origin and classification.  Characteristics of different fibers – cotton, linen, silk, polyester, nylon, acrylic.  <b>Yarns:</b>  Types.  <b>Finishes:</b>  Designing, sizing, deguming, weighting, scouring, calendaring, decatizing, tentering, shearing.  Flocking, sanforisation mercerization, napping.  Bleaching, Dyeing, Printing, Singeing.</p>	50

**TEXT READINGS**

Joan C. Branson - Hotel, Hotel & Hospital Housekeeping.  
Georgira Tucker - The Professional Housekeeper.  
G. Raghubalan – Hotel Housekeeping



## Food Science BHM2305

### Course Objective:-

The student will get knowledge about

1. The term, importance and relation to nutrition
2. The composition and nutritive value of food items
3. Know the changes occurring in various foodstuffs as a result of processing and cooking.
4. Different methods for improving the quality of food preparations

### Learning outcome:-

By the end of this course student would be able to

1. Understand and define the relevant terms in food preparation
2. Compare the nutritive value of food stuffs
3. Understand effect of various cooking methods and processing on nutritive value of food stuffs
4. Improve the quality of foods by using germination, supplementation, and fortification

Module	Course Topics	Total Hours
1	<p><b>Effect of heat on Food and its Nutrients</b> Proteins, Carbohydrate, Fats, Vitamins &amp; Minerals.</p> <p><b>Food Preservation</b> Principles of food preservation. Asepsis, Removal, Anaerobic Condition. Preservation methods &amp; Procedures-(By Drying &amp; Freezing, By High &amp; Low Temperature, By Radiation) Changes during preservations (During Drying, Freezing). Changes during storage. Preservation by food additives, chemicals. Salts &amp; Sugar, Alcohol, wood smoke, spices and other condiments.</p>	30
2	<p><b>MICRO ORGANISMS</b> Micro-organisms used in food preservations. Structure, types, functions &amp; Characteristics of mold, yeast &amp; bacteria.</p> <p><b>Food Additives, Leavening Agents &amp; Adulteration</b> Functions of Food Additives. Preservation, Antioxidants- Sequestrants agents, Stabilizers and thickeners, bleaching and maturing agents, buffers, acids and alkalis, food colors, non-nutritive sweeteners, nutrient supplements &amp;</p>	30

	Fortifying agents, flavoring agents, Anti Caking Agents. Adulteration Definition, common food adulterants in different food groups, toxic effect of chemical adulterants, detection of adulterants (Physical & Chemical).	
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### **RECOMMENDED BOOKS**

1. Food Science – B. Srilakshami
2. Food & Nutrition (VOL I & II) - Dr. M Swaminathan.
3. Nutrition & Dietetics – Shubhangim A Joshi.
4. Food Microbiology- William C. Frazier/ Dennis C. Westhoff

## Basic Accountancy BHM2306

### Course Objective:

The Student will get knowledge about:

1. Basic concept of accounting.
2. Double entry system journal, ledgers, various subsidiary books, cash book and final accounts.
3. Financial ratios
4. The concept of Bank Reconciliation Statement

### Learning outcome:-

By the end of this course student would be able to

1. Understand the use of Balance Sheet in hotels
2. Calculate various Financial Ratios.
3. Perform Journal entries and maintain Trial Balance
4. Understand Fund flow & Cash Flow

Module	Course Topics	Total Hours
1	<p><b>Introduction</b> Meaning And Concept Of Accounting, Principals Of Accounting, Subsidiaries Books Of Account, Journal Entries, Ledger, Cash Book (Single, Double Column Cash Book)</p> <p><b>Final Accounts</b> Trial Balance: Need, Importance, Limitations, Preparation Of Trading And P&amp;L Account And Balance Sheet With Simple Adjustments.</p>	30
2	<p><b>Bank Reconciliation Statement And Depreciation</b> Bank Reconciliation Statement, Depreciation: Concept, Rationale And Methods, SLM &amp; WDV(Straight Line method &amp; Written Down Value Method)</p> <p><b>Analysis Of Financial Statements</b> Introduction to Financial analysis, nature, Importance and uses of Financial Ratios, Types of financial ratios: (Liquidity, Debt, Profitability, Coverage And Market Value Ratios Etc.) Fund Flow Statement: Its meaning, objectives and preparation. cash flow statement: Its meaning, objectives, preparation. Differentiate Between cash flow statement and fund flow statement</p>	30

**Reference Books:**

S.N. & S.K. Maheshwari, Management Accounting

G.S Rawat Elementary of Accountancy.

S.A Siddiqui Comprehensive Accountancy.

J.RBoliboI Book-keeping.

Dr R.K Gupta & Vardhaman Book\_keeping & Accountancy.

### **BHM 2351 Food Production Practical**

1. Making soups & Stocks.
2. Preparation of Basic sauces & Derivatives.
3. Dishes with accompaniments & sauces.
4. Meat, poultry, Egg & fish dishes (Continental).

### **BHM2352 F & B Service Practical**

- Revision of First year practical's – table layout and services for different types of meals.
- Beverage order taking and preparation of BOT.
- Familiarization with the glassware, equipments and tools required in relation to Beer & wine services.
- Services of red wine, white wine, champagne with all the courses.

#### **5. Assignments:**

##### **a) Preparing Charts**

- i) Different regions of France and their characteristics of wine.
- ii) Regions and characteristics wine of two other countries.

##### **b) Collection of Labels**

- i) At least five wines (Indian & Foreign).

### **BHM2353 Front office Practical**

1. Recapitulation of the semester – II
2. Handling various types of enquires.
3. Message and mail handling and books filling up.
4. Bell desk activities during: - Check-in & check-out.

### **BHM2354 Accommodation operations Practical**

1. Basic cleaning procedure in guest room:
  - a) Check-out room.
  - b) Occupied room.
  - c) Vacant room.
  - d) Evening services.
2. Working in linen. Special emphasis on:
  - a) Storage.
  - b) Stock taking.
  - c) Marking and monogramming.

- d) Functioning – clerical jobs in the linen room and uniform room.
- 3. Laundry:
  - a) Identification and operation of different equipments.
  - b) Laundry cleaning agents.
  - c) Flow process in industrial laundry-layout, planning and operation.
  - d) Dry cleaning method.
- 4. Stain removal: Identification and removal of the stains using the specific methods and reagents.
- 5. Identification of different weaves.
- 6. Identification and sampling of different fabrics.
- 7. Sewing Room – mending and use of sewing kit.
- 8. Visit to hotel laundry / commercial laundry.