

॥ सा विद्या या विमुक्तये ॥



स्वामी रामानंद तीर्थ मराठवाडा विद्यापीठ, नांदेड

“ज्ञानतीर्थ” परिसर, विष्णुपुरी, नांदेड - ४३१६०६ (महाराष्ट्र)

SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY NANDED

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वाणिज्य व व्यवस्थापन विद्याशाखेतर्गत येणाऱ्या संलग्नित महाविद्यालयातील **B. Sc. Hospitality Studies II year** चा पदवी स्तरावरील (सी.बी.सी.एस) पॅटर्न नुसारचा चा अभ्यासक्रम शैक्षणिक वर्ष २०२१-२२ पासून लागू करण्याबाबत.

प रि प त्र क

या परिपत्रकान्वये सर्व संबंधितांना कळविण्यात येते की, वाणिज्य व व्यवस्थापन विद्याशाखेच्या दिनांक २९/०५/२०२१ रोजीच्या बैठकीतील शिफारशीनुसार व मा. विद्यापरिषदेच्या दिनांक १२/०६/२०२१ रोजी संपन्न झालेल्या बैठकीतील विषय क्र.२८/५१-२०२१, च्या ठरावानुसार वाणिज्य व व्यवस्थापन विद्याशाखेतील **B. Sc. Hospitality Studies II year (CBCS Pattern)** नुसारचा अभ्यासक्रमास शैक्षणिक वर्ष २०२१-२२ पासून लागू करण्यास मान्यता देण्यात आली आहे.

सदरील परिपत्रक व अभ्यासक्रम प्रस्तुत विद्यापीठाच्या www.srtmun.ac.in या संकेतस्थळावर उपलब्ध आहे. तरी सदरील बाब ही सर्व संबंधितांच्या निदर्शनास आणून द्यावी, ही विनंती.

‘ज्ञानतीर्थ’ परिसर,
विष्णुपुरी, नांदेड - ४३१ ६०६.
जा.क्र.: शैक्षणिक-०१/परिपत्रक/वाणिज्य व व्यवस्थापन
२०२१-२२/८३
दिनांक : २४.०७.२०२१.



आपली विश्वासू,
स्वाक्षरित/-
सहा-कुलसचिव
शैक्षणिक (१-अभ्यासमंडळ) विभाग

प्रत माहिती व पुढील कार्यवाहीस्तव :

- १) मा. अधिष्ठाता, वाणिज्य व व्यवस्थापन विद्याशाखा, प्रस्तुत विद्यापीठ.
- २) मा. सहयोगी अधिष्ठाता, वाणिज्य व व्यवस्थापन विद्याशाखा, प्रस्तुत विद्यापीठ.
- ३) मा. कुलसचिव यांचे कार्यालय, प्रस्तुत विद्यापीठ.
- ४) मा. संचालक, परीक्षा व मुल्यमापन मंडळ, यांचे कार्यालय, प्रस्तुत विद्यापीठ.
- ५) प्राचार्य, सर्व संबंधित संलग्नित महाविद्यालये, प्रस्तुत विद्यापीठ.
- ६) सिस्टम एक्सपर्ट, शैक्षणिक विभाग, प्रस्तुत विद्यापीठ यांना देवून कळविण्यात येते की, सदरील परिपत्रक विद्यापीठाच्या संकेत स्थळावर प्रकाशित करावे.



**SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY,
NANDED-431606, MS, INDIA**

Faculty of Commerce and Management

B.Sc. Hospitality Studies II YEAR (III SEMESTER)

CBCS (Choice Based Credit System) Revised

SYLLABUS

W.e.f. 2021-2022

Paper No.	Name of the Theory Paper	Lecturer / Week	Total Periods	Continuous Assessments (CA)	End of Semester Exam (ESE)	Total Marks	Credits
HS - 301	Quantity Food Production	04	50	25	50	75	03
HS - 302	Beverage Service	04	50	25	50	75	03
HS - 303	Accommodation Service	04	50	25	50	75	03
HS - 304	French & Communication Skills	04	50	25	50	75	03
HS - 305	Hotel Law	04	50	25	50	75	03
HS - 306	Hotel Accounting	04	50	25	50	75	03
Practical							
HSP - 301	Quantity Food Production	04	20	--	25	25	01
HSP - 302	Beverage Service	03	20	--	25	25	01
HSP - 303	Accommodation Service	03	20	--	25	25	01
HSP - 304	French & Communication Skills	03	20	--	25	25	01
SEC - I	Hot & Cold Beverage OR Bakary & Confectionary	03	20	25	25	50	02
Total						600	24



B.Sc. H.S. Second Year Semester III Syllabus (w.e.f.2021-22)

(CBCS Patterns) Revised

Paper No. HS – 301

Quantity Food Production

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	25
Total	100
Total Credit	04

Unit 1. Quantity Food Menu Planning 10 Marks

- 1.1 Industrial and institutional catering,
- 1.2 Parameters for quantity food
- 1.3 Menu planning,
- 1.4 Hospital Catering

Unit 2. Food Operation Controlling 10 Marks

- 2.1 Purchase Specification
- 2.2 Standardize recipes
- 2.3 Convenience foods

Unit 3. Storage of Food 10 Marks

- 3.1 Principles of dry
- 3.2 wet & refrigerated storage
- 3.3 Layouts of stores, Danger Zone
- 3.4 Food Spoilage – Detection & prevention Cross Contamination

**Unit 4. Fish Mongery and Meat Cookery (Lamb/Beef/
Pork) 10 Marks**

- 4.1 Introduction of fish, Classification of fish, cuts of fish,
- 4.2 Selection of fish, storage of fish,
- 4.3 cooking of fish (Effect of heat & suitability)



- 4.4 Selection of beef, mutton , chicken, pork
- 4.5 factors affecting quality & tenderness,
- 4.6 Cuts of meat & there uses, cooking of meat (effect of heat)
- 4.7 offal's

Unit 5:- Introduction to Bakery (Cake & Bread) 10 Marks

- 5.1.Role of ingredients
- 5.2 Methods of making..
- 5.3 Principles of making
- 5.4 Bakery Equipment's
- 5.5 Cake & Bread Faults

HSP -301 Practical:-

- 1) 20 quantity food production menu with stress on Indian regional cuisine Snacks & Industrial menu.
- 2) Cake using different methods

Reference Books:-

- 1. Practical Cookery- Victor Ceserani& Ronald Kinton, ELBS
- 2. Theory of Catering- Victor Ceserani& Ronald Kinton, ELBS
- 3. Theory of Catering- Mrs. K. Arora, Franck Brothers
- 4. Modern Cookery for Teaching & Trade vol I & II– Ms.Thangam Philip
- 5. The Book of Ingredients- Jane Grigson rient Longman
- 6. The Professional Chef (4th Edition)- Le Rol A, Polson
- 7. Food Commodities- Bernard Davis



B.Sc. H.S. Second Year Semester III Syllabus (w.e.f.202122)

(CBCS Patterns) Revised

Paper No. HS-302

Beverage Service

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	25
Total	100
Total Credit	04

Unit 1. Wines

10 Marks

- 1.1 Definition and history of wines
- 1.2 Classification of wines (still, sparkling, fortified)
- 1.3 Methods of manufacturing of wines
- 1.4 Introduction to Principle wine
- 1.5 Storage and service of wines,
- 1.6 Food and wine combination,
- 1.7 Reading a wine label

Unit 2. Aperitifs

10 Marks

- 2.1 Vermouth types
- 2.2 Campari
- 2.3 Byrrth
- 2.4 Angostura
- 2.5 Pernod
- 2.6 St Raphael

Unit 3. Distilled Beverage

10 Marks

- 3.1 Definition & origin of various spirits,
- 3.2 Manufacturing process of Whisky
- 3.3 Manufacturing process of Rum
- 3.4 Manufacturing process of Vodka
- 3.5 Manufacturing process of Brandy
- 3.6 Manufacturing process of Gin



3.7 Manufacturing process Tequila

3.8 Study of various domestic & international brand names

Unit 4. Liqueurs

10 Marks

4.1 Types of Liqueurs

4.2 Manufacturing Process of Liqueurs

Unit 5. Bar Operation

10 Marks

5.1 Introduction to Bar

5.2 Bar Layouts

5.3 Bar equipments

5.4 Introduction to cocktails

5.5 Type's cocktails Examples

HSP – 302 PRACTICAL

1. Menu Compilation (5-7 course) with appropriate wines

2. Service standards of various types of wine w r t serving temperature,
Glassware

3. Preparation of wine list

4. Service of beer

5. Service of specification of various distilled spirits

6. Service of liquers

Suggested Books

1. Spirits & Liqueur – Rosalind cooper

2. AHMA Series II

3. The Book of Wine – Stuart Walton

4. Pocket wine book – Johnson hugh

5. Wine appreciation – Andrew Dukan

6. The Penguin Wine book – Pamela Vinoyka



B.Sc. H.S. Second Year Semester III Syllabus (w.e.f.202122)

(CBCS Patterns) Revised

Paper No. HS - 303

Accommodation Service

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	25
Total	100
Total Credit	04

Unit 1:- Flower Arrangement

10 Marks

- 1.1 Principles of Flower Arrangement
- 1.2 Different types of flower & foliage used
- 1.3 Types of Flower Arrangement
- 1.4 Equipment used in Flower Arrangement
- 1.5 Points to be observed while making a good arrangement
- 1.6 Arrangements to suit various sites and occasions in the hotel.

Unit 2:- Linen Room

10 Marks

- 2.1 Linen Purchase Criteria
- 2.2 Linen Storage Procedure
- 2.3 Linen Control Procedure
- 2.4 Par Stock
- 2.5 Layout of Linen Room, & its Ideal Location
- 2.6 Records Maintain by Linen Room

Unit 3:- Uniform

10 Marks

- 3.1 Selection & Designing of Uniforms
- 3.2 Care & Maintenance of Uniforms
- 3.3 Uniforms exchange Procedure
- 3.4 How Many Set As Per Department

Unit 4:- Laundry

10 Marks

- 4.1 Layout Of Laundry
- 4.2 Knowledge of Laundry Equipment
- 4.3 Laundry Cleaning agent & Detergent



- 4.4 Stain Removal
- 4.5 Dry Cleaning Procedure
- 4.6 Guest Laundry Procedure

Unit 5:- Departure

10 Marks

- 5.1 Departure Notification
- 5.2 Group Check – Out
- 5.3 Express Check – Out
- 5.4 Methods Of Payments
 - 5.4.1 Cash Settlement – Indian & Foreign Currency
 - 5.4.2 Cheque Settlement – Personal Cheque & Travelers Cheque
 - 5.4.3 Credit Card Settlement – Credit Card & Bill to Company
 - 5.4.4 Other Methods of Payment
- 5.5 Post Departure

HSP – 303 PRACTICALS Housekeeping:

1. Identification of flowers & foliage used in flower arrangement
2. Basic flower arrangement
3. Recycling of potted plants- identification of indoor & outdoor garden plants.
4. Use of washing machine –
 - 4.1. Laundering procedure of various fabrics
 - 4.2. Sorting of laundry
 - 4.3. Starching,
 - 4.4. Bluing& ironing
5. Monogramming & mending & patchwork Identification of fibers
6. Identification of Hotel Uniform Fabrics
7. Introduction to Laundry Equipments- Visits a hotel Laundry, Planning & Designing a laundry for different size of a hotel/organization
8. Stain removal procedure
9. Visit to hotel & various show rooms to familiarized student with different type of Fabric used. & functioning of housekeeping section.

PRACTICALS Front Office:

1. Express Check – out Procedure
2. Travelers Cheque Handling Procedure
3. Some Based on Theories



REFERENCE BOOKS

Housekeeping:-

1. Hotel Housekeeping Operation & Management – G. Raghubalan
2. Housekeeping Training Manual- Sudhir Andrews, Tata McGraw Hill
3. Hotel, Hostel & Hospital House Keeping – Joan C. Branson, Margaret Lennox

Front Office:-

1. Check in Check out – (Jerome Vallen)
2. Hotel Front Office Training Manual- Sudhir Andrews, Tata McGraw Hill
3. Principles of hotel front office operation (Sue Baker P. Bradley, J. Huyton)
4. Hotel Front Office (Bruce Braham)
5. Managing front office operation (Michael Kasavana, Charles Steadmon)
6. Front office procedure & management (Peter Abbott)
7. Front Office Operation/ Accommodation Operation (Colin Dix)
8. Front Office Operations & Administration (Denis Foster)



B.Sc. HOSPITALITY STUDIES CBCS NEW SYLLABUS w.e.f. 2021-2022

B.Sc. H.S. Second Year Semester III Syllabus (w.e.f. 2021 - 22)

(CBCS Patterns) Revised

Paper No. HS - 304

French & Communication Skills

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	25
Total	100
Total Credit	04

Chapter 1:- General French 10 Marks

- 1.1 Pronunciation,
- 1.2 The Alphabet,
- 1.3 The Access, Numbers (0 to 100), Cardinal, Ordinal,
- 1.4 Time (Only 24 Hrs Clock),
- 1.5 Days of week, Month of the year, date,
- 1.6 Weight & Measurement, 'Formulas de Politesse', Colour

Chapter 2:- French Grammar 10 Marks

- 2.1 Conjugation of verbs in the present tense relevant to
The hotel industry (only 'je' & 'vous' forms)

Chapter 3:- Food Production 10 Marks

- 3.1 The Kitchen Brigade,
- 3.2 Ingredients used in the kitchen,
- 3.3 Dairy Products & French Cheese
- 3.4 Vegetable & Fruits,
- 3.5 Herbs & Spices,
- 3.6 Poultry, Fish & Meat,
- 3.7 Cereals,
- 3.8 Seasoning & Culinary Terms in French

Chapter 4:- Food & Beverage Service 10 Marks

- 4.1 Restaurant Brigade,
- 4.2 The French Classical Menu (17 course) with classic Example of each course,
- 4.3 Wines terminology & meaning in brief



- 4.4 Wines of France,
- 4.5 Reading a Wine Label,
- 4.6 Laying a Cover.

Chapter 5:- Room Division

10 Marks

- 5.1 Housekeeping Brigade,
- 5.2 Front office Brigade,
- 5.3 Communication- Hotel reception,bar/ restaurant

HSP- 304 Practical :

1. Dialogue / Conversion

At the front desk, travel & tourism enquiries

At the restaurants and bar

2. French Classical Menu

Suggest a Menu

Read a given menu

Give example of dishes in a particular course

3. Wine

Read a wine label.

Wine terminology

4. Culinary Terms

Give the correct French culinary terms

Reference Book

- 1. Work Book
- 2. French for Hotel Management & Tourism Industry – S Bhattachary
- 3. F& B Service - Lillicrap& John Cousines, Robert Smith
- 4. Modern Cookery Vol _I - Thangam Philip



B.Sc. HOSPITALITY STUDIES CBCS NEW SYLLABUS w.e.f. 2021-2022

B.Sc. H.S. Second Year Semester III Syllabus (w.e.f. 2021 - 22)

(CBCS Patterns) Revised

Paper No. HS - 305

Hotel Law

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	--
Total	75
Total Credit	03

Unit 1:- Licenses & Permits and Shop & Establishment Act 10 Marks

- 1.1 Necessary Licenses & Permits to start and operate Business of Hotel Catering
- 1.2 Introduction & Objectives of Shop & Establishment Act
- 1.3 Opening & closing hours of eating houses/ Restaurants, Residential hotels
- 1.4 Shops & commercial establishments, theatres or other places of public, Amusement or entertainment
- 1.5 Penalty offences

Unit 2:- PFA Act, 1954 10 Marks

- 2.1 Introduction & Objectives of Act
- 2.2 Definition of Food
- 2.3 Meaning of Adulterant
- 2.4 Concept of Adulteration
- 2.5 Sale of Certain admixture prohibited
- 2.6 Duties & Responsibilities of Food Inspector
- 2.7 Procedure for Sampling, Analysis and Punishment

Unit 3:- The Consumer Protection Act, 1986 10 Marks

- 3.1 Who is consumer ?
- 3.2 Objectives of Consumer Protection Act ?
- 3.3 Features of the Consumer Protection Act, 1986
- 3.4 Remedies for deficiency in services
- 3.5 The Eight (8) Basic Consumer Rights



Unit 4:- Tourism Law and Regulation

10 Marks

- 4.1 Inbound, Outbound Travel Regulations
- 4.2 Economic Regulations
- 4.3 Health Regulation
- 4.4 Law and Order Regulation
- 4.5 Accommodation and Catering Regulation
- 4.6 National Tourism Policies - The National Action Plan 1992

Unit 5:- The Payment of Wages Act, 1936

10 Marks

- 5.1 Introduction & Objectives of Act
- 5.2 Responsibilities of payment of wages
- 5.3 Fixation of wage Period
- 5.4 Deduction which may be made from wages
- 5.5 Penalty for Offence

Recommended Books

- 1. Prevention of Food Adulteration - Shri Rohit Upadhyay
- 2. Personal Management and Industrial Relations - D.C. Shejwalkar and Adv. Shrikant Malegaonkar
- 3. The Law of Contract - Dr Avtar Singh
- 4. Universal's Practical Guide To Consumer Protection Law - Shri Anup K Kaushal
- 5. Social Security Law in India - Shri Debi S. Saini
- 6. Commercial and Industrial Law - N. D. Kapur
- 7. Principles of Hospitality Law - Michael Boella and Alan Pannett



B.Sc. H.S. Second Year Semester III Syllabus (w.e.f. 2021 - 22)

(CBCS Patterns) Revised

Paper No. HS - 306

Hotel Accounting

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	--
Total	75
Total Credit	03

Unit 1: Introduction to Accounting 10 Marks

- 1.1 Terms and terminologies used in Accounting, Definition
- 1.2 Objectives and Importance of Accounting and Hotel Accounting

Unit2 : Principles of Double Entry System of Book-keeping 10 Marks

- 2.1 Nature, Advantages and Principles,
- 2.2 Classification of Accounts, Rules of Debit and Credit

Unit 3: Journal and Ledger and Subsidiary Books 10 Marks

- 3.1 Practical problems on Journalizing- simple and combination entries,
- 3.2 Posting into Ledger & Balancing of Ledger Accounts
- 3.3 Advantage, Format of Subsidiary books,
- 3.4 Practical problems on preparation of Purchases, Sales, Returns and Special Functions Books.

**Unit 4: Trial Balance and Final accounts of Small hotels and Restaurants
10 Marks**

- 4.1 Importance, Purpose and advantages,
- 4.2 Practical problem on preparation of Trial balance,
- 4.3 Need for preparation of Trading account
- 4.4 Profit and Loss account and Balance Sheet
- 4.5 Practical problems on Trading account
- 4.6 Profit and Loss account and Balance Sheet with following adjustments only:
Closing stock, Outstanding and Prepaid expenses
- 4.7 Accrued and Pre- received incomes
- 4.8 Depreciation of fixed assets and Staff meals.



Unit 5: Introduction to Joint Stock and Company Final Accounts 10 Marks

5.1 Definition, Characteristics & Advantages

5.2 Meaning, Definition and Types of Shares and debentures

5.3 Preparation of Trading, Profit and Loss

5.4 Profit and Loss Appropriation Accounts & Balance Sheet with provisions of Companies Act including writing off of Miscellaneous Expenses, Proposed dividend, Provision for Taxation and Transfer to Reserves.

Reference Books

1. Double entry Book-keeping -T.S.GrewalEleventh Revised 2004 S. Chand & Sons 23, Daryaganj New Delhi-2
2. Hotel Accountancy & Finance- S.P Jain & K.L Narang First 1999 Kalyani Publishers B1/1292,Rajinder Nagar, Ludhiana
3. Hotel Accounting &Financial Control - OziD’CunhaGlesonOziD’Cunha – Fist-2002- Dickey Enterprises ,Kandivali (W) Mumbai
4. Book Keeping& Accountancy – L.N.Chopde, D.H.Choudhari- Fourteenth 1999- Sheth Publishers Pvt. Ltd. Mumbai
5. Accounting in the Hotel & Catering Industry – Richard Kotas – Four – 1981- International Textbook Company



SEC I-A

B. Sc Hospitality Studies II year III semester

Hot & cold Beverages.

Credits: 02

Marks: 50 (External 25, Internal 25)

- Preparation of different types of coffees
- Preparation of different types of Juices
- Preparation of different types of Mock tails
- Preparation of different types of Milkshakes

SEC I-B

B. Sc Hospitality Studies II year III semester

Bakery and confectionary

Credits: 02

Marks: 50 (External 25, Internal 25)

Bakery and confectionary

- Sugar confectionery (fondants, soufflé, mousse fruits candy)
- Chocolate making (white chocolate, milk chocolate, dark chocolate, dry fruit chocolate)
- Baking of Basic sponge cake, muffins, cupcakes etc.



**SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY,
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Faculty of Commerce and Management

B.Sc. Hospitality Studies II YEAR (III SEMESTER)

CBCS (Choice Based Credit System) Revised

SYLLABUS

W.e.f. 2021-2022

Paper No.	Name of the Theory Paper	Lecturer / Week	Total Periods	Continuous Assessments (CA)	End of Semester Exam (ESE)	Total Marks	Credits
HS - 401	Specialized Food Production	04	50	25	50	75	03
HS - 402	Food & Beverage Service Management	04	50	25	50	75	03
HS - 403	Accommodation Operation	04	50	25	50	75	03
HS - 404	Business Communication & Personality Development	04	50	25	50	75	03
HS - 405	Hospitality Marketing	04	50	25	50	75	03
HS - 406	English Grammar & Communication Skills - III	04	50	25	50	75	03
Practical							
HSP - 401	Specialized Food Production	04	20	--	25	25	01
HSP - 402	Food & Beverage Service Management	03	20	--	25	25	01
HSP - 403	Accommodation Operation	03	20	--	25	25	01
HSP - 404	Business Communication & Personality Development	03	20	--	25	25	01
SEC - II	Starting up New Establishment OR Environmental Friendly Hotel	03	20	25	25	50	02
Total						600	24

**B.Sc. H.S. Second Year Semester III Syllabus (w.e.f.2021-22)****(CBCS Patterns) Revised****Paper No. HS – 401****Specialized Food Production**

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	25
Total	100
Total Credit	04

Unit 1. Charcutiere 10 Marks

- 1.1 Sausages - Introduction, classification, composition.
- 1.2 Forcemeat – Types, preparation & uses.
- 1.3 Ham/Bacon/ Gammon – Differentiate between & uses.
- 1.4 Galantine/Pates/Terrines – Types, Making, Uses

Unit 2. Larder 10 Marks

- 2.1 Introduction and Equipment used in larder section.
- 2.2 Layouts of larder section,
- 2.3 Essential of larder control.
- 2.4 liaison with other department, preparation of cold buffet

Unit 3. Hors D' Oeuvre 10 Marks

- 3.1 Importance and meaning
- 3.2 Classification of Hors D' Oeuvre.
- 3.3 Classical Hors D'Oeuvre

Unit 4. Salad and Sandwich & Canapé 10 Marks

- 4.1 Introduction, and classification of salad
- 4.2 Salad Dressing, classical salads, parts of sandwich.
- 4.3 types of bread used.
- 4.4 Types of fillings, spreads and garnishes.



4.5 Types of sandwich

Unit 5. Pastries

10 Marks

5.1 Role of Ingredients.

5.2 classification, Preparation Methods.

5.3 bakery, Culinary terms

HSP - 401 Practical:- Individual food practical of 20 advance Indian and continental Food menu with bakery based dessert

Reference books :-

1. Practical cookery- Victor caserne & Ronald kin ton, ELBS
2. Theory of catering- Victor caserne & Ronald kin ton, ELBS
3. Theory of catering- Mrs.k.arora, Frank brothers
4. Modern cookery for teaching&Trade vol 1-M sThangamPhilip
5. The professional chef (4 edition) –Le rol A. Polson
6. The book of Ingredients- janegrigson
7. - Michael colleer& Colin saussams Success in principles in catering

B.Sc. H.S. Second Year Semester IV Syllabus (w.e.f. 2021 - 22)

(CBCS Patterns) Revised

Paper No. HS - 402

FOOD & BEVERAGE SERVICE MANAGEMENT

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	25
Total	100
Total Credit	04

Unit 1. Gueridon Service **10 Marks**

- 1.1 Introduction of gueridon service
- 1.2 Origin of gueridon service,
- 1.3 Development of gueridon service,
- 1.4 Types of gueridon service,
- 1.5 Special equipment,
- 1.6 Special technique,
- 1.7 Importance of gueridon service,
- 1.8 Step by step Item prepare on gueridon service

Unit 2. Bar Management **10 Marks**

- 2.1 Cellar records,
- 2.2 Bar control,
- 2.3 licenses and legal records

Unit 3. Food & Beverage control **10 Marks**

- 3.1 Objectives and Obstacles of Food & Beverage control,
- 3.2 Food & Beverage control cycle

Unit 4. Inventory Control **10 Marks**

- 4.1 Basic cost control,
- 4.2 Check list,
- 4.3 ROL, ABC Analysis, EOQ

Unit 5. Revenue Control **10 Marks**

- 5.1 Purpose of revenue control system,
- 5.2 System of revenue control,
- 5.3 Flow chart of F&B check



B.Sc. HOSPITALITY STUDIES CBCS NEW SYLLABUS w.e.f. 2021-2022

HSP- 402 Practical's: -

1. Mise-en-place for serving a dish from gueridon service
2. Showing various preparation technique
(Carving, Joining, Filleting & Flambé)

Suggested Books

1. Food and beverage service- lillicrap
2. Professional Table Service- Sylvia Meyer
3. Catering Management – R. S. Nathniel



B.Sc. HOSPITALITY STUDIES CBCS NEW SYLLABUS w.e.f. 2021-2022

B.Sc. H.S. Second Year Semester IV Syllabus (w.e.f. 2021 - 22)

(CBCS Patterns) Revised

Paper No. HS - 403

Accommodation Operation

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	25
Total	100
Total Credit	04

Unit 1:- Housekeeping Supervision

10 Marks

- 1.1 Intra & Inter Departmental Communication
- 1.2 Cleaning Frequencies
- 1.3 Preparation room for VIP & VVIP Guest
- 1.4 Special Events & Functions
- 1.5 Guest Room Investigation
- 1.6 Duty Roaster
- 1.7 Time & Motion Studies

Unit 2:- Safety & Securities

10 Marks

- 2.1 Fire Prevention – Types & Causes
- 2.2 Accidents Prevention – Causes, Theft, Death In a Room
- 2.3 Over all Security In Hotel Room & Public Area
- 2.4 Role of Housekeepers
- 2.5 First-aid and its remedies

Unit 3:- Registration & Reception Work

10 Marks

- 3.1 Registration Procedure for Individual
- 3.2 Registration Procedure for Group
- 3.3 Receiving Guest – Filling the Guest Registration Card, Notification Slip, Forms, Records etc.
- 3.4 Used for Purpose of Registration. Ex. – Information Rack, Room Rack, Mail Rack, Key Racks etc.
- 3.5 Use Of Guest history Card
- 3.6 Dealing with Walk-In Guest & Crew Arrival



3.7 Wakeup Call Procedure

3.8 No Show

Unit 4:- Luggage Control & Bell desk

10 Marks

4.1 Guest Luggage Handling Procedure

4.2 Left – Luggage Procedure

4.3 Scanty Baggage Arrival

4.4 Other Duties of Bell Boy & Bell Captain

Unit 5:- Front Office Information

10 Marks

5.1 Types of mail and Mail Handling Procedure

5.2 Answering Enquiries Regarding Guest

5.3 Paging

5.4 Giving Useful Information about Hotel Dept. Peoples, Functions in Hotel

5.5 Back Office Information

HSP – 403 PRACTICALS Housekeeping:

1. Guest Room Investigation
2. Duty Rotes
3. Time & Motion Studies
4. Use of First-aid
5. Some Based on Theories

PRACTICALS Front Office:

1. Registration Procedure for Individual
2. Registration Procedure for Group
3. Dealing with Walk-In Guest
4. Guest Luggage Handling Procedure
5. Answering Enquiries Regarding Guest
6. Scanty Baggage Arrival

REFERENCE BOOKS

1. Hotel Housekeeping Operation & Management – G. Raghubalan
2. Housekeeping Training Manual- Sudhir Andrews, Tata McGraw Hill
3. Hotel, Hostel & Hospital House Keeping –

REFERENCE BOOKS SECTION II

1. Check in Check out – (Jerome Vallen)
2. Hotel Front Office Training Manual- Sudhir Andrews, Tata McGraw Hill
3. Hotel Front Office (Bruce Braham)



B.Sc. HOSPITALITY STUDIES CBCS NEW SYLLABUS w.e.f. 2021-2022

4. Front office procedure & management (Peter Abbott)
5. Front Office Operation/ Accommodation Operation (Colin Dix)
6. Front Office Operations & Administration (Denis Foster)

**B.Sc. H.S. Second Year Semester IV Syllabus (w.e.f. 2021 - 22)****(CBCS Patterns) Revised****Paper No. HS - 404****Business Communication & Personality Development**

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	25
Total	100
Total Credit	04

Unit 1:-Concept of Business Communication**10 Marks**

- 1.1 Meaning & Definition of Business Communication
- 1.2 Scope of Business Communication
- 1.3 Nature of Business Communication
- 1.4 Objective of Business Communication
- 1.5 Characteristics of Business Communication
- 1.6 Importance of Business Communication

Unit 2:- Classification of Communication**10 Marks**

- 2.1 Personal & Business Communication
- 2.2 Internal & External Communication
- 2.3 Upward & Downward Communication
- 2.4 Formal & Informal Communication
- 2.5 Mass & Grapevine Communication

Unit 3:- Personality Development**10 Marks**

- 3.1 Concept of Personality Development- Meaning & definition,
- 3.2 Personality Assessment
- 3.3 Traits (Qualities) of Personality
- 3.4 Personal skill & qualities
- 3.5 Corporate attire & grooming

Unit 4:- Leadership Development**10 Marks**

- 4.1 Leadership- Meaning & Definition



- 4.2 Importance of Leadership
- 4.3 Nature & Characteristics of Leadership
- 4.4 Leadership style

Unit 5:- Interview Skills & Presentation Skills Development 10 Marks

- 5.1 Meaning & Definition of Interview
- 5.2 Principles of Interview
- 5.3 Types of Interview
- 5.4 Meaning & Definition of Presentation.
- 5.5 Principles of Presentation
- 5.6 Planning & Preparation for Effective Presentation

HSP-404 Practical :

- 1. GD (Group Discussion)
- 2. Presentation
- 3. Minutes Preparation
- 4. Demo Interviews
- 5. Telephone Communication Skills
- 6. Some Based on Theories

REFERENCE BOOKS

- 1. Fundamentals of Business Communication - Kumkum Bhardwaj (Author)
- 2. Business Communication– 1 Dec 2013 - M. K. Sehgal (Author)
- 3. Personality Development Guide For Students - J.M. Mehta (Author)
- 4. 50 Mantra's of Personality Development - Aarti Gurav (Author)
- 5. Personality Development And Communication Skills – Varinder Kumar



B.Sc. HOSPITALITY STUDIES CBCS NEW SYLLABUS w.e.f. 2021-2022

B.Sc. H.S. Second Year Semester IV Syllabus (w.e.f. 2021 - 22)

(CBCS Patterns) Revised

Paper No. HS – 405

HOSPITALITY MARKETING

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	---
Total	75
Total Credit	03

Unit 1: The Concept Of Marketing and Marketing Mix With reference to Products & Service 10 Marks

- 1.1 Introduction Definition,
- 1.2 Core Concept of Marketing
- 1.3 Over marketing concept,
- 1.4 4 P's of marketing,
- 1.5 3 P' of service

Unit 2: Features & Characteristics Of Services 10 Marks

- 2.1 Intangibility,
- 2.2 Inseparability,
- 2.3 Variability (Heterogeneity),
- 2.4 Perish ability,
- 2.5 Ownership

Unit 3: Consumer Behavior & Factors Affecting It 10 Marks

- 3.1 Definition,
- 3.2 Process,
- 3.3 Factors affecting- Cultural, Social, Personal, Psychological

Unit 4: Market Segmentation and the Product Concept 10 Marks

- 4.1 Geographic Segmentation,
- 4.2 Demographic segmentation,
- 4.3 Psychographic
- 4.4 Segmentation, Behavioral segmentation,
- 4.5 Product Life Cycle,
- 4.6 New Product Development



Unit 5: Promotional Mix and Marketing Organization in a Hotel

10 Marks

- 5.1 Advertising,
- 5.2 personal Selling,
- 5.3 Sales Promotion,
- 5.4 Publicity & Public relations,
- 5.5 Duties & Responsibilities at Different Level of marketing organization

Reference:-

- 1) Market Management – Philip Kotler
- 2) Hotel Marketing – Jha
- 3) Hotel & Food Service Marketing – FranciesButtle



B.Sc. HOSPITALITY STUDIES CBCS NEW SYLLABUS w.e.f. 2021-2022

B.Sc. H.S. Second Year Semester IV Syllabus (w.e.f. 2021 - 22)

(CBCS Patterns) Revised

Paper No. HS – 406

English Grammar & Communication Skills

Number of Lecturer	50
End of Semester Exam (University)	50
Continuous Assessments (Internal)	25
End of Semester Practical Exam (University)	---
Total	75
Total Credit	03

Learning Objectives:

The overarching objective of this Curriculum is to promote high standards of literacy by equipping pupils with a strong command of the written and spoken word:

- 1) Acquire a wide vocabulary, an understanding of grammar and knowledge of linguistic conventions for reading, writing and spoken language.
- 2) To develop the skills of speaking, listening, reading, writing, by conducting classroom activities prescribed in the curriculum.
- 3) To make evident the use of English language for shaping and making meaning according to purpose, audience and context.
- 4) To help the learners for acquiring ways of expressing themselves correctly and their relationships with others and their world.
- 5) Write clearly, accurately and coherently, adapting their language and style in and for a range of contexts, purposes and audience

Intended outcomes:

- 1) Through the course on linguistic skills, the learners will begin to use the English language in the best possible manner.
- 2) Through the close study of grammar texts, students will develop knowledge, understanding and skills in order to communicate effectively in English.
- 3) Learners will value and appreciate the importance of the English language as a key to learning.
- 4) Learners will gain the personal enrichment from study of language theories in English.
- 5) Learners will acquire ability to communicate orally and in writing.

Unit 1: Word Classes

10 Marks

1.1 Open Word Classes

1.2 Closed Word Classes

1.3 Nouns, Verbs (Lexical), Adverbs, Adjectives



1.4 Determiners, Numerals, Pronoun, Prepositions, Auxiliary, Conjunctions, Interjections

Unit 2: Morphology

10 Marks

2.1 Morphemes: Bound and Free

2.2 Types of Affixes

2.3 Derivational and Inflectional

2.4 Morphological Analysis (Word analysis – Tree Diagram)

Unit 3: Phrases

10 Marks

3.1 Noun Phrase

3.2 Verb Phrase

3.3 Adjective Phrase

3.4 Adverb Phrase

3.5 Prepositional Phrase

Unit 4: Clauses

10 marks

4.1 Elements of Clause

4.2 Closed Word Classes

4.3 Subject, Verb, Object, Complement, Adverbial

Unit 5: Sentence

10 marks

5.1 Simple Sentence

5.2 Complex Sentence

5.3 Compound Sentence

5.4 Voice: Active & Passive

5.5 Speech: Direct & Indirect

5.6 Common Errors in English

Reference Books:

- A Practical English Grammar – A. J. Thomson & A.V. Martinet
- Highschool English Grammar and Composition – Wren & Martin
- Modern English Grammar (An Introduction) – L.S. Deshpande
- Essential English Grammar - Raymond Murphy
- English Without Texts - M. K. Deshpande



SEC II - A

B. Sc Hospitality Studies II year IV semester

Starting up New Establishment

Credits: 02

Marks: 50 (External 25, Internal 25)

- Housekeeper in a New Property
- System Procedure
- Orientation & Training

OR

SEC II - B

B. Sc Hospitality Studies II year IV semester

Environmental Friendly Hotel

Credits: 02

Marks: 50 (External 25, Internal 25)

- Environmental Friendly Housekeeping
- Waste Management
- Water Conservation
- Hotel Designing & Construction