

KAVIKULGURU KALIDAS SANSKRIT VISHWAVIDYALAYA,

RAMTEK, MAHARASHTRA

BACHELOR OF SCIENCE IN

HOSPITALITY STUDIES COURSE

(Semester Pattern Choice Based Credit & Grading System)

DIRECTION NO OF 2015

B.Sc Hospitality Studies Semester I

B.Sc Hospitality Studies Semester II

B.Sc Hospitality Studies Semester III

B.Sc Hospitality Studies Semester IV

B.Sc Hospitality Studies Semester V

B.Sc Hospitality Studies Semester VI

BSC-HOSPITALITY STUDIES PROGRAM OUTCOMES

- ❖ **PO1** - To Develop leadership and management skills through detailed latest inputs.
- ❖ **PO2** - To Enforce the roles and functions of a manager in the hospitality industry
- ❖ **PO3** - To Recognize the need of ethical working.
- ❖ **PO4** - To Present outstanding guest service quality, server-guest relationships.
- ❖ **PO5** - To Furnish the student with hands-on experience in the hospitality industry.
- ❖ **PO6** - To provide the students with an experiential learning opportunity at various levels of responsibility
- ❖ **PO7** - To apply and improve written, oral, and non-verbal communication skills through Front Office Operations.
- ❖ **PO8** -To improve the core competencies of the students in all core departments of trades for industry readiness.

DIRECTION NO OF 2015

Whereas it is expedient to make Directions in respect of examinations leading to the Degree, Bachelor of Science Hospitality Studies as Semester Pattern for the purposes here in after appearing, I, Dr.Uma Vaidya, Vice-Chancellor, Kavikulaguru Kalidasa Sanskrit University I, am hereby pleased to make the following Direction.

- 1) This Direction may be called "Examination leading to Bachelor of Science Hospitality Studies Semester Pattern Direction, 2015.
- 2) The Direction shall come into force with effect from the date of its approval by the Management Council.
- 3) Without prejudice to the other provisions of Direction relating to the examinations in general, the provisions of the said Direction, shall apply to every candidate admitted to this course and examination.
- 4) The fees for the Admission, Examination and other different activities shall be as prescribed by the Management Council from time to time and whenever any change is made in the fees prescribed for any particular examination that shall be notified.
- 5) The scope of the eligibility, subjects, papers & scheme of marking and examination pattern along with aggregate, minimum marks for passing, paper duration shall be as follows:

Course Curriculum (Syllabus) Bachelor of Science Hospitality Studies (2015-16 Onwards)

Name of the Course	Bachelor of Science Hospitality Studies
Name of the Faculty	Faculty of Sciences
Examination Type	Semester
Course Duration	03 year(6 Semesters)
Total Credits	168
Eligibility	The candidates must have Passed XII State Board examination or equivalent.

Eligibility:

a. In the case of Bachelor of Science in Hospitality Studies Semester I the Candidate should be an Indian National & should have passed the HSC (XII Std) Examination of Maharashtra State Board of Secondary & Higher Secondary Education or its equivalent Examination in Science/ Home science/Commerce/Arts/MCVC.

Or

Candidate should be an Indian National & should have passed the Indian School Certificate (Std XII) Examination or any other equivalent Higher Secondary (Std XII) examination of a council or Board Outside Maharashtra State with Science/ Home science/Commerce/Arts/MCVC.

b. In the case of Bachelor of Science in Hospitality Studies Semester III Candidate should be an Indian National and should have passed one year Certificate course in Hotel Management or its equivalent examination from the state of Maharashtra or out of the state of Maharashtra thereto possessing minimum of 45% Marks.

Or

Candidate should be an Indian National and should have passed one year diploma course in Hotel Management or its equivalent examination from Maharashtra State Board of Vocational / Technical Education Examination or equivalent examination.

c. In the case of Bachelor of Science in Hospitality Studies Semester III Candidate should be an Indian National and should have passed the First Year of B.Sc H.S/B.Sc. HS&CS Examination of any statutory university/Open University from the state of Maharashtra and out of the state of Maharashtra.

d. In the case of Bachelor of Science in Hospitality Studies Semester III Candidate should be an Indian National and should have passed the Diploma in Hotel Operations from Maharashtra State Board of Technical Education or any state / board equivalent Examination or any State Board/ or Technical Board or its equivalent examination.

Or

Candidate should be an Indian National and should have passed the Diploma in Hospitality Studies / Hospitality Management from Maharashtra State or any state / board / University equivalent Examination.

e. In the case of Bachelor of Science in Hospitality Studies Semester V Candidate should be an Indian National and should have passed the Diploma in Hotel Management and Catering Technology from MSBTE or Equivalent from the state of Maharashtra or any state board/Technical Board or its equivalent examination thereto possessing minimum of 45% Marks.

Or

Candidate should be an Indian National and should have passed II year of B.Sc. H.S & C.S Examination from YashwantraoChavan Maharashtra Open University Nashik thereto possessing minimum of 45% Marks..

Or

Candidate should be an Indian National and should have passed Two year Diploma from Any Statutory University / Open University/ State Board/Vocational / Technical Board of Maharashtra or out of Maharashtra State thereto possessing minimum of 45% Marks.

APPENDIX- 1 : B.Sc. Hospitality Studies Teaching and Examination Scheme Semester I

Sr. No	Theory Sub. Code	Practical Sub. Code	Sub Name	Teaching Scheme In Hours						Examination Scheme													
				Load Per Week			Credit			Theory						Practical							
										Maximum Theory Marks			Minimum Marks For Passing			Exam Hour	Maximum Practical Marks			Minimum Marks For Passing			Exam Hours
				L	PR	Total	L	Pr	Total	University	Int.	Total	Th	Int.	Total	Th	University	Int.	Total	University	Int.	Total	Pr
1	BSc HS T 101	BSc HS P 101	Basics of Food Production I	03	06	09	3	3	6	60	40	100	24	16	40	3	60	40	100	24	16	40	4
2	BSc HS T 102	BSc HS P 102	Basics of Food & Beverage Service I	03	04	07	3	2	5	60	40	100	24	16	40	3	60	40	100	24	16	40	3
3	BSc HS T 103	BSc HS P 103	Basics of Hotel Housekeeping I	03	02	05	3	1	4	60	40	100	24	16	40	3	60	40	100	24	16	40	3
4	BSc HS T 104	BSc HS P 104	Basics of Front Office-I	03	02	05	3	1	4	60	40	100	24	16	40	3	60	40	100	24	16	40	3
5	BSc HS T 105		Sanskrit	03		03	3		3	60	40	100	24	16	40	3							
6	BSc HS T 106		General English & Communication	03		03	3		3	60	40	100	24	16	40	3							
7	BSc HS T 107		Hotel Industry Development	03		03	3		3	60	40	100	24	16	40	3							
			Total	21	14	35	21	07	28	420	280	700	168	96	280		240	160	400	96	64	160	

APPENDIX- 2: B.Sc. Hospitality Studies Teaching and Examination Scheme Semester II

Sr. No	Theory Sub. Code	Practical Sub. Code	Sub Name	Teaching Scheme In Hours						Examination Scheme													
				Load Per Week			Credit			Theory									Practical				
										Maximum Theory Marks			Minimum Marks For Passing			Exam Hour	Maximum Practical Marks			Minimum Marks For Passing			Exam Hours
				L	PR	Total	L	Pr	Total	University	Int.	Total	Th	Int.	Total	Th	University	Int.	Total	University	Int.	Total	Pr
1	BSc HS T 201	BSc HS P 201	Basics of Food Production II	03	06	09	3	3	6	60	40	100	24	16	40	3	60	40	100	24	16	40	4
2	BSc HS T 202	BSc HS P 202	Basics of Food & Beverage Service II	03	04	07	3	2	5	60	40	100	24	16	40	3	60	40	100	24	16	40	3
3	BSc HS T 203	BSc HS P 203	Basics of Hotel Housekeeping II	03	02	05	3	1	4	60	40	100	24	16	40	3	60	40	100	24	16	40	3
4	BSc HS T 204	BSc HS P 204	Basics of Front Office-II	03	02	05	3	1	4	60	40	100	24	16	40	3	60	40	100	24	16	40	3
5	BSc HS T 205		Hotel Engineering	03		03	3		3	60	40	100	24	16	40	3							
6	BSc HS T 206		Catering Science & Nutrition	03		03	3		3	60	40	100	24	16	40	3							
7	BSc HS T 207		Hygiene and First Aid	03		03	3		3	60	40	100	24	16	40	3							
			Total	21	14	35	21	07	28	420	280	700	168	96	280		240	160	400	96	64	160	

APPENDIX- 3: B.Sc. Hospitality Studies Teaching and Examination Scheme Semester III

Sr. No	Theory Sub. Code	Practical Sub. Code	Sub Name	Teaching Scheme In Hours						Examination Scheme													
				Load Per Week			Credit			Theory						Practical							
										Maximum Theory Marks			Minimum Marks For Passing			Exam Hour	Maximum Practical Marks			Minimum Marks For Passing			Exam Hours
				L	PR	Total	L	Pr	Total	University	Int.	Total	Th	Int.	Total		Th	University	Int.	Total	University	Int.	
1	BSc HS T 301	BSc HS P 301	Quantity Food Production	03	06	09	3	3	6	60	40	100	24	16	40	3	60	40	100	24	16	40	4
2	BSc HS T 302	BSc HS P 302	Food & Beverage Service	03	04	07	3	2	5	60	40	100	24	16	40	3	60	40	100	24	16	40	3
3	BSc HS T 303	BSc HS P 303	Hotel Housekeeping	03	02	05	3	1	4	60	40	100	24	16	40	3	60	40	100	24	16	40	3
4	BSc HS T 304	BSc HS P 304	Front Office	03	02	05	3	1	4	60	40	100	24	16	40	3	60	40	100	24	16	40	3
5	BSc HS T 305		Sanskrit	03		03	3		3	60	40	100	24	16	40	3							
6	BSc HS T 306		French	03		03	3		3	60	40	100	24	16	40	3							
7	BSc HS T 307		Basic Accounts	03		03	3		3	60	40	100	24	16	40	3							
			Total	21	14	35	21	07	28	420	280	700	168	96	280		240	160	400	96	64	160	

APPENDIX- 4: B.Sc. Hospitality Studies
 Industrial Training / Industrial Tour/ Scheme Semester IV
 Semester IV: Industrial Training for 6 months.

Course Code	Particular		Marks allotted			Exam Hour
		Allotted marks	Final	Minimum Passing Marks	Credit	
BSc HS P 401	Industrial Training Evaluation of Training on 1. Log Book and Certificate 2. Project Report 3. Appraisals 4. Viva Voce	200 200 100 200	700	280	17	2 hours
BSc HS P 402	Industrial Visit and study Tour Report 04 Industrial visits 01 Tour report	200 200	400	160	11	2 Hours
	Total		1100	440	28	

Note: Semester Four is devoted to 05 months Industrial Training.

Log Book on training should be maintained by the student and signed by Training Co-ordinator / Head of the Department Head of Institution.

- a) *Training in recognized Hotel & resorts, Travel Agency
- b) *Log book to be maintain.
- c) *Certificate of training to be submitted.
- d) *On completion of training presentation is compulsory.

APPENDIX- 5: B.Sc. Hospitality Studies Teaching and Examination Scheme Semester V

Sr. No	Theory Sub. Code	Practical Sub. Code	Sub Name	Teaching Scheme In Hours						Examination Scheme													
				Load Per Week			Credit			Theory						Practical							
										Maximum Theory Marks			Minimum Marks For Passing			Exam Hour	Maximum Practical Marks			Minimum Marks For Passing			Exam Hours
				L	PR	Total	L	Pr	Total	Unive rsity	Int.	total	Th	Int.	Tot al	Th	Uni vers ity	Int.	Total	Univ ersit y	Int.	Total	Pr
1	BSc HS T 501	BSc HS P 501	Advance Food Production	03	06	09	3	3	6	60	40	100	24	16	40	3	60	40	100	24	16	40	4
2	BSc HS T 502	BSc HS P 502	Food & Beverage Management	03	04	07	3	2	5	60	40	100	24	16	40	3	60	40	100	24	16	40	3
3	BSc HS T 503	BSc HS P 503	Accommodation Management-I	03	02	05	3	1	4	60	40	100	24	16	40	3	60	40	100	24	16	40	3
4	BSc HS T 504		Sanskrit	03	02	05	3	1	4	60	40	100	24	16	40	3							
5	BSc HS T 505	BSc HS P 505	Computer fundamental	03		03	3		3	60	40	100	24	16	40	3	60	40	100	24	16	40	3
6	BSc HS T 506		Research Methodology	03		03	3		3	60	40	100	24	16	40	3							
7	BSc HS T 507		ELECTIVE: HACCP OR Molecular Gastronomy	03		03	3		3	60	40	100	24	16	40	3							
			Total	21	14	35	21	07	28	420	280	700	168	96	280		240	160	400	96	64	160	

APPENDIX- 6: B.Sc. Hospitality Studies Teaching and Examination Scheme Semester VI

Sr. No	Theory Sub. Code	Practical Sub. Code	Subject Name	Teaching Scheme In Hours						Examination Scheme													
				Load Per Week			Credit			Theory						Practical							
										Maximum Theory Marks			Minimum Marks For Passing			Exam Hour	Maximum Practical Marks			Minimum Marks For Passing			Exam Hours
				L	PR	Total	L	Pr	Total	Univer sity	Int.	Total	Th	Int.	Total	Th	Univ ersit y	Int.	Total	Unive rsity	Int.	Total	Pr
1	BSc HS T 601	BSc HS P 601	Advance Food Production	03	06	09	3	3	6	60	40	100	24	16	40	3	60	40	100	24	16	40	4
2	BSc HS T 602	BSc HS P 602	Food & Beverage Management	03	04	07	3	2	5	60	40	100	24	16	40	3	60	40	100	24	16	40	3
3	BSc HS T 603	BSc HS P 603	Accommodation Management-II	03	02	05	3	1	4	60	40	100	24	16	40	3	60	40	100	24	16	40	3
4	BSc HS T 604		Financial Management	03	02	05	3	1	4	60	40	100	24	16	40	3							
5	BSc HS T 605		Human Resource management	03		03	3		3	60	40	100	24	16	40	3							
6	BSc HS T 606		Principles of Management	03		03	3		3	60	40	100	24	16	40	3							
7	BSc HS T 607		Elective – Event Management & MICE OR Molecular Mixology	03		03	3		3	60	40	100	24	16	40	3							
8		BSc HS P 608	Project Work														60	40	100	24	16	40	3
			Total	21	14	35	21	07	28	420	280	700	168	96	280		240	160	400	96	64	160	

The title of the papers mentioned in the syllabi may be changed by the authorities in the subsequent year.

- (ii) The Medium of instruction and examination shall be English/Sanskrit sanctioned by the University at the time of affiliation or MOU. In case of instruction and examination language sanctioned by the University other than Sanskrit and English the concern institute has to coordinate with the Examination section to avoid further inconvenience.
- 6) A collegiate candidate shall submit his application form for admission to the examination through the Principal of his / her college and in respect of University Departments, candidate through the Head of Department within the dates prescribed in this behalf by the University.
- 7) The rules regarding getting grace marks for passing in examination or getting higher class or getting distinction in a subject shall be applicable as per the provisions mentioned in the syllabi prescribed for the course or the applicable ordinances.
- 8) The examination leading to the U.G.course (Degree) semester pattern shall be held at the end of semester once in a year at such places and on such dates as may be decided by the University.
- 9) The following shall be the examinations leading to the Degree
There shall be six semesters:
First year : Semester – I & Semester – II examination,
Second year : Semester – III & Semester – IV examination,
Third year : Semester – V & Semester – VI examination,
- 10) The duration:
The duration of the course shall be of three academic years, each being of 180 academic days. The three academic years divided into six semesters viz, I, II, III, IV, V and VI, each of 90 academic days. .

- 11) **Medium:**
The Medium of question paper and instruction shall be Sanskrit/ English as decided by the University and mentioned specifically in the University affiliation letter or MOU letter. The decision of Vice Chancellor will be final in case of any dispute related to Medium of language.
- 12) **Eligibility for Admission:**
As mentioned in the syllabi approved by the University and will be change time to time.
- 13) **Fees:**
The fees for the Admission, Examination and other different activities shall be as prescribed by the Authorities of the University, from time to time and whenever any change is made in the fees prescribed for any particular examination that shall be notified.
- 14) **Number of papers:**
The title of the papers mentioned in the syllabus may be changed by the authorities and such changes will be intimated to the students. The scope of the subjects shall be as indicated in the respective Syllabus Electives: - Semester V & VI will have elective papers.
- 15) **Credits:**
For the number of subjects in each semester and its individual credits per subject and total credit for each semester shall be applicable as mentioned in the syllabi.
- 16) **Total Marks:**
The subject to be examined shall be as per the syllabus. The examination of each semester shall comprise of aggregate of 1100 marks. Scheme of examination pattern and marking scheme for minimum passing is prescribed as mentioned the syllabi.
The scheme of examination and number of papers for examination may be changed by the Board of Studies as per the need of the time and such changes will be notified from time to time.

The Semester I, III&V examinations will be held in winter. The Semester II, IV&VI examinations will be held in summer.

17) Admission as External Student –

There is no provision for external admission.

18) A.T.K.T. facility -

An examinee who has failed at an examination shall be allowed to keep next higher term if she/he has passed in one-third of the subjects prescribed for the examination taken together. Fraction if any will be ignored.

However, for admission to the fifth semester the candidate should have passed all the papers of the I&II semesters.

The candidate may appear for all the examinations as per the provision of ATKT simultaneously but his result of final semester shall not be declared unless he is declared successful at lower examinations.

Withholding the result -

However his/her result will be withheld-

- 1) If he/she has not cleared all the Semester examinations
- 2) If the required fee is not paid
- 3) If the no due certificate is not submitted.
- 4) If the original Transfer Certificate is not submitted.
- 5) If the case is submitted to unfair means-committee.

There shall be no division wise classification of examinees successful at the Semesters – I, II, III, IV and V examinations.

19) Admission procedure:

A collegiate candidate shall submit his / her application form for admission to the examination through the Principal of his / her college and in respect of candidates of University Departments, through the Head of Department within the dates prescribed in this behalf by the University.

20) Grade - The marks will be given in all examinations which will include college assessment marks and the total marks for each Theory /Practical shall be converted into Grades as per Table 1

Table 1: Conversion of marks to grades in credit system

Marks Obtained	Grade	Grade Points	In Words
100-75	O	10	Excellent
74.99-65	A	9	Very Good
64.99-60	B	8	Good
59.99-55	C	7	Average
54.99-50	D	6	Satisfactory
49.99-40	E	5	Pass
Below 40	F	0	Fail

- a. A student failed to score minimum 40 % marks in each head of passing and in aggregate shall be given F grade.
- b. A student who passes the internal tests but fails in Term End Examination of a course shall be given F grade.
- c. Student with F grade in a course would be granted credit for that course but not the grade for that course.
- d. Grade points earned in each paper shall be calculated as – Grade points obtained (vide Table 1 above) x Credits for the paper.

The computation of Semester Grade Point Average (SGPA) of an examinee shall be as given below:-

- a. SGPA shall be calculated based on Grade Points corresponding to Grade as given in Table 1 and the Credits allotted to respective Theory / Practical shown in the scheme for respective semester.
- b. SGPA shall be computed for every semester and CGPA shall be computed only in IV semester.

Table 2

SGPA	=	$C1 \times G1 + C2 \times G2 + C3 \times G3 + C4 \times G4$
		$+C5 \times G5 + C6 \times G6$
		$C1+C2+C3+C4+C5+C6$

Where

C = Credit of individual Theory / Practical

G = Corresponding Grade Point obtained in the Respective Theory / Practical

Cumulative Grade Point Average (CGPA)

The CGPA of all semester shall be calculated based on SGPA of all four semesters as per following computation:-

Table 3

CGPA	=	$(SGPA) I \times (Cr) I + (SGPA) II \times (Cr) II + (SGPA) III$ $\times (Cr) III + (SGPA) IV \times (Cr) IV + (SGPA) V \times (Cr) V$ $+ (SGPA) VI \times (Cr) VI$
		$(Cr) I + (Cr) II + (Cr) III + (Cr) IV + (Cr) V +$ $(Cr) VI$

Where,
(SGPA)
I =

SGPA of I Semester

(Cr) I = Total Credits for I Semester

(SGPA) II = SGPA of II Semester (Cr) II =

Total Credits for II Semester (SGPA) III =

SGPA of III Semester (Cr) III = Total

Credits for III Semester (SGPA) IV =

SGPA of IV Semester (Cr) IV = Total

Credits for IV Semester (SGPA) V =

SGPA of V Semester (Cr) V = Total

Credits for V Semester (SGPA) VI =

SGPA of VI Semester (Cr) VI = Total

Credits for VI Semester

Table 4. The conversion of CGPA in to grade shall be as follows

CGPA	Final Grade
9.01 - 10.00	O
8.01 - 9.00	A
7.01 - 8.00	B
6.01 - 7.00	C
5.01 - 6.00	D
3.5 - 5.00	E
Below 3.5	F (Failed)

Final Mark List will only show the grade and grade points and not the marks.

21) Distinction and class-

Distinction:- CGPA equal to 7.5 and above shall be considered as distinction in that particular subject.

First Class: CGPA equal to 6.00 and above shall be considered as equivalent to First Class which shall be mentioned on Grade Card of IV Semester as a foot note.

Second class: CGPA from 4.5 to 5.99 shall be considered as second class in that particular subject.

Third class: CGPA from 3.5 to 4.49 shall be considered as third class in that particular subject.

22) Number of Attempts to clear the exam as per old syllabus:

In case of new syllabus being implemented, the student shall have total three consecutive attempts (including the year he/she has first appeared for the exam) to clear the examination as per the old syllabus.

After the last allowed attempt, if he/she fails in the exam the student has to take re admission into the same year of new course.

Note: Under such conditions, all the subjects of new course in which the student will be examined will be as per the equivalence and absorption scheme provided in the new course.

However, that student cannot avail any scholarship or other advantages from the university or government.

Not Fit for the Course (NFC):

If examinee failed to pass the program within five successive years (for six semester degree) from the date of his / her first admission to particular program he/she shall be declared as “Not Fit for the Course (NFC)” and he/she will not be allowed to appear further for any previous examination of the course.

23) In order to pass in the Examination an examinee shall obtain in each subject not less than the minimum marks / Credit as indicated in the Syllabus.

24) In order to pass in the Examination an examinee shall obtain in each subject not less than the minimum marks / Credit as indicated in the Syllabus.

I. There shall be Assignments as Continuous Class Assessment (Internal marks for theory) and the average of the marks obtained in CCA shall be sent to the university as the College assessment marks (Internal marks for theory).

II. The HOD/Principal shall maintain in his/her office the complete record of the marks obtained by the candidate in the Assignment. The same shall be submitted, before the commencement of the University Examination, to the registrar in a sealed envelope.

25) Scheme for internal Practical Marks

The distribution of the marks will be according to the subject:-A)

Front Office.

Sr. No.	Particulars	Marks
1	Grooming	05
2	Journal	05
3	Attendance	05
4	Viva	10
5	Written Work	10
6	Written Work (Formats)	05
	Total	40

B) Hotel Housekeeping

Sr. No.	Particulars	Marks
	Practical File	10
	Written Work	05
	Practical	10
	Viva	15
	Total	40

C) Food Production

Sr. No.	Particulars	Marks
1	Attendance	05
2	Grooming	05
3	Presentation/ Written Work	15
5	Journal	10
6	Cleaning	05
	Total	40

D) Food And Beverage Service.

Sr. No.	Particulars	Marks
1	Attendance	5
2	Grooming	5
3	Kit	5
4	Journal writing	5
5	Practical	20
	Total	40

Computer Fundamentals

Sr. No.	Particulars	Marks
2	Journal	10
3	Attendance	5
4	Viva	10
5	Written Work	10
6	Practical Work (Formats)	5
	Total	40

- 26) The examinee at each of the examination shall have option of not being declared successful at the examination in case he/she does not secure a minimum of grade equivalent to 40% marks at the examination. This option will have to be exercised every time the application is submitted to any of the examinations. Once this option is exercised, the option shall be binding on the examinee and it shall not be evoked in under any circumstances.
- 27) During the IV Semester an educational tour comprising of 8-10 days shall be compulsory. A short tour/factory visit of 2-3 days shall be arranged for IV semester Students.
- 28) After completion of Semester III examination an internship comprising of 20 weeks/ 5 Months Industrial training in the Hotels accepted by the Head of the Institutions shall be a compulsory part as prescribed.
- 29) Project Work Scheme / Guidelines for the Students, Supervisors and Examiners

Every student is required to carry out Experimental / Field Based Project Work (semester VI) on a related research topic of the subject /course. It must be an original work and must indicate some degree of experimental work. On the basis of this work, student must submit the Project Report (typed and properly bound) in two copies at least one month prior to commencement of the final Practical/lab Examination of Semester VI.

Absorption Scheme for B.Sc. HS (Old Course) To B.Sc. HS (New Course) semester pattern

30) Absorption Scheme:

- 1) While switching over to semester pattern, the failure students of annual pattern will be given three chances to clear the examination.

2) The candidates who have cleared first year annual pattern examination in the subject shall get admission to third semester directly by matchable scheme as under. However, candidates who are allowed to Keep Term will not be eligible for admission to third semester unless and until they clear all the papers and practicals of first year annual pattern examination.

The candidate directly admitted to semester III,

- i) Shall have to appear paper “Sanskrit and Hotel Industry Development-Theory, Semester I &Catering Science &Nutrition Theory” of Second Semester and should be declared successful.
- ii) This absorption scheme will be effective till the introduction of new syllabus with the new absorption scheme.

31) Ex- student:

An examinee who either does not pass or fails to present himself at the examination shall be eligible to appear as an ex-student at any subsequent examination without prosecuting a regular course of study on payment of fresh fees and such other fees as may be prescribed in this behalf.

Provided that an examinee who fails in practical/oral examination may present him / her again for the examination in practical/oral.

KAVIKULGURU KALIDAS SANSKRIT VISHWAVIDYALAYA,

RAMTEK, MAHARASHTRA

BACHELOR OF SCIENCE IN HOSPITALITY STUDIES COURSE

(Semester Pattern Question Paper for all semesters all subjects)

Scheme for Theory Examination

Duration for each theory Examination : As presented in Syllabus

Maximum Marks Allotted to each Theory : 60

Suggested Distribution of Marks-

Question No. 1: Answer any two out of four Questions (Max. Marks- 12) (6X2) Two Questions from unit I, Two Questions from unit II.

Question No. 2: Answer any two out of four Questions (Max. Marks- 12) (6X2) Two Questions from unit III, Two Questions from unit IV.

Question No. 3: Answer any two out of four Questions (Max. Marks- 12) (6X2) Two Questions from unit V, Two Questions from unit VI.

Question No. 4: Answer any Four out of Six Questions (Max. Marks- 12) (3X4) One Questions from all six units.

Question No. 5: Answer any Six out of twelve Questions (Max. Marks- 12) (2X6) Two Questions from all six units.

(Semester I) B.Sc HS T 101
BASICS OF FOOD PRODUCTION- I

Theory – 60
Internal -40

Total – 100

Lecture: 3 Hours per Week

Credit: 03

UNIT	CONTENT	MARKS
I	Introduction <ul style="list-style-type: none"> • Definition of cooking • Origin of modern cookery • Escoffier, Marie Antonie Careme • Nouvelle cuisine • Aims and objectives of cooking • Weight and volumes Equivalent (conversion tables) (American ; British) • Temperature conversion °C to °F • Attitude and Skill in Kitchen. 	10
II	Kitchen Organization <ul style="list-style-type: none"> • Classical kitchen brigade - Duties and Responsibilities • Kitchen staffing in various categories of Hotels • Inter-departmental co-ordination • Different sections of food production department • Tools and utensils used in kitchen 	10
III	FUELS <ul style="list-style-type: none"> • Advantages and Disadvantage of fuels used in kitchen • Gas • Charcoal • Electricity 	10
IV	Cuts of vegetables <ul style="list-style-type: none"> □ Preparation of ingredients Culinary Terms (Western Culinary Terms from Modern Cookery - I, Thangam E. Philip) □ Effect of heat on vegetables, meat, fish, and cheese. 	10

V	A classification of raw materials according to their functions <ul style="list-style-type: none"> • Foundation material • Salt • Liquid • Sweetening • Fats and Oils • Raising Agents • Thickening Agents • Flavors • Seasonings 	10
VI	Milk and Milk Products : <ul style="list-style-type: none"> □ Introduction, □ Processing of Milk, □ Pasteurization, □ Homogenization, □ Milk in Various Forms e.g. Toned, Powder, Condensed and Evaporated etc., □ Cream – Introduction, Processing and Types. 	10

Semester-I
BASICS OF FOOD PRODUCTION- I
T101

***After completion of the semester students will be able**

- **CO1:** Understand the basic operations of a professional kitchen with regard to safety procedures and hygiene and claim an insight into the basic hierarchy in the kitchen and their placement in the brigade with regard to their skills and experiences.
- **CO2:** Identify different cuts of vegetables, their selection, storage criteria, pigments, uses in food production and their effects on heat.
- **CO3:** Familiarize with various uses, functions and basic of foundation materials & dairy product used in food industries.

(Semester I)B.Sc HS P 101
BASICS OF FOOD PRODUCTION- I
(PRACTICAL)

Practical-100

Lecture: 6 Hours per Week
 Credit 03

Sr.No	CONTENT
1	Cut of vegetable 1. intro to equip / Rota / Indenting
2	Indian Menus - 10 (Six Course Menu) Roties - 6 Varieties Dal - 6 Varieties Vegetable 4 / Paneer 2 Varieties Meat 2/Chicken2/Fish2 Varieties Rice - 6 Varieties Sweets - 6 Varieties
3	Continental -3(Six course menu) Soup (Thick, Thin, Cream soups) Main course (Four vegetarian, Four non-vegetarian) Accompaniments(vegetables, salads, potatoes) Desserts (Sundae, Caramel Custard, Honeycomb mould, coffee mousse, college pudding, trifle pudding, fresh fruit platter, Chocolate pudding)
4	Snack Menu- 4 South Indian ,Parathas, North Indian ,Poha / Cutlets
5	Cakes :-2 • With Shortening - pound cake, fruit cake, cup cake (Muffins and Madeleines) Madeira Cake.
6	Cookies:-2 • Nankhatai, Melting Moments, Tri-colour Biscuits, Coconut Macaroons

Books Recommended:-

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Modern Cookery -	I,II	Thangam E Philip	Oreint Longman	1988	Mumbai
2	Theory Of Cookery	I	Krishna Arora	Frank Bros & Co.	2005	New Delhi
3	Professional Charcutier -	I	John Kinsella, David Harvey,	Margaret K. Burns	1996	
4	Food Preparation and Cooking-,	II	Thornes Stanley	Ellenboroug h House,	1993	Wellington Street
5	Professional; Cooking	III	Wayne Gisselen	John Wiley and Sons	1995	Canada
6	Larousse Gastronomique	I		Octopus Publication	2001	Great Britain
7	Basic Cookery	-----	David Stevenson	Stanley Thrones Ltd.	1991	
8	Prashad - Cooking with Indian masters	I	J. Indrasingh Kalra	Allied Publishes Ltd	1996	New Delhi
9	Professional baking	VI	Wayne Gisselen	John Wiley and Sons	2005	USA
10	Understanding Cooking	-----	Lundburge and Kotscheva	Paper Bade. Book	1968	USA
11	Theory Of Catering	X	David Foskett	Book Power	2003	London
12	Basic Cookery- The Process Approach	-----	Daniel R Stevenson	Stanley Thrones Ltd.		

(Semester I) B.Sc HS T 102
BASICS OF FOOD and BEVERAGE SERVICE I

Theory 60
Internal -40

Total - 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Food and Beverage Service Outlets: Classification of food and beverage operations a) Commercial: Residential / Non-residential b) Welfare: industrial / Institutional / Transport (Air, Road, Rail, Sea). Types of outlets and types of meals served (coffee shops, snack bar/ counter service vending machines, specialty restaurants, operations, Room service).	10
II	Essential Equipments in Food and Beverage Service : Familiarization and classification of equipments, Furniture (light and décor), Glassware – various types with capacities and use Tableware, Chinaware, Cutlery, Hollow ware- – various types with capacities and use, Other equipments – use.	10
III	The Food and Beverage Service Areas : • Restaurant • Coffee shop • Room Service • Bars • Banquets • Snack Bar • Executive Lounges • Business Centre • Discotheque • Night Club • Multiplexes Auxiliary Areas of the Food and Beverage Pantry/Stillroom, Food pickup areas, Stores, Linen room, Kitchen stewarding, Silver room	10
IV	The Food and Beverage Service Personnel • The Food and Beverage Service Organization Structure • Attitude of Waiters, Personal Hygiene, Appearance, Salesmanship, Sense of Urgency, Customer Satisfaction, Punctuality, Attitude towards Guest. • Basic Etiquettes, • Do's and Don'ts of Waiter (Positive and Negative Attitude) • Mise-en-Scene • Mise-en-place	10

V	The Food and Beverage Service Method	10
	<ul style="list-style-type: none"> Table Service : Silver, English, American, Russian, French Self Service : Buffet and Cafeteria Specialized Service : Gueridon, Lounge and Butler Single Point Service : Takeaway, Vending, Kiosks, Food Courts and Bars 	
VI	<ul style="list-style-type: none"> Receiving the Guest Points to be remembered while laying a Table Points to be observed while waiting at a table Taking order on KOT and use of KOT 	10

**COURSE OUTCOMES
FOOD & BEVERAGE SERVICE
I SEMESTER, B.SC. HOSPITALITY STUDENTS**

After completion of the semester students will be able to understand :

- ☐ CO1: Identify the role of the Food and Beverage Service department and explain its organization structure and importance.
- ☐ CO2: Identify the operational and Auxiliary areas as well as equipments used in the Food and Beverage department.
- ☐ CO3: Understand the various service methods and procedures followed in the department.

**BASICS OF FOOD & BEVERAGE SERVICE I
(PRACTICAL)**

Practical -100

Lecture: 4 Hours per Week
Credit 02

Sr.no	CONTENT
1	Restaurant Etiquettes

2	Restaurant Hygiene Practices
3	Identification OF Equipments
4	Laying and Relaying of Table Cloth
5	Napkin Folds
6	Carrying a Salver and Tray
7	Service of Water
8	Handling Of Service Gear
9	Carrying Plates ,Glasses
10	Clearing ashtray
11	Compilation and service of 4 Course, 5 Course continental menu
12	Linen
13	Crumbing and Clearance

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Food and Beverage Service	III	D.R. Lillicrap..	Edward Arnold Ltd. London	1993	London
2	Food and Beverage management and Service -Waiter;.	----	Barrie and Jenkins	----	1965	London
3	The Waiter	I	Fuller John and Currie A.J	Franc & Company	1984	London
4	The Steward	----	Dias. P	Sagar Books	1996	New Delhi
5	Professional Food and Beverage Service Management	----	Brian Verghese	Macmillan India Ltd.	----	London
6	Food & Beverage Service	----	Vijay Dhawan	----	----	----

(Semester I)BSchS T 103
BASICS OF HOTEL HOUSEKEEPING – I

Theory: 60

Internal: 40

Total: 100

Lecture: 3 Hours per Week
Credit 03

UNIT	CONTENT	MARKS
I	Introduction <ul style="list-style-type: none"> • Introduction and Importance of Hotel House-Keeping Department • Basic layout of Housekeeping Department • Co-ordination of House-Keeping with other departments of the hotel • Responsibility of House- Keeping department 	10
II	House Keeping Department <ul style="list-style-type: none"> • Organization of HK department. (Large / medium/Small) • Job description and Job specification of staff in the House Keeping department. • Professionalism in House Keeping • Aims of professional House keeper • Qualities of House Keeping staff • Guest Relations and Human Relation 	10
III	Briefing, Debriefing, <ul style="list-style-type: none"> • Daily cleaning -(Occupied / Departure / Vacant/ Under Repair /VIP) • Weekly cleaning • Spring cleaning • Public area cleaning (Lobby/cloakroom/Restaurant/ Bar/Banquet Halls / Admin officer lifts and Elevations / staircase /Back areas / Front areas/ Corridor) • Contract Cleaning • Evening service • Second service 	10
IV	<ul style="list-style-type: none"> • House Keeping desk - Importance, Role, Co-ordination, Role during, Emergencies. • General operations of control desk. • House Keeping Pantry - Indenting from stores, layout of floor pantry. • Handling Lost and Found - Guest articles and Hotel articles. 	10

V	Reports, Forms, Formats and Registers used in House Keeping department. • Maid's cart • Guest Room supplies - Standard, Regular; VIP and VVIP, Replacement of guest supplies and amenities. • Employee check in area • Gate pass	10
VI	Hotel Guest Room • Types and basic layout of guest room • Layout of corridor; Rules on guest floor Furniture / Fixture / Fittings / Soft furnishings / Accessories / Guest supplies / Amenities in a guest Room (to be dealt in brief only)	10

COURSE OUTCOMES
B.SC. HOSPITALITY STUDENTS
BASICS OF HOTEL HOUSEKEEPING – I(103)

After completion of the semester students will be able to understand :

- **CO1:** How to organize housekeeping department, Making of guest room, Basic room cleaning ,service & control.
- **CO2:** Students will learn how to evaluates the work done at housekeeping department technically.
- **CO3:** Understand & learn the technique of the cleaning of public areas..

(Semester I) BSc.HS P 103
BASICS OF HOTEL HOUSEKEEPING-I
(PRACTICAL)

Practical -100

Lecture: 2 Hours per Week
 Credit 01

S no	CONTENT
I	Public area cleaning
II	Cobweb cleaning
III	Guest Room cleaning ;
IV	Organizing and use of maid's Trolley
V	Bed making (Morning and Evening) and Toilet cleaning

Assignments:

1. Project on House Keeping Supplies, List of guest supplies and amenities kept in different categories of hotels of Nagpur city
2. Lay out making of HK Department
3. Visit to local hotel to see House Keeping department and Rooms

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Hotel housekeeping Operations and Management	II	G. Raghubalan Smritee	Oxford University Press	2007	New Delhi
2	Professional management of Housekeeping operations	----	Robert J. Martin	John Wiley and Sons	1986	New York
3	Hotel Hostel	----	John C.	Arnold Ltd.	----	London

	and Hospital Housekeeping		Branson/Margaret Lennox	(ELBS)		
4	Hotel Housekeeping Training manual	----	Sudhir Andrews	Tata Mc Graw Hill	2013	Delhi
5	Professional Housekeeping	IV	Tucker Schneider		1998	----
6	Housekeeping Management for Hotels and Residential Management	----	Rosemary Hurst	William Heinemann	1980	----
7	Accommodation and Cleaning Service	I,II	David / Allen	Hutchinson educ.	1983	----
8	Managing H.K. Operations	II,III	Margaret Kappa.	Educational 1st of the Amer Hotel	1997,2008	----
9	Housekeeping for Hotels, Motels, Hospitals, Clubs and Schools	----	Grace Brigham	Arnold Hienman, Indiana	----	----

(Semester I) B.Sc HS T 104
BASICS OF FRONT OFFICE-I

Theory 60

Internal -40

Total – 100

Lecture: 3Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Introduction To Hotel Industry <ul style="list-style-type: none"> • Definition of Hotel • Development of Hotel industry with reference to India and world • Classification of Hotel • Star classification • Locations • Size • Type of Clientele 	10
II	Different Department of hotel Introduction to Front Office Department Importance of Front Office Department <ul style="list-style-type: none"> • Different sections of front office department • Layout of Front Office (lobby and back office) • Equipments and furniture of Front Office 	10
III	<ul style="list-style-type: none"> • Staff organization of front office (small, medium, large, hotels) • Types of rooms • Food Plans • Food plans signs, • Symbols and abbreviations used operations in Front office operations. 	10
IV	Importance and Role of Front Office staff. <ul style="list-style-type: none"> • Personality traits of front office staff • Duties and responsibilities of Receptionist • Job description of front office Manager • Lobby manager • Receptionist • Reservationists 	10
V	Hotel Brochures and Tariffs. Different types of room rates Basis of charging tariffs Use of brochure and tariffs Tele Communication Co-ordination of front office with other departments. Handling of Telephone Manners	10
VI	Front Office responsibilities Communication – internal and interdepartmental. Guest services – basic information. Guest history – maintenance and importance. Relationship marketing. Emergency situations.	10

**COURSE OUTCOME
FRONT OFFICE- SEM 1**

- 1) Student will learn hospitality industry evolution, importance, and related industries
- 2) Major departments of hotel, their organization and functions.
- 3) Classification of hotels - on the basis of star rating, size, location, type of clientele, duration of stay, level of service and ownership.

(Semester I) B. Sc HS P 104

**BASICS OF FRONT OFFICE-I
(PRACTICAL)**

Practical -100

Lecture: 2 Hours per Week
Credit 01

S no	C O N T E N T
1	Do's and Don'ts of I. Front desk II. Back office III. Front desk
2	Grooming of Front office staff i) General hygiene ii) Posture iii) Personal Grooming
3	Handling of Brochures Handling Tariff cards
4	Industrial Visit to hotel :- Front Office
5	Telephone handling - Telephone manners, How to Handle calls, Screening calls and Transferring calls
6	Information regarding Hotel and facilities offered on telephone and in person

Assignments

- ◆ Visit to three hotels of city and draw the layout of the lobby of the hotel.
- ◆ Visit to three hotels of city and collect the tariff card and brochures of the hotel.
- ◆ Tourism information of Indian States and Capital, Railway information.
- ◆ Local City Knowledge.
- ◆ 10 Names of national and international origin with their company name.

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Hotel Front Office Training Manual	III	Sudhir Andrews	Publishing Company limited	1982	----
2	Accommodation Operations	----	D. Collins	Plymouth Macdonald Evans	1967	----
3	Tourist Information Series, Publication Division	----	----	Ministry of information and broadcasting Government of India	----	New Delhi
4	Tourist India	----	S.N.Kaul	International Taj Building	----	Bombay
5	India and Nepal (Hodder and Stoughton)	----	Robert C. Fisher	----	1981	London
6	Front Office Management	----	Dr. R.K Singh	Aman Publication,	2007	----

(Semester I) B. Sc HS T 105

SANSKRIT

Theory – 60

Internal - 40

Total – 100

Lecture: 3 Hours per Week

Credit 03

B.Sc. (Hospitality Studies) Semester I Paper 1 Sanskrit		Theory 60 Marks
1) Selected Prakaranas from वैद्यकीय –सुभाषित –साहित्यम् (Author - Shri Aditya Ltd. Prakarana, Mahal Nagpur Chapter - 10 - Jala Prakaranam 11 - Anna Prakaranam 12 - Vividhashitpeet Prakaranam 13 -Bhojanavidi Prakaranam	40 Marks	
2) Abhyaspustakam - (विश्वासः) प्रकाशन – संस्कृतभारती, बेंगलुरु – 85	20 Marks	
Module I - Jal Prakaran, Anna Prakaranam	20 Marks	
Module II -Vividhashitpeet Prakaranam, Bhojanavidi Prakaranam	20 Marks	
Module III - Abhyaspustakam	20 Marks	
3) Internal	40 Marks	
Semester I Paper 1 Sanskrit Paper Pattern		Theory 60 Marks
वैद्यकीयसुभाषित – साहित्यम्		
Q.1 a. Translation (2 out of 4)	10 Marks	
b. Reference to Context (2 out of 4)	10 Marks	
c. Short notes (2 out of 4)	10 Marks	
Q2. Long Answer question (1 out of 2)	10 Marks	
अभ्यासपुस्तकम्		
Q.3 a. Match the followings	05 Marks	
b. Fill in the blanks	05 Marks	
c. Complete the Sentence	05 Marks	
d. Make the Sentence	05 Marks	

COURSE OUTCOME - NIL

(Semester I) B .Sc HS T 106
GENERAL ENGLISH and COMMUNICATION

Theory – 60
Internal – 40

Total – 100

Lecture: 3 Hours per Week
Credit 03

UNIT	CONTENT	MARKS
I	Comprehension of an Unseen Passage	10
II	Report Writing • Feasibility Studies • Sales Report • Report on College Gathering • Summer Training etc.	10
III	Writing Skills and Letters ■ Complaint letter • Enquiry letter • E-mail writing • Quotation letter notices, circulars, advertisements, press notes, memos, etc	10
IV	Aspects and Types of Communication: The communication Process – an introduction, its definition, sender-receiver variable, the importance of a meaningful feedback. Types of communication. Formal-informal, verbal-non verbal, directions of communication, Importance of body language, eye contact, facial expression, etc. in verbal communication.	10
V	Non verbal and Barriers of Communication: Bar chart, pie chart, organizational chart – The importance of Non Verbal Communication. Difference between verbal and non-verbal communication Barriers of Communication Types of Barriers. – Their types (Physical, Mechanical, semantic, cultural, psychological), ways of overcoming barriers of communication	10
VI	Writing a Bio-data / Résumé or Application for a job /Précis Writing Expressing the same idea / thought in different ways / Paragraph writing.	10

Books Recommended:-

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	English Grammar		Wren and Martin	VIS. Soni	2014	
2	Examine your English		Margaret M. Malson	Orient Longman	1964	
3	Common Mistakes in English		T.J.Fitkies	Orient Longman	2000	
4	Developing Communication Skills		Krishna Menon and Meera Banerjee	Macmillan India Ltd.		
5	Communications in Tourism and Hospitality		Lynn Van Der Wagen	Hospitality Press.	1997	

COURSE OUTCOME - NIL

(Semester I) B .Sc HS T 107

HOTEL INDUSTRY DEVELOPMENT

Theory 60
Internal -40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Hospitality- Introduction, concept, development over the ages in context of Indian and international hospitality.	10
II	HOTEL DEVELOPMENT AND GROWTH, hotel, boarding, QSR Introduction, concept, development over the ages in context of Indian and international level.	10
III	Information about Major national and international chain of hotels. History, ownership structure, Awards, Location of Notable properties.	10
IV	Information about different National and International Associations related to hospitality Industry. Such as FHRAI/ HRACC/IH and RA/ global association.	10
V	Information about different National and International Associations related to travel and tourism Industry Such as IRCTC / Cruises / TAAI/IATA /PATA/	10
VI	Tourism Introduction, Concept, Evolution and development of tourism, Components of Tourism, Types of tourism, Emerging trends of tourism.	10

COURSE OUTCOMES
HOTEL INDUSTRY DEVELOPMENT
I SEMESTER, B.SC. HOSPITALITY STUDENTS

After completion of the semester students will be able to understand :

- **CO1:** The students will learn about the overview of the gradual development in the hospitality industry.
- **CO2:** The students will explore about the National & International Hotel Organizations contributing to the growth of the industry.
- **CO3:** The students will explore about the National & International Tourism Organizations and different types and trends in tourism.

SEMESTER II

(Semester II) B .Sc HS T 201

Basics of Food Production II

Theory - 60
Internal-40

Total - 100

Lecture: 3 Hours per Week
Credit 03

UNIT	CONTENT	MARKS
I	Basic Methods of Cooking Heat Transfer : Conduction, Convection; Radiation Methods: Boiling, Baking; Simmering; Stewing; Braising; Broiling; Poaching; Grilling; Roasting; Frying, Steaming. Texture.	10
II	Foundation of continental cookery Stocks: Definitions; classification, Preparation, recipe of 1 lt. storage, uses, care, (7) golden rules of stock making.	10
III	Soups: Definitions; Classification, Consommé (recipe lt.), garnishes for all kinds of soups, accompaniments for soups.	10
IV	Foundation of continental cookery Sauces : Definition: Classification/ compositions, recipe of mother sauces - 1 lt. Derivatives- any 5 , Fumets, Glazes, Essences, Aspics,	10
V	Egg Cookery Introduction, Structure and Selection, Methods of Cooking and Uses of Eggs in Cookery.	10
VI	Vegetables, Fruits and Nuts. Classification, Selection, Storage, uses and names in vernacular names.	10

Semester- II

Basics of Food Production II

T201

***After completion of the semester students will be able**

- **CO1:** Comprehend various types of stocks, and sauces; to know their preparation, storage criteria and their uses in the kitchen.
- **CO2:** Understand the basic methods of cooking used in kitchen for preparing food.
- **CO3:** Identify types of vegetables, fruit & nuts with their selection, storage criteria, pigments, uses in food production and their effects on heat and basic concepts of egg cookery.

(Semester II) B .Sc HS P 201

Basics of Food Production- II

(PRACTICAL)

Practical- 100

Lecture: 6 Hours per Week

Credit 03

Sr.No.	C O N T E N T
1	Breads:-2 Basic Breads Varieties Such as French loaf, Garlic Bread, Banana Bread, Bread Rolls, Bread Sticks. Dinner Rolls.
2	Cakes :-2 Sponge cake- Fatless Sponge – Black forest Gateaux, Pineapple, Strawberry, Chocolate Mango, Eggless Sponge- Genoese Sponge
3	Pastries:-4 Short Crust- Pie, Tarts, quiche, flans Danish – Pinwheels, Puff – Palmiers, Croissant, Veg. Puff, Chicken Puff, Vol-au-vents, Cheese Straws. Choux- Profiteroles, Cho. Éclairs.
4	Egg Preparations, 1 Omelettes, poached, scrambled, mollet, en cocotte, fried, Sunny Side up, Double side up, Boiled, Baked.
5	06 Continental menus.
6	3 Indian Menus
7	1 Break Fast Menus. (Indian)

Books Recommended:-

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Modern Cookery -	I,II	Thangam E Philip	Oreint Longman	1988	Mumbai
2	Theory Of Cookery	I	Krishna Arora	Frank Bros &	2005	New Delhi
3	Professional Charcutier -	I	John Kinsella, David Harvey,	Margaret K. Burns	1996	
4	Food Preparation and Cooking-,	II	Thornes Stanley	Ellenborough	1993	Wellington Street
5	Professional; Cooking	III	Wayne Gisselen	John Wiley	1995	Canada
6	Larousse Gastronomique	I		Octopus Publication	2001	Great Britain
7	Basic Cookery		David Stevenson	Stanley Thrones Ltd.	1991	
8	Prashad - Cooking with Indian masters	I	J. Indrasingh Kalra	Allied Publishes Ltd	1996	New Delhi
9	Professional baking	VI	Wayne Gisselen	John Wiley and Sons	2005	USA
10	Understanding Cooking		Lundburge and Kotschevan	Paper Bade. Book	1968	USA
11	Theory Of Catering	X	David Foskett	Book Power	2003	London
12	Basic Cookery- The Process Approach		Daniel R Stevenson	Stanley Thrones Ltd.		

(Semester II) B .Sc HS T 202

Basic Food & Beverage Service II

Theory 60
Internal-40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Menus and Covers Introduction Cover- definition; different types and different layouts. Menu Planning, considerations and constraints Menu Terms.	10
II	French Classical Menu Classical Foods and its Accompaniments with cover Indian Regional dishes and its accompaniments and service.	10
III	Service and classification, of Ice-cream, Cheese , Salads and Sandwiches and savouries•	10
IV	Tobacco • Availability, Types, Wrapper and Sizes • Storage • Service	10
V	Non – Alcoholic Beverages Classification- Stimulating, Nourishing, refreshing. Hot Beverages – Types, Service Cold Beverages – Types, Service	10
VI	Control Methods Necessity and functions of a control system, Billing Methods – Duplicate and Triplicate System, KOTs and BOTs uses and its types, Computerized KOTs (Kitchen Order Ticket, Beverage Order Ticket) Flow chart of KOT Presentation of bill.	10

COURSE OUTCOMES
FOOD & BEVERAGE SERVICE
II SEMESTER, B.SC. HOSPITALITY STUDENTS

After completion of the semester students will be able to understand :

CO1: The different types of Menus and principles of menu planning. Sequence and course in the French classical menu also identify general accompaniments.

CO2: Types, storage and service of Tobacco and Non alcoholic beverages.

CO3: Simple control system followed in a restaurant.

(Semester II) BSC HS P 202

Basics Of Food And Beverage Service – II

(PRACTICAL)

Practical -100

Lecture: 4 Hours per Week

Credit 02

Sr. No	CONTENT
1	Planning of 13 Course French Classical menus.
2	Course wise service of food- pre plated, Silver Service.
3	Service of non alcoholic beverages.
4	Clearance of dishes from the table.
5	Service of Ice-cream, Cheese, Salads and Sandwiches and savouries.

Books Recommended:

Sr. No	Name of Book	Volume	Author	Publication	Year	City
1	Food and Beverage Service	III	D.R. Lillicrap..	Edward Arnold Ltd. London	1993	London
2	Food and Beverage management and Service -Waiter;.		Barrie and Jenkins		1965	London
3	The Waiter	I	Fuller John and Currie A.J	Franc & Company	1984	London
4	The Steward		Dias. P	Sagar Books	1996	New Delhi
5	Professional Food and Beverage Service Management		Brian Verghese	Macmillan India Ltd.		London
6	Food & Beverage Service		Vijay Dhawan			

(Semester II) B .Sc HS T 203

Basics of Hotel Housekeeping – II

Theory: 60
Internal: 40

Total: 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Cleaning Equipment • Types of equipments • Operating principles of equipment • Storage, use, upkeep, Maintenance • Selection • Brand Names	10
II	Cleaning Agents • Types of cleaning agents • Characteristics of good cleaning agent • Ph scale and cleaning with their application • Cleaning products (Domestic / Industrial) • Brands Names. • Distribution and Control	10
III	Laundry • In house Vs contracting, merits and Demerits • Equipments used in a Laundry (Washing machine/ Hydro extractor/Tumbler/ calendar or flat work Iron / steam press / Cooler press / pressing tables. • Cleaning agents • Dry cleaning • Blueing • Starching • Procedures of a Laundry (work flow) • Lay out •	10
IV	Key Control Computerized keys Manual keys Key Control Procedures	10
V	Discard Management Linen Uniform Records and Formats maintained for discard Management	10
VI	Housekeeping Supervision Importance of supervision Checklist for inspection Dirty Dozen	10

COURSE OUTCOME
BASICS OF HOTEL HOUSEKEEPING –

After completion of the semester students will be able to understand :

- **CO1:** How to organize the cleaning agents and uses of cleaning equipment to maintain the guest room.
- **CO2:** Students will learn concept of room laundry and the various procedures of a laundry.
- **CO3:** the importance of HK supervision and key control and maintaining the format of discard management.

(Semester II)BSC HS P 203
Basics of Hotel Housekeeping-II
(PRACTICAL)

Practical -100

Lecture: 2 Hours per Week
Credit 01

Sr. no	C O N T E N T
I	Work cards for Cleaning and polishing of various surfaces in hotel A) Metals : copper, Brass, silver, aluminum and steel Bronze B)Glass Laminated Surface C)Wood and allied surface D)Leather, Rexene, Rubber, E)plastic and ceramic F) Stone, Marble and Granite
II	Washing of fabric : Hand wash, Machine wash, Blueing of fabric, starching (Rice /sago / Branded starching material) Ironing.
III	Handling of lost and found articles,
IV	Filling up of registers and records used in housekeeping department

Assignments:

- ◆ Survey the market and make a list of cleaning agents with their Brand name and prices.
- ◆ Survey the market and make a list of cleaning equipments with their Brand name and prices.
- ◆ Visit to Laundry and make a report

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Hotel housekeeping Operations and Management	II	G. Raghubalan Smritee	Oxford University Press	2007	New Delhi
2	Professional management of Housekeeping operations		Robert J. Martin	John Wiley and Sons	1986	New York
3	Hotel Hostel and Hospital Housekeeping		John C. Branson/Margaret Lennox	Arnold Ltd. (ELBS)		London
4	Hotel Housekeeping Training manual		Sudhir Andrews	Tata Mc Graw Hill	2013	Delhi
5	Professional Housekeeping	IV	Tucker Schneider		1998	
6	Housekeeping Management for Hotels and Residential Management		Rosemary Hurst	William Heinemann	1980	
7	Accommodation and Cleaning Service	I,II	David / Allen	Hutchinson educ.	1983	
8	Managing H.K. Operations	II,III	Margaret Kappa.	Educational 1st of the Amer Hotel	1997,2008	
9	Housekeeping for Hotels, Motels, Hospitals, Clubs and Schools		Grace Brigham	Arnold Hienman, Indiana		

(Semester II) B.Sc HS T 204
Basics of Front Office-II

Theory 60
Internal -40

Total – 100

Lecture: 3 Hours per Week
Credit 03

UNIT	CONTENT	MARKS
I	Reservations Importance of guest cycle (Various stages, sectional staff in contact during each stage) Modes and sources of reservation. Procedure for taking reservations	10
II	(Reservation form, conventional chart, density chart, booking diary with their detailed working and formats) Computerized system (CRS, Instant reservations) Types of reservation (guaranteed, confirmed, groups, FIT) Procedure for amendments, cancellation and overbooking.	10
III	Pre-Arrival Procedures Pre arrival activities(Preparing an arrival list, notification etc) Procedure for VIP arrival. Procedure for group arrival(special arrangements, meal coupons, etc)	10
IV	Guest Arrival Types of registration.(Register, Loose Leaf, Registration Cards) Receiving guests. Arrival procedure for various categories of guests (Foreigners along with C-forms, FITs- walkin , with confirmed reservation) Notification of guest arrival. Criteria for taking advance.(Walk-ins, Scanty Baggage etc) Front office terminology related to : Reservation, Reception and Registration	10

V	<p>Guest Stay</p> <p>Rooming a guest (introduction to the hotel facilities, orientation of the room)</p> <p>Procedure for room change</p> <p>Safe deposit procedure.</p> <p>Assisting guest with all possible information and help (medical etc.)</p> <p>Handling guest messages.</p>	10
VI	<p>Guest Departure</p> <p>Departure notification</p> <p>Task performed at bell desk, cashier /reception.</p> <p>Express check outs</p> <p>Late check outs and charges.</p> <p>Methods of Payment</p> <p>Credit card handling</p> <p>Traveler cheques, Personal checks</p> <p>Handling cash Indian , Foreign currency</p> <p>Other methods of payment [Travel agent , Bill to Company etc-]</p>	10

**COURSE OUTCOME
FRONT OFFICE- SEM 11**

- **CO1:** Stages of guest cycle such as pre-arrival , arrival ,stay ,departure , and post departure
- **CO2:** Importance of Reservation -for hotels as well as for guest
- **CO3 :** Flow of the registration process such as identifying the guest status ,registration records ,payment mode

(Semester II) B. Sc HS P 204

Basics of Front Office-II

(PRACTICAL)

Practical -100

Lecture: 2 Hours per Week

Credit 01

S no	CONTENT
1	Knowledge of records and formats used in reservation
2	Basic knowledge of records of pre registration and arrival
3	Reservation Procedure
4	Filling of reservation forms. Check in and checkout procedures. Paging. Message handling-in house and out-house
5	Procedure for room change.

Assignments

- ◆ Knowledge of countries, Capital and currencies,
- ◆ Languages, Music, Dance and festivals Of India.

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Hotel Front Office Training Manual	III	Sudhir Andrews	Publishing Company limited	1982	
2	Accommodation Operations		D. Collins	Plymouth Macdonald Evans	1967	
3	Tourist Information Series, Publication Division			Ministry of information and broadcasting Government of India		New Delhi
4	Tourist India		S.N.Kaul	International Taj		Bombay

				Building		
5	India and Nepal (Hodder and Stoughton)		Robert C. Fisher		1981	London
6	Front Office Manageme nt		Dr. R.K Singh	Aman Publication,	2007	

(Semester II) B .Sc HS T 205

Hotel Engineering

Theory 60
Internal -40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARK
I	Maintenance and Replacement Policy Definition of maintenance, scope, objectives of maintenance, role and importance of maintenance department, Organizational chart of Department in 3/4/5 star hotel.	10
II	Duties and responsibilities of maintenance department staff. Types of maintenance with examples of each, Advantages and disadvantages. Contract of Maintenance Definition and procedure, types. Advantages and disadvantages	10
III	Water and Sanitation. Water purification methods. Methods of water softening (Ion exchange, Zeolite process) Cold and hot water distribution system. Various plumbing fixtures. Types of sanitary traps and their applications. Types of water closets and flushing. Sinks, basins Calculation of water requirement and its bill.	10
IV	Fuels and Electricity. Methods of heat transfer. Units of heat. Solid, Liquid, Gas, Electricity, and Biogas fuels. Importance of earthing. Safety devices such as fuse, circuits breaker. Methods of lighting (Direct, Indirect), Types of electric supply (single phase, Three phase), Calculation of electricity bill.	10
V	Energy conservation and Safety in hotel Industry Importance of energy conservation. Simple methods of Energy conservation. Classification of fire, symbols. Methods and types of fire extinguishers. Fire detectors, alarm. Various security systems for hotel (Key control, Door, valuable guest, CCTV).	10

VI	Refrigeration and Air conditioning Definition, Pressure, Energy, Heat, Temperature, latent heat, specific heat, boiling point, dry and wet bulb temperature, defrosting, refrigerant: types, properties of good refrigerant, unit of refrigeration, Vapour compression refrigeration cycle. Condition of comfort, Types of AC systems: Central AC, Window AC, Working of AC and its components Ventilation: its need and types.	10
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Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Food hygiene for food handlers	2 nd	Trickett Jill	The Macmillan press Ltd.	1992.	
2	The science of catering	2 nd	J.A. Stretch and H.A. Southgate	Edward Arnold	1986	
3	Success in principles of catering	2 nd	Michael Colleer and Colin Sussams		1988	
4	Safety in Catering		Hater Roy	A guide for supervisors and managers. TheMacmillon press Ltd.	1988	
5	Principles of first aid			St. John's Ambulance Brigade, Red cross society.		

COURSE OUTCOME
HOTEL ENGINEERING- SEM 111

- **CO1:** to perform routine and preventative maintenance to protect the assets of a hotel and to keep the hotel running smoothly.
- **CO2:** Duties and responsibilities of maintenance department staff
- **CO3:** Water and sanitation purification methods

B. Sc HS 206
Catering Science and Nutrition

Theory 60
Internal -40

Total - 100

Lecture: 3 Hours per Week
Credit 03

UNIT	CONTENT	MARKS
I	<p>Introduction of food microbiology, its importance in relation food handling preparation and service.</p> <ul style="list-style-type: none"> • Bacteria, yeast, moulds, morphology and factors affecting growth of these microorganisms. 	10
II	<p>Beneficial effects of microorganism.</p> <ul style="list-style-type: none"> • Role of microorganism in the manufacture of fermented foods. • Dairy products. • Bakery products • Alcoholic beverages. • Vinegar <p>Harmful effect of microorganism • Food Poisoning - staphylococcus, salmonella, clostridium, botulinum and clostridium perfringers. • Food infection - food contamination sources, incubation period, prevention.</p>	10
	<p>Food adulteration as a public health hazard, prevailing food standards in India, prevention of adulteration, simple tests to detect common food adulterants in milk, cereals, beverages, pulses, masala powder etc.</p>	10
III	<p>Colloidal system-types of colloids in food, factors that affect the properties of colloids in food preparation. Emulsions-Theory of emulsification, types of emulsions, emulsifying agents and their use in preparation of emulsions. Browning reaction-Causes, desirable and undesirable effects in food preparation, prevention of browning.</p>	10

IV	Definition of food, nutrients, nutrition and its relation to health, malnutrition. Functions of food, basic food groups and planning of balanced diet, Definition of calories, standard measures, daily requirements, factors that effect the daily requirement.	10
V	Carbohydrates-Composition, classification, sources, functions, daily requirements, excess and deficiency Proteins - composition, classification, sources, functions, daily requirements, excess and deficiency, supplementary value of proteins, formulation of protein rich recipes.	10
VI	Mineral - Importance and classification of minerals, sources, functions, daily requirements, excess and deficiency of calcium, phosphorus, iron, iodine, fluorine and sodium chloride. Vitamins - Importance and classification of Vitamins, Sources, Functions, Daily requirements, Excess and Deficiency of Vitamin A, D.E.K, thiamine, riboflavin, niacin, Pyridoxen (B6) Folic Acid and Cyanocablmine (B12)	10

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Success in Principles of Catering	2 nd	Michael Colleer and Coline Sussams		1988	
2	The Science of Catering	2 nd	J.A. Stretch and H.A. Southgate		1986	
3	Food Microbiology	3 rd	W.C. Frazier, D.D. Westhoff		1991	
4	Food Chemistry		Meyer			
5	Essentials of food and Nutrition		M. Swaminathan	Ganesh and Company		Madras.

6	Nutrition and Dietetics		Joshi Shubangini	Tata McGraw-Hill Publishing Company Limited.		New Delhi
7	Nutritive value of India Foods,		C. Gopalan, B.V. Rama Shastri and S.C. Balasubramanian	National Institute of Nutrition (ICMR)		Hyderabad

**COURSE OUTCOME
CATERING SCIENCE AND NUTRITION**

- CO1: Students will understand the importance of different types, sources, deficiency, and excess of nutrients.
- CO2: Students will understand the different types of adulteration and additives.
- **CO3:** Students will understand about browning reaction and colloidal system & the role of microorganism..

(Semester II) B. Sc HS T 207

Hygiene and First Aid

Theory 60
Internal -40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Hygiene • The place of hygiene in the hotel and catering industry. • The importance of creating the right attitude towards hygiene securing the active co-operation of the food handlers.	10
II	Personal hygiene of staff • Care of skin, hand and feet. • Hygienic use in cosmetic and deodorants • Relationship of right clothing to personnel comfort and as aid to efficiency. • Choice and care of protective clothing.	10
III	Hygienic storage condition, care of food, Dry food storage, containers used, canned foods, ventilated storage, storage of non edible material. • Storage of cooked food, semi perishable and perishable foods Natural and artificial ventilation	10
IV	Safety with equipment • Work equipment • Dangerous machine • Electrical equipments • Gas equipment • Dish washing types Manual and electronic • Dish washing machine- comparative merits and demerits. •	10
V	Managing food safety • Food safety legislation • Food safety management • Food hygiene inspection Work place safety • In the bar • In the cellar • In the kitchen • In the restaurant • In housekeeping • In reception • In leisure	10
VI	Introduction to first aid • Principles of first aid • Contents of First Aid Box, First aid to be administered to patient in case of fire, orthopedic casualties, drowning casualties, electric shock casualties, suffocation casualties.	10

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Food hygiene for food handlers	2 nd	Trickett Jill	The Macmillan press Ltd.	1992.	
2	The science of catering	2 nd	J.A. Stretch and H.A. Southgate	Edward Arnold	1986	
3	Success in principles of catering	2 nd	Michael Colleer and Colin Sussams		1988	
4	Safety in Catering		Hater Roy	A guide for supervisors and managers. TheMacmillon press Ltd.	1988	
5	Principles of first aid			St. John's Ambulance Brigade, Red cross society.		

**COURSE OUTCOME
HYGIENE AND FIRST AID**

- **CO1:** Students will understand the different types of hygiene and knowledge about how to maintain workplace hygiene & different types and temperature of storage
- **CO2:** Students will understand about contamination and spoilage of food & about safety with equipment and dangerous machine
- **CO3:** Students will understand Students will have the knowledge about first aid

(Semester III) B. Sc HS T 301

Quantity Food Production

Theory - 60
Internal -40

Total - 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Regional Cooking Styles Introduction to Regional Styles of Cooking, Factors Affecting Eating Habits, Cooking from Different States under Geographical Location, Historical Background, Seasonal Availability of Raw Materials, Special Equipment and Fuels, Staple Diet, Food Prepared for Festivals and Occasions of the following States: Hyderabad, Bengal and North Eastern States, Goa, Gujarati / Bohri / Parsi, Karnataka, Kashmir, Maharashtra / Malwani, Punjab, Rajasthan, Tamilnadu / Chettinad, Awadh / Lucknavi	10
II	Basic Spices and Condiments used in Indian Cookery • Blending of spices and concept of masala • Different masalas used in Indian cooking -wet and dry - Dhansak, Goda etc. Composition of above mentioned masala • Varieties of masalas available in different regional areas-• Proprietary masala blends. • Basic Indian pastes and gravies • Red Makhani, Kadhai • Green • White • Yellow	10
III	Ethnic traditions of Muslims, Jains, Christians, Parsis, Buddhist, Hindus, Sikhs. Indian Culinary terms	10

IV	Quantity Kitchen Principles Introduction • Scientific and Principles in Preparation, • Quantity Food Equipments • Medium equip -5, Small Equip - 5, Heavy Equip -5 • Use and Care of equipment, Purchase of perishable, Semi perishable and Non-perishable item,	10
V	Quantity Menu Planning Principles of Menu Planning for Quantity Food Production, Planning of Menu for Various Categories such as Industrial, Hospital, Institutional, Outdoors Parties, and Theme Dinners, In Flight Catering. Function Catering (outdoor Parties)	10
VI	Indenting Indenting, Evaluating, Costing Principles of Indenting Qty. and portions for Bulk production Practical difficulties involves in Indenting	10

Semester- III

Quantity Food Production

T301

*After completion of the semester students will be able

- **CO1:** Familiarize with classical Indian regional cuisine by using blended wet and dry spices/ masala in authentic food with their eating habits, traditional cooking methods, special food for occasion.
- **CO2:** Understand the basic Indian gravies & their uses in dishes for bulk production by ethnic traditions of different religion food of India.
- **CO3:** Understand the quantity menu planning & concept of indenting with the layout of kitchen of different parameters, different types of equipment used and their maintenance of equipment with its safety operating procedures.

(Semester III) B. Sc HS P 301

Quantity Food production

(PRACTICAL)

Practical- 100

Lecture: 6 Hours per Week

Credit 03

UNIT	CONTENT
1	Kashmir(Min. 10 dishes)
2	Uttar Pradesh/ Avadh (Min. 10 dishes)
3	Punjab (Min. 10 dishes)
4	West Bengal(Min. 10 dishes)
5	Assam (Min. 10 dishes)
6	Orissa (Min. 10 dishes)
7	Goa (Min. 10 dishes)
8	Rajasthan (Min. 10 dishes)
9	Maharashtra / Malavani (Min. 10 dishes)
10	Gujarat / Bohri / Parsi (Min. 10 dishes)
11	Kerala (Min. 10 dishes)
12	Tamil Nadu (Min. 10 dishes)
13	Andhra Pradesh / Hyderabad (Min. 10 dishes)
14	Karnataka (Min. 10 dishes)
15	Yeast based product <ul style="list-style-type: none">• Breakfast - croissants, Danish, Brioche, Sandwich Bread loaf• Lunch- Sliced Bread (loaves) / French bread, Brown Bread, Whole wheat bread. Marbled bread, Display of Bread Basket, Rolls - At least - 2 Types, Soup / Bread sticks,• High Tea - Mini croissants Bagets

Books Recommended:-

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
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1	Modern Cookery -	I,II	Thangam E Philip	Oreint Longman	1988	Mumbai
2	Theory Of Cookery	I	Krishna Arora	Frank Bros & Co.	2005	New Delhi
3	Professional Charcutier -	I	John Kinsella, David Harvey,	Margaret K. Burns	1996	
4	Food Preparation and Cooking-,	II	Thornes Stanley	Ellenborough House,	1993	Wellington Street
5	Professional; Cooking	III	Wayne Gisselen	John Wiley and Sons	1995	Canada
6	Larousse Gastronomique	I		Octopus Publication	2001	Great Britain
7	Basic Cookery		David Stevenson	Stanley Thrones Ltd.	1991	
8	Prashad - Cooking with Indian masters	I	J. Indrasingh Kalra	Allied Publishes Ltd	1996	New Delhi
9	Professional baking	VI	Wayne Gisselen	John Wiley and Sons	2005	USA
10	Understanding Cooking		Lundburge and Kotscheva	Paper Bade. Book	1968	USA
11	Theory Of Catering	X	David Foskett	Book Power	2003	London
12	Basic Cookery- The Process Approach		Daniel R Stevenson	Stanley Thrones Ltd.		

(Semester III) B .Sc HS T 302

Food and Beverage Service.

Theory: 60

Internal 40

Total: 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	WINES • Introduction • Definition • Classification • Structure of grapes • Viticulture and verification • Vine diseases	10
II	WINES OF • France • Italy • Portugal • Germany • Spain • Shippers name, famous wines.	10
III	• Food and Wine Harmony • Pre and Post Meal Drinks Aperitifs Liqueurs Ethnic Beverages	10
IV	• Storage and Service of Wines • Wine glasses and equipment needed for Service • Reading Wine labels	10
V	BEER • Introduction • Ingredients • Manufacture • Types • Storage and Service	10
VI	BAR Types of licences and permits • Drinking in licensed premises • Types of Bar • Layout and planning • Equipments • Planning and Designing Bar Menu	10

COURSE OUTCOMES

FOOD & BEVERAGE SERVICE

After completion of the semester students will be able to understand :

- ▮ **CO1:** Describe the duties and responsibilities of beverage service staff members, and summarize techniques and procedures for responsibly selling and serving beer, and wine.
- ▮ **CO2:** Understanding the production process of Beer, Wine.
- ▮ **CO3:** Understanding the pairing of food & wine, harmony and storage.

(Semester III) B .Sc HS P 302

Food and Beverage Service.

(PRACTICAL)

Practical Marks- 100

Lecture: 4Hours per Week

Credit 02

UNIT	CONTENTS
	<ul style="list-style-type: none">• Services of Breakfast - English, Continental• Wines, Beer, Liqueur• Compilation and service of French Classical Menu with Wines• Reading Wine labels

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	International Bartender's Guide- Bartender	1 st	Eugene F. shewmaker	Ramdom house references	1996	
2	The New York Bartender's Guide	2 nd	S.A.Berk,	Blade dog and heven PVT LIT	2006	New York
3	Wine regions of the world		David Burroughs and Norman Bezzant	William heinemann	1979	
4	Cocktail Guide			A.C.P. Publishing Pvt. Ltd.		
5	The Australian Bar attendant's handbook	5 th	G.Ellis.	Person Australia	2011	Australia
6	Sotheby's World Wine Encyclopedia		Tom Stevenson,			

			Dorling Kindersley			
7	Bar Companion (Mixed drinks)	1 st	Jones Bridget	Harlaxton pub	1994	United kingdom
8	The World guide to Whisky	1 st	M.Jackson	Darling kinderley	1987	
9	Managing Bar and Beverage operations		L.H.Kot schevu	Education instituted of American hotels and motels	1996	
10	The encyclopedia of world beers	1 st	B.Myers.	Book sales	1997	

(Semester III) B .Sc HS T 303

Hotel Housekeeping

Theory –
60

Internal - _____
40

Total - 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Linen Room • Types of linen Room • Layout of linen Room • Equipments and accessories in linen Room • Organization (staffing) of linen Room • Types of linen - their sizes • Storage facilities and conditions • Linen exchange procedure • Selection of linen and purchase of linen • Linen Inventory; par stock - Factors affecting par stock; calculation.	10
II	Uniform Room • Layout of uniform Room • Equipment and accessories required • Organization (staffing) of uniform Room • Storage facilities and conditions • Exchange procedure • Types and selection of uniform • Maintenance and care of uniforms • Inventory; par tock - Factors affecting par stock; calculations. • Uniform designing :- Importance, types, characteristics	10
III	Tailor Room • Functions of tailor room, tasks in tailor room • Equipments used in serving Room • Types of sewing machine Care and maintenance of equipments	10
IV	Textiles • Types of fibre, properties of fibre and fibre identification • Types of Fabric • Fabric identification • Fabric construction • Finishes given to fabrics •	10
V	Pest Control • Types of pest • Methods of eradication chemicals used in eradication	10

VI	Flower arrangement • Concept and Importance • Types and shapes • Principles • Conditioning of plant material • Tool, equipments and Accessories • Colour schemes in Flower Arrangement	10
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COURSE OUTCOME
HOTEL HOUSEKEEPING (303)

After completion of the semester students will be able to understand :

- **CO1:** The student will be able to explain various operational procedures and formats pertaining to linen, uniforms, and laundry.
- **CO2:** The student will be able to create formats and design layouts of linen room, uniform room and laundry.
- **CO3:** The student will be able to create Flower Arrangements for various occasions and locations. The student will be able to plan and implement décor for special occasions.

(Semester III) B. Sc HS P 303

Hotel Housekeeping

Practical: 100

Lecture: 2 Hours per Week

Credit 01

S no	CONTENT
I	Flower arrangement Western, Ikebana
II	Designing uniform Kitchen staff, FO, F&B Restaurant (specialty) / Room Service House keeping
III	Mending - Darning • Patchwork
IV	Monogramming.

Assignments:

- Visit to Hotel - observation of Linen exchange, uniform exchange
- List of chemicals for pest control and their manufacturers.
- List of 8/10 flowers and their market rates, other accessories.
- Making of House keeping records.
- List of pest control organizations.

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	city
1	Hotel housekeeping Operations and Management	II	G. Raghubalan Smritee	Oxford University Press	2007	New Delhi
2	Professional management of Housekeeping operations		Robert J. Martin	John Wiley and Sons	1986	New York
3	Hotel Hostel and Hospital Housekeeping		John C. Branson/Margaret Lennox	Arnold Ltd. (ELBS)		London

4	Hotel Housekeeping Training manual		Sudhir Andrews	Tata Mc Graw Hill	2013	Delhi
5	Professional Housekeeping	IV	Tucker Schneider		1998	
6	Housekeeping Management for Hotels and Residential Management		Rosemary Hurst	William Heinemann	1980	
7	Accommodation and Cleaning Service	I,II	David / Allen	Hutchinson educ.	1983	
8	Managing H.K. Operations	II,III	Margaret Kappa.	Educational 1st of the Amer Hotel	1997,2008	
9	Housekeeping for Hotels, Motels, Hospitals, Clubs and Schools		Grace Brigham	Arnold Hienman, Indiana		

(Semester III) B .Sc HS T 304

Front Office

Theory –
60

Internal -
40

Total - 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Function of Reception • Meaning and importance of Reception department • Reception as an art • Handling of mail • Handling of Hotel Mail / staff mail • Hotel Mail and key rack • Handling of guest mail • Message handling • Handling of black list and no shows	10
II	Other Functions of Reception • Key handling and different types of key • Computerized keys • Importance of key control • Paging system • Wake- up calls. • Handling of emergencies • International rules for guest • Handling of guest valuables	10
III	Bell Desk Operation Importance and base role played by the bell desk, Bell boy, control Handling of luggage, Left luggage ,procedure Handling of group luggage, Bell desk and concierge, Handling of scanty baggage, Paging systems	10
IV	Reservation Activities • Group booking procedure • Computerized reservation • Centralized reservation • Complete procedure of Whitney system of reservation. • Guaranteed and Non Guaranteed reservation • Cancellation and Amendments • Overbooking • Forecasting	10
V	Registration • Handling Registration for individuals • Handling Registration for groups • Handling Registration foreigners • Notification slips • Handling of Different types of VIP's • Categories of VIP's • Room change Procedure • Knowledge of passport, VISA for registration purpose. Law of Tenancy Distinction between guest and tenant.	10

VI	Departure Procedure • Meaning of check-out • Procedure of checking out of guest • Express check-out Procedure • Late check-out • Late charges	10
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**FRONT OFFICE
Course Outcome**

After the course complete the student will understand -

- **CO1:** Receptionists work within an organization to help it run smoothly. They greet visitors, answer phone calls, and run errands while maintaining professional composure throughout interactions with customers or potential clients.
- **CO2:** Procedures used to prepare, maintain, monitor, record the transactions of guests and groups, and other non-guests using the hotel facilities and services. Departure the guest vacates the room, receives the accurate statement of the settled accounts, returns the room keys and leaves the hotel.
- **CO3:** To handle and distribute mail and message received by the front desk in the absence of the guests to their respective rooms. Also distribution of newspaper and magazines etc. to various rooms and the areas of the hotel and keeping a record of the same is done by the bell desk

Lecture: 2 Hours per Week

Credit 01

Sr.no	Content
1	Handling of hotel mail Handling message i) Guest in the room ii) Guest not in the room iii) Guest yet to arrive Paging guest Wake-up call handling Handling of scanty baggage guest Handling of left luggage Reservation Procedures i) On Telephone ii) In person iii) Mail Whitney System Reservation Maintaining and Handling records of reservation and registration Cancellation of reservation Handling of Group Booking Check-in procedure for WALK-IN guests Check in procedure for group Check in procedure for VIP Check in procedure for Foreigners Religion of India Currencies , countries and their capitals Festivals of India Front office emergencies

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Hotel Front Office Training Manual	III	Sudhir Andrews	Publishing Company limited	1982	
2	Accommodation Operations		D. Collins	Plymouth Macdonald Evans	1967	
3	Tourist Information Series, Publication Division			Ministry of information		New Delhi

				and broadcasting Government of India		
4	Tourist India		S.N.Kaul	International Taj Building		Bombay
5	India and Nepal (Hodder and Stoughton)		Robert C. Fisher		1981	London
6	Front Office Management		Dr. R.K Singh	Aman Publication,	2007	

(Semester III) B. Sc HS T 305

Sanskrit

Lecture: 3 Hours per Week
Credit 03

Semester III Paper I Sanskrit		Theory 60 Marks
1) Neetishatakam - (मूर्खपद्धतिः, विद्वत्पद्धतिः मानशीर्यपद्धतिः अर्थपद्धतिः)		20 Marks
2) नलकृत Pakadarpanam- (अन्नलक्षणम् अन्नदोषाः, शुद्धान्नलक्षणम्, सामान्यमांसोदनम्, उत्काणोदकस्य लक्षणम्, उत्काणशब्दनिर्वचनम्)		20 Marks
3) History of Sanskrit Literature (वेदाः, रामायणम्, महाभारतम् स्वप्नवासवदत्तम् शाकुन्तलमृच्छकटिकम्, मेघदूतम्)		20 Marks
Module -I मूर्खपद्धतिः, विद्वत्पद्धतिः		20 Marks
Module II मानशीर्यपद्धतिः अर्थपद्धतिः		20 Marks
Module III History of Sanskrit Literature		20 Marks
3) Internal		40 Marks
Semester III Paper I Sanskrit Paper Pattern		Theory 60 Marks
Neetishatakam		
Q.1 Translation (2 out of 4)		10 Marks
Q.2 Long answer question (1 out of 2)		10 Marks
पाकदर्पणम्		
Q.3 a) Translation (2 out of 4)		10 Marks
b) Long answer question (1 out of 2)		10 Marks
History of Sanskrit Literature		
Q.4 a) Long answer question (1 out of 2)		10 Marks
b) Short notes (2 out of 4)		10 Marks

COURSE OUTCOME- NIL

(Semester III) B .Sc HS T 306

French

Theory –
60

Internal –
40

Total - 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	• The Alphabets • Accents • Numbers • Articles- Definite/ Indefinite • Self Introduction • Days of the week/months/date • Nouns/prepositions • Glossary of general food items	10
II	• Auxiliary Verbs • Adjectives of profession/ nationality • Time	10
III	• 1st Group Verbs • Feminine and Phralisation of nouns • Culinary terms in French	10
IV	• Feminine and Pluralisation of Adjectives • Ind group verb • "Formules de Politesse"	10
V	• Future and past tense • Currency/weights and measures • Negation and Interrogation	10
VI	• Adverbs and Pronouns • Basic French conversation with guests • III rd group Verbs • Translation • Glossary terms- Brigade/equipments/ingredients/ classical menus/wine	10

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	La langue et La civilization Francaises		G. Mauger	Hachette, 79, Bou levard St. Germain		Paris.
2	l'Hotellerie et du Tourisme		Le Fran, cais de	Max DANY		
3	Hachette	Part I part II, all the conversational up to pg. 106. This book is to be used for conversation and translations	Jean Robert la lay			

**SEM 3 FRENCH
Course Outcome**

After the course complete the student will understand -

C01: it is occasionally called hospitality language, there fore most of the linguistic expression concerns and represents the hospitality domain through the stay of the guest. If any student can speak French, he/she can speak easily with the French guest.

C02: IF STUDENTS STUDIES FRENCH CULTURE AND ARE FLUENT IN THE LANGUAGE CAN HELP THEM IN THE BOOMINNG TOURISM INDUSTRY.

C03: now a days universities have also been encouraged to support students in choosing their preferred programs with 50% of scholarship in taking French lessons in more than 13 cities where students have job opportunities are better then any other non-French spoken students.

BASIC ACCOUNTS

Theory –

60

~~Internal~~

40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENTS OF CURRICULUM	MARKS
I	<p>Book – keeping and Accountancy:</p> <ol style="list-style-type: none"> 1. Meaning of Business, Profession, Employment and Charity. 2. Objectives, Features, Suitability, Reason for the survival, Finance, Advantages and Disadvantages. Points of Distinction. • Ideal form of Commercial Organizations • Sole Trade, Partnership and Joint Stock Companies. 3. Meaning, Scope (area of application), Objective, Advantages and Disadvantages of Book-Keeping and Accountancy: Meaning and their systems with features. Double Entry System: Principles, Application, Nature, Advantages and limitations. 4. Classification of Income and Expenditures as a Capital, Revenue and Deferred (Simple problems only) 5. Classification of transactions as Real, Nominal and Personal with rules of Debit and Credit. 	10
II	<p>Journal, Ledger, Trial Balance and Errors.</p> <ol style="list-style-type: none"> 1. Journal: Meaning of Journal and its Advantages, Format of Journal with the utility of each column. Requirement of Journalizing. Vouchers as a Proof: Preparation and filling. Class demonstration on journal entries. 2. Journal proper: meaning and its Necessity. Simple problem only. 3. Ledger: Meaning of ledger, Division of ledger. Rules of Posting. Balancing of ledgers, Kinds of Balances. Simple problem only. 4. Trial Balance: Meaning, Objectives and Advantages of Trial Balance. System of preparation / Presentation of Trial Balance. Simple problem on Preparation of Trial Balance 5. Errors: Meaning and kinds of Errors. Theoretical aspect only. 	10

III Cash Book And Petty Cash Book :

10

1. Cash Book: Meaning, Special feature of a Cash Book as a Journal and a Ledger. Classification of Cash Book as Single, Double and Triple column. Simple Problems on Triple column cash Book Only. Meaning of Discount, its types and treatment with Distinction.
2. Petty Cash Book- Meaning and special feature with draft and systems. Meaning of House Bank, Cash Bank, Cash Float and Due Back. Imprest system of Petty Cash Book with its advantages (simple problems only)

IV Bank Reconciliation Statement

10

1. Bank: Meaning and Function with its kinds. Different kinds of Account operated with Bank. Cheque: Meaning and its kinds with their advantages
2. Bank Reconciliation Statement - Need of bank Reconciliation Statement and its usefulness. Preparation of Bank Reconciliation Statement. Meaning of Regular Balance and Overdraft (simple problems)

V Uniform System of Hotel Accounting, Auditing and Hotel 10 Statistics.

1. Uniform System of Hotel Accounting : Meaning, Scope, Requirements, Advantages and Limitations. Preparation of Income Statement under USHA(Uniform System of Hotel Accounts)
2. House count and Hotel Statistics: Computation of ratios to find Occupancy and Covers, Average Room Rate and Collection per Guest.
3. Basis of Charging Room Rates and Mode of Payment. Simple Problems Only.

VI Guest Records and Billing

10

1. Meaning with area of application : VPO [Value /Visitors Paid Out], Allowances and Discount, Account Transfer, Account Aging, Account Correction, Service Tax, Luxury Tax, Service Charges, Chance Sales, , KOT, Direct Billing, Pick-Up-Errors and Balance. City Ledger, Guest and Objectives.
2. Tabular Accounts: Objective, Scope, Necessity and Advantages - Visitors Tabular Ledger: Scope and Advantages, Draft. Simple problem on VTL.
3. Guest Weekly Bill : Format (Computerized and Manual). simple problem.

List of Recommended Books for reading and reference:

Sr. No.	Title	Author	Year of Publication and Edition	Publisher
1	Basic Financial Accounting for Mangement	Prakash Shah	First 2007 Reprint 2008	OXFORD University Press
2	Elements of Hotel Accountancy	G. S. Rawat Dr. JMS Negi N. Gupta	1972 / 2005	Aman Publication, New Delhi.
3	Front Office Management	S. K Bhatnagar	2002 / 2005	Frank Bros. and Co (publishers) Ltd.
4	Hotel Accountancy and Financial Control	Ozi A. D'Cunha Glesson O. D'Cuncha	2004	The Dicky's Enterprises, Mumbai.
5	Hotel Management	Jagmohan Negi	2005	Himalaya Publishing House
6	Modern Accountancy - Vol. I	A. Mukharjee M. Hanif	--	Tata – MacGraw Hill Publishing Co. Ltd. New Delhi.

SEM 3 ACCOUNTS Course Outcome

After the course complete the student will understand -

CO1: the meaning, significance, objectives, advantages & limitations of accounting in the modern economic environment.

CO2: the various terms used in accounting and differentiate between different related terms

CO3: the meaning of accounting assumptions and the situation in which an assumption is applied during the accounting process..

(Semester V) B Sc HS T 501

Advance Food Production

Theory –
60

Internal -
40

Total - 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Meat (Beef ; Veal ; Pork) Structure, selection, storage Cuts of meat, method of preparation/ cooking ; special accompaniments	10
II	Poultry and Game Classification, selection, storage Cuts of poultry and Game, methods of preparation / cooking Special Accompaniments	10
III	Fish and Seafood Structure selection, storage Classification, cuts of fish, cooking methods; special Accompaniments - Vernacular names,	10
IV	International Cooking France, Italy, Spain, Mexican: Geographical location, historical background, staple food with regional influence, specialties, special equipment.	10
V	Cakes and Cookies: Ingredients used, Method of Mixing, Formula Used, Baking Temperatures, and Baking Process. Faults and Remedies • Cake icing and decoration	10
VI	Pastries: • Types, preparation, evaluation and fat to Flour ratio.	10

Semester- V

Advance Food Production

T501

***After completion of the semester students will be able**

- **CO1:** Understand the brief description on the culture, eating habits, preparation of popular dishes preparation from the cuisines around the world.
- **CO2:** Familiarize with special meat & poultry preparation with regards to selection, storage, cuts and cooking methods of different cuisine.
- **CO3:** Understand the basic cake, cookies & pastries making with the importance role of ingredients used, method of mixing /baking & storing to make good final product

(Semester V) B .Sc HS P 501

Advance Food Production

(PRACTICAL)

Marks- 100

Lecture: 6 Hours per Week

Credit 03

UNIT	CONTENT
1.	International cuisine (Six Course Menus) France - 2 menus, Italy - 2 menus, Spain - 1 menu Mexican-1 Menu
2.	Pizzas- 2 varieties
3.	Demonstration on :- Cold Buffet- 2 menus(include cold cuts , Canapes, terrinesand galantine)
4.	Demonstration on Marzipan-almond paste, marzipan shapes
5.	Demonstration on Fondant - as icing, and as filling
6.	Demonstration on Meringue - as icing and used as/in product
7.	Ice-cream - 2varieties
8.	Sorbets - 2 varieties
9.	Flaky Pastry - Palmiers, Turn overs, Vol-au-vents, cream horns
10.	Short crust pastry - Banquette, Chocolate meringue pie, Mushroom Quiche
11.	Choux Pastry - Chocolate éclairs. Creams puff
12.	Cookies - at least -5 varieties
13.	Fatless sponge - Black forest, pineapple sponge, Sponge Fruit Flan, Chocolate Pyramid, Angel Food Cake

NOTE: - There shall be Provision of Pure Vegetarian Practical Menus for Vegetarian Students.

Books Recommended:-

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Modern Cookery -	I,II	Thangam E Philip	Oreint Longman	1988	Mumbai
2	Theory Of Cookery	I	Krishna Arora	Frank Bros & Co.	2005	New Delhi
3	Professional Charcutier -	I	John Kinsella, David Harvey,	Margaret K. Burns	1996	
4	Food Preparation and Cooking-,	II	Thornes Stanley	Ellenborough House,	1993	Wellington Street
5	Professional; Cooking	III	Wayne Gisselen	John Wiley and Sons	1995	Canada
6	Larousse Gastronomique	I		Octopus Publication	2001	Great Britain
7	Basic Cookery		David Stevenson	Stanley Thrones Ltd.	1991	
8	Prashad - Cooking with Indian masters	I	J. Indrasingh Kalra	Allied Publishes Ltd	1996	New Delhi
9	Professional baking	VI	Wayne Gisselen	John Wiley and Sons	2005	USA
10	Understanding Cooking		Lundburge and Kotschevan	Paper Bade. Book	1968	USA
11	Theory Of Catering	X	David Foscett	Book Power	2003	London
12	Basic Cookery- The Process Approach		Daniel R Stevenson	Stanley Thrones Ltd.		

(Semester V) B .Sc HS T 502

Food and Beverage Management

Theory –
60

Internal ———
40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	SPIRITS • Introduction to Distillation process, Methods (Pot Still and Patent Still), Advantages and Disadvantage. Alcoholic content with reference to proof sprits. Manufacturing of Spirits • Brandy • Gin • Vodka • Brand Names- Domestic and International	10
II	SPIRITS • Introduction to manufacturing of Spirits • Whisky • Rum Tequila Brand Names- Domestic and International	10
III	COCKTAILS • Introduction, History • Mixing • Classification • Service • Classic cocktail recipes	10
IV	Banquet: • Type: formal, semi-formal and informal • Seating arrangements • Table plan • Service sequence Banquet Performa • BEO- Function prospectus / function sheet • Booking of Banquet • Banqueting staff • After event responsibilities	10
V	Buffets: • Types of buffet • Layout of buffet. Advantage and Disadvantage of Buffet Service.	10
VI	ODC • Outdoor catering • Staff briefing • Use of checklist • Equipment needed	10

COURSE OUTCOMES
FOOD & BEVERAGE MANAGEMENT
V SEMESTER, B.SC. HOSPITALITY STUDENTS

After completion of the semester students will be able to understand :

- **CO1:** The basics of Bar operations, types of Non-alcoholic Beverages, standard styles of service of Spirits & Cocktails. Students will also learn how to match, recommend food along with beverages hence promoting suggestive selling.
- **CO2:** Students get an in-depth knowledge on planning related to buffet management. Students will get an understanding about various forms of catering In detail off shore● catering and Outdoor catering are taught.
- **CO3:** Understanding the process of specialized Service, their need etc. the students will come to know about the importance of buffet & Banquet management

(Semester V) B. Sc HS P 502

Food and Beverage Service.

(PRACTICAL)

Practical
Marks- 100

Lecture: 4 Hours per Week
Credit 02

UNIT	CONTENTS
	<ol style="list-style-type: none">1. Services of Spirits2. Preparation and Service of Cocktail3. Function organization of banquet4. Compiling menu for special occasion Like corporate, association, social5. Drawing of table plan Seating arrangement6. Formal and Informal service Clearance7. Clearance and rearranging of Buffet8. Layout of buffet9. Calculation of Crockery for banquets as per menu and service Use of checklist for outdoor catering.

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	International Bartender's Guide- Bartender	1 st	Eugene F. shewmaker	Ramdom House References	1996	
2	Cocktail Guide			A.C.P. Publishing Pvt. Ltd.		
3	The World guide to Whisky					
4	Food and Beverage Service	7 th	Hodder Arnold/ Lillicrap	Book powerELST.		
5	Dining Room and	4 th	A. J	Delmar	2007	

	Banquet Management		Strianese	Cengage		
6	The Australian Bar attendant's handbook	5 th	G.Ellis.			
7	Bar Companion (Mixed drinks)		Jones Bridget			

(Semester V) B .Sc HS T 503

Accommodation Management-I

Theory –
60
Internal –
40

Total - 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Management In Housekeeping Planning Process, Division Of Work, Area Inventory Lists Frequency Schedules, Performance Standards, and Productivity Standards.	10
II	Staffing Pattern Job Allocation, Determining Staff Strength, Staffing Guide, Planning Duty Rosters, Fixed And Rotating Duty Rosters Supervision And Guest Room Inspection	10
III	Budgeting For Housekeeping Importance Of Budgeting ,Types of Budgets, Housekeeping Expenses, Budget Planning Process, Income Statement of The Rooms Division, Controlling Expenses	10
IV	Front office Accounting System Handling of credit instruments Procedure of Handling of credit cards Handling of foreign exchange Billing procedure Mechanical billing NCR Computerized Billing	10
V	Reports and Statistics • Averages • Occupancy • Guest • Rooms • Graphical representation-1)mean 2)median 3)mode Yield Management	10
VI	Cashier and Night Auditing Duties of cashier Job description of Night Auditors Duties of cashier Recapitulation Sheet Transcript Night Receptionist Report	10

COURSE OUTCME

Accommodation Management-I(503)

After completion of the semester students will be able to understand :

- **CO1:** The student will be able Manage the man power planning in the housekeeping department in different category of hotels.
- **CO2:** The student will be able to learn housekeeping operation and get an insight into the concept
- **CO3:** The student will be able to create Flower Arrangements for various occasions and locations. The student will be able to plan and implement décor for special occasions.

Lecture: 2 Hours per Week

Credit 01

S no	CONTENT
1.	Making of staffing Guide.
2.	Making of duty rosters
3.	Making of budget for housekeeping department
4.	Handling of different types of guest, Handling of VI P's, Handling a black
5.	Room change notification
6.	Baggage handling by bell desk
7.	Handling of left baggage
8.	Preparation of final bill
9.	Procedure for handling credit card
10.	Reading of Airline and Railway line table

Assignment:

- 1) Dances of India
- 2) Wild Life sanctuaries of India.

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Hotel Front Office Training Manual	III	Sudhir Andrews	Publishing Company limited	1982	
2	Accommodation Operations		D. Collins	Plymouth Macdonald Evans	1967	
3	Tourist Information Series, Publication Division			Ministry of information and broadcasting		New Delhi

				Government of India		
4	Tourist India		S.N.Kaul	International Taj Building		Bombay
5	India and Nepal (Hodder and Stoughton)		Robert C. Fisher		1981	London
6	Front Office Management		Dr. R.K Singh	Aman Publication,	2007	
7	Hotel Organization and Front office Management		A.P.Rastogi	Anmol Publications.		
8	Hospitality Marketing, Global Books and Subscription services.		Neil Inlearne			

(Semester V) B .Sc HS T 504

Sanskrit

Theory –
60

Internal –
40

Total – 100

Lecture: 3 Hours per Week
Credit 03

B.Sc. (Hospitality Studies) Semester V Paper I Sanskrit		Theory 60 Marks
1) तैत्तिरीय –उपनिषद्, – शृगुवल्ली		20 Marks
2) पंचतंत्रम् – अपरिक्तीतकारकम्		20 Marks
3) भगवद्गीता अध्याय 17		20 Marks
Module -I शृगुवल्ली		20 Marks
Module - II अपरिक्तीतकारकम्, –प्रथम –कथापञ्चकम् (कथा:1 तः 5)		20 Marks
Module - III भगवद्गीता अध्याय 17		20 Marks
3) Internal -		40 Marks
B.Sc. (Hospitality Studies) Semester V Paper I Sanskrit Paper Pattern		Theory 60 Marks
शृगुवल्ली		
Q.1 a) Reference to Context (2 out of 4)		10 Marks
b) Long answer question (1 out of 2)		10 Marks
अपरिक्तीतकारकम्		
Q.2 a) Translation (2 out of 4)		10 Marks
b) Long answer question (1 out of 2)		10 Marks
भगवद्गीता		
Q.3 a) Translation (4 out of 8)		10 Marks
b) Long answer question (1 out of 2)		10 Marks

COURSE OUTCOME-NIL

(Semester V) B .Sc HS T 505

Computer Fundamentals

Theory –
60
~~Internal~~ ———
40

Total - 100

Lecture: 3 Hours per Week
Credit 03

UNIT	CONTENT	MARKS
I	Computer Fundamentals, Features of Computer System Block Diagram, Hardware Input and Output Devices, CPU, RAM, ROM, Software – System, Application S/W Networks – LAN, MAN, WAN, Topologies, Viruses – Types, Precautions	10
II	WINDOWS Features, Terminologies - Desktop, Windows, Wallpaper, Icons, File, Folder, etc. Windows Explorer- (Assignment with files, folders) Accessories – Paint, Notepad, Calculator.	10
III	MS-WORD File Commands, Print, Page Setup, Editing - Cut, Copy, Paste, Find, Replace, etc. Formatting Commands – Fonts, Bullets, Borders, Columns, Tabs, and Indents. Tables, Auto Text, Auto Correct Mail Merge Hyperlinks	10
IV	MS-POWERPOINT Slide Layout, Slide, ClipArt, Organizational Chart, Graphs, Tables, Custom Animations, Slide Timings	10
V	MS-EXCEL Features, Auto Fill, Custom Lists etc. Cell Reference – Relative and Absolute (\$) Formulae, Functions (Math/Stats, Text, Date, IF) Charts – Types, Parts of the Chart Databases (Create, Sort, AutoFilter, Sub Total)	10

<p>INTERNET / E-MAIL History, Pre-requisites for Internet, Role of Modem Services – Emailing, Chatting, Surfing, Blog Search Engines, Browsers, Dial Up, Domains, Broadband, Concepts of Web upload, download. Threats – Spyware, Adware, SPAM E-Commerce and ERP concepts Concepts of B-to-B, B-to-C ERP concept, SAP Concepts</p>	<p>10</p>
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**COURSE OUTCOMES
COMPUTER FUNDAMENTALS**

After completion of the semester, the students will be able to understand:

- **CO1:** The basic fundamental concepts of the Computer which includes:
 - a) Hardware & Software
 - b) Input & Output Devices
 - c) Windows and its importance
- **CO2:** The Microsoft Office in detail along with its uses in Hospitality Industry.
- **CO3:** The concepts of Internet, Network Topologies, Advancements in Hospitality Industry because of Internet, and E-Commerce and its types.

(Semester V) B .Sc HS P 505

Computer Fundamentals

(Practical)

Practical -
100

Lecture: 2 Hours per Week

Credit 01

S r . N o	<p>CONTENT</p> <p>I 3 Practical related to Internet, E-Mail, CV writing.</p> <p>I 3 Practical related to MS-WORD</p>
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	3 Practical related to MS EXCEL
	3 Practical related to MS POWERPOINT PRESENTATION

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Computer Fundamentals	6 th	P.K. Sinha	BPB Publications		
2	Understanding Windows Internet tools					
3	MS WORD made easy Internet tools					
4	MS EXCEL made easy Internet tools					
5	OFFICE made easy Internet tools					

(Semester V) B .Sc HS T 506

Research Methodology

Theory –
60

Internal –
40

Total - 100

Lecture: 3 Hours per Week

Credit 03

Unit	Content	Marks
I	Definition and Objectives of Research, Research Purposes, Various Steps in Scientific Research, Research methods vs. Methodology, Types of Research – Descriptive vs. Analytical, Applied vs Fundamental, Quantitative vs. Qualitative, Conceptual vs. Empirical. Hypotheses & its type , Code of Research Ethics	10
II	Research Formulation- Meaning of research problem, sources of research problem, characteristics of good research problem, Defining and formulating the research problem ,Selecting the problem , Necessity of defining the problem , Importance of literature review in defining a problem – Literature review– Primary and secondary sources – reviews, treatise, monographs-patents – web as a source – searching the web.	10
III	Research design and methods- Basic Principles ,Need of research design ,Features of good design ,Important concepts relating to research Design. Description, Diagnosis, Experimentation. Determining experimental ,Survey Research ,Case Study Research	10
IV	Sampling, characteristics of good sample design. Sample size, sampling unit, sample selection process, Merits and Demerits, census vs. sample Sampling Errors.	10
V	Data Collection and analysis ,Processing of data: Editing, coding and classification of data, Methods of data collection, Meaning and importance of Data, Sources of Data, Use of Primary &Secondary Data, Tools for data collection, Types of Data, Construction of Schedules and questionnaires , Tabulation of data	10

VI	Interpretation and Report Writing: Meaning of interpretation, Techniques of interpretation, Precautions in Interpretation, Significance of Report writing; Different steps in Report writing; Layout of Research Project; Structure, components & language of a report, Significance , Illustrations and tables , - Bibliography, referencing and footnotes ,plagiarism ,Citations	10
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Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Research Methodology Methods and Techniques	2 nd	C.R. Kothari	Vishwa Prakashan	2006	
2	Random data: Analysis and Measurement Procedures	4 th	Bendat and Piersol	Wiley Interscience	2001	
3	Time Series Analysis and its Applications		Shumway and Stoffer	Springer	2000	
4	Spectral Analysis and its Applications		Jenkins, G.M., and Watts, D.G	Holden Day	1986	

**COURSE OUTCOMES
RESEARCH METHODOLOGY**

After completion of the semester students will be able to understand :

- **CO1:** Develop the ability to apply the methods while working on a research project work.
- **CO2:** Describe the appropriate statistical methods required for a particular research design.
- **CO3:** Choose the appropriate research design and develop appropriate research hypothesis for a research project & Develop a appropriate framework for research studies.

(Semester V) BSC HS T 507

Elective: 1

Hazard Analysis and Critical Control Points (HACCP)

Theory –
60
Internal —————
40
Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	HACCP:- HACCP'S Seven Principles, Flow Chart Contents of a HACCP Plan, Definitions, Advantages of HACCP,	10
II	Standard Operating Procedures SOP's:- SOP's to control contamination of food, purchasing, food Preparation, Facility Equipment, job lists, job breakdowns, The HACCP team.	10
III	Hazard Analysis:- Analyzing the hazards, Hazards for the HACCP team to consider chemical hazards, food allergens, flow charts, Hazard analysis process.	10
IV	Critical Control points:- Identifying critical control points, establish critical limits for preventive measures, monitoring critical control points, taking corrective action	10
V	Food Safety Management:- Receiving, storing, preparation, cooking, reheating, holding, setup and packing, serving,	10
VI	HACCP and Work Practices:- Hygienic work practices, Precautions to avoid food poisoning, general rules for personal health and cleanliness, cleaning of equipments and utensils:- basic steps in cleaning, Manuals: grooming checklists, using kitchen equipments.	10

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	HACCP & Sanitation in Restaurants and Food service operations	I	Lora Arduser, Douglas Robert Brown	Atlantic Publishing Company.	2005	
2	Technical Training for Food Production		Food & Beverage Production student manual	AGA Khan Foundation.	2008	Pakistan

COURSE OUTCOME

HACCP

CO1 .Students will have a Clear idea about the basic idea of HACCP'S Seven Principles, Flow Chart Contents of a HACCP Plan, Definitions, Advantages of HACCP,

CO 2 .They will have Knowledge about the, SOP's to control contamination of food, purchasing, food Preparation, Facility Equipment, job lists, job breakdowns, The HACCP team. Analyzing the hazards, Hazards for the HACCP team to consider chemical hazards, food allergens, flow charts, Hazard analysis process, Identifying critical control points, establish critical limits for preventive measures, monitoring critical control points, taking corrective action Receiving, storing, preparation, cooking, reheating, holding, setup and packing, serving

CO 3.They will understand the process of Hygienic work practices, Precautions to avoid food poisoning,general rules for personal health and cleanliness, cleaning of equipments and utensils:- basic steps in cleaning, Manuals: grooming checklists, using kitchen equipments

(Semester V) BSC HS T 507

Elective: 2

Molecular Gastronomy

Theory –
60

Internal –
40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Molecular Gastronomy <input type="checkbox"/> Introduction, History, Innovation, Equipment & Tools, Ingredients.	10
II	Food & The Senses <input type="checkbox"/> Energy Transfer, Heat Transfer, Hunger & Satiety Value, Sense of Smell, Sense of Touch and Sense of Sight. Techniques used for Food Gastronomy <input type="checkbox"/> Spherification. <input type="checkbox"/> Sous vide. <input type="checkbox"/> Foams. <input type="checkbox"/> Gels. <input type="checkbox"/> Thickeners.	10
III	Food & Various Aspects as <input type="checkbox"/> Concept of Food Cuisine. <input type="checkbox"/> Food as a cultural Cuisine. <input type="checkbox"/> Food in Literature. <input type="checkbox"/> Food in Indian Cuisine. <input type="checkbox"/> Global Food Production & Contemporary issues. <input type="checkbox"/> Philosophy of Food.	10
IV	Food Marketing <input type="checkbox"/> Food Blogs. <input type="checkbox"/> Postings. <input type="checkbox"/> Food writing. <input type="checkbox"/> Authors. <input type="checkbox"/> Celebrity Chefs. <input type="checkbox"/> Food Creativity. <input type="checkbox"/> Food Photography.	10

V	Bakery Ice-cream, Pastry, Parfait, Frozen Dessert, Icings, Gateaux, Sugar work & Chocolate work. Food label.	10
VI	Nutrition & Diet <input type="checkbox"/> Why, what you eat matters. <input type="checkbox"/> Dietary Guidelines. <input type="checkbox"/> Recommendation.	10

Books Recommended

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	On Food & Cooking- Science & lore of the kitchen		Scribner		2004	New York
2	Kitchen Mysteries - Reveling the		Herve This	University Press	2007	New York
3	Molecular Gastronomy- Exploring the science of flavour		Herve This		2007	New York

(Semester VI) B .Sc HS T 601

Advance Food Production

Theory –
60

Internal –
40

Total - 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	International Cooking China, Russia, Lebanese, Thai: Geographical location, historical background, staple food with regional influence, specialties, special equipment.	10
II	Modern Techniques in preparation • Microwave, infra-red, vacuum reduction cook chill and cook freeze • Convenience foods - Role of convenience foods in fast food operations, advantages and disadvantages of Convenience foods. Labour and cost saving aspect of Convenience foods.	10
III	Larder organization • Control, liaison, Equipment, layout • Hors d'oeuvres • Salads • Sandwiches / Rolls / Burgers /Pizzas/Hot dogs / Foot longs • Cold buffet • Farcis, terrines, pates, galantines, ballotines, mousses, quenelles : Types, preparation, menu e.g. • Cold sauces, dips, chaud froid, aspics method eg. Preparations, eg. • Charcuterie, • Sausages - types, preparation, popular sausages, SPS, cooking methods, casings, storage, problems.	10
IV	Confectionery • Meringues - Making, factors affecting stability, cooking, types and uses. • Chocolate work • Fondant • Marzipan • Ice-Creams and Sorbets Non-Edible Display : • Ice-carving, Tallow sculpture, fruit and vegetable display, Pate and Terrines and Gammon, Ham, Bacon and Gammon Force meat	10
V	Pasta and Rice • Types, storage, manufacture of pasta • Methods of cooking • Accompanying sauces used. • Glossary of elementary terms (International)	10

VI	Kitchen Management: Placement of equipment, Flow of work, Budgeting for equipment, Hierarchy and staffing of kitchen stewarding department, Garbage disposal Kitchen Planning, Meal Production, Purchasing –stores, Food Cost Control, Portion Control, Budgetary Control Forecasting –Kitchen Organization and Layout, Kitchen Equipment and Maintenance, Transport Catering	10
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Semester- VI

Advance Food Production

T601

***After completion of the semester students will be able**

- **CO1:** Understand the brief description on the culture, Geographical location, historical background eating habits & modern techniques in preparation of popular dishes and confectionery item preparation from the cuisines of around the world.
- **CO2:** Understand the working of larder department in hotel food production with regard to safety procedures , hygiene and the basic hierarchy of the larder kitchen, using creative and innovative food making for restaurant buffets.
- **CO3:** Familiarize with kitchen management in all section of hotel kitchen to maintain the budgeting, controlling, forecasting , garbage disposal.

Lecture: 6 Hours per Week

Credit 03

UNIT	CONTENT
1.	International cuisine (Six Course Menus) China - 2 menus, Russia - 1 menu, Thai Menu- 1 menu, Greek Menu-1 menu, Lebanese (Mediterranean)-1 menu.
2.	Microwave Menu(6 Course) 2 menus
3.	Snacks and fast Food- 2 menus
4.	Pizzas- 2 varieties
5.	Demonstration on :- Cold Buffet- 2 menus(include cold cuts , Canapés, terrinesand galantine)
6.	Demonstration on Marzipan-almond paste, marzipan shapes
7.	Demonstration on Fondant - as icing, and as filling
8.	Demonstration on Meringue - as icing and used as/in product
9.	Ice-cream - 2varieties
10.	Sorbets - 2 varieties

NOTE: - There shall be Provision of Pure Vegetarian Practical Menus for Vegetarian Students.

Books Recommended:-

Sr . No .	Name of Book	Volume	Author	Publication	Year	City
1	Modern Cookery -	I,II	Thangam E Philip	Oreint Longman	1988	Mumbai
2	Theory Of Cookery	I	Krishna Arora	Frank Bros & Co.	2005	New Delhi
3	Professional Charcutier -	I	John Kinsella, David Harvey,	Margaret K. Burns	1996	

4	Food Preparation and Cooking-,	II	Thornes Stanley	Ellenborough House,	1993	Wellington Street
5	Professional; Cooking	III	Wayne Gisselen	John Wiley and Sons	1995	Canada
6	Larousse Gastronomique	I		Octopus Publication	2001	Great Britain
7	Basic Cookery		David Stevenso	Stanley Thrones Ltd.	1991	
8	Prashad - Cooking with Indian masters	I	J. Indrasin gh Kalra	Allied Publishes Ltd	1996	New Delhi
9	Professional baking	VI	Wayne Gisselen	John Wiley and Sons	2005	USA
10	Understanding Cooking		Lundbur ge and Kotschev	Paper Bade. Book	1968	USA
11	Theory Of Catering	X	David Foscett	Book Power	2003	London
12	Basic Cookery- The Process Approach		Daniel R Stevenso n	Stanley Thrones Ltd.		

(Semester VI) B. Sc HS T 602

Food and Beverage Management

Theory –
60

Internal –
40

Total – 100

Lecture: 03 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	GUERIDON SERVICE A) Introduction, principle and meaning • Special equipments for Gueridon service • Complete procedure of Gueridon service • Use of liquor in Gueridon service • Advantage and disadvantages of Gueridon service • Space required	10
II	GUERIDON SERVICE B) Carving and its method Carving trolleys and its uses Preparations of joints Preparation of special dishes	10
III	Food and Beverage Production Control: Food Production Control: Standard Recipe, Standard Yield, Standard Portion Size, Beverage Control: Standard Drinks Recipe, Standard Yield, Standard Portion Size. Beverage Control Procedure: Inventory, Banquet and Function Bar System, Bar Procedures, and Malpractice at the Bar.	10
IV	Menu and Beverage List and Revenue Control: Basic Menu Criteria, Beverage list, Menu Content, Type of Beverage list, General Presentation, Bar Checklist, Menu Merchandising.	10
V	Revenue control: Manual system, Machine system, Operating yardstick used in controlling.	10

VI	<p>Labour cost and Costing: Introduction, Employee compensation: Direct compensation. Indirect compensation, Differed compensation, Determinant of total labour cost and labour cost percents, Labour contracts, Use of part time staff, Labour cost control, Purpose of labour cost control. Control process.</p> <p>Costing: Elements of cost, Cost group, Profit, Food cost report – daily, weekly, and monthly, Budgeting for FandB operations.</p>	
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**COURSE OUTCOMES
FOOD & BEVERAGE MANAGEMENT**

After completion of the semester students will be able to understand :

- **CO1:** The basics of gueridon setup, cooking & service and how to add flare and showmanship to the food and beverage services.
- **CO2:** Students become familiar with the food management process. Understand operating standards and the control process. Investigate the control of expenditures to ensure the desirable profits for the food and beverage department.
- **CO3:** Utilize budgets, standards and ratios to achieve optimum quality and results , also analyze extensively food, beverage and labor cost

(Semester VI) B. Sc HS P 602

Food and Beverage Management

Practical: 100

Lecture: 4 Hours per Week

Credit 02

UNIT	CONTENT
01	<ul style="list-style-type: none">□ Preparation of non flambé and flambé dishes: Banana flambé, pineapple flambé, cherry jubilee ,strawberry flambé, crepe suzette , Irish coffee, Jamaican coffee , café royal

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Food and Beverage Service	7 th	Hodder Arnold/ Lillicraps	Book power ELST		
2	Management Bar and Beverage operations		L.H.Kotschevu			
3	Food and Beverage Control		Keister C. Donglas	Prentice Hall, Englewood Cliffs		
4	Managing Service in Food and Beverage Operations		Rey / Wieland	The educational Institute of the American Hotel and Motel Association		

(Semester VI) B.Sc HS T 603

Accommodation Management- II

Theory –
60

Internal ———
40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	. Refurbishment and Redecoration • Definition • Factors • Procedures and task involved • Snagging list	10
II	Safeguarding Assets Concern for safety and security in HK operations Concept of safeguarding assets Theft : Employee, guest, external persons Security in Hotel guest Room	10
III	Energy conservation methods and eco friendly concepts in House Keeping Latest international trends and standards in leading hotels of the world	10
IV	HOTEL MARKETING • Marketing- meaning, definition • Hotel Marketing • Marketing in Hotel - specific features of Hotel Marketing • Hotel as marketing Product	10
V	SELLING BY RECEPTION STAFF • Reception as a sales department • Selling techniques for reception • Points for sale • Room assignment • Selling to different type of clientele	10
VI	HOTEL MARKETING • Marketing- meaning, definition • Hotel Marketing • Marketing in Hotel - specific features of Hotel Marketing • Hotel as marketing Product	10

COURSE OUTCOME HOUSEKEEPING MANAGEMENT

After completion of the semester students will be able to understand :

- **CO1:** The room renovation re-fabrication and redecoration of room.
- **CO2:** the energy conservation methods and eco friendly concept of rooms & Concern for safety and security in HK operations Concept of safeguarding assets
- **CO3:** how hotel marketing the room to for maximum availability and main role of sales department like reception help to sale the room to different clientele

Lecture: 2 Hours per Week

Credit 01

UNIT	CONTENT
I	Creating three dimensional model of a guest rooms/ Public areas with interior decoration/ themes
II	Making of Schedule and routine checking Resort Hotel (Beach/hill) Commercial Hotel (400 rooms/450 rooms) Medium sized Hotel/ 3 star hotel/100-150 rooms
III	Special Decorations-(Planning, Estimating and area) • Christmas, • New Year • Anniversary of Hotel • Food Festival (at least 2 nos.)
IV	Selling by front office Staff,
V	Up Selling Techniques used by front office staff
VI	Handling Complaints
VII	Promotion and marketing of hotel

Assignments:

- 1) Beaches of India
- 2) Hill Stations of India

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Hotel housekeeping Operations and Management	II	G. Raghubalan Smritee	Oxford University Press	2007	New Delhi
2	Professional management of Housekeeping operations		Robert J. Martin	John Wiley and Sons	1986	New York
3	Hotel Hostel and Hospital Housekeeping		John C. Branson/Margaret Lennox	Arnold Ltd. (ELBS)		London
4	Hotel Housekeeping Training manual		Sudhir Andrews	Tata Mc Graw Hill	2013	Delhi

5	Professional Housekeeping	IV	Tucker Schneider		1998	
6	Housekeeping Management for Hotels and Residential Management		Rosemary Hurst	William Heinemann	1980	
7	Accommodation and Cleaning Service	I,II	David / Allen	Hutchinson educ.	1983	
8	Managing H.K. Operations	II,III	Margaret Kappa.	Educational 1st of the Amer Hotel	1997,2008	
9	Housekeeping for Hotels, Motels, Hospitals, Clubs and Schools		Grace Brigham	Arnold Hienman, Indiana		
10	Front Office Training Manual	3rd	Andrews S	Tata Publishing Company Limited	1982.	
11	Accommodation Operations		D. Collins	Plymouth Macdonald Evans,	1967	
12	Front office Management	2nd	S. K. Bhatnagar	Frank Brothers, and Co	2013	
13	Hotel Front office Operations and Management	1st	Jatashankar R. Tewari.	Oxford Publication	2009	

(Semester VI) B. Sc HS T 604
Financial Management

Theory: 60
Internal: 40

TOTAL: 100

Lecture: 3 Hours per Week
Credit 03

Unit	Contents	Marks
I	<p>Working Capital Management.</p> <p>1. Working Capital: • Meaning, Classification, Factors influencing Working Capital. • Elements and Sources of Working Capital.</p> <p>2. Adequate and Inadequate Working Capital: Effects, Advantages and Disadvantages. • Simple Problems on Computation of Working Capital with the help of different methods.</p>	10
II	<p>Cash Management</p> <p>1. Cash Management: Meaning and importance of cash, Motives for holding cash, Preparation of Cash Budget.</p> <p>2. Cash Flow Statement: Meaning of Cash, Cash Flow and Cash Flow Statements, Uses, Significance and Limitations of Cash Flow Statement, Preparation of Cash Flow Statement.</p>	10
III	<p>Budget, Budgeting and Budgetary Control</p> <p>1. Meaning of Budget, Features, Requirements for ideal Budgets, Types, Advantages and limitations or disadvantages.</p> <p>2. Distinction between Budget and Forecast, Traditional Budget and Zero Base Budget. Fixed and Flexible Budget.</p> <p>3. Key factor in a budget or Principle Budgetary Factors.</p> <p>4. Meaning of Budgetary Control, Objective, Function, Advantages and Limitations. Requisites or Essentials for efficient Budgetary Control.</p> <p>5. Simple Problem on Flexible Budgets, Production Budget, Purchase Budgets and Capital Budgets [Investment Decisions].</p>	10

	<ol style="list-style-type: none"> 1. Cost and Costing: Meaning, Scope and Classification of cost as - Fixed and Variable, Direct and Indirect, Product and Period cost, Controllable and Uncontrollable, Avoidable and Unavoidable, Standard and Historical, Step and Marginal. Meaning and Methods of costing, Area of Application. 2. Single or Unit Costing: Meaning, Need [Necessity], and Prerequisites, Area of application, Advantages and Disadvantage. Preparation of Cost Statement and Quotations (Tenders). 3. Cost Control and Cost Reduction: Meaning, Need [Necessity], and Prerequisites, Area of application, Advantages and Disadvantage. Distinction between Cost Control and Cost Reduction. 	
V	Marginal and Standard Costing	10
	<ol style="list-style-type: none"> 1. CVP (Cost Volume Profit) Analysis. • Meaning of CVP, BEP, P/V Ratio, Margin of Safety, Objectives, Uses, Assumptions, Advantages and Disadvantages. • Construction and Plotting of BEP Chart. • Simple Problems on BEP for present and future conditions, Expected Profit and Expected Sales. 2. Marginal Costing. • Meaning, Necessity, Scope, Advantages and Disadvantages. • Simple Problems on the Application of Marginal Cost Concept in - 1. Make or Buy. 2. Dropping a Line [Temporary or Permanent], Acceptance of an Order at a Special Selling Price, Key / Limiting Factor. 3. Standard Costing. • Meaning, Features, Area of Application, Advantages and Disadvantages. • Standard Cost v/s Historical Cost, Standard Cost v/s Estimated cost. • Variance Analysis: Meaning And Considerations. • Simple Problems based on Material and Sales Variances only 	
VI	Operation and Operating Cost:	10
	<ol style="list-style-type: none"> 1. Operation Costing: • Meaning, Area of Application, Features, Advantages and Limitations • Concept of Normal and Abnormal Loss, Absolute and Commercial Ton Kms. or Passenger Kms. Actual and Effective Kms. Actual and Effective Room Days etc. Simple problems on operation costing (Transport, Restaurants/ Canteen and Hotel Costing). 2. Process Costing: • Meaning, Application, Features, Advantages and Disadvantages, Limitations. • Problems on process cost covering Normal and Abnormal Losses / Scrap and Gains/Effectiveness, By-Product / Joint Product, Equivalent Product. • Inter-Process Profit and Transfer Price / Pricing. 	

Books Recommended for Reading and reference:

Sr. No.	Title	Author / s	Year of Publication and Edition	Publisher
1	Hotel Accountancy and Financial Control	Ozi A. D'Cunha Glesson O. D'Cuncha	2004	The Dicky's Enterprises, Mumbai.
2	Hotel Accountancy and Finance	S. P. Jain K. L. Narang	1999	Kalyani Publishers, Ludhiana.
3	Management Accounting	R. K. Gupta Shashi K. Gupta	1991 / 2000	Kalyani Publishers.
4	Management Accounting	Rajesh Kothari Abhishek Gupta	2007 / 2007	MacMillan India Ltd.
5	Financial Management	S. C. Kuchhal	1969 / 2005	Chaitanya Publication House
6	Financial and Cost Control Techniques in Hotel and Catering Industry	Jagmohan Negi	--	--

Financial Management Course Outcome

After the course complete the student will understand -

CO1: the need for management accounting information used in hotel organization.

CO2: familiar with brief historical description of management accounting.

CO3: The emerging themes of management accounting and the role of management accounts in an organization.

(Semester VI) B.Sc HS T 605

Human Resource Management

Theory –
60

Internal –
40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Supervisor and supervisory Management : Who is a Supervisor, Importance of a Supervisor, Areas of responsibility of a supervisor, skills of a supervisor, human relations, administration and technical qualities of a supervisor.	10
II	Functions of Management: Interrelationship of functions of Mgt. characteristics and benefits of sound and clearly defined objectives	10
III	Role of a Manager: Finance, forecasting and budgeting, implementation of company policies and procedures, maintaining standards, fostering public relations, maintaining harmonious working relationships within the organization.	10
IV	Management of Human Resource, functions of personnel Management, Manpower planning. Introduction to Personnel Management. Recruitment and Selection Process. Interviews. Placement, Induction, Training and Development, Incentives, Promotion, demotions, transfers, absenteeism, Replacement.	10
V	Job analysis, description and Specification Performance appraisals, Job evaluation techniques.	10
VI	Industrial Psychology and Behavioral Science. Grievance handling, wage and salary, administration, wage incentives. Trade unions.	10

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Company	Year	City
1	MANAGEMENT	---	A.F Stoner, James,	Eaglewood Cliffs	---	1986	New Jersey
2	MANAGEMENT	---	Knoontz O'Donnel and Weirich	International students edition, McGraw hill.	----		
3	Personnel Management in the hotel and catering Industry,	---	M.J Boella,	Hutetinson	----	1983	London
4	Personnel Management	---	K.K Ahuja	Kalyani Publisher	----	2004	New Delhi
5	Hotel Industry	---	---	Frank Bros. and Co. (Publishers) Ltd	----		

(Semester VI) BSC HS 606
Principles of Management

Theory –
60
Internal –
40

Total - 100

Lecture: 3 Hours per Week
Credit 03

UNIT	CONTENT	MARKS
I	<p>CONCEPT OF MANAGEMENT Nature, management Vs administration, levels of Management, Characteristics of management, the process of management, planning, organizing, staffing, directing and controlling. Management thought journey from inception till today.</p>	10
II	<p>PLANNING Meaning, nature and importance of planning, type of plans, characteristics of planning advantages and disadvantages of planning, steps in planning, premises, forecasting, components of planning: objectives, strategies, policies, procedures, methods, rules, programmes and budgets. DECISION MAKING Types of decisions, step-by-step decision making process, review of decision.</p>	10
III	<p>ORGANISATION Meaning, nature and importance of organization, principles of organization, Organization Chart span of management, delegation, centralization and decentralization. STAFFING Meaning, manpower planning, job analysis, recruitment, selection, training, promotion, performance appraisal, job evaluation and merit rating, human resource development.</p>	10
IV	<p>DIRECTING : Meaning, nature of directing, characteristics of directing, principles of directing, importance of directing techniques of directing orders, chain of command, authority-responsibility-accountability relationship, supervision. CONTROLLING Meaning, control process, need for control, control techniques, budgetary and non-budgetary control, and marketing control-production control-quality control.</p>	10

V	LEADERSHIP Leadership theories in brief, different styles of leadership and their relevance with reference to context and conditions / situations. MOTIVATION Meaning, nature and importance of motivation, benefits of motivation, theories of motivation, Maslow's theory of need hierarchy. Morale-incentives.	10
VI	COMMUNICATION Meaning and nature of communication, communication process, types of communication : barriers to communication, CO-ORDINATION : Need for co-ordination principles and techniques	10

Books Recommended:

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Essentials of Management		Koontz and O'donnel	Tata Mc Graw Hill	2009	
2	Management and Organisation		M. Louis Allen	Tata Mc Graw Hill		
3	Management Theory and Practice		Earnest Dale			
4	Management tasks		Peter F Drucker			
5	Fundamentals of Management		J.S. Chandran			
6	Principles of management		P.N. Reddy			
7	Essentials of Management		Chatterji			
8	Personnel Management and Industrial Relations		Verma and Agarwal			

COURSE OUTCOME
PRINCIPLES OF MANAGEMENT

- **CO1** Students will have a Clear idea about the basic idea of management, its importance and different aspects
- **CO2** They will have Knowledge about the difference between management and administration ,they will be also aware about scientific management about Nature , function, definition, Characteristics and importance of management, levels of Management,
- **CO3** They will understand the process of management:- planning, organizing, staffing, directing and controlling

(Semester VI) BSC HS T 607

Elective: 1

Event Management and Mice

Theory – 60

Internal -40

Total – 100

Lecture: 3 Hours per Week
03

Credit

UNIT	CONTENT	MARKS
I	Event Management Historical Perspective, Introduction to event Management, Size & type of event, Event Team, Code of ethics Principles of event Management, concept & designing. Analysis of concept, Logistics of concept. Feasibility, Keys to success, SWOT Analysis	10
II	EVENT PLANNING & TEAM MANAGEMENT Aim of event, Develop a mission, Establish Objectives Preparing event proposal, Use of planning tools Protocols, Dress codes, staging, staffing Leadership, Traits and characteristics	10
III	EVENT MARKETING AND ADVERTISING Nature of Marketing, Process of marketing, Marketing mix, Sponsorship. EVENT SAFETY AND SECURITY : Security, Occupational safety, Crowded management	10
IV	CONCEPT of MICE. -Introduction of meetings, incentives, conference/conventions, and exhibitions. -Definition of conference and the components of the conference market. -The nature of conference markets and demand for conference facilities. -Role of travel Agency in the management of conferences. -The impact of conventions on local and national communities	10

V	<p>Management Of Conference At Site</p> <ul style="list-style-type: none"> -Trade shows and exhibitions, -Principal purpose, -Types of shows, -Benefits, -Major participants, -Organization and membership, -Evaluation of attendees. -Convention/exhibition facilities; Benefits of conventions facilities, -Interrelated venues, Project planning and development 	10
VI	<p>Budgeting a Conference Exhibition</p> <ul style="list-style-type: none"> -Use of Budget preparation, -Estimating fixed and variable costs, cash flow, sponsorship and subsidies. -Registration, Seating Arrangements -Documentation, -Interpreting press relation, -Computer Graphics, -Teleconferencing, -Recording and Publishing Proceedings; -Interpretation and language 	10

Reference books :			
Name of Authors	Titles of the Book	Edition	Name of the Publisher
Allen, Judy	Event planning : the ultimate guide to successful meetings, corporate events, fundraising galas, conferences, conventions, incentives		Mississauga, Ont. : John Wiley & Sons Canada, c2009
Conway, Des	The event manager's bible : how to plan and deliver an event		Oxford, 2006
Tony Rogers	Conferences: A 21st Century Industry		Pearson, 1998
Tony Rogers	Conferences and Conventions: a global industry		Elsevier, 2003
Tony Rogers & Rob Davidson	Marketing Destinations and Venues for Conferences, Conventions and Business Events		

COURSE OUTCOME EVENT MANAGEMENT

- **CO1** Students will have a Clear idea about the detailed idea of Event Management Historical Perspective, Introduction to event Management, Size & type of event, Event Team, Code of ethics Principles of event Management, concept & designing . Analysis of concept, Logistics of concept. Feasibility, Keys to success, SWOT
- **CO2** They will have Knowledge about the , EVENT PLANNING & TEAM MANAGEMENT Aim of event, Develop a mission, Establish Objectives

Preparing event proposal, Use of planning tools Protocols, Dress codes, staging, staffing Leadership, Traits and EVENT MARKETING AND ADVERTISING Nature of Marketing, Process of marketing, Marketing mix, Sponsorship. EVENT SAFETY AND SECURITY : Security, Occupational safety, Crowd management CONCEPT of MICE. Introduction of meetings, incentives, conference/conventions,

- **CO 3** They will understand the and exhibitions Definition of conference and the components of the conference market. The nature of conference markets and demand for conference facilities. Role of travel Agency in the management of conferences. The impact of conventions on local and national communities

(Semester VI) BSC HS T 607

Elective: 2

Molecular Mixology

Theory – 60

Internal -40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	CONTENT	MARKS
I	Introduction of Mixology, History of Mixology, Types of Mixology (Simple & advance) Advance Bar Layout & Design (a) Types of Bar (b) Design of Bar (c) Major Bar Equipments (d) Bar Accessories (e) Consumable suppliers (f) Glassware- Commonly used (g) Storage & Handling of Glassware in Bar	10
II	Mixology beyond Cocktails- (a) About Mixed Drinks (b) Drink families (c) Hot libations & Coffee drinks (d) Mocktails (e) Stock (f) Garnishes (g) Bar Tricks & Jokes (Magic Tricks) (h) New Equipment in Bar for Mixology, (i) Cocktail Based- Gin, Vodka, Beer, Tequila, Whisky, Rum, Wine, Champagne.	10
III	Cellar Operation (a) The Cellar, (b) Cellar Products (c) Refrigeration system & Storage conditions. (d) Safety & Maintenance (e) Stock Management (f) Gas Systems (g) Keys- Handling & Storage (h) Safety Procedure	10
IV	Natural texturing agents can now be used to deconstruct any dish for four spectacular techniques. (a) SPHERIFICATION: Encapsulate flavors into bubbles that burst in your mouth. (b) EMULSIFICATION: Create colorful foams that intensify aromas. (c) GELIFICATION: Sculpt flavors into tasty pearls, raviolis or spaghettis. (d) SUSPENSION: Create a floating effect of suspended fruits or molecular caviar.	10

V Managing a Bar Business-

10

- (a) Creating a Business Plan
- (b) Marketing the Bar business
- (c) Marketing tools to attract customers to a bar,
- (d) Pricing as a professional tools in bar,
- (e) Protecting & expanding a bar concept

VI Customer Relationship Management-

10

- (a) Customer profiling
- (b) Customer feedback & grievance handling procedure
- (c) Ensuring the WOW effects at every moment of Truth.
- (d) Demand of Mixology in Outdoor Catering.

Books Recommended

Sr. No.	Name of Book	Volume	Author	Publication	Year	City
1	Joy of Mixology	I	Gary Regan	Cocktailian Bar tender Institute	2011	Australia
2	Fine Art of Mixing Drinks	I	David. A. Embury	Beaker & Flask	2008	Germany
3	Introduction of Molecular Mixology		Darcy O' Neil	Einstein Bose Pvt Ltd.	2010	Australia
4	Molecule-R-R-Evolution (Molecular Mixology)		Kit Mojito	Lake land publishers	2011	German
5	Opening Position in Science & Cooking		Martin Lersch	Harvard	2008	Los -vegas USA
6	Liquid Intelligence(Art & Science of Perfect cocktail)		Dave Arnold	Harvard	2008	Spain

Semester VI B Sc HS P 608

Project work

Project Work

The students should submit the Project Work of about 60 to 80 typed pages, with certificates from the Supervising teacher and Principal on or before the notified date of submission.

The Project Work will be externally and internally evaluated at the end of the Sixth Semester.

Project should be Presented in a succinct manner (precise, but in-depth) a novel research topic (worthy of a degree) pertaining to core discipline, highlighting why the topic chosen is important, status of the current knowledge in the field, methodology that would be adopted to address the perceived gaps, and the probable conclusions research may yield which can add to the current knowledge in the appropriate field; in the form of:

(i) Technical Report

(ii) A Seminar/Presentation of not more than 10 (ten) minutes. Student need to give a seminar (an oral presentation of 10 minutes duration) .The seminar will be followed by a session of questions by the examiners.

Exceeding the page limit for the technical report and the time limit for the seminar will attract negative marks. Reports will be checked for originality. So Supervisor should make sure that student appropriately cites all the references if quoting some other work.

References can be presented on an additional page, if required. Power Point presentations should be uploaded in the respective seminar rooms on the specified dates.

Evaluation (of the report and the seminar presentation) is based on the originality of the topic chosen, appropriate relevance to the advancement of knowledge in the chosen field of research, novelty of the approach proposed, presentation style, the feasibility of methodology as well as the technical content.

The expectations from the assignment are as follows:

- Demonstration of novelty/originality/new understanding/marshalling existing ideas in ways that provide new insights in research.

- Demonstration of suitable and systematic methods to be used to evaluate the chosen hypothesis.
- Demonstration of knowledge, understanding, and appreciation of the field. But not a 'diary' of work to be done.
- Demonstration of style and substance of presentation.

The examination would be designed to test the students on the knowledge and skills pertaining to research methods.