

Food Production -III BHM - 3301

Course Objective:-

The Student will get knowledge about:

1. Structure, types and uses of egg in kitchen and its storage, quality judgment.
2. Selection, classification, cuts and further processing of poultry .
3. Selection ,classifications ,cuts and storage, pre-peration of meats along its butchery process and uses of offal .
4. Pork its selection, classification, cuts and its by products (ham,bacon).
5. Fish its selection ,classifications, cuts, processing storage and its cooking liquor ,along with some famous preparation.

Learning outcome:-

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

1. Egg diagram ,its selection ,storage and famous preparation.
2. Cuts used in hotel of all poultry along with handling and storage .
3. Handling and cuts of pork, beef,veals along its butchering process .
4. Storing ,purchasing of fish along with its cooking methods and liquor .

| Module | Course Topics | Total Hours |
|--------|---|-------------|
| 1 | EGGS: Structure of an egg, purchase specifications & quality grading, composition & food value, storage. POULTRY: Various Poultry & Games used in cookery, classification, Cuts, Purchasing & Selection qualities, food value, storage, cutting, deboning, Trussing & stuffing. | 20 |
| 2 | MEAT: 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& other edible parts, food value ,storage, Butchering Procedure, Rigor Mortis, . PORK: Cuts, food value, purchasing, butchering procedure, Processed Meat -Ham, Bacon, Sausages, Salami | 15 |
| 3 | FISH: Classification of Fishes , purchasing & selection qualities, handling-scaling, filleting, skinning, pulling bones, fish cuts and uses, storage. - | 15 |
| 4 | COOKERY (Meat, Poultry & Fish) Cooking Methods for Meat, Poultry, and Fish and Game. Effects of over cooking & under cooking on non- veg foods. Standard granishes & accompaniments for Meat, Poultry & Fish | 10 |

Reference Books:

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

F & B Service - III
BHM – 3302

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.

| Module | Course Topics | Total Hours |
|---------------|---|--------------------|
| 1 | CLASSIFICATION OF ALCOHOLIC BEVERAGE BEER -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 &International) | 10 |
| 2 | WINE Introduction to wine,cider and perry, definition of wine. Viticulture seasons, Quality of soil and of area of production. Types & Composition of grapes and its effect on the nature of wine, wine makers'Calendar. Wine making Methods. Wine classification & Types: table, fortified, aromatized & sparkling. Characteristic of wine: still, sweet, dry, vintage, & non-vintage. Principles wine producing countries: France, Italy, Germany, Spain, Portugal, America & Australia. Reading Wine Labels, Wine popular Brand Names, Wine Terminology. | 20 |
| 3 | WINE QUALITY LAWS: France, Germany, Italy. | 15 |

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|---|---|----|
| | <p>WINES OF FRANCE: Different regions, their geographical composition and climate, grape varieties with characteristic of wines from each region. Special reference of Champagne, its origin, grape varieties and production. Brands Names of Champagne</p> <p>WINES OF OTHER COUNTRIES: USA, Australia, Chile, South Africa, Algeria, New Zealand. Wine of Spain with special reference to sherry (in detail), Solera System. Wine of Portugal with special reference to port & Madeira, Marsala.</p> | |
| 4 | <p>INDIAN WINES Brand names of Indian Wines</p> <p>FOODS AND WINE HARMONY: In relation to all courses of French classical menu.</p> <p>SERVICE OF WINE Order taking procedure Service sequence, serving temperature Equipments used, and Storage of wine.</p> | 15 |

Reference Books:

Tom Stevenson - World wine Encyclopedia.

Dennis R. Lillicrap – F & B services.

Jaffrey T. Clarke - Sable & Bar.

Front Office - III

BHM - 3303

Course Objective:-

The Student will get knowledge about:

1. Different types of Room Rates applicable in Hotels
2. Handling guest mails, messages, enquires and guest complains.
3. Safety deposit & Wake-up Call procedure
4. Meaning and reason of Black listing the guest
5. The tasks performed at bell desk.
6. Role of Concierge in Hotels

Learning outcome:-

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

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

| Module | Course Topics | Total Hours |
|---------------|---|--------------------|
| 1 | Room Tariff Formulation Factors affecting Room Tariff | 14 |

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|---|---|----|
| | Basis for establishing end of the day Room Rate Designation | |
| 2 | Guest Services Handling guest mails Handling guest messages Room key management. Safety deposit Locker : Procedure Wake up call. Paging system. Guest Complaint & Handling Procedure. | 15 |
| 3 | Other Activities Black Listing of Guest Meaning, reason and procedure Work Done by Receptionist during Morning Shift, Afternoon Shift & Night Shift Concierge Services Meaning, Duties & Responsibilities of Concierge Managing various guest Enquiries | 18 |
| 4 | Bell desk management Procedures: Check in. Check out. Left language Procedure Duties & Responsibilities of Bell Boy & Bell Captain. Duties & Responsibilities of Doorman, Parking Attendant & Airport representative | 13 |

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

BHM - 3304

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 | Hotel linen: Classification: room linen, F&B linen, miscellaneous linen. Selection criteria & stock requirements. Par Stock Linen room: Location. Equipment. Storage & section: Stocktaking. Marking & Monogramming. Functioning. STORE AND STOCK CONTROL a. Store room control b. Inventory and requisitions c. Par Stock and Stock taking | 14 |
| 2 | Sewing room: Activities and area provided. Equipments. Uniform room: Purpose of uniforms. No. of sets issuing procedure & exchange of uniform. Designing a uniform. Layout and planning of the uniform room. | 13 |
| 3 | Laundry: Duties and responsibilities of laundry staff. Importance and principles. Flow process of industrial laundering. Stages in wash cycle. Equipment. Layout, planning of laundry. Dry cleaning. Stain removal: Different types of strains. Cleaning methods. Specific reagents. Care for colored and delicate fabrics. | 15 |
| 4 | Fibers and fabrics: Definition. Origin and classification. Characteristics of different fibers – cotton, linen, silk, polyester, nylon, acrylic. Yarns: Types. Finishes: Designing, sizing, deguming, weighting, scouring, calendaring, decatizing, tentering, shearing. Flocking, sanforisation mercerization, napping. Bleaching, Dyeing, Printing, Singeing. | 18 |

Reference Books:

Hotel Hostel and Hospital Housekeeping – Joan C Branson & Margaret Lennox (ELBS).
 Hotel House Keeping – Sudhir Andrews Publisher: Tata Mc Graw Hill.
 Hotel Housekeeping Operations & Management – Raghubalan, Oxford University Press.
 Housekeeping and Front Office – Jones
 Security Operations By Robert Mc Crie, Publishe: Butterworth – Heinemann
 The Professional Housekeeper – Tucker Schneider,; Wiley Publications

Food Science BHM - 3305

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>Effect of heat on Food and its Nutrients Proteins, Carbohydrate, Fats, Vitamins & Minerals.</p> <p>Food Preservation Principles of food preservation. Asepsis, Removal, Anaerobic Condition. Preservation methods & Procedures-(By Drying & Freezing, By High & Low Temperature, By Radiation) Changes during preservations (During Drying, Freezing). Changes during storage. Preservation by food additives, chemicals. Salts & Sugar, Alcohol, wood smoke, spices and other condiments.</p> | 15 |
| 2 | <p>MICRO ORGANISMS Micro-organisms used in food preservations. Structure, types, functions & Characteristics of mold, yeast & bacteria.</p> <p>Food Additives, Leavening Agents & Adulteration 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 & 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).</p> | 15 |

Reference 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 **BHM - 3306**

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 | Introduction Meaning And Concept Of Accounting, Principles Of Accounting, Subsidiaries Books Of Account, Journal Entries, Ledger, Cash Book (Single, Double Column Cash Book) Final Accounts Trial Balance: Need, Importance, Limitations, Preparation Of Trading And P&L Account And Balance Sheet With Simple Adjustments. | 15 |
| 2 | Bank Reconciliation Statement And Depreciation Bank Reconciliation Statement, Depreciation: Concept, Rationale And Methods, SLM & WDV(Straight Line method & Written Down Value Method) Analysis Of Financial Statements 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 | 15 |

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.

Introduction of MOOC

Practical

Food Production - III

BHM - 3351

1. Selection ,storage and preparation of egg,(boiled, soft,omelette)etc
2. Selection, cuts of meat, polutry preparation (polute saute chassieur, polute al rex)etc
3. selection, cuts of fish and its .preparation (court bullion,poission in morany sauce) etc.
4. Some international preparation of poultry,meat,fish along their standard garnishes and accompaniments.

F & B Service - III

BHM - 3352

1. Revision of First year practical's – table layout and services for different types of meals.
2. Beverage order taking and preparation of BOT.
3. Familiarization with the glassware, equipments and tools required in relation to Beer & wine services.
4. 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 fine wines (Indian & Foreign).

Front office - III

BHM – 3353

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

Accommodation operation - III

BHM - 3354

1.. 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.

2. 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.

3. Stain removal: Identification and removal of the stains using the specific methods and reagents.

4. Identification of different weaves.

5. Identification and sampling of different fabrics.

6. Sewing Room – mending and use of sewing kit.

7. Visit to hotel laundry / commercial laundry.