

**BACHELOR OF SCIENCE - CATERING SCIENCE AND  
HOTEL MANAGEMENT  
REGULATIONS**

**ELIGIBILITY**

A candidate who has passed in Higher Secondary Examination with any Academic stream or Vocational stream as one of the subject under Higher Secondary Board of Examination and as per the norms set by the Government of Tamil Nadu or an Examination accepted as equivalent thereto by the Academic Council, subject to such conditions as may be prescribed thereto are permitted to appear and qualify for the **Bachelor of Science in Catering Science and Hotel Management Degree Examination** of this College after a course of study of three academic years.

**OBJECTIVE OF THE COURSE**

The Curriculum is designed to attain the following learning goals which students shall accomplish by the time of their Graduation:

- To inculcate the basic concepts and applications of Catering Science and Hotel Management in the student and to get expertise and Flourish in the field of Hospitality.
- To provide opportunities to get hands- on experience in the hotel and Hospitality industry.
- To enhance the skills of the students with some key aspects like patience, smart work, punctuality, hard work, communication, body language, willingness to work, etc. that are very much expected by the hospitality industry.
- To provide opportunities for students to secure knowledge in hospitality industry and service sectors.
- To develop the Entrepreneurship skills in the minds of the students.

## SCHEME OF EXAMINATION

Subject Code	Subject	Hrs of Instruc tion	Exam Duration (Hrs)	Max Marks			Credit Points
				CA	CE	Total	
First Semester							
Part - I							
15UTL11T 15UHL11H 15UML11M 15UFL11G	Tamil -I Hindi -I Malayalam- I French- I	6	3	25	75	100	4
Part - II							
15UEG12E	English - I	6	3	25	75	100	4
Part - III							
15UCH13A	Core- I: Basics of Food Production	3	3	20	55	75	3
15UCH13B	Core- II: Basics of Food and Beverage Service	3	3	20	55	75	3
15UCH13C	Core- III: Housekeeping Operations	2	3	20	55	75	3
	Core Practical - I: Continental Cookery	3	3	-	-	-	-
	Core Practical - II: Basic Food and Beverage Service	3	3	-	-	-	-
	Core Practical - III: Accommodation Operations	2	3	-	-	-	-
Part - IV							
15UFC1FA	Environmental Studies	2	3	-	50	50	2
		30				475	19
Second Semester							
Part - I							
15UTL21T 15UHL21H 15UML21M 15UFL21G	Tamil-II Hindi -II Malayalam- II French -II	6	3	25	75	100	4

*S. V. Jyotsna*  
13/4/2016

**BoS Chairman/HoD**  
Department of Catering Science & Hotel Mgt.  
Dr. N. G. P. Arts and Science College  
Coimbatore - 641 048

*M. R. Muthuswamy*  
**Dr. P. R. MUTHUSWAMY**  
PRINCIPAL  
Dr. NGP Arts and Science College  
Dr. NGP - Kalapatti Road  
Coimbatore - 641 048  
Tamilnadu, India

**B.Sc-CS & HM (Students admitted from 2015-2016 onwards)**

<b>Part - II</b>							
15UEG22E	English-II	6	3	25	75	100	4
<b>Part - III</b>							
15UCH23A	<b>Core- IV:</b> Basic Commodities and Kitchen Operations	3	3	20	55	75	3
15UCH23B	<b>Core- V:</b> Restaurant Service and Operations	3	3	20	55	75	3
15UCH23C	<b>Core- VI:</b> Room Planning and Maintenance	2	3	20	55	75	3
15UCH23P	<b>Core Practical - I:</b> Continental Cookery	3	3	40	60	100	4
15UCH23Q	<b>Core Practical - II:</b> Basic Food and Beverage Service	3	3	40	60	100	4
15UCH23R	<b>Core Practical - III:</b> Accommodation Operations	2	3	20	30	50	2
<b>Part - IV</b>							
15UFC2FA	<b>Value Education:</b> Human Rights	2	3	-	50	50	2
		<b>30</b>				<b>725</b>	<b>29</b>
<b>Third Semester</b>							
<b>Part - III</b>							
15UCH33A	<b>Core- VII:</b> Indian Regional Cuisine	4	3	20	55	75	3
15UCH33B	<b>Core- VIII:</b> Food and Beverage Service	3	3	20	55	75	3
15UCH33C	<b>Core- IX:</b> Front Office Operations	3	3	20	55	75	3
	<b>Core Practical - IV:</b> Indian Regional Cookery	3	3	-	-	-	-
	<b>Core Practical - V:</b> Advanced Food and Beverage Service	3	3	-	-	-	-
15UPA3AC	<b>Allied- I:</b> Principles of Accounting	2	3	20	55	75	3

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15UCH3AA	<b>Allied - II:</b> Tourism Marketing Management	3	3	20	55	75	3
<b>Part -IV</b>							
15UCH3SA	<b>Skill based Subject -I:</b> Bakery and Confectionery-I	2	3	20	55	75	3
	<b>Skill Based Practical -I:</b> Bakery and Confectionery	3	3	-	-	-	-
15UFC3FA 15UFC3FB 15UFC3FC/ 15UFC3FD/ 15UFC3FE	Tamil/ Advanced Tamil (OR) Yoga for Human Excellence / Women's Rights/Constitution of India	2	3	-	50	50	2
	NMEC-I :	2	3	-	50	50	2
		<b>28</b>				<b>550</b>	<b>22</b>
<b>Fourth Semester</b>							
<b>Part - III</b>							
15UCH43A	<b>Core- X:</b> International Cuisine	3	3	20	55	75	3
15UCH43B	<b>Core- XI:</b> Bar Operations	3	3	20	55	75	3
15UCH43P	<b>Core Practical - IV:</b> Indian Regional Cookery	3	3	40	60	100	4
15UCH43Q	<b>Core Practical - V:</b> Advanced Food and Beverage Service	3	3	40	60	100	4
15UCH43R	<b>Core Practical - VI:</b> Front Office Operations	2	3	20	55	75	3
15UMB4AA	<b>Allied- III:</b> Food Safety and Microbiology	2	3	20	55	75	3
15UBM4AA	<b>Allied- IV:</b> Entrepreneurial Development	2	3	20	30	50	2

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15UIT4AB	<b>Allied - V:</b> Computer Applications in Hotel Industry	2	3	20	30	50	2
15UIT4AP	<b>Allied LAB- I:</b> Computer Applications in Hotel Industry	2	3	20	30	50	2
<b>Part - IV</b>							
15UCH4SA	<b>Skill Based Subject -II:</b> Bakery and Confectionery-II	2	3	20	55	75	3
15UCH4SP	<b>Skill Based Practical -I:</b> Bakery and Confectionery	2	3	20	30	50	2
15UFC4FA/ 15UFC4FB/ 15UFC4FC	Tamil / Advanced Tamil (OR) General Awareness	2	3	-	50	50	2
	NMEC- II:	2	3	-	50	50	2
		<b>30</b>				<b>875</b>	<b>35</b>
<b>Fifth Semester</b>							
<b>Part - III</b>							
15UCH53A	<b>Core- XII:</b> Cold Kitchen and Store Management	5	3	20	55	75	3
15UCH53B	<b>Core- XIII:</b> Catering Operations Management	5	3	20	55	75	3
15UCH53P	<b>Core Practical - VII:</b> International Cookery	3	3	40	60	100	4
15UCH53Q	<b>Core Practical - VIII:</b> Food and Beverage Service operations	3	3	40	60	100	4
	Elective-I	4	3	*	*	100	4
	Elective-II	4	3	25	75	100	4
	Elective-III	4	3	25	75	100	4

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<b>Part - IV</b>							
15UCH5SA	<b>Skill based Subject- III: Bar Management</b>	2	3	20	55	75	3
		<b>30</b>				<b>725</b>	<b>29</b>
<b>Sixth Semester</b>							
<b>Part -III</b>							
15UCH63T	<b>Core- XIV: Industrial Exposure Training Report</b>	-	30	40	60	100	4
<b>Part - V</b>							
15UEX55A	Extension Activity	-	-	50	-	50	2
		-				<b>150</b>	<b>6</b>
<b>Grand Total</b>						<b>3500</b>	<b>140</b>

**Note: \* In Fifth semester the student can opt for either project or theory paper as Elective -I. If theory paper is opted the mark distribution is 25 CA: 75 CE, If Project is opted the mark distribution is 40 CA: 60 CE**

**ELECTIVE - I**

(Student shall select any one of the following subject as Elective in fifth semester)

S.No	Subject Code	Name of the Subject
1.	15UCH5EV	Project Work
2.	15UCH5EB	Food & Beverage Management
3.	15UCH5EC	Hospitality Marketing Management

**ELECTIVE - II**

(Student shall select any one of the following subject as Elective in fifth semester)

S.No	Subject Code	Name of the Subject
1.	15UCH5ED	Room Division Management
2.	15UCH5EE	Fast Food Operations
3.	15UCH5EF	Human Resource Management

**ELECTIVE - III**

(Student shall select any one of the following subject as Elective in fifth semester)

S.No	Subject Code	Name of the Subject
1.	15UCH5EG	Tourism and hospitality business
2.	15UCH5EH	Food Service Facility Planning
3.	15UCH5EI	Hotel Law

### **NON MAJOR ELECTIVE COURSES**

- The Department offers the following two papers as Non Major Elective Courses for other than the Catering Science and Hotel Management students.
- Student shall select any one of the following subject as Non Major Elective Courses during their III and IV semester

<b>S. No</b>	<b>Semester</b>	<b>Subject Code</b>	<b>Course Title</b>
1.	III	15UED34I	Basics of Cookery
2.	IV	15UED44I	Basic Bakery Practical

### **FOR COURSE COMPLETION**

Students have to complete the following Subjects:

- Language papers in I and II semesters.
- Environmental Studies in I semester.
- Value Education in II and III semesters.
- General Awareness in II and III semesters
- Allied papers in III and IV semesters.
- Skill based subjects in the III,IV and V Semesters.
- Extension activity in VI semester.
- Elective papers in the fifth semester.
- Students shall undergo training in Hotel Industry in the Sixth semester.



**Total Credit Distribution**

Subjects	Credits	Total		Credits	Cumulative Total
Part I: French	4	2x 100 =	200	8	16
Part II: English	4	2x 100 =	200	8	
Part III:					
Core	3	13 x 75=	975	39	99
Core-Practical	4	06 x100=	600	24	
Core-Practical	3	1 x 75 =	75	03	
Core-Practical	2	1 x 50=	50	02	
Elective	4	3 x 100 =	300	12	
Training and Vivavoce	4	1 x 100 =	100	04	
Allied	3	3 x 75 =	225	9	
Allied	2	3 x 50 =	150	6	
Part IV:					
Value Education & others	2	4 x 50 =	200	08	23
Skill Based	3	3 x 75 =	225	9	
Skill Based	2	1 x 50 =	50	2	
NMEC	2	2 x 50 =	100	04	
Part V:					
Extension Activity	2	1 x 50 =	50	2	2
Total			3500	140	140

15UTL11T	பகுதி -1 : தமிழ் தாள்- I	முதல் பருவம்
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Total Credits:4  
Hours Per Week:6

(ஓர் ஆண்டு தமிழ் பயிலும் மாணவர்களுக்கு உரியது)

முதல் ஆண்டு

பகுதி -1: தமிழ் தாள்-I

இக்காலஇலக்கியம்- நீதி இலக்கியம் – சிற்றிலக்கியம்

அலகு-1 இக்காலஇலக்கியம் (கவிதை,சிறுகதை,உரைநடை)

1. பாரதியார் – எங்கள் தாய்
2. பாரதிதாசன் – வாழ்வு
3. மு.மேத்தா – மரங்கள்
4. சிற்பி – சர்ப்பயாகம்
5. சல்மா – விலகிப்போகும் வாழ்க்கை
6. ஜெயகாந்தன் – இனிப்பும் கரிப்பும்
7. அம்பை – வல்லாறுகள்
8. முனைவர் வ.சுப மாணிக்கம் – சங்க நெறிகள்
9. சோ.நா. கந்தசாமி - தமிழர் பண்பாடு - ஒரு விளக்கம்

அலகு - 2 நீதி இலக்கியம்

- 1.நாலடியார் - அறிவுடைமை (அதிகாரம்-25)
- 2.மூதுரை - 5 பாடல்கள் (பா.எண் : 6,16,17,23,26)
- 3.பழமொழி நானூறு - முயற்சி(10 பாடல்கள்)
- 4.நான்மணிக்கடிகை - 5 பாடல்கள் (பா.எண் :1,5,7,8,9)
- 5.திரிகடுகம் - 5 பாடல்கள் (பா.எண் :2,3,5,6,8)

அலகு -3 சிற்றிலக்கியம்

- 1.தமிழ் விடுதாது – தூதுப் பொருள்கள்(101-112)
2. திருக்குற்றாலக் குறவஞ்சி – குறத்தி மலைவளம் கூறுதல் (6பாடல்கள்)
- 3.முக்கூடற் பள்ளு – பள்ளியர் ஏசல் (161-175)
- 4.கலிங்கத்துப்பரணி – இந்திர சாலம் (154-178)
- 5.அபிராமி அந்தாதி -10 பாடல்கள் பாடல் எண்:  
(2,4,6,11,20,26,63,69,71,82)

**அலகு -4 இலக்கிய வரலாறு**

1. தமிழ்க் கவிதையின் தோற்றமும் வளர்ச்சியும்
2. தமிழ் சிறுகதையின் தோற்றமும் வளர்ச்சியும்
- 3.தமிழ் உரைநடையின் தோற்றமும் வளர்ச்சியும்

**அலகு - 5 இலக்கணம்**

1. வல்லினம் மிகும் ,மிகா இடங்கள்
- 2.பெயர் ,வினை,இடை , உரிச் சொற்களின் பொது இலக்கணம்
- 3.பிறமொழிச்சொற்களைத் தமிழ்ச் சொற்களாக மாற்றுதல் (வடமொழி – தமிழ்,  
ஆங்கிலம் – தமிழ்)
- 4.பயிற்சிக்குரியன (கவிதை ,சிறுகதை,கட்டுரை படைத்தல்)

**பார்வை நூல்கள்**

- 1 . தமிழ்த்துறை வெளியீடு
2. இலக்கிய வரலாறு – பேராசிரியர் முனைவர் பாக்கியமேரி

15UHL11H	PART-I: HINDI-I	SEMESTER- I
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**Total Credits:4**

**Hours Per Week:6**

**Prose, Non-detailed Text, Grammar & Translation Books Prescribed:**

**1. PROSE : Nuthan Gadya Sangrah**

Editor: Jayaprakash (Prescribed Lessons – only 4)

Lesson 1 - Razia

Lesson 2 - Makreal

Lesson3- Bahtha Pani Nirmala

Lesson 4 – Rashtrapitha Mahathma Gandhi

Publisher: Sumitra Prakashan Sumitravas,  
16/4 Hastings Road,  
Allahabad – 211 001.

**2. NON DETAILED TEXT: Kahani Kunj.**

**Editor:** Dr.V.P.Amithab. (Stories 1 -4 only)

Publisher : Govind Prakashan Sadhar Bagaar,  
Mathura,  
Uttar Pradesh – 281 001.

**3. GRAMMAR :** Shabdha Vichar ( Sangya, Sarvanam, Karak, Visheshan) ONLY (Noun, Pronoun, Adjective, Case Endings) Theoretical & Applied. Book for

**4. REFERENCE :** Vyakaran Pradeep by Ramdev. Publisher : Hindi Bhavan, 36,Tagore Town, Allahabad – 211 002. 4.

**5. TRANSLATION:** English- Hindi only. Anuvadh Abhyas – III (1-10 lessons Only)

**PUBLISHER:** Dakshin Bharath Hindi Prachar Sabha ,Chennai -17.

**6. COMPREHENSION :** 1 Passage from ANUVADH ABHYAS – III (16- 30) Dakshin bharath hindi prachar sabha , Chennai- 17.

15UML11M	PART-I: MALAYALAM-I	SEMESTER-I
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**Total Credits: 4**  
**Hours Per Week: 6**

**Paper I Prose, Composition & Translation**

This paper will have the following five units:

1. **UNIT I &II** - Novel
2. **UNIT III & IV** - Short story
3. **UNIT V** - Composition & Translation

**TEXT BOOKS:**

1. Unit I &II -Naalukettu – M.T. Vasudevan Nair (D.C. Books, Kottayam, Kerala)
2. Unit III & IV - Manikkianum Mattu Prathana Kathakalum – Lalithampika Antharjanam (D.C.Books, Kottayam, Kerala)
3. Unit V- Expansion of ideas, General Essay and Translation of a simple passage from English about **100** words) to Malayalam

**REFERENCE BOOKS:**

1. Kavitha Sahithya Charitram –Dr. M.Leelavathi (Kerala Sahithya Academy, Trichur)
2. Malayala Novel sahithya Charitram –K.M.Tharakan(N.B.S. Kottayam)
3. Malayala Nataka Sahithya Charitram- G.Sankarapillai(D.C.Books, Kottayam)
4. Cherukatha Innale Innu –M.Achuyuthan(D.C. Books, Kottayam)
5. Sahithya Charitram Prasthanangalilude-Dr. K.M. George,(Chief Editor) (D.C. Books, Kottayam)

15UFL11G	PART-I: FRENCH -I	SEMESTER- I
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Total Credit: 4  
Hours per week: 6

**French Language for B.Sc-  
Catering Science and Hotel Management Degree Programmes**

	<i>Dossier</i>	<i>Savoir – faire fonctionnel</i>	<i>Contenu</i>
<b>UNIT I</b>	<i>Je vous presente...</i>	<i>Se presenter Présenterquelqu'un Parler de soi: de son travail, de sa famille etc.,</i>	<i>Les nationalités, les professions, les chiffres, les prépositions avec les pays, les adjectifs possessifs, &lt;&lt;mon, ma, mes, votre, vos.&gt;&gt; Les verbs être, avoir ainsi que des verbs du premier groupe. L'interrogation avec &lt;&lt;Est-ce que&gt;&gt;. La negation.</i>
	<i>Le vol part à...</i>	<i>Renseigner sur: les horaires, l'indicatif pour téléphoner, les jours et heures d'ouverture et de fermeture.</i>	<i>L'heure, les jours de la semaine, Les prépositions avec les verbs &lt;&lt;arriver&gt;&gt; et &lt;&lt;partir&gt;&gt;</i>
<b>UNIT II</b>	<i>C'est un grand hôtel luxueux...</i>	<i>Decrire un objet perdu, un hôtel, une chamber, un restaurant.</i>	<i>Présentation et concepttualisation des adjectives qualificatifs</i>
	<i>C'est un hôtel 2 etoiles...</i>	<i>Se renseigner et renseigner sur un hôtel.</i>	<i>L'interrogation, la negation: il y a 'il n'y a pas. Les caracteristiques d'un hotel (situation, confort, nombre de chambers, facilities)</i>
<b>UNIT III</b>	<b>Quel beau temps!...</b>	<i>Renseigner sur le climat et les vetements.</i>	<i>Les saisons, les mois, les vêtements.</i>
<b>UNIT III</b>	<b>Ce matin on va visiter...</b>	<i>Annoncer l'itinéraire aux tourists. Initiation à la redaction écrite d'un itineraire.</i>	<i>Le verbe &lt;&lt;aller&gt;&gt; et les prépositions. Le future proche, le future simple, les adverbs de lieu y et en, les epressions de temps: ce sor, cet après – midi etc., la presentation de la nominalization.</i>
<b>UNIT IV</b>	<i>Cette région vous offer...</i>	<i>Décrire un lieu, une ville une région, un pays et les loisirs qu'ils offrent.</i>	<i>Le verbe&lt;&lt;faire&gt;&gt; et les prépositions, l'emploi des verbs &lt;&lt;aimer&gt;&gt;</i>

		<i>Exprimer une préférence.</i>	<i>&lt;&lt;Préférer&gt;&gt; etc., les adjectifs qualificatifs, les adjectifs démonstratifs, les adjectifs possessifs), les sports et les loisirs.</i>
<b>UNIT V</b>	<b><i>Je vous conseille...</i></b>	<i>Conseiller en justifiant sur: Un voyage, des loisirs, les villes et les sites touristiques à visiter etc.,</i>	<i>L'imperatif, le verbe&lt;&lt;conseiller&gt;&gt; et le verbe &lt;&lt;devoir&gt;&gt; au conditionnel.</i>
	<b><i>C'est à 3 kilometres ...</i></b>	<i>Localiser, indiquer le chemin</i>	<i>Les articles définies et indéfinies, les prépositions de lieu.</i>

**TEXT BOOK :**

1. *Methode de Francias,"* **Bon Voyage 1** "McGraw Hill Education, 444/1, Sri Ekambara Naicker Industrial Estate, Alapakkam, Porur **CHENNAI**,

<b>15UEG12E</b>	<b>PART -II: ENGLISH-I</b>	<b>SEMESTER- I</b>
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**Total Credit: 4**  
**Hours per week: 6**

**OBJECTIVES:**

1. To develop the language competence of the students.
2. To be enriched with functional English.

**UNIT - I**

**PROSE**

1. My Financial Career – Stephen Leacock
2. At School – Gandhi
3. Ecology – Barry Commoner

**UNIT - II**

**SHORT STORIES**

1. The Gateman's Gift – R.K. Narayan
2. The Open Window – H.H. Munro
3. The Face of Judas Iscariot – Bonnie Chamberlain

**UNIT - III**

**ONE ACT PLAY**

1. The Discovery – Herman Ould

**UNIT - IV**

**FUNCTIONAL GRAMMAR**

1. Vocabulary Exercises
2. Synonyms, Compound Words, etc
3. Communication Skills – Tasks
4. Different types of sentences
5. The Structure of Sentences
6. Transformation of Sentences



## UNIT - V

### COMPOSITION TASKS

1. Greeting, Introducing, Requesting, Inviting
2. Congratulating, Thanking, Apologising, Advice
3. Suggestions, Opinions, Permissions.
4. Comprehension

### TEXT BOOKS:

1. *Seshasayee. N.* 2001. **Honeycomb.** Anu Chitra Publications, Chennai.
2. *Syamala, V.* 2002. **Effective English Communication for You.** Emerald Publisher, Chennai.

### REFERENCE BOOKS:

1. *Rajamanickam. A.* 2001. **Everyman's English Grammar.** Macmillan.
2. *Krishna Mohan and Meera Banerji.* 2005. **Developing Communication Skills.** Macmillan, Chennai.
3. *Wren, P.C. and H. Martin.* 1998. **High School English Grammar and Composition.** Macmillan.

15UCH13A	CORE- I: BASICS OF FOOD PRODUCTION	SEMESTER - I
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Total Credits: 3  
Hours per Week: 3

**OBJECTIVE:**

1. The basic concepts regarding cookery.
2. The different ingredients used and the nutrient contents in it.
3. The pre-preparation of ingredients.

**CONTENTS**

**UNIT- I**

**Introduction to Cookery**

(a) Culinary History- Development of the Culinary Art from the middle ages to modern cookery, modern hotel kitchen, An introduction to Indian Cuisine and Popular International Cuisines (French, Italian and Chinese Cuisine).

(b) Attitudes and behavior in the kitchen

(c) Personal hygiene

(d) Uniforms & protective clothing

(e) Safety procedure in handling equipment

(f) Levels of skills and experiences

**Kitchen organization and Equipments used in the kitchen**

Kitchen organization - Main & satellite Kitchen.

Duties and responsibilities of each staff.

Cooking fuels - Uses and advantages of different cooking fuels.

Different equipments used in food production.

**UNIT-II**

**COOKING FOOD- AIMS AND OBJECTIVES.**

**Classification of cooking materials and their uses:**

**Foundation Ingredients** – Meaning, action of heat on carbohydrates, fats, proteins, minerals and vitamins.

**Fats and Oils** – Meaning and examples of fats and oils. Hydrogenation of oils, uses of fats and oils, commonly used fats and oils, their sources.

**Raising Agents** – Functions of raising agents, chemical raising agents and yeast.

**Eggs** – Uses of egg in cooking, characteristics of fresh eggs, deterioration of eggs, storage of eggs.

**Salt** – Uses.

**Liquid** – Water, stock, milk, fruit juices, etc., uses of a liquid.

**Flavourings and seasonings** – Uses and examples.

**Sweetening agents** – Uses and examples.

**Thickening agents** – Uses and examples.

### **UNIT- III**

#### **Vegetable and fruit cookery**

Introduction – classification of vegetables, Pigments and colour changes, Effects of heat on vegetables, Classification of fruits, Uses of fruit in cookery, Salads and salad dressings.

#### **Rice, Cereals & Pulses**

Introduction, Classification and identification, cooking of rice, cereals and pulses, Varieties of rice and other cereals.

#### **Preparation of Ingredients:**

Washing, Peeling and scraping, pairing, cutting (terms used in vegetable cutting, julienne, Brunoise, Macedoine, Jardiniere, Paysanne), grating, grinding, mashing, sieving, milling, steeping, centrifuging, emulsification, evaporation, homogenization.

#### **Methods of Mixing food**

Beating, Blending, Cutting, Creaming, Folding, Kneading, marinating, Sealing, Stirring, Whipping, and Whisking.

### **UNIT- IV**

#### **BASIC PRINCIPLES OF FOOD PRODUCTION**

##### **STOCKS**

Definition of stock, Types of stock, Preparation of stock, Recipes, Storage of stocks, Uses of stocks, Care and precautions.

##### **SOUPS**

Classification with examples, Basic recipes, Consommés, Garnishes and accompaniments.

##### **SAUCES**

Classification of sauces, Recipes for mother sauces, few derivatives for each.

## UNIT- V

### THE BUTCHERS SECTION

#### MEAT COOKERY

Introduction to meat cookery, Cuts of beef/veal, Cuts of lamb/muttons, Cuts of pork, Variety meats (offals)

#### EGG COOKERY

Introduction to egg cookery, Structure of an egg, Selection of egg, Uses of egg in cookery Methods of cooking egg.

#### FISH COOKERY

A. Introduction to fish cookery, Classification of fish with examples, Cuts of fish, Selection of fish and shell fish, cooking of fish (effects of heat).

#### TEXT BOOKS:

1. *Thangam E.Philip.* 2005. **Modern cookery for teaching and trade (volume I).** (Edition V), Orient Longman Publishers.
2. *Krishna Arora.* 2009. **Theory of Cookery.** (Edition VI), Frank Brothers Publishers.

#### REFERENCE BOOKS:

1. *David Foskett, Ronald Kinton & Victor Cesrani.* 2004. **Practical Cookery.** (Edition X), Hodder Starghton Publishers.
2. *David Foskett, Ronald Kinton & Victor Cesrani.* 2001. **Theory of Catering.** (Edition IX), Hodder Starghton Publishers.

15UCH13B	CORE- II: BASICS OF FOOD AND BEVERAGE SERVICE	SEMESTER - I
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Total Credits: 3

Hours /Week: 3

### OBJECTIVES:

1. To get knowledge about Different catering Establishments.
2. To know about the types of Restaurants.
3. To get the knowledge about the types of menu and menu planning.

### CONTENTS

#### UNIT - I

**Introduction to catering** - Different types of catering establishments, Classification of Commercial, Residential/Non-residential, Welfare Catering - Industrial/Institutional/Transport such as air, road, rail, sea, etc. scope for caterers in the industry, relationship of catering industry with other industries. Status of a waiter/waitress in the catering industry. Attributes of a waiter. Personal hygiene, punctuality, personality, attitude towards guests, appearance, salesmanship and sense of urgency.

#### UNIT - II

**Staff organization** - The principle staff of different types of restaurants, duties and responsibilities of restaurant staffs. Inter-departmental relationships (Within F&B and other department) Principal staff of various types of F&B operations.

**Types of restaurants** - overview and key characteristics of coffee shop, continental restaurants, specialty restaurants, pubs, night clubs, discotheques, snack and milk bar, Cafeteria Service, Fast Food Service, Room Service ,Banquet Service, Bar Service, Vending Machines

#### UNIT - III

**Operating equipments** - Classification of crockery, cutlery, glassware, hollowware, flatware, special equipments - Upkeep and maintenance of equipments.

## UNIT - IV

**Ancillary departments** - Pantry, still room, silver room, wash-up and hot-plate. Restaurant service: Misen scene, Misen place. Points to be remembered while laying a table, do's and don'ts in a restaurant, dummy waiter and its uses during service.

## UNIT - V

**Different types of menu** - Origin of menu, table d'hôte menu, a la carte menu, French classical menu. Planning of simple menus; food and their usual accompaniments.

Food & Beverage Terminology related to the inputs of the semester

### TEXT BOOK:

1. *Dennis Lillicrap, John A. Cousins & Robert Smith.* 2002. **Food & Beverage Service.** (Edition VI), ELST Publishers Ltd.
2. *Sudhir Andrews.* 2007. **Food & Beverage Service Training Manual.** (Edition I), Tata Mc Graw – Hill Publishers.

### REFERENCE BOOK:

1. *John Fuller & A.J. Currie.* 2002. **The Waiter.** (Edition I), Sterling Book House Publishers. Mumbai.
2. *Bernard Davis, Andrew Lockwood, Ioannis Pantelidis & Peter Akott.* 2008. **Food and Beverage Management.** (Edition IV), Elsevier India Publishers Pvt. Ltd.

15UCH13C	CORE- III: HOUSEKEEPING OPERATIONS	SEMESTER - I
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Total Credits: 3

Hours per Week: 2

### OBJECTIVES:

1. The importance and functions of housekeeping.
2. To identify the different cleaning agents and equipments.
3. To know about the linens and the laundry section in the hotel.

### UNIT-I

#### INTRODUCTION

Meaning and definition · Importance of Housekeeping, Responsibility of the Housekeeping department, A career in the Housekeeping department, Role of Housekeeping in guest satisfaction and repeat Business. Introduction to Housekeeping Department -objective,

**Types of establishments** - Organizational structure of housekeeping department (small, medium large); Duties and Job Description and Job Specification, responsibilities & Role of Key Personnel in Housekeeping. Attributes and Qualities of the Housekeeping staff - skills of a good Housekeeper. Facilities, planning and Design of Housekeeping Department and relevant sub sections.

### UNIT-II

**Functions of Housekeeping Department** - Desk control - records, registers, keys - types and control of keys; Inter departmental Co-ordination with more emphasis on Front office, the engineering and the Maintenance; security and other departments. Guest supplies.

### UNIT-III

**Cleaning and maintenance of guest rooms:** Cleaning equipment (Manual & Electrical) - selection, use, mechanism, care and maintenance. Cleaning agents - Selection, classification, use, care and storage; cleaning of various surfaces (metals, glass, leather& cleaning of wall finishes...)

**Types of guest rooms cleaning-** Types of cleaning Special cleaning programs, periodical cleaning, spring cleaning, public area cleaning; making up of a guest room - occupied room, vacant room, departure room; Turndown service; guest room inspection, neglected areas, (an over view): standard contents of a guest room, guest supplies Beds &

Bedding, Types of Bed & Sizes- Zeal Bed, Extra Bed, Sofa Bed, Fold away Beds, Bolsters, Bed linen, Blankets, Bedspread quilt. Types of mattresses & Pillows with sizes -Interior spring, Mattresses, Rubber & Plastic Mattresses.

#### UNIT-IV

##### **Managing of linen and uniforms.**

Classification of linen-, bedding-sheets and pillowcases, blankets, bedspreads, comforters and dust ruffles, mattress covers, bath linens, table linens, uniforms-fabric materials and construction, sizes; activities of the linen room; location, equipment and layout of a linen room (basic rules) purchase of linen – quality and quantity; storage and inspection; issuing of linen to floors and departments – procedure and records, stock taking – procedure and records condemned linen.

#### UNIT-V

##### **Laundry:**

Duties and responsibilities of laundry staffs (laundry manager and shift – in – leader, dry cleaning supervisor, spotter, compressor, laundry clerks, valet runner, laundry attendant). Importance and principles flow process of industrial laundering. Stages in attendant. Importance and principles flow process of industrial laundering, Stages in wash cycle. Equipment, layout and planning of laundry (basic rules) Role of laundry agents, classification of laundry agents  
(Briefly) Dry cleaning guest laundry – services offered, collection and delivering, care in laundering guest articles.

#### **TEXT BOOKS:**

1. *Raghubalan, Smritee Raghubalan.* 2007. **Hotel Housekeeping – Operations and Management.** (Edition I), Oxford University Press Publishers.
2. *Sudhir Andrews.* 2013. **Hotel Housekeeping Management and Operations.** (Edition VI), Tata McGraw Hill Publishers. New Delhi.



**REFERENCE BOOKS:**

1. *Joan C. Branson & Margaret Lennox.2004. **Hotel, Hostel and Hospital Housekeeping.** (Edition V), ELST Publishers Ltd.*
2. *Georgina Tucker. **Madelin Schneider Professional Housekeeper pub.***

15UTL21T	பகுதி – I: தமிழ் தாள் -II	இரண்டாம் பருவம்
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Total Credits:4  
Hours Per Week:6

(ஓர் ஆண்டு தமிழ் பயிலும் மாணவர்களுக்கு உரியது)  
முதல் ஆண்டு  
சங்க இலக்கியம்- பக்தி இலக்கியம் – காப்பியம்

**அலகு 1 சங்க இலக்கியம்**

- 1.நற்றிணை – பாடல் எண் : 210 (நெய்தல்) ‘நெடியமொழிதலும் கடிய ஊர்தலும்’
- 2.குறுந்தொகை – பாடல் 2 , 3 (குறிஞ்சி) ‘கொங்குதேர் வாழ்க்கை’, ‘நிலத்தினும் பெரிதே’
3. கலித்தொகை – பாடல் 16 நெய்தல்கலி - ‘ஆற்றுதல் என்பது’
4. புறநானூறு – பாடல் 184, 312 ‘உற்றுழி உதவியும்’, ‘ஈன்று புறந்தருதல்’
5. ஐங்குறுநூறு – மருதம் முதல் 5 பாடல்கள் (வேட்கைப் பத்து )

**அலகு -2 காப்பியங்கள்**

- 1.சிலப்பதிகாரம் – வழக்குரை காதை
- 2.மணிமேகலை – ஆதிரை பிச்சையிட்ட காதை
- 3.சீவக சிந்தாமணி- நாமகள் இலம்பகம்( நாட்டு வளம் முதல் 20 பாடல்கள்)
- 4.கம்பராமாயணம் – வாலிவதைப் படலம் ( வாலி இராமனை வினவுதல்.பாடல் எண்கள் (4121 முதல் 4136 வரை)

**அலகு 3 பக்தி இலக்கியம்**

1. தேவாரம் – திருஞானசம்பந்தர் ( கோளறுபதிகம்)
2. திருப்பாவை –ஆண்டாள் (முதல் 15 பாடல்கள்)
3. தேம்பாவணி- காட்சிப்படலம் ( முதல் 15 பாடல்கள்)
- 4.சீறாப்புராணம் –மானுக்குப் பிணை நின்ற படலம்

**அலகு-4 இலக்கிய வரலாறு**

- 1.முச்சங்க வரலாறு
- 2.சங்க இலக்கிய வரலாறு
- 3.பக்தி இலக்கியத்தின் தோற்றமும் வளர்ச்சியும்
- 4.காப்பியத்தின் தோற்றமும் வளர்ச்சியும்

**அலகு -5 இலக்கணம்**

- 1.எழுத்து, அசை, சீர், தளை, அடி, தொடை பொது இலக்கணம்
- 2.தொகை நிலைத் தொடர்கள்

**பார்வை நூல்கள்**

1. தமிழ்த்துறை வெளியீடு
2. இலக்கிய வரலாறு – பேராசிரியர் முனைவர் பாக்யமேரி

15UHL21H	PART-II: HINDI-II	SEMESTER- II
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Total Credits:4  
Hours Per Week:6

(Modern Poetry, Novel, Translation & Letter Writing)

1. **Modern Poetry:** Shabari – By Naresh Mehtha

**Publishers:** Lokbharathi Prakashan I Floor, Duebari Building  
Mahatma Gandhi Marg, Allahabad -1.

2. **Novel:** Seva Sadhan – By Prem Chand

**Publisher:**

2. **Translation:** Hindi – English Only, (anuvadh abhyas – iii)  
lessons.1 – 10 only publisher: dakshin bharath hindi prachar  
sabha chennai – 600 017.

3. **Letter Writing:** (Leave letter, Job Application, Ordering books,  
Letter to Publisher, Personal letter)

15UML21M	PART-II: MALAYALAM-II	SEMESTER- II
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Total Credits:4  
Hours Per Week:6

1. PAPER II

PROSE: NON-FICTION

This Paper will have the following five units:

2. UNIT I & II

Biography

3. UNIT III, IV & V

Travelogue

TEXT BOOKS:

1. Unit I & II :*Changampuzha Krishna Pillai: Nakshatrangalude Snehabhajanam* –M.K. Sanu (D.C. Books, Kottayam)
2. Unit III, IV & V *Kappirikalude Nattil* – S.K. Pottakkadu (D.C. Books, Kottayam)

REFERENCE BOOKS:

1. K.M. George (N.B.S. Kottayam) *Jeevacharitrasahithyam*
2. Vijayalam Jayakumar (N.B.S. Kottayam) *Jeevacharitrasahithyam*  
malayalathil- *Athmakathasahithyam* malayalathil –
3. Prof. Ramesh Chandran. V,(Kerala Bhasha Institute, Trivandrum)  
*Sancharasahithyam* Malayalathil-

<b>5UFL21G</b>	<b>PAPER I- FRENCH-II</b>	<b>SEMESTER - II</b>
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**Total Credits: 4**  
**Hours per Week: 6**

	<i>Dossier</i>	<i>Savoir – faire fonctionnel</i>	<i>Contenu</i>
<b>UNIT I</b>	<i>Nous sommes vraiment désolés...</i>	<i>S'excuser, apaiser un client, expliquer, proposer une solution.</i>	<i>Les expressions pour s'excuser, se plaindre et apaiser.</i>
	<i>Voudriez-vous laisser un message?</i>	<i>Prendre et transmettre des messages</i>	<i>Pronoms personnels: lui, leur, le, la, les. Les expressions utilisées lors d'une conversation téléphonique.</i>
<b>UNIT II</b>	<i>C'est du poulet avec...</i>	<i>Décrire un plat et une recette, conseiller des plats aux clients.</i>	<i>Article partitif, pronom personnel &lt;&lt;en&gt;&gt;, adverbs de quantité, vocabulaire relatif aux recettes.</i>
	<i>C'était en..</i>	<i>Raconter un événement au passé. Parler de l'histoire d'un monument.</i>	<i>Passé composé et Imparfait.</i>
<b>UNIT III</b>	<i>Il faut payer un supplément ...</i>	<i>Renseigner sur: les tarifs, les services divers d'un hôtel, les conditions de location d'une voiture.</i>	<i>Réemploi de l'interrogation, les services de l'hôtel.</i>
	<i>C'est la ville la plus belle...</i>	<i>Décrire une ville, un pays, une région. Renseigner sur son climat, ses fêtes, le décalage horaire, sa monnaie, ses coutumes et usages. Initiation à la rédaction d'un guide pratique du voyageur. Donner son avis et justifier.</i>	<i>Le comparatif, le superlatif. Les pronoms relatifs: qui, que, où La négation: ne rien, ne jamais, ne plus. Les expressions: Je pense que / je crois que/ à mon avis</i>
<b>UNIT IV</b>	<i>300 Chambres avec...</i>	<i>Renseigner, à l'oral et à l'écrit, sur un hôtel: la situation, le programme d'animation, la restauration, les conditions d'annulation. Interdire.</i>	<i>Lexique: Les vêtements, les expressions utilisées pour interdire. Si+ Présent + future.</i>
	<i>Il est</i>	<i>Conseiller un client à propos:</i>	<i>Les verbes</i>

	<i>conseille de prévoir...</i>	<i>d'un circuit, du code la route, des vêtements à emporter.</i>	<i>pronominaux.</i>
<b>UNIT V</b>	<i>Je regretted...</i>	<i>S'excuser en justifiant.</i>	<i>Questionnaire de satisfaction.</i>
	<i>Envol à</i>	<i>Annoncer l'itinéraire aux tourists, à l'oral et à l'écrit.</i>	<i>Nominalisation.</i>

**TEXT BOOK :**

1. *Methode de Francias," Bon Voyage 2* "McGraw Hill Education, 444/1, Sri Ekambara Naicker Industrial Estate, Alapakkam, Porur **CHENNAI**,

15UEG22E	PART - II ENGLISH-II	SEMESTER- II
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Total Credit: 4  
Hours Per Week: 6

**OBJECTIVES:**

1. To develop the language competence of the students.
2. To be enriched with functional English.

**UNIT - I**

**PROSE**

1. Words of Wisdom – Chetan Bhagat
2. Forgetting – Robert Lynd
3. My Early Days – Dr. Abdul Kalam

**UNIT - II**

**SHORT STORIES**

1. Am I Blue? – Alice Walker
2. Last Leaf – O Henry
3. Selfish Giant – Oscar Wilde

**UNIT - III**

**ONE ACT PLAY**

1. Soul Gone Home - Langston Hughes

**UNIT - IV**

**FUNCTIONAL GRAMMAR**

1. Lexical Skills and Question Forms
2. Idioms and Phrases – Subject-Verb Agreement
3. Spelling, Antonyms and Synonyms, Infinitives
4. Vocabulary, Report Writing
5. Plurals, Particles in Adjectives
6. Apostrophe, Archaic Words, Art of Persuasion
7. Syllables, Changing Adjectives to Nouns
8. Homonyms, Prepositions
9. Compound Words, Acronyms, Collective Nouns, Degrees of Comparison



## UNIT - V

### COMPOSITION TASKS

1. Letter Writing - Structure
2. Business Correspondence – Memos, reports, proposals
3. Resume & C.V.
4. Advertisements
5. Notices, Agenda, Minutes
6. Circulars
7. Essay Writing
8. Précis Writing
9. Dialogue Writing
10. Soft Skills, Business English

### TEXT BOOKS:

1. *Board of Editors.* 2012. **Radiance – English for Communication**, Emerald Publishers.
2. *Syamala, V.* 2002. **Effective English Communication for You**. Emerald Publisher, Chennai.

### REFERENCE BOOKS:

1. *Rajamanickam. A.* 2001. **Everyman's English Grammar**. Macmillan.
2. *Krishna Mohan and Meera Banerji.* 2005. **Developing Communication Skills**. Macmillan, New Delhi.
3. *Wren, P.C. and H. Martin.* 1998. **High School English Grammar and Composition**. Macmillan

15UCH23A	CORE- IV: BASIC COMMODITIES AND KITCHEN OPERATIONS	SEMESTER - II
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Total Credits: 3

Hours per Week: 3

### OBJECTIVES:

1. The organization of a kitchen department.
2. The different commodities used in cooking and masalas blends.
3. The methods of cooking food.

## CONTENTS

### UNIT-I

#### **Kitchen Organization and Layout**

General layout of the kitchen in various organizations, Layout of receiving areas, Layout of service and wash up.

**Kitchen stewarding:** Importance of kitchen stewarding, Organization of the kitchen stewarding department, equipments found in kitchen stewarding department.

Co-operation with other departments.

### UNIT-II

#### **COMMODITIES**

Flour Structure of wheat, Types of Wheat, Types of Flour, Processing of Wheat – Flour Uses of Flour in Food Production, Cooking of Flour (Starch).

Shortenings (Fats & Oils) Role of Shortenings, Varieties of Shortenings, Advantages and Disadvantages of using various Shortenings.

Role of Raising Agents -Actions and Reactions.

Sugar- Importance of Sugar, Types of Sugar, Cooking of Sugar – various, Uses of Sugar.

### UNIT-III

#### **BASIC COMMODITIES**

Milk- Introduction, Processing of Milk, Pasteurization – Homogenization, Milk – Skimmed and Condensed, Nutritive Value.

Cream- Introduction, Types of Cream.

Cheese- Introduction, Types of Cheese, Classification of Cheese, Uses of Cheese

Butter- Introduction, Processing of Butter, Types of Butter

Herbs – Uses of herbs.

Salami and sausages – Meaning.

Glaze – Meaning and uses.

Yoghurt – Types.

## UNIT-IV

### METHODS OF COOKING FOOD

Transference of heat to food by radiation, conduction and convection. Magnetron waves-meaning, Boiling, poaching, stewing, braising, steaming, baking, Broiling, roasting, grilling, frying, paper bag, microwave, pot roasting – explanation with examples. Principles of each of the above. Care and precautions to be taken, Selection of food for each type of cooking.

## UNIT-V

### BASIC INDIAN COOKERY

**CONDIMENTS & SPICES** Introduction to Indian food. Spices used in Indian cookery, Role of spices in Indian cookery, Indian equivalent of spices (names).

**MASALAS** Blending of spices and concept of masalas, Different masalas used in Indian cookery • Wet masalas • Dry masalas, Composition of different masalas, Varieties of masalas available in regional areas, Special masala blends.

**THICKENING AGENTS** Role of thickening agents in Indian cuisine, Types of thickening agents

### TEXT BOOKS:

1. *Parvinder s. Bali.* 2014. **Food Production Operations.** (Edition II), Oxford University Press Publishers Ltd.
2. *Krishna Arora.* 2009. **Theory of Cookery.** (Edition VI), Frank Brothers Publishers.

### REFERENCE BOOKS:

1. *David Foskett, Ronald Kinton & Victor Cesrani.* 2004. **Practical Cookery.** (Edition X), Hodder Starghton Publishers.
2. *David Foskett, Ronald Kinton & Victor Cesrani.* 2001. **Theory of Catering.** (Edition IX), Hodder Starghton Publishers.

15UCH23B	CORE- V: RESTAURANT SERVICE AND OPERATIONS	SEMESTER - II
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**Total Credits: 3**

**Hours per Week: 3**

**OBJECTIVES:**

1. The types of breakfast.
2. The knowledge about the types of services.
3. Classification of beverages and cheese, Billing systems

**CONTENTS**

**UNIT-I**

Breakfast: Types, menu for each type, terms used in the service of continental breakfast. Cover laying for continental and English breakfast. Order taking procedures: In-person, telephone and door hangers.

**UNIT- II**

Types of service: Different styles of service, factors influencing each type, table layout for different styles, advantages and disadvantages, styles of service often implemented these days.

**UNIT-III**

Classification of beverages: Types of beverages, preparation of common non-alcoholic beverages& its - Origin & Manufacture - Types & Brands Examples tea, coffee, milk based drinks, juice, squash and aerated water, other bar non-alcoholic drinks used in dispense and main bar.

**UNIT-IV**

Cheese – Types and characteristics of English and European cheese, cover and its accompaniments. Savoury – types, example for each type, cover laying and its accompaniments. Ice-creams – categories of ice-creams – Sundae, parfait, biscuits, bombes and its cover. Sweets – Meaning of bavoroise, mousse, flan, soufflé, custard, jellies, fools. Cover laying, styles of presenting sweets. Dessert – Fruits and nuts – cover and accompaniments. laying, styles of presenting sweets.

## UNIT -V

### CONTROL SYSTEM

SIMPLE CONTROL SYSTEM - KOT/Bill Control System, Making bill, Cash handling equipment, Record keeping.

### TEXT BOOKS:

1. *Dennis Lillicrap, John A. Cousins & Robert Smith.* 2002. **Food & Beverage Service.** (Edition VI), ELST Publishers Ltd.
2. *R.Singaravelavan.* 2011. **Food & Beverage Service.** (Edition I), Oxford University Press Publishers.

### REFERENCE BOOKS:

1. *John Fuller & A.J. Currie.* 2002. **The Waiter.** (Edition I), Sterling Book House Publishers. Mumbai.
2. *Bernard Davis, Andrew Lockwood, Ioannis Pantelidis & Peter Akott.* 2008. **Food and Beverage Management.** (Edition IV), Elsevier India Publisher Pvt. Ltd.

15UCH23C	CORE- VIII: ROOM PLANNING AND MAINTENANCE	SEMESTER -II
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Total Credits: 3  
Hours /Week: 2

**OBJECTIVES:**

1. Interiors design and its uses.
2. Planning and organizing of HK department.
3. The process of Budget planning.

**CONTENTS**

**UNIT-I**

**The procedure and cleaning** - Front-of-the-house, back-of-the-house, cleaning windows, public rest room, Safety, security-Fire prevention, Accident prevention. Pest- meaning, types, and control-name few pest.

**CONTRACT SERVICES** Types and procedure of contract services, Guidelines for hiring contract services. Advantages & disadvantages of contract services.

**UNIT-II**

**DESIGN AND TYPE OF DESIGN** Elements of Design (Line, Shape, Form, Colour, Size, Texture, Direction, Value. Colour and colour scheme Uses Factors affecting the Colour scheme of a guest room.

**LIGHT AND LIGHT FITTING** Light and types of Light. Windows-. Types of window and its treatment. Blinds -Roller, Draperies, Casements, Curtains, Glass Curtains, Cafe Curtains, Valence, Swage & tail, Pelmets, Cornice. Factors to be considered in selection of Window treatment

**FLOORS-** Covering Composition, Types Uses, Care, Advantages & Disadvantage.

**Types of Wallpapers-** Wood Paneling, Glass Wall Covering, Metal Wall Covering, Leather (hid) Wall Covering) Selection, Care & Uses Advantages & disadvantages.

**Carpets** - Types of Carpet- Woven, Non -Woven (example for each carpet). Uses & Disadvantages Care & Maintenance.

### UNIT- III

#### FLOWER ARRANGEMENT IN HOTELS,

- Principles of design as applied to flower arrangement
  - Styles of flower arrangement – Western, Japanese, Free style arrangement.
  - Purpose of flower arrangement
  - Equipments and materials required.
- Computer technology-in housekeeping-importance and uses

### UNIT- IV

#### PLANNING AND ORGANISING THE HOUSE KEEPING DEPARTMENT

Area inventory list, Frequency schedules Performance and Productivity standards Time and Motion study in House Keeping operations.  
Standard Operating manuals – Job procedures Job allocation and work schedules Calculating staff strengths & Planning duty rosters, team work and Leadership in House Keeping Training in HKD.

### UNIT- V

#### BUDGET

Budget and budgetary controls, the budget process planning capital budget. Planning operation budget. Operating budget – controlling expenses – income statement, purchasing systems methods of buying forms and formats used in budgeting.

#### TEXT BOOKS:

1. *Raghubalan, Smritee Raghubalan.* 2007. **Hotel Housekeeping - Operations and Management.** (Edition I), Oxford University Press Publishers.
2. *Sudhir Andrews.* 2013. **Hotel Housekeeping Management and Operations.** (Edition VI), Tata McGraw Hill Publishers. New Delhi.

#### REFERENCE BOOK:

1. *Joan C. Branson & Margaret Lennox.* 2004. **Hotel, Hostel and Hospital Housekeeping.** (Edition V), ELST Publishers Ltd.

15UCH23P	CORE PRACTICAL - I: CONTINENTAL COOKERY	SEMESTER -II
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Total Credits:  
4Hours per Week: 3

**OBJECTIVES:**

1. The basic knowledge about food production and practices in kitchen.
2. The basic preparations of Indian and Continental dishes.

**CONTENTS**

**SCHEDULE: I-SEMESTER**

1. Proper usage of a Kitchen Knife and Hand Tools.
2. Understanding the usage of small equipment.
3. Basic Hygiene practices to be observed in the Kitchen.
4. Safety practices to be observed in the kitchen: First Aid for cuts and burns.
5. Identification of Raw Materials.

**I) VEGETABLES**

- a. Varieties of Vegetables
- b. Classification
- c. Cuts of Vegetables: • Julienne • Jardinière • Mignonnette • Dices • Cubes • Macédoine • Paysanne • Shred • Concasse • Mirepoix
- d. Blanching of Tomatoes & Capsicum
- e. Methods of Cooking Vegetables • Boiling (Potatoes, Beans, Cauliflower) • Frying (Aubergine, Potatoes) • Steaming (cabbage) • Baking (potatoes, turnip) • Braising (onion, leaks, cabbage)

**INTRODUCTION TO COOKERY- II SEMESTER**

**Individual practical for students-10 sets of menu**

Demonstration classes & simple application by students

Basic Western Cuisine

**II) STOCKS**

Demonstration and preparation of:

- White stock
- Brown stock



- Fish stock

### **III) SAUCES**

Demonstration & preparation of basic mother sauces

Béchamel, Espagnole, Veloute, Hollandaise, Mayonnaise, Tomato

### **IV) SOUPS**

Classification of soups. Preparation of basic soups

- Consommé, (royale, Carmen, Clermont, ambassadrice, julienne)
- Cream (tomato, spinach, vegetables)
- Puree (lentil, peas, carrot)
- Cut vegetables (Scotch Broth, Minestrone)
- Veloute (crème de volaille princesse, veloute dame blanche/marie-louise)
- National soup (mulligatawny, French onion, oxtail)
- Bisque (Prawn, Shrimp)

### **V) EGG COOKERY**

Preparation of varieties of egg dishes

- Boiled (soft & hard)
- Fried (sunny side up, double fried)
- Poaches
- Scrambled
- Omelette (plain, stuffed)
- En cocotte (eggs Benedict)
- Starch (rice, pasta, potato)

### **VI) FISH COOKERY**

- Identification & classification of fish e.g. flat fish (Pomfret, Black Pomfret and Sole)
- Round fish (Surmai, Rawas, Mackerel)
- Shellfish (Clams, Mussels, Shrimps, Crabs, Lobsters)
- Cephalopods (Squid, Cuttle, Fish)
- Cuts of Fish e.g., Fillet, Darne, Troncon, Paupiette, Goujons.

### **Preparation of simple fish Dishes such as**

- Fish grille
- Fish Meunière
- Fish Mornay
- Fish Orly
- Fish Colbert

### **VII) POULTRY**

A. Cuts of Poultry

B. Preparation and jointing of Chicken

C. Preparation of Simple Dishes such as

- Poulet rôti a l'Anglaise
- Poulet grille diable
- Poulet saute chasseur
- Poulet saute Maryland

#### **VIII) MEAT**

A. Preparation of Basic Cuts such as

- Lamb
- Roast leg of Lamb
- Stew

#### **V) Hot/Cold Desserts**

Caramel Custard, Bread and Butter Pudding, Queen of Pudding, Soufflé – Lemon/Pineapple, Mousse (Chocolate Coffee,) Bavaroise, Diplomat Pudding, Apricot Pudding. Steamed Pudding - Albert Pudding, Cabinet Pudding.

#### **TEXT BOOKS:**

1. *Thangam E.Philip.* 2005. **Modern cookery for teaching and trade (volume I).** (Edition V), Orient Longman Publishers.
2. *Thangam E.Philip.* 2014. **Modern cookery for teaching and trade (volume II).** (Edition VI), Orient Longman Publishers.

#### **REFERENCE BOOKS:**

3. *David Foskett, Ronald Kinton & Victor Cesrani.* 2004. **Practical Cookery.** (Edition X), Hodder Starghton Publishers.

<b>15UCH23Q</b>	<b>CORE PRACTICAL - II: BASIC FOOD AND BEVERAGE SERVICE</b>	<b>SEMESTER -II</b>
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**Total Credits: 4**  
**Hours per Week: 3**

**OBJECTIVES:**

1. The laying table cloth and cover.
2. The basics of food service, menu compilation and presenting the bill, etc.

**CONTENTS**

1. Appraising and drawing of cutlery, crockery, glassware and miscellaneous equipments.
2. Serviette folds.
3. Laying and relaying of table cloths.
4. Cleaning and polishing / wiping of cutlery, crockery and glassware.
5. Carrying a light tray.
6. Carrying a heavy tray.
7. Carrying glasses.
8. Handling cutlery and crockery.
9. Manipulating service spoon and fork.
10. Service of water.
11. Arrangement of sideboard.
12. Table d'hôte cover laying.
13. A la carte cover laying.
14. Practice of simple menu compilation.
15. Receiving the guests, presenting the menu, taking orders.
16. Service of Hors d'oeuvre.
17. Service of soup, fish, and pastas.
18. Service of main course.
19. Service of salads.
20. Service of sweet.
21. Service of Cheese.
22. Service of non – alcoholic drinks, tea, and coffee.
23. Continental breakfast cover and tray set up.
24. English breakfast cover and tray set up.
25. Taking orders through telephone for room service.
26. Changing ashtray during service.
27. Presenting the bill.

**TEXT BOOKS:**

1. *Dennis Lillicrap, John A. Cousins & Robert Smith.* 2002. **Food & Beverage Service.** (Edition VI), ELST Publishers Ltd.
2. *Sudhir Andrews.* 2007. **Food & Beverage Service Training Manual.** (Edition I), Tata Mc Graw – Hill Publishers.

**REFERENCE BOOKS:**

1. *R.Singaravelavan.* 2011. **Food & Beverage Service.** (Edition I), Oxford University Press Publishers.

15UCH23R	CORE PRACTICAL - III: ACCOMODATION OPERATIONS	SEMESTER -II
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Total Credits: 2  
Hours per Week: 2

**OBJECTIVES:**

1. The procedures in the housekeeping department.
2. The different types of materials used in the housekeeping department.
3. Cleaning procedure for different areas and materials.

**CONTENTS**

**HOUSE KEEPING OPERATIONS**

1. Identification of cleaning equipment – selection, use, mechanism, care and maintenance.
2. Identification of cleaning agents – classification, use and care.
3. Thorough cleaning of various surfaces/finishes.
4. Polishing (metal, leather, wood, plastic etc.)
5. Bed making – Evening service.
6. Laundry – Basic principles of laundry, stain removal.
7. Room and Public area inspection.
8. Flower arrangement.
9. Duty rota preparation for housekeeping department.

**TEXT BOOKS:**

1. *S.K. Kausal, S.N.Gautam, Accommodation operations management* –, frank bros & co Publishers ltd.
1. *Raghubalan, Smritee Raghubalan, Hotel Housekeeping – Operations and Management* –Oxford University Press.

15UCH33A	CORE- VII: INDIAN REGIONAL CUISINE	SEMESTER - III
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Total Credits: 3  
Hours per Week: 4

### OBJECTIVES:

1. To learn about the characteristics of regional Indian cuisine.
2. To get the knowledge about state wise cooking.
3. To know the methods of cooking followed in various regions of sweets, breads.

### CONTENTS

#### UNIT - I

Introduction to Regional Indian Cuisine , Heritage of Indian Cuisine  
Factors that affect eating habits in different parts of the country Cuisine  
and its highlights of different states/regions/ Staple diets, Regional  
cuisines of India Indian method of cooking, Equipments and utensils  
used in the kitchen Basic Gravies, Indian masalas, Punjab, Kashmir,  
Bengal, Goa - Ingredients, masalas method of cooking, characteristics.  
Dishes with recipes

#### UNIT - II

Maharastra, Parsi, Gujurathi, Kerala- Malbari/Syrian Christian, Andhra-  
hyderabadi, Tamilnadu- Chettinadu cuisine and its features - Ingredients,  
masalas method of cooking, characteristics. Dishes with recipes

#### UNIT - III

Regional Indian Cuisine- Karnataka, Madhya Pradesh, Rajasthan and  
Uttar Pradesh-Ingredients, masalas method of cooking, characteristics.  
Dishes with recipes

#### UNIT - IV

Indian Breads, Indian Sweets, Indian Snacks. Introduction to Tandoori  
cooking, seasoning of Tandoori pot. Tandoori marination – objectives and  
importance. Tandoori masalas, Tandoori preparations - chicken, mutton,  
fish, prawns, cottage cheese, recipes of methods of preparation.

## UNIT - V

Indian breakfast preparation-popular Indian break fast prep. with recipes-dosas, idlies, doklas, pathri, Indian snacks and chat preparation-Recipes and method of preparation. Indian festival dishes, recipes and methods of preparation.

### TEXT BOOKS:

1. *J. Inder singh Kalraj Prashad.* 2004. **Cooking With Indian Masters.** (Edition I), Publisher – Allied publications.
2. *Thangam E.Philip.* 2005. **Modern cookery for teaching and trade (volume I).** (Edition V), Orient Longman Publishers.
3. *Thangam E.Philip.* 2014. **Modern cookery for teaching and trade (volume II).** (Edition VI), Orient Longman Publishers.

### REFERENCE BOOKS:

1. *Shehzad Husain & Rafi Fernandez.* 2002. **Complete Book Of Indian Cooking.** (Edition I), Anness Publishers Limited.
2. *Mridula Baljekar.* 2002. **Ultimate Indian Cookbook.** (Edition I), Om Book Service Publishers.

15UCH33B	CORE- VIII: FOOD AND BEVERAGE SERVICE	SEMESTER - III
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**Total Credits: 3**

**Hours/ Week: 3**

**OBJECTIVES:**

1. The room service and lounge service
2. The billing procedure and alcoholic beverages those are used in the hotel industry in worldwide.

**CONTENTS**

**UNIT- I**

**Floor / Room service** - Meaning, Full & Partial room service, Breakfast service in room, tray & trolley ser-up for room service.

**Lounge service** - Meaning, organization of lounge service.

**Afternoon tea service** - Means for high tea & afternoon tea, order of service.

**Reception tea service** - Meaning & procedure.

**UNIT - II**

**Checking, control & Billing** - Introduction & checking systems.

Types of checking & checks copies, triplicate system, checking for wines & other drinks. The Bill - method of making a bill & setting the account.

**Tobacco** - Important tobacco producing countries of the world, quality of cigars & cigarettes serviced in hotel, strength & size of cigars, service method.

**UNIT - III**

**Alcoholic beverage** - Meaning, classification of alcoholic beverages.

**Beer** - Manufacturing process, types of beer, sizes of draught beer containers, beer mixed drinks. Spirit strength calculation methods (sikes, Gay Lussac and US).

Spirit production methods - pot still and patent still.



#### UNIT - IV

Whisky - production of malt & grain whisky, styles of whisky.

Brandy - types, production and styles of cognac & Armagnac

Production & styles of Rum, Gin & Vodka.

Production & styles of tequila and other spirits.

#### UNIT - V

**Vermouth** - Meaning, types, production & styles.

**Cider & Perry** - Meaning, production & styles.

**Aperitifs & Digestives** - Meaning of Calvados, Applejack, Poire Williams, Kirsch, Slivovitz, Framboise, Marc.

**Liqueurs** - Meaning, colour, flavour & country of origin of Absinthe, Advocaat, Abricotine, Anisette, Aurum, Benedictine, Chartreuse, Cointreau Crème de menthe, crème de mokka, all curacaos, Dram buie, Glavya, Gold wasser, grand marnier, Kahlua, Sambuca, Tia Maria, Vander hum.

#### TEXT BOOKS:

1. *Dennis Lillicrap, John A. Cousins & Robert Smith.* 2002. **Food & Beverage Service.** (Edition VI), ELST Publishers Ltd.
2. *R.Singaravelavan.* 2011. **Food & Beverage Service.** (Edition I), Oxford University Press Publishers.

#### REFERENCE BOOKS:

1. *John Fuller,* 2010. **Modern restaurant Service - A manual for students and Practitioners.** (Edition I), Hutchinson Publishers.
2. *John Cousins & Andrew Durkan.* 2000. **The Students Guide to Food and Drink.** (Edition I), Hodder & Stoughton Publishers.
3. *John Cousins & Andrew Durkan.* 1998. **The Beverage Book.** (Edition I), Hodder & Stoughton Publishers.

15UCH33C	CORE- IX: FRONT OFFICE OPERATIONS	SEMESTER - III
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Total credits: 3

Hours/week: 3

### OBJECTIVES:

1. The origin of the hospitality industry.
2. The organization of the front office department and the different types of rooms.
3. The different functional areas of a front office department.

### CONTENTS

#### UNIT - I

##### **Introduction to Hotel Industry**

Hospitality and its Origin/History

Defining Hotel Hotels evolution and growth

Classification of Hotels based on

Size, Star, Location / Clientele, Ownership basis, Length of stay, Level of service, Management and Affiliation

##### **Types of Rooms and Room Rates**

Single, Double, twin, suites, etc

Types of room tariff: Rack rate, discounted rates.

Types of Meal plan used in the hotel industry.

Types of guests: FIT, GIT, SIT, Business travelers, Domestic, Foreigners, etc

#### UNIT - II

##### **Front Office Organization**

Organizational / Hierarchy Chart.

Duties and Responsibilities of F.O Persons.

Front office functional area.

F.O layout and Equipment.

F.O co-ordination with other Departments

#### UNIT - III

##### **Information and Bell desk operation**

Introduction of Bell desk

Functions of Bell desk [Scanty, Left Luggage procedure].

**Guest Relations Executive:** Introduction, Organization of GRE, Important departments for GRE, General duties and responsibilities, GRE Logbook.

**Front Office Cashier:** Introduction, Duties of a Front Office Cashier

## **UNIT -IV**

### **Reservations**

Importance & Functions of Reservation sections,  
Modes of reservations.

Types of reservation [confirmed, Guaranteed, etc]

### **Computer Based reservation System**

Global Distribution System, Inter-Sell agencies ,CRS, Reservation through the internet.

### **Registration**

Introduction to the Registration section.

Steps of registration [with or without reservation].

Pre- registration activities.

## **UNIT- V**

**Front office Guest Security & Safety** - Introduction to security systems, Control of room keys. Fire safety- classification of fire, procedure in the event of fire, Accidents – Accidents in hotels, Accident report.

**Check out Cash & Accounts**, Introduction to cash, Types of Check out & Settlement, Functions of cash sections, various modes of payment by the guest.

The Night Audit

Importance & functions of night audit, Night audit process.

## **TEXT BOOKS:**

1. *Jatashankar R. Tewari.* 2009. **Hotel Front Office Operations and Management.** (Edition I), Oxford University Press.
2. *Sudhir Andrews.* 2005. **Hotel front office Training Manual.** (Edition I),Mc Graw Hill Education Publishers Private Limited.

**REFERENCE BOOK:**

1. *Sue Baker, Pam Bradley & Jeremy Huyton. 2003. **Principles of Hotel Front Office Operations.** (Edition II), Thomson Asia Pvt. Ltd.*

15UPA3AC	ALLIED- I: PRINCIPLES OF ACCOUNTING	SEMESTER – III
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Total Credits: 3  
Hours/ Week: 2

**OBJECTIVE:**

To enable the students to acquire

1. The basic accounting knowledge in financial accounting

**CONTENTS**

**UNIT – I**

Meaning and scope of accounting - Accounting concepts and conventions - objectives of accounting - Double entry book keeping - Journal, Ledger, Subsidiary books, preparation trial balance, Preparation of final accounts with adjustments

**UNIT – II**

Rectifications of errors - Receipts and Payments account, Income and Expenditure account and Balance sheet of non-trading organizations.

**UNIT – III**

Single entry - Meaning, Features, Defects, Difference between single entry and double entry systems – Methods-Statement of affairs.

**UNIT – IV**

Bill of Exchange [Excluding Accommodation Bills] - Average due date and Account current.

**UNIT – V**

Consignment and joint venture.

**TEXT BOOKS**

1. T.S .Reddy-A.Murthy , **Financial Accounting** , 5<sup>th</sup> Edition, Margham Publications, 2008, Chennai
2. B.K. Banerjee, **Financial Accounting a dynamic approach** , K.Ghosh , 2008. Delhi

**REFERENCE BOOKS:**

1. *P.C.Tulsian, Financial Accounting*, 2<sup>nd</sup> Edition , Tata Mc Graw Hill, 2007, New Delhi
2. *T.S.Grewal - Introduction to Accountancy*- S.Chand & Company Ltd.,
3. *R.L.Gupta, V.K.Gupta, M.C.Shukla - Financial Accounting -* Sultanchand & sons
4. *T.S.Grewal, S.C.Gupta, S.P.Jain - Advanced Accountancy-* Sultanchand & sons

15UCH3AA	ALLIED- II: TOURISM MARKETING MANAGEMENT	SEMESTER - III
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Total credits: 3  
Hours /Week: 3

**OBJECTIVES:**

1. The tourism organization, tourism product, travel agency.
2. Role of Marketing in tourism.

**CONTENTS**

**UNIT-I**

Tourism/Traveler - Definition, Tourism Components, History Of Tourism, Elements Of Tourism, Types Of Tourism, Growth And Development Of Tourism, Travel Agency And Tour Operation, Concept, Types Of Travel Agencies; Future Prospects Of Travel Agency System. The Indian Travel Agents and Tour Operators - An Overview.

**UNIT-II**

Tourism Organization - Origin, Functions, Natural Tourism Resources In India, Cultural Tourism Resources In India, Architectural Heritages, and Tourism Product - Its Salient Features.

**UNIT-III**

Need for marketing in Tourism - Defining Tourism marketing. Special features of Tourism Marketing - Marketing process - Marketing research - Market segmentation. Market targeting - Tourism promotion - Advertising. Public relation technique.

**UNIT- IV**

Transportation -Airlines, Rail Transport, Roadways, Waterways - Special Packages, Reservation Procedures, Cargo Handling, Role of IATA, ICAO And Other Agencies, Marketing Strategies Of Air Transport, Passports: types, visa, Immigration laws.

## UNIT-V

Role of communication in travel - Modern mass media techniques - Computer technology in tourism - Use of computers in travel agency, Use of computers by Airlines - Role of computers in reservations - Computers in railways - Assembling, processing and disseminating information on destinations- preparation of itineraries.

### TEXT BOOKS:

1. *Pran Nath Seth.* 2006. **Successful Tourism Management** Volume I. (Edition V), Sterling Publishers Private Limited.
2. *Pran Nath Seth.* 2006. **Successful Tourism Management** Volume II. (Edition V), Sterling Publishers Private Limited.
3. *Sudhir Andrews.* 2007. **Introduction to Tourism & Hospitality Industry.** (Edition I), Tata McGraw-Hill Publishing Company Ltd.

### REFERENCE BOOKS:

1. *A.K.Bhatia.* 2004. **International Tourism Management.** (Edition I), Sterling Publishers Private Limited.
2. *A.K.Bhatia.* 2007. **The Business of Tourism Concepts and Strategies.** (Edition I), Sterling Publishers Private Limited.



15UCH3SA	<b>SKILL BASED SUBJECT-I: BAKERY AND CONFECTIONERY - I</b>	<b>SEMESTER - III</b>
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**Total Credits: 3**  
**Hours per Week: 2**

### **OBJECTIVES:**

1. The basic materials used in the bakery, yeast dough production and cookies production.
2. The cake preparation methods and its faults.
3. Role of icing in bakery product.

### **CONTENTS**

#### **UNIT- I**

Raw materials used in Bakery and their role – flour, sugar, fat, raising agents, flavouring agents, nuts & fruits, equipments & types of oven used in bakery, Temperature for different products.

#### **UNIT- II**

**Yeast dough** - Types of dough, steps in Yeast dough production, types of dough making process, Controlling fermentation, yeast calculation, Bread faults and their causes

#### **UNIT- III**

**Biscuits**- meaning and preparation Cookies\_ Production, Sandwich Cookies, Ice box Cookies, bar Cookies, macaroons, wafers and lace cookies, assorted cookies, baked meringues- procedure for making meringues.

#### **UNIT- IV**

**Different types of Paste:** Short crust, Sweet crust, Rough puff, puff paste, choux paste, Suet paste\_ preparation, faults and products of the above pastes, Strudel& phylo- preparation.

#### **UNIT- V**

**Pies** - Introduction, production of pies. Rolling a pie dough and lining pans, preparation of fillings for pies. Production of fruit pies and common problems with fruit pies, preparation of cream and chiffon.

Common problems. Tarts and tartlets- procedure for making tarts shells, variations.

**TEXT BOOKS:**

1. *Yogambal Ashokkumar.* 2012. **Textbook of Bakery and Confectionary.** (Edition II), PHI Learning Pvt. Ltd.
2. *John Kingslee.* 2006. **A Professional Text to Bakery and Confectionary.** (Edition I), New Age International Pvt. Ltd.

**REFERENCE BOOKS:**

1. *John Campbell, David Foskett & Victor Ceserani.* 2008. **Practical cookery.** (Edition XI), ELST Publishers Pvt. Ltd.
2. *Wayne Gisslen.* 2000. **Professional Baking.** (Edition V), John Wiley and Sons Publishers.

15UED34I	NMEC-I: BASICS OF COOKERY	SEMESTER- III
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**Total Credits: 2**  
**Hours per week: 2**

**Objective:**

1. To enable the students to acquire knowledge about the basics of cookery
2. To know about the different ingredients used and preparation methods involved.

**CONTENTS**

**UNIT-I**

**Introduction to Cookery**

- (a) Levels of skills and experiences
- (b) Attitudes and behavior in the kitchen
- (c) Personal hygiene
- (d) Uniforms & protective clothing
- (e) Safety procedure in handling equipment
- (f) Aims and objective of cooking food

**UNIT II**

**Classification of cooking materials and their uses:**

- a) Foundation ingredients – Meaning, action of heat on carbohydrates, fats, proteins, minerals and vitamins.
- b) Fats and oils – Meaning and examples of fats and oils, uses of fats and oils.
- c) Raising agents – Functions of raising agents, chemical raising agents and yeast.
- d) Salt – Uses.
- e) Liquid –Water, stock, milk, fruit juices, etc., uses of a liquid.
- f) Flavourings and seasonings – Uses and examples.
- g) Sweetening agents – Uses and examples.
- h) Thickening agents.

**UNIT III**

**Preparation Of Ingredients:** Washing, Peeling and scraping, pairing, cutting (terms used in vegetable cutting, julienne, Brunoise, Macedoine,

Jardinniere, Paysanne), grating, grinding, mashing, sieving, milling, steeping, centrifuging, emulsification, evaporation, homogenization.

**Methods of mixing food.**

Beating, Blending, Cutting, Creaming, Folding, Kneading, marinating, Sealing, Stirring, Whipping, and Whisking.

**UNIT IV**

**Methods of Cooking Food**

Transference of heat to food by radiation, conduction and convection. Boiling, poaching, stewing, braising, steaming, baking, roasting, grilling, frying, microwave, pot roasting – explanation with examples.

**Equipments used in the kitchen** Kitchen organization - Main & satellite Kitchen. Duties and responsibilities of each staff. Cooking fuels - Uses and advantages of different cooking fuels. Different equipments used in food production

**UNIT V**

**Basic Principles of Food Production**

**i) Vegetable And Fruit Cookery** Introduction – classification of vegetables, Pigments and colour changes, Effects of heat on vegetables, Classification of fruits, Uses of fruit in cookery, Salads and salad dressings

**Basic Indian Cookery**

**i) Condiments & Spices** Introduction to Indian food, Spices used in Indian cookery, Role of spices in Indian cookery, Indian equivalent of spices (names)

**ii) Masalas** Blending of spices and concept of masalas, Different masalas used in Indian cookery . Wet masalas . Dry masalas Composition of different masalas, Varieties of masalas available in regional areas, Special masala blends.

**TEXT BOOKS:**

1. *Thangam E.Philip*. 2005. **Modern cookery for teaching and trade (volume I)**. (Edition V), Orient Longman Publishers.
2. *Krishna Arora*. 2009. **Theory of Cookery**. (Edition VI), Frank Brothers Publishers.

**REFERENCE BOOKS:**

1. *David Foskett, Ronald Kinton & Victor Cesrani. 2004. **Practical Cookery.** (Edition X), Hodder Starghton Publishers.*
2. *David Foskett, Ronald Kinton & Victor Cesrani. 2001. **Theory of Catering.** (Edition IX), Hodder Starghton Publishers.*

15UCH43A	CORE- X: INTERNATIONAL CUISINE	SEMESTER - IV
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Total credits: 3  
Hours /Week: 3

### OBJECTIVES:

1. To learn more about Asian cuisine, and methods of cooking.
2. To provide the knowledge about the characteristics of international cuisines.
3. To know about the ingredients used and its preparation methods.

### CONTENTS

#### UNIT -I

**Chinese cuisine** - Characteristics, ingredients used, equipments used  
.Regional varieties Dishes - recipes & preparation method.

**Srilankan cuisine** - Characteristics, ingredients used, equipments used,  
Dishes with recipes & preparation method.

**Thai cuisine** - Characteristics, ingredients used, equipments used, Dishes  
with recipes & preparation method.

#### UNIT-II

**Malaysian cuisine** - Characteristics, ingredients used, equipments used,  
Dishes with Recipes & preparation method.

**Indonesian cuisine** - Characteristics, ingredients used, equipments used.

**Japanese cuisine** - Characteristics, ingredients used, equipments used,  
Dishes with recipes & preparations method.

#### UNIT- III

**Italian cuisine** - Characteristics, ingredients used, equipments used,  
Dishes with recipes & preparations method.

**Spanish cuisine** - Characteristics, ingredients used, equipments used,  
Dishes with recipes & preparation method.

**Russian cuisine** - Characteristics, ingredients used, equipments used,  
Dishes with recipes & preparation method.

#### UNIT -IV

**Greek** - Characteristics, ingredients used, equipments used, Dishes with recipes & preparation method.

**Mexican cuisine** - Characteristics, ingredients used, equipments used, Dishes with recipes & preparation method.

**American cuisine** - Characteristics, ingredients used, equipments used, Dishes with recipes & preparation method.

#### UNIT -V

**Fusion cuisine** - Characteristics, ingredients used, equipments used, Dishes with recipes & preparation method.

**Eclectic cuisine** - Characteristics, ingredients used, equipments used, Dishes with recipes & preparation method.

**World Marche** - Characteristics, ingredients used, equipments used, Dishes with recipes & preparation method, cocktail preparations.

#### TEXT BOOKS:

1. *Purobi Babbar*. 1995. **Flavours of China**. (Edition I), Vakils, Feffer and Simons Publishers Ltd.
2. *Josephine Bacon, Hermes*. 2006. **African and Middle Eastern cook Book**. (Edition I), Hermes House Publishers.

#### REFERENCE BOOKS:

1. *Lesley Chamberlain*. 2006. **Russian, German and Polish: Food and Cooking**. (Edition I), Hermes House Publishers.
2. *Emi Kazuko*. 2006. **Complete Book of Japanese Cooking**. (Edition I), Hermes House Publishers.
3. *Mary Frey Ray, Evelyn Jones Lewis*. 1988. **Exploring Professional Cooking**. (Edition I), Tata Mc Graw Hill Publishers.

15UCH43B	CORE- XI: BAR OPERATIONS	SEMESTER - IV
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Total credits: 3  
Hours per Week: 3

### OBJECTIVES:

1. The Classifications of wines and that are used in different countries
2. To know the preparation of cocktails & mocktails.
3. To learn the bar list and bar design.

### CONTENTS

#### UNIT - I

**Bar** - Introduction

**Bar Design:** Space requirement of bar counter seating area and bar stools. Lighting arrangements and interiors designing of bar.

**Dispense bar:** Meaning, glassware & equipment used in dispense bar, Garnishes & Kitchen supplies used in dispense bar.

Stocking of alcoholic beverages and bar control

**Beverage list** - meaning & important. Method & order of listing & pricing beverages.

#### UNIT - II

**Wines:** Meaning, classification of wines production (Red, white, rose sparkling wine Production, Aromatized & herbal wines: Meaning & production factors influencing the quality of the wine.

#### UNIT - III

**Wines of France:** Classification of French wines, important communes & their wines of Bordeaux, Burgundy, Alsace, Loire and Champagne.

**Champagne:** Importance, production method, styles of champagne and bottle sized - Terms.

**Wines of Germany:** Classification of German wines wine producing regions & wines of Germany.

#### UNIT - IV

**Wines of Italy:** classification of Italian wines, and wine producing regions. Famous wines of Italy.

Wines of South Africa, California, Australia, Spain, Portugal - Regions and famous wines. Production & styles of Sherry, Port, Madeira, Marsala.



**Wine & food:** Wines served with different sources of the meal, suggestions for food & wines combination. Examples of wines served with: Shell fish, soup, pasta, Fish, Red, and Pink & White meat, cheese, sweet and dessert.

## UNIT - V

**Cocktail** - Meaning, types of cocktails, points observed while making cocktails, Recipes of Whisky, rum, Gin, Brandy, Vodka, Tequila, Champagne based cocktails. (Given in reference text only).

**Mocktails** - Meaning and recipes of famous mock) spirit

**Coffee** - Meaning, Method of preparation and examples of some spirit coffee (Irish, Scandinavian, Monk's, Royal, Dutch, Mexican, German, Italian, Caribbean, Calypso, etc)

## TEXT BOOKS:

1. *Dennis Lillicrap, John A. Cousins & Robert Smith.* 2002. **Food & Beverage Service.** (Edition VI), ELST Publishers Ltd.
2. *R.Singaravelavan.* 2011. **Food & Beverage Service.** (Edition I), Oxford University Press Publishers.

## REFERENCE BOOKS:

1. *John Fuller,* 2010. **Modern restaurant Service - A manual for students and Practitioners.** (Edition I), Hutchinson Publishers.
2. *John Cousins & Andrew Durkan.* 2000. **The Students Guide to Food and Drink.** (Edition I), Hodder & Stoughton Publishers.
3. *John Cousins & Andrew Durkan.* 1998. **The Beverage Book.** (Edition I), Hodder & Stoughton Publishers.

15UCH43P	CORE PRACTICAL - IV : INDIAN REGIONAL COOKERY	SEMESTER -IV
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Total Credits:4  
Hours/ Week: 3

**OBJECTIVE:**

1. To learn the preparations of the different regional cuisines of India.

**CONTENTS**

**Demonstration on**

1. Indian rice preparations
2. Indian gravies
3. Indian chaats
4. Indian breakfast preparations
5. Indian snacks preparations
6. Indian breads-naan, rotis, parathas, phulkas with variations
7. Indian pulaos
8. Indian Biryani
9. Indian dal varieties
10. Tandoori marinations
11. Indian sweets

**To Formulate 22 sets of menu consisting of 5 dishes from the following regions:**

1. Andhra Pradesh.
2. Bengal
3. Chettinadu
4. Goa
5. Gujarat
6. Kashmir
7. Kerala
8. Maharashtra
9. Punjab
10. Rajasthan
11. Tamil Nadu.

**TEXT BOOKS:**

1. *Krishna Gopal Dubey*. 2011. **The Indian cuisine**. (Edition I), PHI learning Publishers Private Ltd.
2. *Thangam E.Philip*. 2005. **Modern cookery for teaching and trade (volume I)**. (Edition V), Orient Longman Publishers.

**REFERENCE BOOKS:**

1. *Vimla Patil*. 2008. **Food Heritage of India**. (Edition II), Vakils Feffer and Simons Publishers.
2. *J. Inder singh Kalraj Prashad*. 2004. **Cooking With Indian Masters**. (Edition I), Publisher – Allied publications.

15UCH43Q	CORE PRACTICAL - V: ADVANCED FOOD AND BEVERAGE SERVICE	SEMESTER - IV
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Total Credits: 4  
Hours/Week: 3

**OBJECTIVE:**

1. To learn the beverage order taking procedure.
2. The service of alcoholic and non alcoholic beverages.

**CONTENTS**

1. Recollecting I year portions.
2. Enumeration of glassware.
3. Beverage order taking procedure.
4. Service of red wine.
5. Service of white wine.
6. Service of rose wine.
7. Service of Sherry, Port, Madeira and Marsala.
8. Service of sparkling wine.
9. Service of bottled beer, canned beer and draught beer.
10. Service of brandy.
11. Service of whisky.
12. Service of gin.
13. Service of vodka.
14. Service of rum.
15. Service of tequila.
16. Service of aromatized wine.
17. Service of liqueur.
18. Service of liqueur coffee and spirit coffee.
19. Service of aperitifs.
20. Service of digestives.

21. Service of cocktails.
22. Compiling a wine list.
23. Compiling a menu with wine suggestions.
24. Service of cigar and cigarettes.
25. Service of High tea.
26. Service of Afternoon tea.

**REFERENCE BOOKS:**

1. *Dennis Lillicrap, John A. Cousins & Robert Smith.* 2002. **Food & Beverage Service.** (Edition VI), ELST Publishers Ltd.
2. *Sudhir Andrews.* 2007. **Food & Beverage Service Training Manual.** (Edition I), Tata Mc Graw – Hill Publishers.
3. *R.Singaravelavan.* 2011. **Food & Beverage Service.** (Edition I), Oxford University Press Publishers.

15UCH43R	<b>CORE PRACTICAL - VI: FRONT OFFICE OPERATIONS</b>	<b>SEMESTER - IV</b>
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**Total credits: 3**  
**Hours per Week: 2**

**OBJECTIVE:**

1. Various procedures in front office department.
2. Role of different personnel and their duties and responsibilities.

**CONTENTS**

**FRONT OFFICE**

1. Check-in and check-out procedures
2. Telephone handling skills, social skills,
3. Reservation procedure, identification of rooms through the use of conventional and destiny charts.
4. Role play of the following staffs  
Doorman, Bellboy, Receptionist, Information assistant, Cashier.
5. Dealing with guest mail and messages, hotel mail, staff mail.
6. Modes of bill settlement.
7. Handling guest complaints and solving problems.
8. Places of interest in and around Tamilnadu. General awareness about the places of interest in India.
9. General awareness of capitals, currencies and airlines of countries.
10. Calculation of Statistical information: house count, room position, percentage of room occupancy, percentage of single occupancy, percentage of foreign occupancy, percentage of local occupancy, percentage of walk-ins. Percentage of early departures, percentage of late departures, percentage of early arrivals, percentage of no-show, average room rate, average room rate per person.
11. Front office procedures- scanty baggage, wakeup call procedures, left luggage procedures.

**TEXT BOOKS:**

1. *Sudhir Andrews*, **Hotel front office Training Manual**. Mc Graw Hill Education Private Limited
2. *Sue Baker, Pam Bradley & Jeremy Huyton*. **Cassell.Principles of Hotel Front Office Operations**.

15UMB4AA	ALLIED - III: FOOD SAFETY AND MICROBIOLOGY	SEMESTER - IV
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Total credits: 3

Hours/ Week: 2

### OBJECTIVES:

1. To know about the micro-organisms which involve in our daily foods and its actions.
2. To learn about the uses and hazards of the micro-organisms.

### CONTENTS

#### UNIT -I

Basic introduction to food safety, food hazards & risks, HACCP: basic principles and implementation. ISO 22000, Food Safety Act.

#### UNIT -II

Introduction to microbiology: Relation of microbiology to hygiene – classification of micro – organisms. Factors affecting the growth of micro – organism.

Bacteria: Basic characteristics, beneficial and harmful effect of bacteria.

Yeast: Basic characteristics, beneficial and harmful effect of yeast.

Mold: Basic characteristics, beneficial and harmful effect of fungi

#### UNIT -III

Food hygiene, personal hygiene & General hygiene : Introduction – types of food contamination – food contamination in meat, poultry, game, raw vegetables & fruits, cereals, dairy products, fish – shellfishes.

Food preservation- principles, high temperature and low temperature preservatives.

#### UNIT - IV

Food borne diseases: types (infections and intoxications)

Infections – Salmonellosis, Escherichia coli

Intoxications – botulism, Staphylococcus

Common diseases caused by food borne pathogens, Preventive measures.

## UNIT - V

Food hygiene regulation: Equipment – requirement for food premises.

Food sanitation, control & inspection: Inspection of drinking water, plant water, sewage water, equipment, cleaning, sanitizing.

### TEXT BOOKS:

1. *Nicholas Johns*, 1991. **Managing Food Hygiene**. 1<sup>st</sup> edition. -- Macmillan Publication.
2. *W.C.Fraizer/D.C.Westhoff*, 2008. **Food microbiology**, 4<sup>th</sup> edition. - MacGraw Hill.

### REFERENCE BOOK:

1. *Jay.J.* 2004.**Modern Food Microbiology**, 7<sup>th</sup> Edition -Springer



15UBM4AA	ALLIED- IV: ENTREPRENEURIAL DEVELOPMENT	SEMESTER - IV
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Total Credit: 2  
Hours /Week: 2

**OBJECTIVES:**

1. EDP, Project management
2. Institutional finance to Entrepreneurs
3. Institutional support to entrepreneurial development

**CONTENTS**

**UNIT - I**

Meaning of Entrepreneurship - characteristics- functions - types of entrepreneur - Intrapreneur - Role of entrepreneurship in economic development.

**UNIT - II**

Entrepreneurship development programmes - need - objectives - course contents - phases- evaluation.

**UNIT - III**

Meaning of project - project identification - project selection - project formulation - project appraisal methods- contents of a project report.

**UNIT - IV**

Source of finance for a project -Institutional finance to Entrepreneurs- IDBI- IFCI-ICICI- SIDBI- TIIC

**UNIT - V**

Institutional support to Entrepreneurs - DIC- NSIC- SISI- SIDCO- KVIC

**TEXT BOOKS:**

1. *Khanka.S.S.* 1999. **Entrepreneurial Development.** (Edition I), S.Chand and Sons Publishers.
2. *Gupta.C.B and Srinivasan.N.P.* 1999. **Entrepreneurial Development.** (Edition VI), S.Chand and Sons Publishers.

**REFERNCE BOOKS:**

1. *Choudhury.S.* 1988. **Project Management.** (Edition VI), TMH Publishers, New Delhi.
2. *Denis Lock.* 2007, **Project Management,** (Edition IX), Ashgate Publishers.

<b>15UIT4AB</b>	<b>ALLIED- V: COMPUTER APPLICATIONS IN HOTEL INDUSTRY</b>	<b>SEMESTER - IV</b>
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**Total credits: 2**

**Hours/Week: 2**

**OBJECTIVES:**

1. The principles of computer applications in hotel industry.
2. Basic computer uses in hotels.

**CONTENTS**

**UNIT- I**

Computer appreciation and dos, introduction, characteristics, history, generations, classifications, application of computer, hardware and software, operating systems, computer languages. DOS file, directory, changing the directory, creating a new directory, copying files, deleting files, changing filename, date and time, type, print. Windos2000, windows basics, introduction, starting windows, using mouse, moving & designing windows, maximizing, minimizing and restoring windows using menus in windows.

**UNIT- II**

Word, introduction to word, editing a document, move and copy text and help system, formatting text & paragraph, finding & replacing text and spell checking, using tabs, enhancing documents, columns, tables & other features, using graphics, templates & wizards using mail merge, miscellaneous features of word.

**UNIT- III**

Introduction of worksheet & excel, getting started with excel, editing cells and using commands and functions, moving and copying, inserting and deleting rows & columns, getting help and formatting a worksheet, printing the worksheet, creating charts, using date and time and addressing modes, naming ranges and using statistical, math and financial functions. Database in a worksheet, additional formatting commands and drawing tool bar, miscellaneous commands and functions, multiple worksheets and macros.

#### UNIT- IV

Power point basics editing text adding subordinate points, deleting slides, working in outline view, using design templates, adding graphs, adding organization Charts, running an electronic slide show, adding special effects.

#### UNIT- V

Access basics, creating a table, entering and adding records, changing a structure, working with records, creating forms, establishing relationship using queries to extract information, using reports to print information.

#### TEXT BOOKS:

1. *Stephen L. Nelson.* 2003. **The Complete Reference Office 2000.** (Edition III), Tata Mc Graw Hill Company.
2. *R.K. Taxali.* **PC Software for Windows.** 2006. (Edition IX), Tata Mc Graw Hill Company.

#### REFERENCE BOOKS:

1. *Toyce Cox & Polley Urban.* 2005. **Quick Course MS Office.** (Edition IV), Galgotia Publishers Pvt. Ltd.
2. *Craig Mc Mustry.* 2006. **MS Windows Communication Foundation.** (Edition IV), Pearson Edition.

15UIT4AP	ALLIED LAB- I : COMPUTER APPLICATIONS IN HOTEL INDUSTRY	SEMESTER - IV
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Total credits: 2  
Hours/ Week: 2

### OBJECTIVES:

1. The principles of computer applications in hotel industry.
2. Basic computer uses in hotels.

### CONTENTS

#### MS-DOS

1. Creating directories, sub-directories, files, listing, the sub-directories and files page wise, displaying the contents of the files.
2. Copying, renaming, deleting the files, changing and removing a directory.

#### MS-WORD

3. Text manipulation, changing the font size, font type, and font style, making the text bold, underlining the text, aligning the text (Centre, justify, left, right), cut, copy, paste.
4. Paragraph indenting & spacing, bullets & numbering, spelling & grammar check, inserting a picture from clip art, auto shapes, and word art.
5. Table manipulation- creating tables, inserting & deleting rows & columns, changing width & height, changing table borders.
6. Mail merge concept, printing formats.

#### MS-EXCEL

7. Entering the data, changing the fonts, changing row heights & column width, formatting the data, sorting the data.
8. Formula processing- creating simple formula, using function (ABS, SQRT, LEN, SUM, ROUND, AVG, COUNT, CONCATENATE, FIND).
9. Inserting & formatting charts, inserting pictures, printing formats.

#### MS-POWER POINT

10. Creating simple presentations, saving, opening and existing presentation, creating a presentation using Auto content wizard & template.

11. Using various auto- layouts, charts, table, bullets & clip art.
12. Viewing an existing document in various views-outline view, slide view, slide show view, slide sorter view and note pages view.

**TEXT BOOKS:**

1. *Stephen L. Nelson.* 2003. **The Complete Reference Office 2000.** (Edition III), Tata Mc Graw Hill Company.
2. *R.K. Taxali.* **PC Software for Windows.** 2006. (Edition IX), Tata Mc Graw Hill Company.

**REFERENCE BOOKS:**

1. *Toyce Cox & Polley Urban.* 2005. **Quick Course MS Office.** (Edition IV), Galgotia Publishers Pvt. Ltd.
2. *Craig Mc Mustry.* 2006. **MS Windows Communication Foundation.** (Edition IV), Pearson Edition.

15UCH4SA	<b>SKILL BASED PAPER -II BAKERY AND CONFECTIONERY - II</b>	<b>SEMESTER - IV</b>
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**Total credits: 3**  
**Hours Per Week: 2**

**OBJECTIVES:**

1. The types of paste's, pies, tarts, and chocolate preparation and its faults
2. To know the preparation of hot and cold sweets.

**CONTENTS**

**UNIT-I**

Different types of Paste: Short crust, Sweet crust, Rough puff, puff paste, choux paste, Suet paste- preparation, faults and products of the above pastes.

**UNIT-II**

Pies- Introduction, production of pies. Rolling pie dough and lining pans, preparation of fillings for pies. Production of fruit pies and common problems with fruit pies, preparation of cream and chiffon. Common problems.

**UNIT-III**

Tarts and tartlets- procedure for making tarts shells, variations. Flan - preparation, Strudel & phylo- preparation, baked meringues- procedure for making meringues.

**UNIT- IV**

preparation of syrups & glazes Chocolate and Sugar Confectionery, Liqueur Chocolate, toffees and boiled sweets, fudges, pulled sugar, blown sugar, pastilles.

**UNIT -V**

Hot sweets-Charlottes, fritters, pancakes, puddings, dumplings. Cold sweets-Bavarois, mousse, fruit dessert - method of preparation. Savoury

goods- basic preparation- toppings- fillings- piping- examples of piping equipment & procedures.

**TEXT BOOKS:**

1. *Wayne Gisslen*. 2000. **Professional Baking**. (Edition V), John Wiley and Sons Publishers.
2. *John Campbell, David Foskett & Victor Ceserani*. 2008. **Practical cookery**. (Edition XI), ELST Publishers Pvt. Ltd.
3. *John Kingslee*. 2006. **A Professional Text to Bakery and Confectionary**. (Edition I), New Age International Pvt. Ltd.

**REFERENCE BOOK:**

1. *Yogambal Ashokkumar*. 2012. **Textbook of Bakery and Confectionary**. (Edition II), PHI Learning Pvt. Ltd.



15UCH4SP	SKILL BASED PRACTICAL -I: BAKERY AND CONFECTIONERY	SEMESTER - III & IV
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Total credits: 2  
Hours per Week: 2

**OBJECTIVE:**

1. The types of cookies, cakes, paste's, pies, tarts, and chocolate preparation.

**CONTENTS**

**Yeast Goods**

Crisp crusted Bread  
Soft crusted Bread  
Sour dough white bread  
Baba and Savarin  
Danish pastry  
Brioche  
Croissants  
Bread rolls  
Muffins  
Dough nuts  
Cookies  
Biscuits  
Puff paste, Sweet crust, cakes:

***Puff Pastry***

***Fruit flan***

Custard Flan  
Fruit Pies  
Tarts.  
Sponge cakes  
Plum cakes  
Swiss rolls  
Petit fours  
Chocolates

**TEXT BOOKS:**

1. *Wayne Gisslen*. 2000. **Professional Baking**. (Edition V), John Wiley and Sons Publishers.
2. *John Campbell, David Foskett & Victor Ceserani*. 2008. **Practical cookery**. (Edition XI), ELST Publishers Pvt. Ltd.
3. *John Kingslee*. 2006. **A Professional Text to Bakery and Confectionary**. (Edition I), New Age International Pvt. Ltd.

**REFERENCE BOOK:**

1. *Yogambal Ashokkumar*. 2012. **Textbook of Bakery and Confectionary**. (Edition II), PHI Learning Pvt. Ltd.

15UED44I	NMEC -II: BASIC BAKERY PRACTICAL	SEMESTER-IV
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**Total Credits: 2**  
**Hours per week: 2**

**OBJECTIVE:**

1. To acquire knowledge about the types of cookies, cakes, paste's, pies, tarts, and chocolate preparation.

**CONTENTS**

**Yeast Goods**

Crisp crusted Bread  
Soft crusted Bread  
Danish pastry  
Croissants  
Bread rolls  
Muffins  
Dough nuts  
Cookies  
Biscuits  
Puff paste, Sweet crust, cakes:  
Sponge cakes  
Plum cakes  
Swiss rolls

**TEXT BOOKS:**

1. Kinton and Ceserani Practical cookery\_ Pub: Hodder and Stoughton
2. John Kingslee, 2006. A Professional Text to Bakery & confectionary - New Age International pvt ltd.

**REFERENCE BOOK:**

1. Wayne Gisslen 2000 Professional baking\_ Pub: John Wiley and Sons

15UCH53A	CORE- XII - COLD KITCHEN AND STORE MANAGEMENT	SEMESTER – V
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Total Credits: 3

Hours/ Week: 5

### OBJECTIVE:

1. The larder department and its activities
2. The different cold cuts, sausages and its garnishes.
3. The purchasing, receiving and storing of various food products.

### CONTENTS

#### UNIT-I

**Larder:** Essentials of larder control, Importance and functions of larder in main kitchen, relationship with other section of main kitchen, Duties and responsibilities of Larder chef, Equipments and tools used in larder, Floor plan or layout of a larder.

**Kitchen organization:** Allocation of work - Job description/Duty rosters, production planning production scheduling, production quality & quantity control, forecasting, budgeting.

#### UNIT-II

##### CHARCUTIERIE- Introduction

i) **Sausage** - Introduction, Types

ii) **Forcemeats** -Types, Preparation, Uses.

iii) **Brines, Cures & Marinades**

Types of Brines, Preparation of Brines, Methods of Curing, Uses of Marinades

iv) **Ham, Bacon & Gammon-** Differences between Ham, Bacon & Gammon

v) **Galantines-** Preparation, Types. Ballotines.

vi) **Pates-** Types of Pate, Making of Pate,Pate de foie gras.

vii) **Mouse & Mousseline-** Types, Preparation, Preparation of mousseline, Difference between mousse and mousseline.

viii) **Chaufroid-** Meaning, Uses.

ix) **Aspic & Gelee-** Definition, Preparation, Uses, Difference between Aspic and Gelee.

x) **Quenelles, Parfaits, Roulades** – Preparation.

### **UNIT-III**

**Garnishes:** Importance, names of garnishes used with different dishes.

**Non-edible displays** - Fruit & vegetable Displays, Tallow sculpture, Salt dough, Pastillage, Jelly Logo, and Thermacole work.

**Ice carving:** Equipment, ice preparation, making a template, melting effects, storage.

### **UNIT-IV**

Stores Management-Types, principles, standard recipe formulation, Inventory management, Re-order levels, Bin management Purchasing and receiving Quality control, Yield management, Food costing.

#### **PURCHASING**

Aims and objectives of purchasing policy. Central purchasing, identifying regular suppliers, Job description of Purchase Manager, Types of Purchases Perishables (Meat, Poultry, Dairy products, Fruits and Vegetables etc.) Non Perishable, Capital supplies, Petty purchases

### **UNIT-V**

#### **RECEIVING**

Aims of receiving department , Equipment required for receiving, Receiving procedure, Documents required while receiving (from hotel and from supplier), Use of Standards and Specifications while receiving, Goods Receiving Report, Daily Receiving report

**STORES - RECIEPTS/ ISSUE CONTROL** - Aims of Store control, Job description of the Store Manager/ Store In-charge, Types of stores in Hotel (Food, Dry, Engineering, Chemical and Cleaning, Beverage, Deep freezer etc. Store control procedure.Monthly Inventory/ Stock taking procedure

**TEXT BOOKS:**

1. *Parvinder S. Bali.* 2012. **International Cuisine and Food Production Management.** (Edition I), Oxford University Press Publishers.
2. *David Foskett, Ronald Kinton & Victor Cesrani.* 2001. **Theory of Catering.** (Edition IX), Hodder Stoughton Publishers.
3. *Bernard Davis & Sally stone.* 2005. **Food & Beverage Management.** (Edition III), ELBS Publishers.

**REFERENCE BOOK:**

1. *Arvind saraswat.* 2001. **Professional chef: The Art of Fine Cooking.** (Edition V), UBS Publishers Private Ltd.

<b>15UCH53B</b>	<b>CORE- XIII: CATERING OPERATIONS MANAGEMENT</b>	<b>SEMESTER - V</b>
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**Total credits: 3**  
**Hours/ Week: 5**

### **OBJECTIVES:**

1. The gueridon service and its arrangements.
2. To know about the function catering and its types, planning of buffets for outdoor catering
3. To learn about the menu engineering and budgeting for F & B.

### **CONTENTS**

#### **UNIT-I**

Gueridon Service: Introduction, Mis-en-place for gueridon. Special equipments used, care & maintenance of equipment, taking the order, method of serving the dish at the table, carving and jointing at the table, carving trolley, dishes prepared on the gueridon, flambéing.

#### **UNIT-II**

Function catering: Introduction, types of function, function service staff and responsibilities, service methods in function catering, booking and organization of functions, function menus, wines tabling, seating arrangements, banquets lay-outs. Instructions to service staffs, order of service for a formal function, reception and ordering of wines. Wedding organization - procedure at a wedding buffet, reception, family line-up, procedure for toasts. Planning of buffets - sit down service and fork buffets, procedures required for exhibitions, seminars, fashion shows, trade fairs etc.

#### **UNIT-III**

Outdoor catering: Meaning, preliminary survey of the place and comfort of party, hiring of service personnel, making a list of service equipment required, setting" up counters and allotting stations. Specialized forms of service: Hospital tray service, Airline service, Railway service.

#### UNIT-IV

Menu Engineering: Meaning, Menu Engineering Terminology, Menu Engineering Worksheet, Remedial action, Problems and Limitations. Menu Merchandising: Methods of pricing menus, Shape & fold of menu, Size of menu, Type & colour of paper or card, Typefaces, Layout, Printing & reprinting.

#### UNIT-V

Budgeting for the F&B Department: Budgeting control, the budgeting cycle, limiting factors, sales forecasting. Staff organization and training: Staff organization, level of demand, duty rotas, staff training, terms used in training, planning of training. Customer relation: Introduction, minimizing customer relation problems, customer satisfaction. Social skills.

#### TEXT BOOKS:

1. *Dennis Lillicrap, John A. Cousins & Robert Smith.* 2002. **Food & Beverage Service.** (Edition VI), ELST Publishers Ltd.
2. *Sudhir Andrews.* 2007. **Food & Beverage Service Training Manual.** (Edition I), Tata Mc Graw – Hill Publishers.
3. *R.Singaravelavan.* 2011. **Food & Beverage Service.** (Edition I), Oxford University Press Publishers.

#### REFERENCE BOOKS:

1. *John Fuller,* 2010. **Modern restaurant Service – A manual for students and Practitioners.** (Edition I), Hutchinson Publishers.
2. *Bernard Davis & Sally stone.* 2005. **Food & Beverage Management.** (Edition III), ELBS Publishers.



15UCH53P	CORE PRACTICAL - VII: INTERNATIONAL COOKERY	SEMESTER-V
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Total credits: 4  
Hours/Week: 3

**OBJECTIVE:**

- To learn about continental cuisines.
- To get knowledge about international cuisines.
- To learn about Asian cuisine.

**CONTENTS**

**CONTINENTAL CUISINE (INDIVIDUAL)**

**To formulate 10 sets of menu consisting of 6 dishes from the following courses mentioned below:**

Hors-doeuvr - Simple or Compound

Soup

Egg

Pasta/ rice, Fish

Mutton/ Veal/ Beef/ Pork Poultry/ Furred game/

Feathered game, Potatoes

Vegetables/ Salads

Sweet

Savoury

**International cuisine Menu**

Sri Lankan - 2 set

Malaysian - 1 set

Japanese - 1 set

Italian - 2 set

Spanish - 1 set

Mexican - 1 set

Mediterranean - 1 set

American - 1 set

**One menu for each region**

**TEXT BOOK:**

1. *David Foskett, Ronald Kinton & Victor Cesrani. 2004. **Practical Cookery.** (Edition X), Hodder Starghton Publishers.*
2. *Purobi Babbar. 1995. **Flavours of China.** (Edition I), Vakils, Feffer and Simons Publishers Ltd.*
3. *Judy Bastyra & Becky Johnson. 2005. **Thai the Essence of Asian Cooking.** (Edition I), Hermes House Publishers.*
4. *Josephine Bacon, Hermes. 2006. **African and Middle Eastern cook Book.** (Edition I), Hermes House Publishers.*
5. *Lesley Chamberlain. 2006. **Russian, German and Polish: Food and Cooking.** (Edition I), Hermes House Publishers.*
6. *Emi Kazuko. 2006. **Complete Book of Japanese Cooking.** (Edition I), Hermes House Publishers.*

**REFERENCE BOOKS:**

1. *Arvind saraswat. 2001. **Professional chef: The Art of Fine Cooking.** (Edition V), UBS Publishers Private Ltd.*
2. *Masaki Ko. 2002. **Taste Of Japan.** (Edition I), Hermes House Publishers.*

15UCH53Q	CORE PRACTICAL - VIII: FOOD AND BEVERAGE SERVICE OPERATIONS	SEMESTER - V
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Total credits: 4

Hours /Week: 3

**OBJECTIVE:**

1. The arrangement for banquets, buffets, gueridon service, etc.

**CONTENTS**

**1. Recollecting I and II year portions.**

**2. Preparing duty rotas.**

**3. Banquets:**

- (a) Booking procedure
- (b) Preparing banquet menus
- (c) Space area requirements
- (d) Table plans/ Arrangements
- (e) Service toasting
- (f) Informal banquets (Viz., Reception, Cocktail parties, Seminar, Exhibitions, Fashion shows, Trade fair, Wedding, Outdoor catering, etc)

**4. Buffets:**

- (a) Area requirements
- (b) Planning & Organization
- (c) Sequence of food (Indian & Continental)
- (d) Types of buffet display
- (e) Equipment supplies
- (f) Checklist.

**5. Gueridon Service:**

- (a) Types of trollies
- (b) Gueridon equipment
- (c) Gueridon ingredients
- (d) Service of courses and dishes from gueridon.

**REFERENCE BOOKS:**

1. *Dennis Lillicrap, John A. Cousins & Robert Smith.* 2002. **Food & Beverage Service.** (Edition VI), ELST Publishers Ltd.
2. *Sudhir Andrews.* 2007. **Food & Beverage Service Training Manual.** (Edition I), Tata Mc Graw – Hill Publishers.
3. *R.Singaravelavan.* 2011. **Food & Beverage Service.** (Edition I), Oxford University Press Publishers.

15UCH5EB	ELECTIVE- I: FOOD AND BEVERAGE MANAGEMENT	SEMESTER - V
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Total Credits:4  
Hours /Week: 4

### OBJECTIVES:

1. Functions and constraints of the fbm
2. The cost factors, storing, issuing, function catering, management, etc.

### UNIT-I

**Food & Beverage Management:** Introduction - Food & Beverage function -Responsibilities & objectives of F&B department - Constraints of food & beverage management - Cost & market orientation (Cost structure & profitability, demand for product, capital intensity, nature of the product). The meal / drink experience: Food & drink, variety in menu choice, level of service, value for money, interior design, atmosphere & mood, expectation & identification, location / accessibility and staff.

### UNIT-II

**Purchasing:** The nature of purchasing - The main duties of purchase manager -Importance of purchase functions - The purchasing procedure - The selection of a supplier - supplier rating - Aids to purchasing - The purchasing of food & beverages -Standard purchase specification: Meaning & objective - The purchase specification for food & beverages.

**Receiving:** Objective - Receiving procedure - Receiving of expensive commodities -Returnable containers - Blind receiving - Dispatch to stores or user department -Clerical procedures & forms used.

### UNIT-III

**Storing & issuing:** Storing & issuing of food & beverages. Stock taking of food & beverages - Stock turnover - Stock levels. Food control: Objectives of food cost control - The essentials of a control system - Calculation of food cost - Methods of food control -Food. Control check list - Obstacles to food cost control.**Beverage Control:** Objectives of beverage control - Calculation of beverage cost - Methods of beverage control - Beverage control checklist.

## UNIT-IV

**Elements of cost:** Cost defined, basic concepts of profit, control aspect, pricing aspects. Cost dynamics: Fixed & variable costs - Break even charts - Turn over & unit costs.

**Variance analysis:** Standard cost - Standard costing - Cost Variances - Material Variances - Overhead variances - Labour variances - Fixed overhead variances - Sales variance.

## UNIT-V

**Function catering, Banquets** - History, Types, Organization of Banquet department, Duties & responsibilities Sales, Booking procedure, Banquet menus.

### **Banquet protocol**

Space Area requirement, Table plans/arrangement, Misc-en-place, Service, Toasting.

### **Informal banquet**

Reception, Cocktail parties, Convention, Seminar, Exhibition, Fashion shows, Trade Fair, Wedding, Outdoor catering.

### **Buffets**

Introduction, Factors to plan buffets, Area requirement. Planning and organization Sequence of food, Menu planning, Types of Buffet, Display, Sit down, Fork, Finger, Cold Buffet, Breakfast Buffets, Equipment, Supplies, Check list.

## TEXT BOOKS:

1. *Bernard Davis & Sally stone. 2005. Food & Beverage Management.* (Edition III), ELBS Publishers.
2. *R.Singaravelavan. 2011. Food & Beverage Service.* (Edition I), Oxford University Press Publishers.

## REFERENCE BOOKS:

1. *S.K.Bhatnagar. 2009. Managing Food and Beverage Operations.* (Edition I), Frank Brothers and Company Publishers.
2. *Mohinder Chand, 2009. Managing Hospitality Operations* (Edition I). Anmol Publications Pvt. Ltd.

15UCH5EC	ELECTIVE-I : HOSPITALITY MARKETING MANAGEMENT	SEMESTER - V
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Total credits: 4  
Hours per Week: 4

### OBJECTIVES:

1. To enable the students to acquire knowledge about the Hospitality customers.
2. To get the concept about Hospitality products, services and sales.
3. To know the Hospitality products promotion and pricing strategies.

### CONTENTS

#### UNIT-I

##### **Behaviour of Hospitality customers**

Introduction, factors influencing customer behaviour, Decision -Making model, Problem- solving Process, Organizational buyer behaviour.

#### UNIT-II

##### **Hospitality products and services**

Introduction, Dimensions of a Hospitality product, marketing strategies for products, Product positioning, product differentiation, branding, customer benefit strategy, Hospitality service dynamics, product- service dynamics.

#### UNIT-III

##### **Hospitality Sales**

Introduction, sales objectives, sales Force Strategy, Sales Force structure, Selling Principles, steps for effective selling, managing the sales force, in-house selling.

#### UNIT-IV

##### **Hospitality Promotion**

Introduction, Hospitality communication channels, Hospitality Marketing Communication System, Promotional objectives, buying

influences in Hospitality Services, Promoting products and services, web marketing.

#### **UNIT-V**

##### **Pricing Strategies**

Introduction, Factors affecting pricing decisions, Broad pricing strategies, Pricing techniques and procedures, segmented pricing, Revenue Management.

#### **TEXT BOOK:**

1. *Sudhir Andrews*. 2009. **Sales and Marketing**. (Edition I), Tata McGraw Hill Publishers. New Delhi.

#### **REFERENCE BOOK:**

1. *Robert D. Reid & David C.Bojanic*. 2012. **Hospitality Marketing Management**, (Edition V), Wiley India Edition Publishers Ltd.



<b>15UCH5ED</b>	<b>ELECTIVE-II: ROOM DIVISION MANAGEMENT</b>	<b>SEMESTER - V</b>
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**Total credits: 4**  
**Hours /Week: 4**

**OBJECTIVES:**

1. To acquire knowledge on salesmanship, guest relations.
2. To learn about the planning and evaluation of management
3. To know the managerial and organizing skill for RDM

**CONTENTS**

**UNIT-I**

**ORGANISATION, SETUP AND IMPORTANCE**

Layout and working organization, coordination process  
Brief introduction to its nature of Room Division  
Vitality of proper front staff. Theory and applicability.

**UNIT-II**

**SALESMANSHIP**

Communication skills.  
Developing salesmanship.  
Up selling and Techniques.  
Role of Reservation department in sales.  
Selling for a full house in lean business seasons.  
Housekeeping Sales

**UNIT-III**

**ANALYSIS OF GUEST RELATIONS COMPLAINTS**

Effect of complaints on brand image and revenue.  
Analysis of complaints,  
Methods of resolving them,  
Follow up systems

**UNIT-IV**

**PLANNING AND EVALUATING OPERATIONS**

Planning, organizing, controlling, staffing, leading, coordinating,  
budgeting.  
Establishing rooms rates, methods.

Evaluating operations - Daily operations report, Occupancy report, Room revenue analysis, Income statement, Room's income statement.

## **UNIT-V**

### **MANAGERIAL SKILLS FOR ROOM DIVISION MANAGEMENT**

Room division management functions - Planning, Organizing, Coordinating, Staffing, Controlling and Evaluating, Importance of leadership.

#### **ORGANISATION**

Staff motivation, Cross training, recognition, communication, incentive programs, Performance appraisals. Skills training- prepares to train, present the training, practice skills.

#### **TEXT BOOKS:**

1. *Jatashankar R. Tewari.* 2009. **Hotel Front Office Operations and Management.** (Edition I), Oxford University Press.
2. *Sue Baker, Pam Bradley & Jeremy Huyton.* 2003. **Principles of Hotel Front Office Operations.** (Edition II), Thomson Asia Pvt. Ltd.

#### **REFERENCE BOOK:**

1. *Sudhir Andrews,* 2008. **Front Office Management & Operations –**, I edition TATA McGraw- Hill.

15UCH5EE	<b>ELECTIVE-II: FAST FOOD OPERATIONS</b>	<b>SEMESTER - V</b>
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**Total credits: 4**  
**Hours /Week: 4**

**OBJECTIVES:**

1. To enable the students to acquire knowledge about fast food outlets.
2. To know about Operation and its management, selling techniques.
3. To get the idea about business opportunities in Fast food outlets.

**CONTENTS**

**UNIT-I**

**Introduction Fast food Operation & management:**

**The Fast Food Business:**

A Brief History, Types of Operation, Consumer Pattern.

**Managing Fast food Operation:**

Management - Concept, A practical approach, Marketing and control.

**UNIT-II**

**Social Concern & management:**

A Few Definitions, Responsibilities in today Fast food Market, off-Hour sale Service to different age group, Changing patterns, Health concern. Food groups Fast Food Nation, Junk food, Super Size Me, Western pattern diet, chew on This, List of fast food restaurants, Slow Food.

**UNIT-III**

**Operation:**

Types of-Equipments, A Guest oriented approach, Method of service, Billing methods, Planning of Menu. Product Control, Cash Control, Role of international popular cuisine in Fast food. Filling stations, Street vendors and concessions Cuisine, Variants.

**UNIT-IV**

**Selling Techniques:**

A Service orientation, Establishing Service standards, basic Selling Procedure, Handling service problems, Techniques & strategies

## UNIT-V

### Case studies on the following reputed fast foods:

History, Products & operating Procedures of McDonald's, Domino's Pizza, Pizza Corner, Pizza Hut.

### TEXT BOOKS:

1. *Bay Books, Fast Food*, Publisher -Bay Books
2. *Metti M .C, Anmol, Hotel Management Sales And Marketing Service* , Publisher-
3. *Lea R Dopson,John , Food And Beverage Cost Control*, Publisher - Wiley & Son

### REFERENCE BOOKS:

1. *Andrew F. Smith - Encyclopedia Of Junk Food And Fast Food*- Green Wood Publishing
2. *Premavathy Seetharaman, Interior Design And Decoration*, Publisher-Cbs
3. *Katie Brown , Outdoor Entertaining : Taking The Party Outside*, Publisher-Little Broun & Co.

15UCH5EF	<b>ELECTIVE -II: HUMAN RESOURCE MANAGEMENT</b>	<b>SEMESTER - V</b>
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**Total credits: 4**  
**Hours per Week: 4**

### **OBJECTIVES:**

1. The functions of human resource management
2. Planning manpower for an establishment and the actions carried out.
3. To identify the performance appraisal of the labour

### **CONTENTS**

#### **UNIT-I**

Human Resource Management - Meaning, nature, scope, and objective - Functions of Human Resource Department - The role of HR Manager - Organization of HR Department - HR policies & procedures.

#### **UNIT-II**

Manpower planning - Concept, organization & practice, Manpower planning techniques - Short term and long term planning. Recruitment & Selection - Job analysis - Description - Job specification - Selection Process - Tests & Interviews – Placement & Induction.

#### **UNIT-III**

Performance appraisal - Job evaluation & merit rating - Promotion - Transfer and demotion - Human relations - Approaches to good human relations - Job satisfaction - morale and discipline -. Labour turnover - Punishment.

#### **UNIT-IV**

Wages and salary administration - Development Sound Compensation structure. Direct & Indirect costs, Fringe benefits, CTC (Cost to Company) Concepts & its implications - Regulatory provisions - Incentive system - Labour welfare and social security - Safety, health & security - retirement benefits to employees.

## UNIT-V

Industrial relations - Trade unionism - Grievance handling - Developing Grievance Handling System - Managing conflicts - Collective bargaining and workers participation.

### TEXT BOOK:

1. C.B.Mamoria, 1984. - **Personnel Management, I edition** - Himalaya Publishing House.

15UCH5EG	<b>ELECTIVE- III: TOURISM AND HOSPITALITY BUSINESS</b>	<b>SEMESTER- V</b>
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**Total Credits: 4**

**Hours /Week: 4**

**OBJECTIVES:**

1. To know about the business tourism
2. Role of a tourism planning and marketing processes
3. To view the future trends in travel and tourism.
4. How the hotel Technology aids for the Current tourism trend.

**CONTENTS**

**UNIT - I**

**Tourism business :** Defining business travel, categories of business travel, business tourism market, the structure of the market, incentive travel, defining incentive, travel as an incentive, marketing objectives, destination choice, decision makers, computer appointment scheduling, types of events, events and tourism, environment, economics

**UNIT - II**

**planning and environment:** Planning for tourism, need for planning, integrated planning, assessment of tourist demand and supply, establishing objectives, preparation of a master plan, territorial planning, basic infrastructure, financial planning, human resource planning, monitoring progress, marketing and promotion, planning processes, market analysis, environmental planning

**UNIT - III**

**Future tourism trends:** introduction, neo tourism, new initiatives in tourism. Future trends in hospitality – transformation of hospitality industry, markets of the future, reservations of the future, hotel rooms of the future, surge of hotel technology, innovations of the future, future dining trends- globalization. Professionalism.

**UNIT - IV**

Future travel trends – introduction, space travel, sea travel, air travel. The future guest – introduction, profile of gen-Y. Guest service – introduction, difference between services and physical products, understanding customer's needs and wants. customer relationship management.

## UNIT - V

Hotel technology and global distribution systems – travel technology, global distribution systems. Web marketing – the internet, marketing, web marketing, and advantages of web marketing, addressability, interactivity, flexibility, accessibility, service improvements, cost savings. Elements of website marketing – website marketing planning and strategies, website design, website design, website promotion, importance of websites today.

### TEXT BOOKS:

1. *A.K.Bhatia*. 2007. **The Business of Tourism Concepts and Strategies**. (Edition I), Sterling Publishers Private Limited.
2. *Sudhir Andrews*, 2007. **Introduction to Tourism & Hospitality Industry**. First edition. Tata McGraw-hill Publishing company Ltd.

### REFERENCE BOOKS:

1. *A.K.Bhatia*. 2004. **International Tourism Management**. (Edition I), Sterling Publishers Private Limited.
2. *Pran Nath Seth*. 2006. **Successful Tourism Management** Volume I & II . (Edition V), Sterling Publishers Private Limited.



15UCH5EH	<b>ELECTIVE -III: FOOD SERVICE FACILITY PLANNING</b>	<b>SEMESTER - V</b>
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**Total credits: 4**  
**Hours per Week: 4**

**OBJECTIVES:**

1. To know about the concepts of planning a food service area.
2. To know about different concepts of planning process.
3. To learn about the various requirements of the food service outlets.

**CONTENTS**

**UNIT-I**

**Food service facilities planning:**

Introduction, Design & layout.

**Planning:**

Characteristics, scope, objectives, facilitating production, materials handling, space utilization, maintenance and cleaning, cost control, investment in equipment; labour utilization, supervision, flexibility.

**UNIT-II**

**The planning process:**

Preliminary planning information, prospectus, commissioning planners, developing the concept, equipment requirements, space requirements, developing preliminary plans, preparation of final plans, preparing specifications, bidding & awarding contracts, constructions.

**Preparing the prospectus:**

Importance, customer & user characteristics, development of the menu, service, atmosphere, and operational characteristics. The feasibility study: Importance, the market survey, site analysis, cost estimates, operating capital, projected income.

**UNIT-III**

**Functional planning:**

Functions, concepts of flow, functional requirements, receiving, storage, preparation, cooking, baking, serving, dishwashing, pot & pan washing, waste disposal, other requirements.

**Planning the atmosphere:**

Atmosphere & mood, color, lighting, acoustics, noise and music, climate control, furnishings, exterior design, advertising & public relations.

## UNIT-IV

### **Work place design:**

Developing work places, work place environment, concepts of motion economy, materials handling, designing safe work places.

### **Equipment requirements:**

Methods, equipments check list, broilers, griddles, ovens, ranges, steam-jacketed kettles, steamers, ware washing equipments. Waste disposals, equipment selection.

## UNIT-V

### **Space requirements:**

Introduction, space estimates, total facility size, dining areas, production areas, space calculations, receiving area, storage areas, serving areas dining areas.

### **Layout facilities:**

Space arrangement, flow, other criteria for layout, layout configurations, relationship charts for layout, layout guides, layout of storage areas, layout of main cooking areas, layout of preparation areas, layout of serving areas, layout of dishwashing areas.

## TEXT BOOKS:

1. *S.K.Bhatnagar*. 2009. **Managing Food and Beverage Operations**. (Edition I), Frank Brothers and Company Publishers.
2. *Bernard Davis, Andrew Lockwood, Ioannis Pantelidis & Peter Akott*. 2008. **Food and Beverage Management**. (Edition IV), Elsevier India Publisher Pvt. Ltd.

## REFERENCE BOOKS:

1. *Mohini Sethi & Surject Malhan*. 2006. **Catering Management - An Integrated Approach**. (Edition II), New Age International Publishers.
2. *David Foskett, Ronald Kinton & Victor Cesrani*. 2001. **Theory of Catering**. (Edition IX), Hodder Starghton Publishers.

15UCH5EI	ELECTIVE- III: HOTEL LAW	SEMESTER - V
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**Total credits: 4**  
**Hours per Week: 4**

**OBJECTIVES:**

1. To know about the concepts of Food laws and legislation
2. To learn about the legislation of liquors and food industries

**CONTENTS**

**UNIT-I**

**THE INDIAN CONTRACT ACT**

Definition of Contract-essential elements of a valid contract-classification of contracts-voidable contract-void contract illegal agreement-express contract-implied contract-executed contract-executory contract. Offer-definition-essentials of a valid offer when does as offer come to an end. Acceptance-essentials of valid acceptance-communication of offer acceptance revocation-when complete.

**UNIT-II**

**FOOD LEGISLATION**

Principles of food laws-acts regarding prevention of food adulteration, definition, authorities under the act, procedure of taking a sample purchase right, warranties, guest control order or food services order in force from time to time. Essential commodities ct, ISU, AGMARK.

**UNIT-III**

**LIQUOR LEGISLATION**

Types of licenses, drinking in the licensed premises and different types of permits. Liquor control act, distinction between guest and bar, guest relationship, by laws as affecting catering establishments, (to be discussed in details).

**UNIT-IV**

**INDUSTRIAL LEGISLATION**

Factories Act, Payment of Wages Act, Industrial Disputes Act, Apprentices Act, Provident Fund Act, Trade Unions Act (each Act to be discussed in brief with particular reference to hotel industry).

## UNIT V

### **Laws Relating To Hospitality- Hygiene, Sanitation and Adulteration**

Food adulteration - laws for prevention of it in India - ISI standard, prevention of food adulteration act, AGMARK.

### **Environment Protection Act**

Powers of the central Govt. prevention and control of environment pollution

### **Shops and Establishment Act**

Introduction-definition-adult-family-commercial establishment-employer-employee-exemption-registration-daily and Weekly working hours-overtime-annual leave with wages. Consumer protection councils, procedure for redressal of grievances.

### **TEXT BOOK:**

1. *E.Dharmaraj*. 2008. **Food and Hotel Legislation and Policies**. (Edition I), New Age International publishers.

### **REFERENCE BOOK:**

1. *Amitabh Devendra*. 2013. **Hotel Law**. (Edition I), Oxford University Press Publishers.

15UCH5SA	<b>SKILL BASED SUBJECT-III: BAR MANAGEMENT</b>	<b>SEMESTER -V</b>
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**Total credits: 3**  
**Hours per Week: 2**

**OBJECTIVE:**

1. To enable the students to acquire knowledge about the basics of bar operations.
2. To get the concept of making cocktails and standard making procedure.
3. To know the procedure of Mixology and selling techniques.

**CONTENTS**

**UNIT-I**

Introduction to bar operations, bar layout, Design Space, bar equipments & supplies. various types of bar hence purchase procedures for bar.

**UNIT-II**

The Business Planning & marketing: Interior Decorations, the Bartender & art of Mixology, Service procedure & selling techniques, Bar sales. Steps to increase bar sales. Bar customer requirements, bar control procedures.

**UNIT-III**

Records of ledgers maintained in the bar, bar costing, bar procedures. Beverage control, cash control.

**UNIT-IV**

Bar operations- Purchasing, storing, issuing, and Inventory control.

**UNIT-V**

Cocktails – Preparation methods, recipes, types.

**TEXT BOOKS:**

1. *Chakravarti.B.K.* 2009. **Bar Management and Control.** (Edition I), Aph Publishing Corporation.
2. *Bernard Davis, Andrew Lockwood, Ioannis Pantelidis & Peter Akott.* 2008. **Food and Beverage Management.** (Edition IV), Elsevier India Publisher Pvt. Ltd.
3. *John Fuller & A.J. Currie.* 2002. **The Waiter.** (Edition I), Sterling Book House Publishers. Mumbai.

**REFERENCE BOOK:**

1. *Sue Pressley & Paul Turner.* 2004. **1001 Cocktails.** (Edition I), Parragon Publishing Company.

15UPA3AB	ALLIED-I: HOTEL ACCOUNTING	SEMESTER - III
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**Total Credits: 3**  
**Hours per Week: 2**

**OBJECTIVES:**

1. To introduce fundamental accounting issues and procedures required in hotels, restaurants and clubs;
2. To learn accounting aspect of the information on cost, performance, expenses, revenues ,results and their preparation;
3. To provide relevant knowledge to future hotel managers.

**CONTENTS**

**Unit - I**

Fundamentals of Book Keeping –Objectives – Importance – Accounting Concepts and Conventions – Types of Accounting – Journal – Ledger – Subsidiary books – Purchase Book – Sales Book – Purchase Return Book – Sales Return Book – Cash Book

**Unit - II**

Preparation of Trial balance-Preparation of Final accounts –Trading and Profit & Loss Account –Balance Sheet with Simple Adjustments.

**Unit - III**

Banking- Introduction – Pass book. Cheque – Salient features of a Cheque – Kinds of Cheque. Crossing – Types of crossing – Material Alteration.

**Unit - IV**

Cost accounting – Meaning – Definition – Preparation Cost Sheet – Stock Levels- LIFO – FIFO – EOQ – Methods of Pricing of Stock Issue. Accounting Machines & their importance in catering business.

**Unit - V**

Classification of departments of hotels based on revenue. Hotel Accounting methods- ledger-Revenue generation from various departments' internal audit and statutory audit: an introduction to internal audit and statutory audit, Distinguish between internal audit and statutory audit, implementation and review of internal audit.

**Note: Distribution of Marks between problems and theory shall be 80% and 20%.**

**TEXT BOOKS:**

1. *Vinayakam N., Mani P.L., and Nagarajan K.L.*, 2003, **Principles of Accountancy**, Sultan Chand & Company Ltd., New Delhi.
2. *Jain S P and Narang K L*, **Cost accounting**, 2000, Kalyani publishers, New Delhi.

**REFERENCE BOOKS:**

1. *Varsha Ainapure And Mukund Ainapure*, 2009, **Auditing And Assurance**, PHL Learning Private Limited,
2. *Varshney*, 2007, **“Banking Theory, Law and Practice”** - Sultan & Chand Ltd, New Delhi.



15UCH4SA	<b>SKILL BASED SUBJECT -II: BAKERY AND CONFECTIONERY - II</b>	<b>SEMESTER - IV</b>
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**Total credits: 3**  
**Hours Per Week: 2**

### **OBJECTIVES:**

1. The types of paste's, pies, tarts, and chocolate preparation and its faults
2. To know the preparation of hot and cold sweets.

### **CONTENTS**

#### **Unit-I**

Sponges-Basic preparation methods- types of sponges- petit fours- preparation of syrups & glazes-steps involved in preparing large cakes- Wedding cakes, birthday cakes, gateaux basic preparation

#### **UNIT -II**

Cake making methods- cake formula balance- common faults in cakes, Cake decoration- colour-design-templates- texture- equipment- wedding cake proportion

#### **UNIT III**

Icings, Fillings and Glazes\_ Different types of Icings, - casting moulds- monogram- lettering- stencils- modern cake decoration with royal icing, Fillings and Glazes and their uses.

#### **Unit IV**

Chocolate and Sugar Confectionery, Liqueur Chocolate, toffees and boiled sweets, fudges, pulled sugar, blown sugar, pastilles .

#### **Unit V**

Hot sweets-Charlottes, fritters, pancakes, puddings, dumplings., Cold sweets-Bavarois, mousse, fruit dessert - method of preparation. Savoury goods-

basic preparation- toppings- fillings- piping- examples of piping equipment & procedures.

**TEXT BOOKS:**

1. Wayne Gisslen. 2000. **Professional Baking**. (Edition V), John Wiley and Sons Publishers.
2. John Campbell, David Foskett & Victor Ceserani. 2008. **Practical cookery**. (Edition XI), ELST Publishers Pvt. Ltd.
3. John Kingslee. 2006. **A Professional Text to Bakery and Confectionary**. (Edition I), New Age International Pvt. Ltd.

**REFERENCE BOOK:**

1. Yogambal Ashokkumar. 2012. **Textbook of Bakery and Confectionary**. (Edition II), PHI Learning Pvt. Ltd.

  
13/04/2016

**BoS Chairman/HoD**  
Department of Catering Science & Hotel Mgt.  
Dr. N. G. P. Arts and Science College  
Coimbatore – 641 048

  
Dr. P. R. MUTHUSWAMY  
PRINCIPAL  
Dr. NGP Arts and Science College  
Dr. NGP - Kalapatti Road  
Coimbatore - 641 048  
Tamilnadu, India