

**KAVIKULGURU KALIDAS SANSKRIT VISHWAVIDYALAYA,
RAMTEK, MAHARASHTRA**

**BACHELOR OF SCIENCE IN
HOSPITALITY STUDIES COURSE
(Semester Pattern)**

SYLLABUS

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

Session 2014-2015

DIRECTION RELATING TO THE EXAMINATION LEADING TO THE DEGREE OF BACHELOR OF SCIENCE HOSPITALITY STUDIES

1. DURATION OF COURSE

I) The duration of the Bachelor of Science Hospitality Studies course shall be of three academic years consisting of six semesters with University examinations at the end of each semester namely:

- A. Bachelor of Science Hospitality Studies, Semester I Exam.
- B. Bachelor of Science Hospitality Studies, Semester II Exam.
- C. Bachelor of Science Hospitality Studies, Semester III Exam.
- D. Bachelor of Science Hospitality Studies, Semester IV Exam.
- E. Bachelor of Science Hospitality Studies, Semester V Exam.
- F. Bachelor of Science Hospitality Studies, Semester VI Exam.

II) The examinations shall be held at such places and dates which are notified by the University.

2. ELIGIBILITY TO THE COURSE:

Subject to the compliance of the provisions of this direction and any other ordinances in force from time to time, an applicant for admission to the examination shall have passed.

I. There shall be Six Examinations leading to the degree Bachelor of Science in Hospitality Studies namely

II. The first Examination Bachelor of Science in Hospitality Studies Examination to be held at the end of the First Semester. It shall be known as Bachelor of Science in Hospitality Studies semester I Examination.

III. The Second Examination Bachelor of Science in Hospitality Studies Examination to be held at the end of the Second Semester. It shall be known as Bachelor of Science in Hospitality Studies semester II Examination.

IV. The Third Examination Bachelor of Science in Hospitality Studies Examination to be held at the end of the Third Semester. It shall be known as Bachelor of Science in Hospitality Studies semester III Examination.

V. The Fourth Examination Bachelor of Science in Hospitality Studies Examination to be held at the end of the Fourth Semester. It shall be known as Bachelor of Science in Hospitality Studies semester IV Examination.

VI. The Fifth Examination Bachelor of Science in Hospitality Studies Examination to be held at the end of the Fifth Semester. It shall be known as Bachelor of Science in Hospitality Studies semester V Examination.

VII. The Sixth Examination Bachelor of Science in Hospitality Studies Examination to be held at the end of the Sixth Semester. It shall be known as Bachelor of Science in Hospitality Studies semester VI Examination.

2. 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 Yashwantrao Chavan 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.

3. The fees for the Examinations shall be as prescribed by the University and whenever any change is made in the fees prescribed for any particular Examination that shall be notified through the notification for the information of the Examinees concerned.

4. Every candidate for **Bachelor of Science in Hospitality Studies Semester I, II, III, IV, V and VI** shall be examined in the subjects as set out.

5. Medium of Instruction & Examination shall be English.

6. 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 / Sessional as CCA and the best of the two marks of CCA shall be sent to the university as the College assessment marks.

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

B. Sc. Hospitality Studies Semester I **THEORY**

Course Code	Subject Name	Marks allotted					Minimum Passing Marks	No. of Hours Theory	Exam hours	Credit
		Internal		Final Theory		Total				
		Max. Marks	Passing marks	Max. Marks	Passing marks					
BSc HS T 101	Basics of Food Production I	40	16	60	24	100	40	03	03	3
BSc HS T 102	Basics of Food & Beverage Service I	40	16	60	24	100	40	03	03	3
BSc HS T 103	Basics of Hotel Housekeeping I	40	16	60	24	100	40	03	03	3
BSc HS T 104	Basics of Front Office-I	40	16	60	24	100	40	03	03	3
BSc HS T 105	Sanskrit	40	16	60	24	100	40	03	03	3
BSc HS T 106	General English & Communication	40	16	60	24	100	40	03	03	3
BSc HS T 107	Hotel Industry Development	40	16	60	24	100	40	03	03	3
	Total					700	280	21		21

B. Sc. Hospitality Studies Semester I **PRACTICAL**

Course Code	Subject Name	Marks Allotted					Minimum Passing Marks	No. of Hours Practical	Exam hours	Credit
		Internal		Final Practical		Final Practical				
		Max. Marks	Passing marks	Max. Marks	Passing marks					
BSc HS P 101	Basics of Food Production I	40	16	60	24	100	40	06	04	3
BSc HS P 102	Basics Food & Beverage Service I	40	16	60	24	100	40	04	03	2
BSc HS P 103	Basics Hotel Housekeeping I	40	16	60	24	100	40	02	03	1
BSc HS P 104	Basics of Front Office-I	40	16	60	24	100	40	02	03	1
	Total					400	160	14		7

The student is required to clear each examination individually i.e. Theory as well as practical examination. In order to clear the exam student has to obtain minimum 16 marks out of 40 in internal (Theory as well as practical) and 24 marks out of 60 marks in final examination (Theory as well as Practical)

B. Sc. Hospitality Studies Semester II **THEORY**

Course Code	Subject Name	Marks allotted					Minimum Passing Marks	No. of Hours Theory	Exam hours	Credit
		Internal		Final Theory		Total				
		Max. Marks	Passing marks	Max. Marks	Passing marks					
BSc HS T 201	Basics of Food Production II	40	16	60	24	100	40	03	03	3
BSc HS T 202	Basics of Food & Beverage Service II	40	16	60	24	100	40	03	03	3
BSc HS T 203	Basics of Hotel Housekeeping II	40	16	60	24	100	40	03	03	3
BSc HS T 204	Basics of Front Office-II	40	16	60	24	100	40	03	03	3
BSc HS T 205	Hotel Engineering	40	16	60	24	100	40	03	03	3
BSc HS T 206	Catering Science & Nutrition	40	16	60	24	100	40	03	03	3
BSc HS T 207	Hygiene and First Aid	40	16	60	24	100	40	03	03	3
	Total					700	280	21		21

B. Sc. Hospitality Studies Semester II **PRACTICAL**

Course Code	Subject Name	Marks Allotted					Minimum Passing Marks	No. of Hours Practical	Exam hours	Credit
		Internal		Final Practical		Final Practical				
		Max. Marks	Passing marks	Max. Marks	Passing marks					
BSc HS P 201	Basics of Food Production II	40	16	60	24	100	40	06	04	3
BSc HS P 202	Basics of Food & Beverage Service II	40	16	60	24	100	40	04	03	2
BSc HS P 203	Basics of Hotel Housekeeping II	40	16	60	24	100	40	02	03	1
BSc HS P 204	Basics of Front Office-II	40	16	60	24	100	40	02	03	1
	Total					400	160	14		7

B. Sc. Hospitality Studies Semester III **THEORY**

Course Code	Subject Name	Marks allotted					Minimum Passing Marks	No. of Hours Theory	Exam hours	Credit
		Internal		Final Theory		Total				
		Max. Marks	Passing marks	Max. Marks	Passing marks					
BSc HS T 301	Quantity Food Production	40	16	60	24	100	40	03	03	3
BSc HS T 302	Food & Beverage Service	40	16	60	24	100	40	03	03	3
BSc HS T 303	Hotel Housekeeping	40	16	60	24	100	40	03	03	3
BSc HS T 304	Front Office	40	16	60	24	100	40	03	03	3
BSc HS T 305	Sanskrit	40	16	60	24	100	40	03	03	3
BSc HS T 306	French	40	16	60	24	100	40	03	03	3
BSc HS T 307	Basic Accounts	40	16	60	24	100	40	03	03	3
	Total					700	280	21		21

B. Sc. Hospitality Studies Semester III **PRACTICAL**

Course Code	Subject Name	Marks Allotted					Minimum Passing Marks	No. of Hours Practical	Exam hours	Credit
		Internal		Final Practical		Final Practical				
		Max. Marks	Passing marks	Max. Marks	Passing marks					
BSc HS P 301	Quantity Food Production	40	16	60	24	100	40	06	04	3
BSc HS P 302	Food & Beverage Service	40	16	60	24	100	40	04	03	2
BSc HS P 303	Hotel Housekeeping	40	16	60	24	100	40	02	03	1
BSc HS P 304	Front Office	40	16	60	24	100	40	02	03	1
	Total					400	160	14		7

B.Sc. Hospitality Studies Part II (III & IV Semester)

Semester IV: Industrial Training for 05 months.

Course Code	Particular		Marks allotted		
		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
BSc HS P 402	Industrial Visit and study Tour Report 04 Industrial visits 01 Tour report	200 200	400	160	11
	Total		1100	440	28

Semester Four is devoted to 05 months Industrial Training.

Each candidate will have to prepare a log book and training report of the day to day activities of his 5 month on Industrial training duly supported by charts, diagrams, photos and tables. The report will be submitted in duplicate copy to the head of department within one month of the completion of the training supported by the certificate of competent authority of the training institute for the evaluation by a panel of experts comprising of one internal and one external.

The viva-voce of the 4th semester would be based on the training report as well as other applied assignments, the candidate has undertaken during Industrial Training.

B. Sc. Hospitality Studies Semester V **THEORY**

Course Code	Subject Name	Marks allotted					Minimum Passing Marks	No. of Hours Theory	Exam hours	Credit
		Internal		Final Theory		Total				
		Max. Marks	Passing marks	Max. Marks	Passing marks					
BSc HS T 501	Advance Food Production	40	16	60	24	100	40	03	03	3
BSc HS T 502	Food & Beverage Management	40	16	60	24	100	40	03	03	3
BSc HS T 503	Accommodation Management-I	40	16	60	24	100	40	03	03	3
BSc HS T 504	Sanskrit	40	16	60	24	100	40	03	03	3
BSc HS T 505	Computer Fundamental	40	16	60	24	100	40	03	03	3
BSc HS T 506	Principles of Management	40	16	60	24	100	40	03	03	3
BSc HS T 507	Research Methodology	40	16	60	24	100	40	03	03	3
	Total				700		280		21	21

B. Sc. Hospitality Studies Semester V **PRACTICAL**

Course Code	Subject Name	Marks Allotted					Minimum Passing Marks	No. of Hours Practical	Exam hours	Credit
		Internal		Final Practical		Final Practical				
		Max. Marks	Passing marks	Max. Marks	Passing marks					
BSc HS P 501	Advance Food Production	40	16	60	24	100	40	06	04	3
BSc HS P 502	Food & Beverage Management	40	16	60	24	100	40	04	03	2
BSc HS P 503	Accommodation Management- I	40	16	60	24	100	40	02	03	1
BSc HS P 505	Computer Fundamental	40	16	60	24	100	40	02	03	1
	Total					400	160	14		7

B. Sc. Hospitality Studies Semester VI **THEORY**

Course Code	Subject Name	Marks allotted					Minimum Passing Marks	No. of Hours Theory	Exam hours	Credit
		Internal		Final Theory		Total				
		Max. Marks	Passing marks	Max. Marks	Passing marks					
BSc HS T 601	Advance Food Production	40	16	60	24	100	40	03	03	3
BSc HS T 602	Food & Beverage Management	40	16	60	24	100	40	03	03	3
BSc HS T 603	Accommodation Management-II	40	16	60	24	100	40	03	03	3
BSc HS T 604	Financial Management	40	16	60	24	100	40	03	03	3
BSc HS T 605	Human Resource management	40	16	60	24	100	40	03	03	3
BSc HS T 606	Marketing Management	40	16	60	24	100	40	03	03	3
BSc HS T 607	Tourism and Hospitality	40	16	60	24	100	40	03	03	3
	Total					700	280	21		21

B. Sc. Hospitality Studies Semester VI **PRACTICAL**

Course Code	Subject Name	Marks Allotted					Minimum Passing Marks	No. of Hours Practical	Exam hours	Credit
		Internal		Final Practical		Final Practical				
		Max. Marks	Passing marks	Max. Marks	Passing marks					
BSc HS P 601	Advance Food Production	40	16	60	24	100	40	06	04	3
BSc HS P 602	Food & Beverage Management	40	16	60	24	100	40	04	03	2
BSc HS P 603	Accommodation Management-II	40	16	60	24	100	40	02	03	1
BSc HS P 608	Project Work	40	16	60	24	100	40	02	03	1
	Total					400	160	14		7

Promotion, Re-Admission and Time for Completion of Course:

1. A candidate who has undergone a regular course of study in Semester I, fulfill the required criteria of attendance and has secured marks equal to passing standard both in Internal and External Examination shall be eligible for promotion to Semester II. He/she will have to earn a minimum of 12 Credits in Semester I.
2. A candidate who has successfully completed all the courses of Semester I, but not all the courses of Semester II shall be eligible for promotion to Semester III. He/she will be required to complete all courses of Semester II before migrating to Semester IV.
3. A candidate who has undergone a regular course of study in Semester III, fulfill the required criteria of attendance and has secured marks equal to passing standard both in Internal and External Examination and having earned a minimum of 12 Credits shall be eligible for promotion to Semester IV.
4. A candidate who has successfully completed all the courses of Semester I and II but not all the courses of Semester III shall be eligible for promotion to Semester IV. He/she will be required to complete all courses of Semester III before migrating to Semester V.
5. The same rules shall be applied for promotion from Semester IV to V and from V to VI respectively.
6. The tentative/provisional grade shall be issued at the end of every semester indicating the courses completed successfully. The final Grade Card may be issued by the Registrar of the concerned university after a candidate has successfully completed all the courses of the said programme.
- 15) No candidate shall be admitted to an examination under this direction, if he/she has already passed the same examination of this university or of any other university.

16) Examinee successful at the final examination shall on payment of the prescribed fees, will be entitled for the award of the degree in the prescribed form signed by the Vice-Chancellor.

17) This course is based on credit based semester pattern and therefore, it will be also regulated by guidelines and regulation given in appendices which are part of this direction.

18) The fees for the examinations shall be as prescribed by the College Management / University from time to time and whenever, any change is made in the fees prescribed for any particular examination that shall be notified through a notification for the information of the examinees concerned.

19) The medium of instruction and examination shall be English.

20) The number of papers and maximum marks assigned to each paper and minimum marks/grade, an examinee must obtain in order to pass the examination.

21) In order to pass in the internal Examination (Theory & Practical) an examinee shall obtain in each subject not less than the minimum marks as indicated.

a) For the theory internal marks the examinee shall be evaluated on the basis of at least eight assignments to be submitted per subject plus seminar, Quiz, Debate and attendance.

b) For Practical internal marks the examinee shall be evaluated on the basis

Scheme for internal Practical

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

E) 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

22) The Head of the Department / Principal / Examination incharge of the college shall maintain, in his / her office the complete record of the marks obtained by the candidate in the Assignments. The same shall be submitted, before the commencement of the University Examination, to the Registrar, in a sealed cover.

23) 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.

24) The classification of the examinee successful at the semester and examinations and at the end of final semester examination shall be as per the rules and regulations of credit based semester pattern as prescribed.

25) 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.

26) After completion of Semester III examination an internship comprising of 20 weeks/ 5 Months Industrial training in the Hotels recognized by the Head of the Institutions shall be a compulsory part as prescribed.

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.	Total	Pr
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 5 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 5. Log Book and Certificate 6. Project Report 7. Appraisals 8. 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.

- *Training in recognized Hotel & resorts, Travel Agency
- *Log book to be maintain.
- *Certificate of training to be submitted.
- *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	University	Int.	total	Th	Int.	Total	Th	University	Int.	Total	University	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		Principles of Management	03		03	3		3	60	40	100	24	16	40	3							
7	BSc HS T 507		Research Methodology	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 II

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	University	Int.	Total	Th	Int.	Total	Th	University	Int.	Total	University	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		Marketing Management	03		03	3		3	60	40	100	24	16	40	3							
7	BSc HS T 607		Tourism and Hospitality	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	

Credit

Credit defines the quantum of content/syllabus prescribed for the course. It may be a unit prescribed for a course and is determined by the number of hours of instruction required per week. Thus, in each course credits has been assigned on the basis of the no. of hours required per week for lectures/tutorials/lab work/field work to complete the course in a single semester.

- 1 credit = 1 hour of direct teaching / week
- 1 credit = 2 hours of lab work /week
- 1 credit = 2 hours of field work /project /week

Thus, 1 credit course requires 1 hour per week during a 15 week semester and accordingly a 3 credit or 4 credit courses requires 3 or 4 hours per week during a 15 week semester.

Typically a course will comprise of 5(five) units.

Examination

The end of semester examination shall have assessment from following perspective with respect to all courses:

1. Evaluation with respect to knowledge.
2. Evaluation with respect to Understanding.
3. Evaluation with respect to skill.
4. Evaluation with respect to Applications.
5. Higher Order Thinking Skills

With respect to all above components, there will be following types of questions in the examination.

1. MCQ
2. Short Questions
3. Long Answer Questions

Evaluation Methods:

1. A student shall be evaluated through Comprehensive Continuous Assessment (CCA) i.e. Assignments / Sessionals as well as the End of Semester examination. The weight age of CCA Shall be 40%, where as the weight age of the Semester end examination shall be 60%.

The evaluation of semester end practical viva voce examination, wherever such an examination is required to be conducted, will be carried out by a panel consisting an internal examiner and an external examiner to be conducted at University level.

6. Grading

Grade Points Description % of marks Division/Grade

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.

Undergraduate Course Structure:

1. Undergraduate programmes offered in the CBCS will be of Six semester duration.
2. Each Academic year shall consist of two semesters, each of 15 weeks of teaching equivalent to 90 working days. The Odd semester period shall be from July to November and the Even semester period shall be from December to April.
3. The above course has been designed so as to include Field work/Project work/Laboratory work/Entrepreneurship/Internship/Vocational training etc depending upon the course requirement. The credit distribution has been done keeping in mind the weightage of the required skill in the said discipline of study.

STATEMENT OF OBJECT AND REASONS

There is a growing need for increasing the “Management” competence in the field of Hotel Management and Catering Technology. A professionally qualified personnel is the need of the day – Personnel who are multi skilled.

The Post Graduate Degree in Hotel Management & Catering Technology aims at bridging the gap and supplying the Hotel Management Industry with Professional Management Candidates who are competent and are able to face the challenges posed by the ever changing Hotel and Hospitality scenario.

There are several Under Graduate and Diploma Courses specializing in Tourism available to the students and practically no option for pursuing a Post Graduate Course in Hotel Management & Catering Technology, hence the change.

2. The student will have to carry out the research based project work in the fourth semester in the department or depending on the availability of placement; he/she will be attached to any of the national/regional/private research institute/organization/ Industry. The student in consultation with supervisor will finalize the topic of the project work at the beginning of the third semester followed by pre-synopsis presentation on seminar during III semester.

Project Work Scheme / Guidelines for the Students, Supervisors and Examiners Every student is required to carry out **Experimental / Field Based Project Work** (semester IV) 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 IV. The project report shall comprise of Introduction, Material and Methods, Results, Discussion, Summary, Conclusions and References along with the declaration by the candidate that the work is original and not submitted to any University or Organization for award of the degree and certificate by the supervisor and forwarded through Head/Course-coordinator/ Director of the Department/Centre or the Principal of the College.

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-
If he/she has not cleared all the Semester examinations
If the required fee is not paid
If the no due certificate is not submitted.
If the original Transfer Certificate is not submitted.
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.

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

Scheme for Practical Examination

The final Practical Examination will be conducted for 60 Marks. The Internal Examination will be conducted for 40 marks. The distribution of the marks will be according to the subject:-

F) 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

G) Hotel Housekeeping

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

H) 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

I) 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

J) 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

Credit-grade based performance and assessment system (CGPA)

Features of the Credit System

With effect from Academic Session 2014- 2015

1. Features of the Credit System:-

- Graduate Programme in Hospitality Studies would be of credits prescribed by the Board of
- Studies in Bachelor of Science Hospitality Studies.
- One credit course of theory will be of one clock hour per week running for 15 weeks.
- One credit course of practical will consist of laboratory exercise for 15 weeks.
- Credit system offer more options to students and has more flexibility.
- Students can get requisite credits from the concerned colleges where she/he is mutually permitted on terms mutually agreed to complete the same and be eligible to appear for term end examination.
- The term end examination, however, shall be conducted by the KKS University, Nagpur in the allotted centres.

2. FIRST YEAR MAY DIVIDE INTO TOTAL TWO SEMESTERS (SEMESTER-I AND SEMESTER-II) AND SHALL HAVE TOTAL 07 THEORY COURSES, 05 PRACTICAL COURSES.

07 Theory courses x 3 credits = 21 credits

04 Laboratory courses x 2 credits = 07 credits

Total = 28 credits per Semester.

3. SECOND YEAR MAY DIVIDE INTO TOTAL TWO SEMESTERS (SEMESTER-III AND SEMESTER-IV) AND SEMESTER III SHALL HAVE TOTAL 07THEORY COURSES, 05 PRACTICAL COURSES.

07 Theory courses x 3 credits = 21 credits

04 Laboratory courses x 2 credits = 07 credits

Total = 28 credits in III Semester.

Semester Four is Tour and Industrial Training for with 28 Credit Points.

4. THIRD YEAR MAY DIVIDE INTO TOTAL TWO SEMESTERS (SEMESTER-V AND SEMESTER-VI) AND SHALL HAVE TOTAL 07THEORY COURSES, 05 PRACTICAL COURSES.

07 Theory courses x 3 credits = 21 credits

04 Laboratory courses x 2 credits = 07 credits

Total = 28 credits per Semester.

Six semester total credits = 168 credits

5. SCHEME OF SYLLABUS AND CREDIT SYSTEM

a) • Three credits (theory) = 100 marks

Internal Examination

(40 marks)

External Examination

(60 marks)

• Two credits (Practical) = 100 marks

b) Internal Examination

(40marks)

External Examination

(60 marks)

The Internal Assessment marks for theory subject should be based on average marks of Assignments.

c) The internal assessment marks for practical subject should be based upon actual performance in class.

6. Grades:-Marks would be converted to grades as shown in Table 1.

Table 1: Conversion of marks to grades in credit system

Marks Obtained	Grade	Grade Points	
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 student failed to score minimum 45% marks in each head of passing and in aggregate shall be given F grade.
- A student who passes the internal tests but fails in Term End Examination of a course shall be given F grade.
- Student with F grade in a course would be granted credit for that course but not the grade for that course.

7. The computation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) of an examinee shall be as given below:-

- 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. 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.
- SGPA shall be computed for every semester and CGPA shall be computed only in VI semester.

The CGPA in VI semester shall be calculated based on SGPA of last semesters as per following computation:-

SGPA	=	$C1 \times G1 + C2 \times G2 + \dots + Cn \times Gn$
		$C1 + C2 + \dots + Cn$

Where C1 = Credit of individual Theory / Practical

G1 = Corresponding Grade Point obtained in the Respective Theory / Practical

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) V = 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

CGPA	Final Grade
9.0 – 10	O
8.0 – 8.9	A
7.0 – 7.9	B
6.0 – 6.9	C
5.5 – 5.9	D
5.0 – 5.4	E
4.9 and less	F

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

8. CGPA equal to 6.75 and above shall be considered as equivalent to First Class which shall be mentioned on Grade Card of VIII Semester as a foot note.

9. CGPA equal to 7.00 and above shall be considered as distinction in that particular subject

10. ACADEMIC CALENDAR AND TERMS

The terms and academic activities of the college as with KKS University under CGPA shall be as prescribed by the University for respective academic session.

Beginning of First Term (Semester I, III, and V): As per University academic calendar beginning of Second Term (Semester II, IV and VI): As per University academic calendar.

Vacation: As per University academic calendar.

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

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.

BASICS OF FOOD PRODUCTION I

Theory – 60

Internal -40

Total – 100

Lecture: 3 Hours per Week

Credit: 03

UNIT	C O N T E N T	MARKS
I	Introduction • Definition of cooking • Origin of modern cookery • Escoffier, Marie Antoine 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 • 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 • Advantages and Disadvantage of fuels used in kitchen • Gas • Charcoal • Electricity	10
IV	Cuts of vegetables 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 • Foundation material • Salt • Liquid • Sweetening • Fats and Oils • Raising Agents • Thickening Agents • Flavors • Seasonings •	10
VI	Milk and Milk Products : 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)BSc HS P 101
BASICS OF FOOD PRODUCTION I
(P R A C T I C A L)

Practical-100

Lecture: 6 Hours per Week
Credit 03

Sr.No	C O N T E N T
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
6.	Cakes :-2 • With Shortening - pound cake, fruit cake, cup cake (Muffins and Madeleines) Madeira Cake.
7.	Cookies:-2 • Nankhatai, Melting Moments, Tri-colour Biscuits, Coconut Macaroons

Books Recommended:-

- Modern Cookery Vol I and II - Philip Thangam
- Theory Of Cookery - Arora Krishna
- Professional Charcutier - Kinsella John, Harvey David, John Wiley and Sons NY
- Food Preparation and Cooking-Thornes Stanley, Ellenborough House, Wellington Street
- Professional; Cooking - Gisselen Wayne; John Wiley and Sons
- Larousse Gastronomique

- Basic Cookery - Stevenson David R; Stanley Thrones Ltd.
- Prashad - Cooking with Indian masters - Indrasingh Kalra
- Professional baking - Gisselen Wayne; John Wiley and Sons
- Understanding Cooking - Lundburge and Kotschevan
- Theory Of Catering - Kinton Cesarani; Hodder and Stoughton
- Basic Cookery-The Process Approach-Daniel R Stevenson;Stanley Thrones Ltd.

BASICS OF FOOD and BEVERAGE SERVICE I

Theory 60
Internal -40

Total - 100

Lecture: 3 Hours per Week

Credit 03

THEORY

UNIT	C O N T E N T	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 <ul style="list-style-type: none"> • 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	10
IV	The Food and Beverage Service Personnel <ul style="list-style-type: none"> • 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) 	10
V	The Food and Beverage Service Method <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 	10

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
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BASICS OF FOOD and BEVERAGE SERVICE I
(P R A C T I C A L)

Practical -100

Lecture: 4 Hours per Week
Credit 02

Sr.no	C O N T E N T
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:

- Food and Beverage Service - Lillicrap. D.R. ; Edward Arnold Ltd. London
- Professional Food and Beverage Service Management - Verghese Brian; Macmillan India Ltd.
- Food and Beverage management and Service -Waiter; Barrie and Jenkins London 1965.
- The Waiter - Fuller John and Currie. A.J ; Hutchinson
- Food and Beverage Service- Dhawan Vijay; Franc Bros and Co.
- The Steward, Dias. P

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

Theory : 60

Internal :40

Total : 100

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	MARKS
I	<p>Introduction</p> <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	<p>House Keeping Department</p> <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	<p>Briefing, Debriefing,</p> <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

(Semester I)BSchS P 103
BASICS OF HOTEL HOUSEKEEPING-I
(P R A C T I C A L)

Practical -100

Lecture: 2 Hours per Week
Credit 01

S no	C O N T E N T
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:

1. G. Raghubalan Smritee Raghubalan, Hotel housekeeping Operations and Management ,First 2007,Oxford University Press, YMCA library Building, Jai singh Road, New Delhi,
2. Professional management of Housekeeping operations, Robert J. Martin,; John Wiley and Sons, New York.
3. Hotel Hostel and Hospital Housekeeping, John C. Branson/Margaret Lennox,. Edward Arnold Ltd. London (ELBS)
4. Hotel Housekeeping Training manual, Sudhir Andrews; Tata Mc Graw Hill - Delhi
5. Professional Housekeeping, Tucker Schneider, VNR
6. Housekeeping Management for Hotels and Residential Management, Rosemary Hurst; Heinemann
7. Accommodation and Cleaning Service Vol. I and II, David / Allen,; Hutchinson.
8. Managing H.K. Operations, Margaret Kappa.
9. Housekeeping for Hotels, Motels, Hospitals, Clubs and Schools, Grace Brigham;Arnold Hienman, Indiana.

(Semester I)BSc HS T 104
BASICS OF FRONT OFFICE-I

Theory 60
Sessional -40

Total – 100

Lecture: 3Hours per Week
Credit 03

UNIT	C O N T E N T	MARKS
I	<p>Introduction To Hotel Industry</p> <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	<p>Different Department of hotel</p> <p>Introduction to Front Office Department</p> <ul style="list-style-type: none"> • Importance of Front Office Department • 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	<p>Importance and Role of Front Office staff.</p> <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	<p>Hotel Brochures and Tariffs.</p> <p>Different types of room rates Basis of charging tariffs Use of brochure and tariffs</p> <ul style="list-style-type: none"> • Tele Communication • Co-ordination of front office with other departments. • Handling of Telephone Manners 	10
VI	<p>Front Office responsibilities</p> <ul style="list-style-type: none"> • Communication – internal and interdepartmental. • Guest services – basic information. • Guest history – maintenance and importance. • Relationship marketing. • Emergency situations. 	10

BASICS OF FRONT OFFICE-I

(P R A C T I C A L)

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
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:

- Andrews S., Hotel Front Office Training Manual, Tata Publishing Company limited, 1982.
- D. Collins, Accommodation Operations, Plymouth Macdonald Evans, 1967.
- Villen Jerome J., Check in check out, Iowa WMC Brown Co., 1976.
- Tourist Information Series, Publication Division, Ministry of information and broadcasting Government of India, Delhi.
- Kaul, S.N., Tourist India, International Taj Building Bombay.
- Robert C. Fisher, India and Nepal Hodder and Stoughton London, 1981.
- Dr. Singh R.K., Front Office Management, Aman Publication,

(Semester I)BSc HS T 105

SANSKRIT

Theory – 60
Sessional - 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 - Jala Prakaranam, 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

GENERAL ENGLISH and COMMUNICATION

Theory - 60

Internal - 40

~~Total = 100~~

Lecture: 3 Hours per Week

Credit 03

UNIT	C O N T E N T	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,	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,	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:-

1. Wren and Martin – English Grammar
2. Examine your English by Margaret M. Malson, published by Orient Longman
3. Common Mistakes in English by T.J.Fitkies, Published by Orient Longman

4. Developing Communication Skills by Krishna Menon and Meera Banerjee, Published by Macmillan India Ltd.
5. Communications in Tourism and Hospitality, Lynn Van Der Wagen, Hospitality Press.

HOTEL INDUSTRY DEVELOPMENT

Theory 60
Sessional -40

~~Total – 100~~

Lecture: 3 Hours per Week

Credit 03

UNIT	C O N T E N T	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/IHandRA/ 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

Books Recommended:

1. Black Sam, Practical Public Relation, Sir Issar Pitman and Sons Ltd. London 1970.
2. Andrews s., Hotel Front Office Training Manual, Tata McGraw Hill 1982.
3. Dukes Peter, Hotel Front Office Management and operation, 3rd edition Jowa Prown1970.
4. Robert C. Fisher FODOR, India and Nepal, Hodder and stroughton London 1987.
5. Rawat G.S. Elements of Hotel Accountancy Rawat Publication, New Delhi 1972.
6. Kaul S.N. Tourist India, Tourist India International Taj Building, Bombay.

SEMESTER II

(Semester II)BSc HS T 201

Basics of Food Production II

Theory - 60
Internal-40

~~Total - 100~~

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	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)BSc HS P 201

Basics of Food Production II

(P R A C T I C A L)

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-
3	Pastries:-4 Short Crust- Pie, Tarts, quiche, flans Danish – Pinwheels, Puff – Palmiers, Croissant, Veg. Puff, Chicken Puff, Vol-
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:-

- Modern Cookery Vol I and II - Philip Thangam
- Theory Of Cookery - Arora Krishna
- Professional Charcutier - Kinsella John, Harvey David, John Wiley and Sons NY
- Food Preparation and Cooking-Thornes Stanley, Ellenborough House, Wellington Street
- Professional; Cooking - Gisselen Wayne; John Wiley and Sons
- Larousse Gastronomique
- Basic Cookery - Stevenson David R; Stanley Thrones Ltd.

- Prashad - Cooking with Indian masters - Indrasingh Kalra
- Professional baking - Gisselen Wayne; John Wiley and Sons
- Understanding Cooking - Lundburge and Kotschevan
- Theory Of Catering - Kinton Cesarani; Hodder and Stoughton
- Basic Cookery-The Process Approach-Daniel R Stevenson;Stanley Thrones Ltd.

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	MARKS
I	Menus and Covers <ul style="list-style-type: none"> • Introduction • Cover- definition; different types and different layouts. • Menu Planning, considerations and constraints • Menu Terms- 	10
II	French Classical Menu <ul style="list-style-type: none"> • Classical Foods and its Accompaniments with cover • Indian Regional dishes and its accompaniments and 	10
III	Service and classification, of Ice-cream, Cheese , Salads and Sandwiches and savouries•	10
IV	Tobacco • Availability, Types, Wrapper and Sizes <ul style="list-style-type: none"> • Storage • Service 	10
V	Non – Alcoholic Beverages <ul style="list-style-type: none"> • Classification- Stimulating, Nourishing, refreshing. • Hot Beverages – Types, Service • Cold Beverages – Types, Service 	10
VI	Control Methods <ul style="list-style-type: none"> • 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) 	10

(Semester II)BSC HS P 202

Basics Of Food And Beverage Service Ii

(P R A C T I C A L)

Practical -100

Lecture: 4 Hours per Week

Credit 02

Sr. No	C O N T E N T
1	Planning of 13 Course French Classical menu.
2	Course wise service of food- preplated, 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:

- Food and Beverage Service - Lillicrap. D.R. ; Edward Arnold Ltd. London
- Professional Food and Beverage Service Management - Verghese Brian; Macmillan India Ltd.
- Food and Beverage management and Service -Waiter; Barrie and Jenkins London 1965.
- The Waiter - Fuller John and Currie. A.J ; Hutchinson
- Food and Beverage Service- Dhawan Vijay; Franc Bros and Co.
- The Steward, Dias. P

(Semester II)BSc HS T 203
Basics Of Hotel Housekeeping I I

Theory : 60

Internal :40

Total : 100

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	MARKS
I	<p>Cleaning Equipment</p> <ul style="list-style-type: none"> • Types of equipments • Operating principles of equipment • Storage, use, upkeep, Maintenance • Selection • Brand Names 	10
II	<p>Cleaning Agents</p> <ul style="list-style-type: none"> • 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	<p>Laundry</p> <ul style="list-style-type: none"> • 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	<p>Key Control Computerized keys, Manual keys</p> <p>Key Control Procedures</p>	10
V	<p>Discard Management Linen, Uniform, Records and Formats maintained for discard Management</p>	10
VI	<p>Housekeeping Supervision, Importance of supervision, Checklist for inspection Dirty Dozen</p>	10

Basics Of Hotel Housekeeping-II

(P R A C T I C A L)

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:

10. G. Raghubalan Smritee Raghubalan, Hotel housekeeping Operations and Management ,First 2007,Oxford University Press, YMCA library Building, Jai singh Road, New Delhi,
11. Professional management of Housekeeping operations, Robert J. Martin,; John Wiley and Sons, New York.
12. Hotel Hostel and Hospital Housekeeping, John C. Branson/Margaret Lennox,. Edward Arnold Ltd. London (ELBS)
13. Hotel Housekeeping Training manual, Sudhir Andrews; Tata Mc Graw Hill -

Delhi

14. Professional Housekeeping, Tucker Schneider, VNR
15. Housekeeping Management for Hotels and Residential Management, Rosemary Hurst;
Heinemann
16. Accommodation and Cleaning Service Vol. I and II, David / Allen,; Hutchinson.
17. Managing H.K. Operations, Margaret Kappa.
18. Housekeeping for Hotels, Motels, Hospitals, Clubs and Schools, Grace Brigham;
Arnold Hienman, Indiana.

(Semester II) BScHS T 204
Basics Of Front Office-II

Theory 60
Internal -40

~~Total = 100~~

Lecture: 3 Hours per Week
Credit 03

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

(Semester II) BSc HS P 204

Basics Of Front Office-II

(P R A C T I C A L)

Practical -100

Lecture: 2 Hours per Week

Credit 01

S no	C O N T E N T
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:

- Andrews S., Hotel Front Office Training Manual, Tata Publishing company limited, 1982.
- D. Collins, Accommodation Operations, Plymouth Macdonald Evans, 1967.
- Villen Jerome J., Check in check out, Iowa WMC Brown Co., 1976.
- Tourist Information Series, Publication Division, Ministry of information and broadcasting Government of India, Delhi.
- Kaul, S.N., Tourist India, International Taj Building Bombay.
- Robert C. Fisher, India and Nepal Hodder and Stoughton London, 1981.
- Dr. Singh R.K., Front Office Management, Aman Publication,

(Semester II)BSc HS T 205

Hotel Engineering

Theory 60
Internal -40

—Total—100

Lecture: 3 Hours per Week

Credit 03

UNIT	C O N T E N T	MARKS
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.	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	10
IV	Fuels and Electricity. Methods of heat transfer. Units of heat. Solid, Liquid, Gas, Electricity, Biogas fuels. Importance of earthling. 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 system for hotel (Key control, Door, valuable guest, CCTV).	10

VI	Refrigeration and Air conditioning	10
	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.	

Books Recommended:

1. Trickett Jill - Food hygiene for food handlers- second edition. The Macmillan press Ltd. 1992.
2. J.A. Stretch and H.A. Southgate - The science of catering 2nd edition 1986 Edward Arnold.
3. Michael Colleer and Colin Sussams - Success in principles of catering second edition 1988
4. Hater Roy - Safety in Catering - A guide for supervisors and managers. TheMacmillon press Ltd. 1988.
5. Principles of first aid - St. John's Ambulance Brigade, Red cross society.

(Semester II)BSc HS 206
Catering Science and Nutrition

Theory 60
Internal -40

— Total - 100

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	MARKS
I	Introduction of food microbiology, its importance in relation food handling preparation and service. • Bacteria, yeast, moulds, morphology and factors affecting growth of these microorganisms.	10
II	Beneficial effects of microorganism. • Role of microorganism in the manufacture of fermented foods. • Dairy products. • Bakery products • Alcoholic beverages. • Vinegar Harmful effect of microorganism • Food Poisoning - staphylococcus, salmonella, clostridium, botulinum and <u>clostridium perfringers</u> . • <u>Food infection - food contamination</u>	10
	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.	10
III	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.	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:

1. Michael Colleer and Coline Sussams, Success in Principles of Catering 2nd edition (1988)
2. J.A. Stretch and H.A. Southgate, The Science of Catering. 2nd edition (1986)
3. W.C. Frazier, D.D. Westhoff, Food Microbiology – 3rd edition (1991)
4. Meyer, Food Chemistry.
5. M. Swaminathan- Essentials of food and Nutrition, Volume I and II, Ganesh and Company, Madras.
6. Food and Nutrition- A text book of Home Science for senior students, Arya Publishing House, New Delhi.
7. Joshi Shubangini, Nutrition and Dietetics; Tata McGraw-Hill Publishing Company Limited.
8. C. Gopalan, B.V. Rama Shastri and S.C. Balasubramanian; Nutritive value of India Foods, National Institute of Nutrition (ICMR), Hyderabad, India.

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	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	10

Books Recommended:

1. Trickett Jill - Food hygiene for food handlers- second edition. The Macmillan press Ltd. 1992.
6. J.A. Stretch and H.A. Southgate - The science of catering 2nd edition 1986 Edward Arnold.

7. Michael Colleer and Colin Sussams - Success in principles of catering second edition 1988
8. Hater Roy - Safety in Catering - A guide for supervisors and managers.
The Macmillon press Ltd. 1988.
9. Principles of first aid - St. John's Ambulance Brigade, Red cross society.

(Semester III)BSc HS T 301

Quantity Food Production

Theory - 60
Sessional -40

~~Total - 100~~

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	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: Hyderabadi, 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)BSc HS P 301

Quantity Food production

(P R A C T I C A L)

Practical- 100

Lecture: 6 Hours per Week

Credit 03

UNIT	C O N T E N T
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 • 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:

- Modern Cookery Vol I and II - Philip Thangam
- Theory Of Cookery - Arora Krishna
- Professional Charcutier - Kinsella John, Harvey David, John Wiley and Sons NY
- Food Preparation and Cooking-Thornes Stanley, Ellenborough House, Wellington Street
- Professional; Cooking - Gisselen Wayne; John Wiley and Sons
- Larousse Gastronomique
- Basic Cookery - Stevenson David R; Stanley Thrones Ltd.
- Prashad - Cooking with Indian masters - Indrasingh Kalra

- Professional baking - Gisselen Wayne; John Wiley and Sons
- Understanding Cooking - Lundburge and Kotschevan
- Theory Of Catering - Kinton Cesarani; Hodder and Stoughton
- Basic Cookery-The Process Approach-Daniel R Stevenson; Stanley Thrones Ltd.

(Semester III)BSc HS T 302

Food and Beverage Service.

Theory: 60

Internal 40

Total : 100

Lecture: 3 Hours per Week

Credit 03

UNIT	C O N T E N T	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

(Semester III)BSc HS P 302

Food and Beverage Service.

(P R A C T I C A L)

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:

1. International Bartender's Guide- Bartender
2. The New York Bartender's Guide, Berk, S.A.
3. Wine regions of the world, David Burroughs and Norman Bezzant;
Butterworth,
Heinemann.
4. Cocktail Guide, A.C.P. Publishing Pvt. Ltd.
5. The Australian Bar attendant's handbook, Ellis. G.
6. Sotheby's World Wine Encyclopedia, Tom Stevenson, Dorling Kindersley.
7. Bar Companion (Mixed drinks), Jones Bridget
8. The World guide to Whisky, Jackson M.
9. Managing Bar and Beverage operations, Kot schevu L.H.
10. The encyclopedia of world beers, Myers. B.

(Semester III)BSc HS T 303

Hotel Housekeeping

Theory – 60

Internal -40

~~Total - 100~~

Lecture: 3 Hours per Week

Credit 03

UNIT	C O N T E N T	MARKS
I	<p>Linen Room</p> <ul style="list-style-type: none">• 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	<p>Uniform Room</p> <ul style="list-style-type: none">• 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 stock - Factors affecting par stock; calculations. • Uniform designing :- Importance, types, characteristics	10
III	<p>Tailor Room</p> <ul style="list-style-type: none">• Functions of tailor room, tasks in tailor room • Equipments used in serving Room • Types of sewing machine Care and maintenance of equipments	10
IV	<p>Textiles</p> <ul style="list-style-type: none">• Types of fibre, properties of fibre and fibre identification • Types of Fabric • Fabric identification • Fabric construction • Finishes given to fabrics •	10
V	<p>Pest Control• Types of pest • Methods of eradication chemicals used in eradication</p>	10

VI	<p>Flower arrangement</p> <ul style="list-style-type: none"> • 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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Lecture: 2 Hours per Week
Credit 01

S no	C O N T E N T
I	Flower arrangement Western, Ikebana
II	Designing uniform Kitchen staff, FO, FandB Restaurant (specialty) / Room Service House keeping
III	Mending - Darning •
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:
- G. Raghubalan Smritee Raghubalan, Hotel housekeeping Operations and Management ,First 2007,Oxford University Press, YMCA library Building, Jai singh Road, New Delhi,
 - Professional management of Housekeeping operations, Robert J. Martin,; John Wiley and Sons, New York.
 - Hotel Hostel and Hospital Housekeeping, John C. Branson/Margaret Lennox,. Edward Arnold Ltd. London (ELBS)
 - Hotel Housekeeping Training manual, Sudhir Andrews; Tata Mc Graw Hill - Delhi
 - Professional Housekeeping, Tucker Schneider, VNR
 - Housekeeping Management for Hotels and Residential Management, Rosemary Hurst; Heinemann
 - Accommodation and Cleaning Service Vol. I and II, David / Allen,; Hutchinson.
 - Managing H.K. Operations, Margaret Kappa.
 - Housekeeping for Hotels, Motels, Hospitals, Clubs and Schools, Grace Brigham; Arnold Hienman, Indiana.
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(Semester III) BSc HS T 304

Front Office

Theory – 60

Internal -40

~~Total - 100~~

Lecture: 3 Hours per Week

Credit 03

UNIT	C O N T E N T	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

Lecture: 2 Hours per Week
Credit 01

Sr.no	Content
1	<p>Handling of hotel mail</p> <ul style="list-style-type: none">• Handling messagei) Guest in the roomii) 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 Proceduresi) On Telephoneii) In personiii) Mail<ul style="list-style-type: none">• 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:

- Andrews S., Hotel Front Office Training Manual, Tata Publishing Company limited 1982.
- D. Collins, Accommodation Operations, Plymouth Macdonald Evans, 1967.
- Villen Jerome J., Check in check out, Iowa WMC Brown Co., 1976.
- Tourist Information Series, Publication Division, Ministry of information and broadcasting

Government of India, Delhi.

- Kaul, S.N., Tourist India, International Taj Building Bombay.
- Robert C. Fisher, India and Nepal Hodder and Stoughton London, 1981.
- Dr. Singh R.K., Front Office Management, Aman Publication.

(Semester III)BSc HS T 305

Sanskrit

Lecture: 3 Hours per Week
Credit 03

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

(Semester III)BSc HS T 306

French

Theory – 60
Internal -40

~~Total - 100~~

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	MARKS
I	<ul style="list-style-type: none">• The Alphabets • Accents • Numbers • Articles-Definite/ Indefinite • Self Introduction• Days of the week/months/date • Nouns/prepositions • Glossary of general food items	10
II	<ul style="list-style-type: none">• Auxiliary Verbs • Adjectives of profession/ nationality • Time	10
III	<ul style="list-style-type: none">• Ist Group Verbs • Feminine and Phralisation of nouns • Culinary terms in French	10
IV	<ul style="list-style-type: none">• Feminine and Pluralisation of Adjectives • IInd group verb• "Formules de Politesse"	10
V	<ul style="list-style-type: none">• Future and past tense • Currency/weights and measures• Negation and Interrogation	10
VI	<ul style="list-style-type: none">• Adverbs and Pronouns • Basic French conversation with guests • IIIrd group Verbs• Translation • Glossary terms-Brigade/equipments/ingredients/ classical menus/wine	10

(Books Recommended:

- La langue et La civilization Francaises- G. Mauger,; Hachette, 79, Bou levard St. Germain, Paris.
- Le Fran, cais de l'Hotellerie et du Tourisme - Max DANY
- Jean Robert la lay, Hachette (part I part II, all the conversational up to pg. 106. This book is to be used for conversation and translations.)

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 Balance5. Errors: Meaning and kinds of Errors. Theoretical aspect only.	10
III	<p>Cash Book And Petty Cash Book :</p> <ol style="list-style-type: none">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.	10

	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 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)	10
V	Uniform System of Hotel Accounting, Auditing and Hotel 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.	10
VI	Guest Records and Billing 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 Register, Master Folio, Delinquents Ledger, Necessity and Objectives. 2. Tabular system of 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.	10
		60

List of Recommended Books for reading and reference:

Sr. No.	Title	Author / s	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.

(Semester V)B Sc HS T 501

Advance Food Production

Theory – 60
Internal -40

~~Total - 100~~

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	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, Baking Process. Faults and remedies • Cake icing and decoration	10
VI	Pastries: • Types, preparation, evaluation and fat to Flour ratio.	10

(Semester V)BSc HS P 501

Advance Food Production

(P R A C T I C A L)

Marks- 100

Lecture: 6 Hours per Week

Credit 03

UNIT	C O N T E N T
1.	International cuisine (Six Course Menus) France - 2 menus, Italy - 2 menus, Spain - 1 menu Mexican-1
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

Books Recommended:-

- Modern Cookery Vol I and II - Philip Thangam
- Theory Of Cookery - Arora Krishna
- Professional Charcutier - Kinsella John, Harvey David, John Wiley and Sons NY
- Food Preparation and Cooking - Thornes Stanley, Ellen borough House, Wellington Street
- Professional; Cooking - Gisselen Wayne; John Wiley and Sons
- Larousse Gastronomique
- Basic Cookery - Stevenson David R; Stanley Thrones Ltd.
- Prashad - Cooking with Indian masters - Indrasingh Kalra
- Professional baking - Gisselen Wayne; John Wiley and Sons
- Understanding Cooking - Lundburge and Kotschevan
- Theory Of Catering - Kinton Cesarani; Hodder and Stoughton
- Basic Cookery - The Process Approach - Daniel R Stevenson; Stanley Thrones Ltd.

(Semester V)BSc HS T 502

Food and Beverage Management

Theory – 60
Internal -40

~~Total – 100~~

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	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 Proforma • 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

(Semester V) BSc HS P 502

Food and Beverage Service.

(P R A C T I C A L)

Practical Marks- 100

Lecture: 4 Hours per Week
Credit 02

UNIT	CONTENTS
	<ul style="list-style-type: none">• Services of Spirits• Preparation and Service of Cocktail• Function organization of banquet• Compiling menu for special occasion Like corporate, association, social• Drawing of table plan Seating arrangement• Formal and Informal service Clearance• Clearance and rearranging of Buffet• Layout of buffet• Calculation of Crockery for banquets as per menu and service• Use of checklist for outdoor catering.

Books Recommended:

1. International Bartender's Guide- Bartender
2. Cocktail Guide, A.C.P. Publishing Pvt. Ltd.
3. The Australian Bar attendant's handbook, Ellis. G.
4. Bar Companion (Mixed drinks), Jones Bridget
5. The World guide to Whisky, Jackson M.
6. Lillicrap, Food and Beverage Service, seventh edition, Hodder Arnold, Book powerELST.
7. Strianese A. J., Dining Room and Banquet Management.

(Semester V)BSc HS T 503

Accommodation Management-I

Theory – 60
Internal -40

~~Total - 100~~

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	MARKS
I	Management In Housekeeping Planning Process, Division Of Work, Area Inventory Lists Frequency Schedules, Performance Standards, and Productivity	10
II	Staffing Pattern Job Allocation, Determining Staff Strength, Staffing Guide, Planning Duty Rosters, Fixed And Rotating Duty Rosters	10
III	Budgeting For Housekeeping Importance Of Budgeting ,Types of Budgets, Housekeeping Expenses, Budget Planning Process, Income Statement of The	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

Lecture: 2 Hours per Week

Credit 01

S no	C O N T E N T
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 list
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:

- Andrews S., Hotel Front Office Training Manual, Tata Publishing Company Limited 1982.
- D. Collins, Accommodation Operations, Plymouth Macdonald Evans, 1967.
- Villen Jerome J., Check in check out, Iowa WMC Brown Co., 1976.
- Tourist Information Series, Publication Division, Ministry of information and broadcasting
Government of India, Delhi.
- Kaul, S.N., Tourist India, International Taj Building Bombay.
- Robert C. Fisher, India and Nepal Hodder and Stoughton London, 1981.
- Dr. Singh R.K., Front Office Management, Aman Publication,
- Rastogi A.P., Hotel Organization and Front office Management, Anmol Publications.
- Inlearne Neil,. Hospitality Marketing, Global Books and Subscription services.

(Semester V)BSc 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 – ऋग्वल्ली	20 Marks
2) पंचतंत्रम् – अपरिक्षीतकारकम्	20 Marks
3) भगवद्गीता अध्याय 17	20 Marks
Module -I ऋग्वल्ली	20 Marks
Module - II अपरिक्षीतकारकम्, –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
ऋग्वल्ली	
Q.1 a) Reference to Context (2 out of 4)	10 Marks
b) Long answer question (1 out of 2)	10 Marks
अपरिक्षीतकारकम्	
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

(Semester V)BSc HS T 505

Computer Fundamentals

Theory – 60

Internal -40

~~Total - 100~~

Lecture: 3 Hours per Week

Credit 03

UNIT	C O N T E N T	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, 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-EXCELFeatures, Auto Fill, Custom Lists etc.Cell Reference – Relative and Absolute (\$)Formulae, Functions (Math/Stats, Text, Date, IF)Charts – Types, Parts of the ChartDatabases (Create, Sort, AutoFilter, Sub Total)	10
VI	INTERNET / E-MAIL History, Pre-requisites for Internet, Role of ModemServices – Emailing, Chatting, Surfing, BlogSearch Engines, Browsers, Dial Up, Domains, Broadband, Concepts of Web upload, download. Threats – Spyware, Adware, SPAME-Commerce and ERP concepts Concepts of B-to-B, B-to-C ERP concept, SAP Concepts	10

(Semester V) BSc HS P 505

Computer Fundamentals

(Practical)

Practical -100

Lecture: 2 Hours per Week

Credit 01

Sr.No	CONTENT
I	3 Practical related to Internet, E-Mail, CV writing.
II	3 Practical related to MS-WORD
III	3 Practical related to MS EXCEL
IV	3 Practical related to MS POWERPOINT PRESENTATION

Books Recommended

1. Computer Fundamentals : 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. 5. MF-OFFICE made easy Internet tools.

(Semester V) BSc HS T 506

Principles of Management

Theory – 60
Internal -40

~~Total - 100~~

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	MARKS
I	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	10
II	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.	10
III	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.	10
IV	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, marketing control-production control-quality control.	10

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

Books Recommended:

- Essentials of Management - Koontz and O'donnel
- Management and Organisation - M. Louis Allen
- Management Theory and Practice - Earnest Dale
- Management tasks- Peter F Drucker
- Fundamentals of Management - J.S. Chandran
- Principles of management - P.N. Reddy
- Essentials of Management - Chatterji
- Personnel Management and Industrial Relations- Verma and Agarwal

(Semester V) BSc HS T 507

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

Text Book

1. C.R. Kothari, Research Methodology Methods and Techniques, 2/e, Vishwa Prakashan, 2006.

2. Bendat and Piersol, Random data: Analysis and Measurement Procedures, Wiley Interscience, 2001.
3. Shumway and Stoffer, Time Series Analysis and its Applications, Springer, 2000.
4. Jenkins, G.M., and Watts, D.G., Spectral Analysis and its Applications, Holden Day, 1986.

(Semester VI) BSc HS T 601

Advance Food Production

Theory – 60

Internal -40

Total - 100

Lecture: 3 Hours per Week

Credit 03

UNIT	C O N T E N T	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, chaudfroid, aspics method eg. Preparations, eg. • Charcutiere, • 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, Gammon, Ham, Bacon, 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	<p>Kitchen Management:</p> <p>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</p>	10
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(Semester VI) BSc HS P 601

Advance Food Production

Practical : 100

Lecture: 6 Hours per Week

Credit 03

UNIT	C O N T E N T
1.	<p>International cuisine (Six Course Menus)</p> <p>China - 2 menus, Russia - 1 menu, Thai Menu- 1 menu, Greek Menu-1 menu, Lebanese (Mediterranean)-1 menu.</p>
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 , Canapes, 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

Books Recommended:-

- Modern Cookery Vol IandII - Philip Thangam
- Theory Of Cookery - Arora Krishna
- Professional Charcutier - Kinsella john, Harvey David, John Wiley and Sons NY
- Food Preparation and Cooking - Thornes Stanley, Ellen borough House, Wellington Street
- Professional; Cooking - Gisselen Wayne; John Wiley and Sons

- Larousse Gastronomique
- Basic Cookery - Stevenson David R; Stanley Thrones Ltd.
- Prashad - Cooking with Indian masters - Indrasingh Kalra
- Professional baking - Gisselen Wayne; John Wiley and Sons
- Understanding Cooking - Lundburge and Kotschevan
- Theory Of Catering - Kinton Cesarani; Hodder and Stoughton
- Basic Cookery - The Process Approach - Daniel R Stevenson; Stanley Thrones Ltd.

(Semester VI) BSc HS T 602

Food and Beverage Management

Theory – 60
Internal -40

Total = 100

Lecture: 03 Hours per Week

Credit 03

UNIT	C O N T E N T	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	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. Costing: Elements of cost, Cost group, Profit, Food cost report – daily, weekly, and monthly, Budgeting for F and B operations.	

(Semester VI) BSc 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 Starter, Main-course, Desserts and Speciality Coffees.

Book Recommended:

1. Lillicrap, Food and Beverage Service, seventh edition, Hodder Arnold, Book power ELST.
2. Kotschevu L.H., Management Bar and Beverage operations.
3. Keister C. Donglas ; Food and Beverage Control, Prentice Hall, Englewood Cliffs.
4. Rey / Wieland, Managing Service in Food and Beverage Operations. The educational Institute of the American Hotel and Motel Association.

(Semester VI) BSc HS T 603

Accommodation Management

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

Lecture: 2 Hours per Week

Credit 01

UNIT	C O N T E N T
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:

- G. Raghubalan Smritee Raghubala, Hotel housekeeping Operations and Management ,First 2007,Oxford University Press, YMCA library Building, Jai singh Road, New Delhi,
- Professional management of Housekeeping operations, Robert J. Martin,; John Wiley and Sons, New York.
- Hotel Hostel and Hospital Housekeeping, John C. Branson/Margaret Lennox, Edward Arnold Ltd. London (ELBS)
- Hotel Housekeeping Training manual, Sudhir Andrews; Tata Mc Graw Hill - Delhi
- Professional Housekeeping, Tucker Schneider, VNR
- Housekeeping Management for Hotels and Residential Management, Rosemary Hurst; Heinemann
- Accommodation and Cleaning Service Vol. I and II, David / Allen,; Hutchinson.
- Managing H.K. Operations, Margaret Kappa.
- Housekeeping for Hotels, Motels, Hospitals, Clubs and Schools, Grace Brigham; Arnold Hienman, Indiana.
- Andrews S., Hotel Front Office Training Manual, Tata Publishing Company Limited 1982.
- D. Collins, Accommodation Operations, Plymouth Macdonald Evans, 1967.
- S. K. Bhatnagar, Front office Management, Frank Brothers, and Co. (Publisher

Limited)

- Tewari. Jatashankar R., Hotel Front office Operations and Management, Oxford Publication,.

(Semester VI) BSc HS T 604
Financial Management

THEORY : 60
SESSIONAL: 40
TOTAL: 100

Lecture: 3 Hours per Week
Credit 03

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

	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	<p>Marginal and Standard Costing</p> <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 	10
VI	<p>Operation and Operating Cost:</p> <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. 	10
		60

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	--	--

(Semester VI) B.Sc HS T 605

Human Resource Management

Theory – 60

Internal -40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	C O N T E N T	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:

1. Stoner, James, A.F., MANAGEMENT Eaglewood Cliffs, New Jersey,
2. Knoontz O'Donnel and Weirich, MANAGEMENT, International students edition, McGraw hill.
3. Boella, M.J., Personnel Management in the hotel and catering Industry, Hutetinson,

London.

4. Ahuja K.K. Personnel Management, Kalyani Publisher, New Delhi
5. Hotel Industry, Frank Bros. and Co. (Publishers) Ltd.

(Semester VI) BSC HS 606
Marketing Management

Theory – 60
Internal -40

Total – 100

Lecture: 3 Hours per Week
Credit 03

UNIT	C O N T E N T	MARKS
I	Market and Marketing Meaning and Definition of market Types of Market Meaning and Definition of marketing Origin of Marketing Marketing Concept Evolution Marketing Concept	10
II	Marketing Mix Benefits of Marketing Mix Meaning and Definition of Marketing environment Market Analysis Market Demand Meaning and types Storages and ware houses - storages situation, advantages and essentials of good storages.	10
III	Market Segmentation - Meaning Developing Target Market Strategy Criteria for Segmentation Hotel Market Segmentation	10
IV	Market Research Definition of Market Research Process of Market Research Trends in Marketing Research Basic Concept and Methods of Marketing Research	10
V	Marketing of Consumer / Service Goods Definitions of features and classification of consumer / Service goods Product planning and development Product Concept Product life cycle Channels of distribution.	10
VI	Buyer Behavior / Consumer Behavior and Sales Promotion Buyer behavior Buying motives Buyer behavior theory- psychological theory and psychoanalytic theory Buying decision process Meaning and definition Objectives of promotion Relation between promotion and marketing mix elements Sales promotion tools - coupons, brochures, point of purchase	10

Books Recommended

- Hospitality Sales and Marketing, Abbey, J.R.
- Modern Marketing Management, Davar
- Marketing Hospitality, Sales and Marketing for hotels, Motels and Resorts -
- Sales and Marketing for the travel professional, Faster D.C.
- Marketing Management, Kotler Philip
- Marketing for Hospitality and Tourism, Kotler. Philip
- Selling and Sales Management, Lonacaster G.
- Marketing and Sales Strategies for Hotel and Travel Trade, Nagi Jagmohan
- Modern Marketing, Pillai, R.S.

- Service Marketing, Rampal, M.K.
- Hospitality Marketing Management, Raid, R.D.

(Semester VI) BSC HS T 607

Tourism and Hospitality

Theory – 60

Internal -40

Total – 100

Lecture: 3 Hours per Week

Credit 03

UNIT	C O N T E N T	MARKS
I	Tourism through Centuries (India and World), Ancient, and Medieval and Modern history of tourism Factors influencing the growth of tourism, Globalization and Tourism.	10
II	Significance of Tourism, social, economic cultural – Definition of travel, Traveller, Visitor, Excursionist, Tourist, Picnic – Concept, leisure and business.	10
III	Typology and forms of tourism – International, Inbound, Outbound, interregional, intra regional, domestic, International, national and other forms Social tourism.	10
IV	Tourism an overview – components (5A's Attraction, Accessibility, Accommodation, Amenities and Activities), Tourism system and Elements of tourism (Leeper's Model) – Characteristics of Tourism, (Intangibility, Perishability, Variability, Inseparability, Heterogeneous, Characteristics of tourism products.	10
V	Tourism as an Industry: Multi-sectoral and multifaceted nature of tourism business – Linkages of tourism with other industries/Sectors. Roles of Government and Private sector in tourism development – Hospitality Industry, Skills / attributes required for successful Tourism and Hospitality Career.	10
VI	Brief introduction to tourism Suppliers: Accommodation, Travel, and Transportation industries. Role of Travel Agents, Tour Operators, NTOs, Information Centers – Career opportunities in Travel Tourism	10

Books Recommended

1. Pran Seth: Successful tourism Management (Vol. 1 and 2)

2. A.K Bhatia: International Tourism
3. A.K Bhatia: Tourism Management and Marketing.
4. Christopher.J. Hollway; Longman ; The Business of Tourism
5. Cooper, Fletcher et al, (1993), Tourism Principles and Practices, Pitman.
6. P.N. Seth: Successful Tourism Development Vol. 1 and 2, Sterling Publishers
7. Page, S: Tourism Management: Routledge, London
8. Glenn. F. Ross - The Psychology of Tourism (1998), Hospitality Press,
Victoria, Australia.

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.

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