

 Estd. 1962 "A++" Accredited by NAAC (2021) With CGPA 3.52	<b>SHIVAJI UNIVERSITY, KOLHAPUR</b> 416 004, MAHARASHTRA PHONE : EPABX - 2609000, BOS Section - 0231-2609094, 2609487 Web : <a href="http://www.unishivaji.ac.in">www.unishivaji.ac.in</a> Email: <a href="mailto:bos@unishivaji.ac.in">bos@unishivaji.ac.in</a> <b>शिवाजी विद्यापीठ, कोल्हापूर, ४१६ ००४, महाराष्ट्र</b> दूरध्वनी - इपीबीएक्स - २०६०९०००, अभ्यासमंडळे विभाग : ०२३१- २६०९०९४. २६०९४८७ वेबसाईट : <a href="http://www.unishivaji.ac.in">www.unishivaji.ac.in</a> ईमेल : <a href="mailto:bos@unishivaji.ac.in">bos@unishivaji.ac.in</a>	 
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Ref.No. SUK/BOS/ 539

Date: 23 /09/2024

To,

The Principal,

Manali's Institute of Hotel Management & Catering Technology,

Kasegaon, Tal. Walwa, Dist. Sangli.

**Subject : Regarding syllabi of B.Sc. Part-I Hotel Management (Sem I & II) under the Faculty of Inter- Disciplinary Studies.**

Sir/Madam,


With reference to the subject, mentioned above, I am directed to inform you that the university authorities have accepted and granted approval to the syllabi of **B.Sc. Part-I Hotel Management (Sem I & II)** under the Faculty of Inter-Disciplinary Studies. as per National Education Policy 2020. (NEP 2.0)

This syllabus and nature of question shall be implemented from the academic year 2024-2025 onwards. A soft copy containing the syllabus is attached herewith and it is also available on university website [www.unishivaji.ac.in](http://www.unishivaji.ac.in). NEP-2020@suk (Online Syllabus)

You are, therefore, requested to bring this to the notice of all students and teachers concerned.

Thanking you,

Yours faithfully,

  
 Dr. S.M.Kubal  
 (Dy Registrar)

Copy to:

1	Director, Board of Evaluation and Examination	7	Computer Centre / I.T.cell
2	The Dean, Faculty of IDS	8	Affiliation T.1 & T.2 Section
3	The Chairman, Respective Board of Studies	9	P.G.Admission
4	B.Sc. Exam Section	10	P.G.Seminar Section
5	Eligibility Section	11	Appointment A & B Section
6	Internal Quality Assurance Cell		

# **SHIVAJI UNIVERSITY, KOLHAPUR.**



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Grade Syllabus For

**B.Sc. Part- I**

## **HOTEL MANAGEMENT**

**(NEP-2020 PATTERN)**

**SEMESTER I AND II**

**(Syllabus to be implemented from July ,2024 onwards.)**

BACHELOR OF SCIENCE HOTEL MANAGEMENT  
COURSE STRUCTURE  
UNDER NATIONAL EDUCATION POLICY 2020

Title: The degree shall be titled as 'BACHELOR OF SCIENCE IN HOTEL MANAGEMENT

**PREAMBLE:**

The B.Sc. in Hotel Management programme has been scrupulously created to meet the ever growing demand for talent in the Hospitality industry in India. Hospitality is one of the most flexible, malleable and dynamic industries. This industry has constantly changed and evolved over the last few decades. Technology and innovation have been appropriately integrated to enhance guest experience regarding concepts of accommodation, food, beverages, restaurants and travel to meet the ever changing demand of contemporary consumers. As the world today is changing more and more and opportunities are being created for travel and hospitality jobs in India and globally. As per Hotel Association of India, the hospitality and tourism sector is expected to create approximately 50 million direct and indirect jobs over the next decade.

The growth of the hospitality sector today depends upon recruiting and retaining talented candidates for the core departments of Front Office, Food & Beverage Service, Housekeeping and Food Production. The industry strives to retain Hotel Managers, Food Service Managers, Hotel Revenue Managers, Executive Chefs, Executive Housekeepers. Event Managers are also in demand. In India and worldwide, as more and more hotels are coming up, there has been a surge of demand for candidates to join hotels at varied level positions.

The B.Sc. in Hotel Management programme under the NEP 2020 aims to contribute to providing a skilled and talented resource of men & women to meet the nonstop growing demand in the hospitality and tourism industry. In addition to helping students to hone their basic academic knowledge and skill levels, this Programme also aims to ensure

Has understood and has in him/her strong ethical values and principles and will be able to apply the same at his/her workplace.

Will develop a commitment to ethical conduct at his/her workplace.

Will be aware of his/her social responsibilities towards the nation in every way.

For Internships, the students will be sent to different hotels and will work as employees in different core areas. This real time exposure will provide them with the ability to apply the knowledge and skills acquired by them in college and gain insight

## B. Sc. Hotel Management

Sem. I & II

Academic Year 2024-25

### Objectives:

- 1 To develop an understanding of the different phrases used in hospitality.
- 2 To develop an understanding of the basic management principles.
- 3 To equip candidates with the knowledge of hospitality management and the services offered.
- 4 To enable candidates to distinguish between different departments of a hotel and to explain basic functions of each.
- 5 To enable candidates to describe and explain professional skills required in hospitality.
- 6 To create awareness regarding the emerging trends in hospitality establishments.
- 7 To develop the ability to classify hotels and describe the facilities available.
- To develop practical skills in operational areas for the hospitality industry.
- 8 To provide an educational foundation for a range of administrative and management careers in the hospitality industry.
- 9 To develop in the student, the ability to think logically, communicate clearly, develop an eye for detail, cost consciousness and optimum utilization of time, energy and materials.
- 10 To equip the student with a thorough understanding of the administrative production skills required. This includes maintenance of discipline, neat and pleasant appearance and high level of personal and job hygiene.
- 11 To provide skills to manage in a rapidly changing computerized environment and its effect in the hospitality industry. Also, to inculcate work ethics and adequate work habits essential for working in a team
- 12 To develop in the students' skills and personal qualities of general importance and Applicability in all aspects of working life.
- 13 To acquire skill for future management roles of various types of hospitality units and being
- 14 Aware and conscious of social responsibilities that an organization owes to its employees

### **B.Sc. Hotel Management Syllabus Program Outcomes:**

<b>PO's</b>	
➤	<b>Develop of the ability to articulate ,illustrates ,analyze ,and apply the knowledge of principles and framework regarding hospitality management to the solutions of realbusiness Issues.</b>
➤	<b>Study the restaurants, travel, and government and non-government agencies inaccordance with The competency standards.</b>
➤	<b>To analyses the situation, identifies problems, formula solutions and implements corrective and/ or mitigating measures and action management in to food service Andlodging operations.</b>
➤	<b>To develop ability to effectively communicate in technology facilitated environments,Especially in the business context and with society at large.</b>
➤	<b>To create identify entrepreneurial opportunities and leverage managerial &amp;Leadership skills for founding, leading &amp; managing start- as well as professionalizing and growing family businesses.</b>
➤	<b>To Unable the practice professional ethics ,provide leadership ,demonstrate personaland global responsibility ,and work effectively as team member</b>

#### **DURATION:**

The Bachelor of Science in **Hotel Management** Programme shall be A FULL TIME COURSE OF 3/4 YEARS – 6/8 SEMESTERS DURATION with 22 Credits per Semester. (Total Credits = 132/176)

#### **ELIGIBILITY FOR ADMISSION:**

The candidate who has qualified SENIOR SECONDARY SCHOOL EXAMINATION (10 + 2) OR EQUIVALENT from a recognized board/institutes eligible for admission for this course. The criteria for admission is as per the rules and regulations set from time to time by concerned departments, HEIs, university, government and other relevant statutory authorities.

#### **MEDIUM OF INSTRUCTION:**

The medium of instruction shall be ENGLISH

**EXAMINATION PATTERN:**

The pattern of examination will be Semester End Examination with Practical Internal Assessment/Evaluation. NOTE: Separate passing is mandatory for both, Semester End Examination and Internal Evaluation/Assessment. (Annexure-I)

**STRUCTURE OF PROGRAMME:**

(Credit Distribution Structure for with Multiple Entry and Exit Options B.Sc. - I in Hotel Management)

COURSE CATEGORY	ABBREVIATION (Only 2 Letters)	DESCRIPTION
MAJOR	Mandatory (MM)	Major – Mandatory Course
	Elective (ME)	Major – Elective Course
MINOR	Minor (MN)	Minor - Course
IDC/MDC/ GEC/OE	IDC (ID)	Interdisciplinary Course
	MDC (MD)	Multi-Disciplinary Course
	GEC (GE)	General Elective Course
	OE (OE)	Open Elective Course (Generic Course not from Major or Minor Category)
VSC/SEC	VSC (VS)	Vocational Skill Course
	SEC (SE)	Skill Enhancement Course
AEC/VAC/IKS	AEC (AE)	Ability Enhancement Course
	VAC (VA)	Value Added Course
	IKS (IK)	Indian Knowledge System
OJT/FP/CEP/CC/RP	OJT (OJ)	On Job Training
	FP (FP)	Field Project
	CEP (CE)	Community Engagement Project
	CC (CC)	Co-curricular Course
	RP (RP)	Research Project

**Nature of Question Paper as Per the CO's:**

Q#	Cognitive Abilities(COs)	Internal Options	Mark
Q.1	REMEMBERING	A: MCQ Type Que1 or Fill in the blanks	05
		B : Match the pair or True or False	05
Q.2	UNDERSTANDING	Answer in single line 5 out of 7 (1 marks each)	05
Q.3	APPLYING	Answer any 5 out of 7 (5marks)	25
		Total	40

**Conduct of Practical Examination (50 marks)**

Sr. No.	Evaluation type	Marks
1	Two best practical	20
2	Journal	10
3	Viva	10
4	Grooming	10
	Total	50

**Internal  
assessment – 10 marks**

Sr. No.	Evaluation type	Marks
1	One assignments /case study/projects	05
2	Active participation routine class instructional deliveries(case studies/seminars/presentation)	03
3	Overall conducts responsible student, manners, skill ,in articulation ,leadership qualities menstruated Through organizing co-curricular activities ,etc.	02
	Total	10

**PRACTICAL:**

Evaluation of the performance of student in practical shall be on the basis of semester examination (internal assessment at the end of semester I, II, III, IV and External examination at the end of V, VI semester

**University, Kolhapur**  
**Bachelor of Science Hotel management**  
**Credit Framework**  
**First Year**

Subject list with subject code

LEVEL	SEMISYER	Courses			3- OE	s4-SEC	5-AEC, VEC, IKS			6- OJT, FP, CEP, CC, RP			Total Credit
		Courses 1	Courses 2	Courses 3	IDC/MDC/O E/GE	SEC	AEC (language)	Value Educa tion Cours es VEC	IKS	CC	O J T		
					OE								
4.5	I	THEORY DSC I (2) Food production I (2)	THEORY DSC I (2) Food & Beverage Service I (2)	Theory DSC I (4) Front office I (2) Housekeeping I	THEORY (2) Introduction to home science (2)		THEORY (2) Compulsory English I (2)		Theory (2) IKS I Generic IKS				
		Practical (2) Food production I	Practical (2) Restaurant skills I			Practical (2) Front office I				Yoga (2)			
	Credit	2+2=4	2+2=4	4	2	2	2		2	2			22
	II	THEORY DSC II (2) food production II (2)	THEORY DSC II (2) food & Beverage service II (2)	Theory DSC II (2) Front office II (2) Housekeeping II (2)	THEORY (2) Hotel Accountancy (2)		THEORY (2) Compulsory English II (2)	VEC-I (2) Democracy					
		Practical (2) Food Production II (2)	Practical (2) Food & Beverage service II (2)			Practical (2) Housekeeping I (2)				Yoga (2)			
	Credit	2+2=4	2+2=4	4=4	2	2	2	2	2	2			22
1 <sup>st</sup> year cum. credit		8	8	8	4	4	4	2	2	4			44

Level	Semester	1-Major		2- minor	3- OE	4-SEC	5-AEC,VEC,IKS			6-OJT,FP,CEP,CC,RP			Total Credit
		Major		Minor	IDC/MDC/OE/GE	SEC	AEC	Value Education Courses VEC	IKS	C C	OJ T	Research Project / Dissertation	
		DSC	D S E	MIN	OE		(language)						
5.0	III	<b>THEORY (4)</b> Food production operations III (2) Food beverage & service Operation III (2) (4)		<b>THEORY (2)</b> Room division management I (2)	<b>THEORY (2)</b> Natural disaster management (2)	<b>THEORY (2)</b> Food safety & Nutrition	<b>Theory (2)</b> Compulsory English III	<b>Theory (2)</b> Constitution & Election	<b>Theory (2)</b> IKS I (2) Specific				
		<b>Practical (2)</b> Food production III (2) Food & beverage Service III (2)		<b>Practical (2)</b> Room division I (2)									
	Credit	4+4=8		2+2=4	2	2	2	2	2				22
	IV	<b>Industrial training for 22 credit</b> <b>22*30 +660 Hours training</b> <b>660 / 4 = 165 hrs. in each department</b> <b>6 hrs. per day as per 165/6=28 days</b> <b>Total no department 4</b> <b>4*28 day = 112 days</b> <b>112 / 6 training day in week = 18 week</b> <b>Total month training =4 month</b>											
	Credit										22		22
1 <sup>st</sup> year cum. credit		12		12	4	4	4	2	2	4			44
2 <sup>nd</sup> year Credit I sem.		8		4	2	2	2	2	2				22
2 <sup>nd</sup> year Credit II sem.		Industrial training for 22 credit									22		
2 <sup>nd</sup> year cum Credit		8		4	2	2	2	2	2		22		44

FY B. Sc. Hotel Management Semester I									
Sr. no	Vertical No.	Vertical Course code	Subject	Subject code	Credit	Hours Per Sem.		Hours Per Week	
					Theory	Theory	Practical	Theory	Practical
1	1	Course 1	food production I		2	30		2	
2			Food production practical I		2		60		4
3		Course 2	Food & beverage service I		2	30		2	
4			Restaurant skills I Practical		2		60		4
5		Course 3	Front office I		2	30		2	
6			Housekeeping I		2	30		2	
7	3	OE	Introduction To Home Science		2	30		2	
8	4	SEC	Front office I practical		2		60		4
9	5	AEC	Compulsory English		2	30		2	
10	5	VEC							
11	5	IKS	Introduction to IKS		2	30			
12	6	CC	Yoga		2		60		4
13			Total Credit:		22				

### Examination Scheme

FY B. Sc. Hotel Management Semester I														
Sr. no	Vertical No.	Vertical (Course Code)	Subject Name	Subject code	Total Credit	Examination Scheme								total
						University			College					
									Practical		Internal			
Max Marks	Min. Marks	Exam Hours	Max Marks	Min. Marks	Max Marks	Min. Marks								
	1	Course 1	Food production I		2	40	14	1.5			10	04	50	
			Food production I practical		2				50	18	-	-	50	
		Course 2	Basic Food &beverage service I		2	40	14	1.5			10	04	50	
			Restaurant skills Practical		2			1.5	50	18	-	-	50	
		Course 3	Front office I		2	40	14	1.5			10	04	50	
			Housekeeping I		2	40	14	1.5			10	04	50	
	3	OE	Introduction to Home Science		2	40	14	1.5			10	04	50	
	4	SEC	front office I practical		2			1.5	50	18	-	-	50	
	5	AEC	Compulsory English		2	40	14	1.5			10	04	50	
	5	VEC				-	-				-	-		
	5	IKS	Introduction to IKS		2	50	18	1.5			-	-	50	
	6	CC	Yoga I		2		18	1.5	50	18	-	-	50	
			Total Credit:		22	290	-		200		60	-	550	

Practical Marks for Semester I ,II will be given by the college by internal examiner

**B.Sc. Hotel Management (entire) Part I Semester I and II**  
**Multiple Entry and Multiple exit Option**  
**(NEP- 2020)2.0**

**Syllabus to be implemented from academic year 2024-25**

Sr. no.	Marks range out of 50	Grade points	CGPA	Letter grade
1	43 – 50	10	9.50 -10.00	O :Outstanding
2	38 – 42	9	8.50 -9.49	A+: Excellent
3	33 – 37	8	7.50 -8.49	A : Very Good
4	28 - 32	7	6.50 -7.49	B+ : Good
5	23 – 27	6	5.50 – 6.49	B : Average
6	18 - 22	5	4.50 – 5.49	C : Satisfactory
7	0 – 17	0	0.00 – 4.49	F : Fail
8	Absent	0	-----	-----

Sr. no.	Marks range out of 100	Grade points	CGPA	Letter grade
1	80 – 100	10	9.50 -10.00	O :Outstanding
2	70 – 79	9	8.50 -9.49	A+: Excellent
3	60 – 69	8	7.50 -8.49	A : Very Good
4	55 – 59	7	6.50 -7.49	B+ : Good
5	50 – 54	6	5.50 – 6.49	B : Average
6	45- 49	5	4.25 – 5.49	C : Satisfactory
7	40 - 44	4	4.00 – 4.24	P : Pass
8	0-39/ Absent	0	00.00 – 3.99	F : Fail

**Semester 1**  
**Food production I**  
**Theory (2)**

NEP Category: DSC I Course 1  
Applicable Semester: 1  
Course code  
Credits: 2  
Teaching Hours: 30  
No. of Lecture per Week: 2

**Course Outcome**

The student will enable to

- Understand the History, Evaluation ,Aims skills And Grooming standard's
- Acquaint with duties of kitchen staff
- Know functions & uses of kitchen equipment's
- Familiar with raw material & its role

Module	Unit No.	Topic	Hours
1	1	Introduction of Food Production History and Evolution Aims and Objectives of Cooking Skills and Experience required in kitchen Grooming standards and role of uniform	10
	2	Hierarchy in Kitchen Organization chart of kitchen Duties and responsibility of kitchen staff Role and duties of executive chef Coordination of kitchen with other departments.	10
	3	Introduction to Kitchen Equipments Hand Equipments and Tools Fuels used in kitchen New concepts in equipments	10

1. Thangam Philip – Modern Cookery I & II – Orient Longman – 2001
2. Auguste Escoffier – Ma Cuisine – Hamlyn – 2000
3. Digvijay Singh – Cooking Delight of the Maharajas – Vakils, Feffer & Son's Ltd. – 1982
4. Philip Dowell & Adrian Barley – The Book of Ingredients – Mermaid Books – 1987
5. Wayne Gisslen – Professional Baking – John Wiley & Sons – 1994
6. Martha Day – Baking – Lorenz Books – 1999
7. M. J. Leto & Bode – The Larder Chef – Heinemann Publishing House – 1989
8. Parvinder S. Bali - Food Production Operations
9. Thangam E. Philip - Modern Cookery for Teaching and Trade - 4th Vol. - 1996
10. Krishna Arora - Theory of Cookery – 2nd – 1992
11. Wayne Gisselen - Professional Cooking – 4th – 1992
12. Wayne Gisselen - Professional Baking – 2nd – 1994
13. J. C. Dubey - Basic Bakery - 1st – 1992
14. Kinton Ceserani - Theory of Catering – 7th – 1996
15. Bernard Davis - Food Commodities - 4th – 1998
16. Daniel R. Stevenson - Basic Cookery The Process Approach - 5th – 1997

**Food production I**  
**Practical 1**

NEP Category: DSC I Course 1  
Applicable Semester: 1  
Course code  
Credits: 2  
Teaching Hours: 60  
Hours per Week: 4

**Course Outcome**

The student will enable to

- Practice of personal hygiene ,cutting , purchasing
- Learning Method of cooking
- Know functions & uses of kitchen equipment's
- Varsity of dish preparation

Practical 1	
	Cuts of Vegetables Market Visit Purchasing Rules Different types of Cuts Uses of Cuts
Practical 2	
	Rice Different recipes of Indian rice making
Practical 3	
	Salad Indian salads: Assorted Raitas, Green Salads, Pachadis, Kachumbars, rice salad Accompaniments and dressings and tempering of salads Garnishes of salads
Practical 4	
	Soups Clear soups Vegetables soups Regional Indian Soups and garnishes
Practical 5	
	Starters Different Indian starters veg Different Indian starters non veg
Practical 6	
	Main Course Different Indian main Course Veg Different Indian main Course Non Veg Different Indian Breads
Practical 7	
	Indian Desserts Milk Base Desserts Regional Desserts

College can pick any one practical menu and make a group of recipes with different selection of courses

**Semester 1**  
**Food and beverage service I**  
**Theory (2)**

NEP Category: DSCI Course 2  
 Applicable Semester: 1  
 Course code  
 Credits: 2  
 Teaching Hours: 30  
 No. of Lecture per Week: 2

**Course Outcome**

The student will enable to

- Understand the History of food service industry & catering industry
- Understand the role and responsibility of various staff
- Know functions & uses of equipment's
- Practice the various kinds of service

Module	Unit No.	Topic	Hours
1	1	Introduction to Food and Beverage Department Introduction to food service industry in India Classification of catering Types of outlets Organization chart of Food and Beverage Department.	10
	2	Roles and Responsibilities of F&B staff Management level staffs Captains Stewards Attributes of F&B Staff Grooming Standards of F&B staff Coordination between other departments	10
	3	Familiarization with equipment Types of Equipment's Furniture Glassware Table ware Chinaware Care & maintenance	10

**References**

- 1 Food and Beverage Service – Dennis Lillicrap and John Cousins – Eighth Edition
- 2 Food and Beverage Service – R Singaravelavan – Oxford University Press – Second Edition
- 3 Food and Beverage Service and Operation Management – KCK Rakesh Kadam / VRK Chainickaa – UDH Publishers and Distributors
- 4 Food and Beverage Management – Davis and Stone

**Food& beverage**  
**Practical 1**  
**Restaurant skill**

NEP Category: DSC I Course 2

Applicable Semester: 1  
 Course code  
 Credits: 2  
 Teaching Hours: 60  
 Hours per Week: 4

### Course Outcome

The student will enable to

- Understand the skills And Grooming standard's
- Acquaint with duties of service staff
- Know functions & uses of equipment's
- Practice the service

	3	<b>Familiarization of equipment</b> Furniture – Sideboards, host desk, tables and chairs. Crockery and glassware. Tableware - Flat ware, cutlery and hollowware Linen Special Equipment	10
	2	<b>Etiquettes and Attributes</b> Service etiquette for F&B service personnel Attributes of service personnel	6
	3	<b>Laying and relaying of tablecloth</b> Laying of tablecloth Relaying of tablecloth Points to be considered while laying a tablecloth	6
	6	<b>Table Setups</b> À la carte cover Table d'hôte cover	6
	7	<b>Initiation of Service</b> Greeting and seating Water service Menu presentation	8
	8	<b>Order Taking</b> Writing orders – Pivot point system Suggestive selling and up selling Cross selling	8
	10	<b>Service 2</b> Clearance practice Feed back	6
	13	<b>Quizzes, Class tests, Presentations, Role Plays, Assignments and Journals</b>	10

### References

1. Food and Beverage Service – Dennis Lillicrap and John Cousins – Eighth Edition
2. Food and Beverage Service – R Singaravelavan – Oxford University Press – Second Edition

### Semester 1

### Front Office I Theory (2)

NEP Category: DSC I Course 3

Applicable Semester: 1  
 Course code  
 Credits: 2  
 Teaching Hours: 30  
 No. of Lecture per Week: 2

### Course outcome

The student will enable to

- Understand the Origin & Growth And Grooming standard's
- Familiar with types of hotel
- Understand duties and roles of staff
- Understand Guest cycle and its importance

Module	Unit No.	Topic	Hours
1	1	Introduction to Hotel & Hospitality Industry Origin and Growth Hotel definition and core areas Classification of hotels Hotel tariff plans Types of guest room	10
	2	Hotel organization Need of organization Hotel organization Major department of hotel	10
	3	Front Office Organization Definition of front office Functional areas Sections of front office Duties & responsibility of front	10

References Name of the book	Author	Publisher	Place of Publication
Jatashankar Tiwari	Front Office Management	Oxford University Press	New Delhi
S.K. Bhatnagar	Front Office Management	Frank Bros. & Co.	Noida
Andrews, Sudhir	Hotel Front Office Training Manual	The Tata M'cGraw Hill	New Delhi
Chakravarti, B.K.	Front Office Management In Hotel	BNS Publishers	New Delhi

### Housekeeping I Theory (2)

NEP Category: DSC II Course 3  
 Applicable Semester: 1  
 Course code

Credits: 2  
 Teaching Hours: 30  
 No. of Lecture per Week: 2

### Course outcome

The student will enable to

- Understand the role & importance of housekeeping department
- Acquaint with duties of staff
- Know functions & uses of kitchen equipment's

Module	Unit No.	Topic	Hours
1	1	Understand the Role and Importance of Housekeeping department in hotels Layout of housekeeping department (large Hotel) Organization structure of housekeeping department (Large Hotel) Personality Traits of Housekeeping personnel	10
	2	Job description and specification for Executive housekeeper, Asst. housekeeper, Supervisor (Public, Floors, and Linen) Public area Houseman and GRA Key Terms	10
	3	Classification of cleaning equipment with Manual Mechanical Room Cleaning agents	10

### References

1. Hotel housekeeping operations and management - G.Raghubalan & Smritee Raghubalan Oxford university press.
2. Housekeeping Operations Design and Management-Malini Singh & Jaya B. George - Jaico Publications.
3. Housekeeping Management- Margaret Kappa, Aleta Nitschken, Patricia B. Schappert- A.H. & L.A

### Introduction to home science Theory (2)

NEP Category: OE  
 Applicable Semester: 1  
 Course code  
 Credits: 2  
 Teaching Hours: 30  
 No. of Lecture per Week: 2

### Course Outcome

The student will enable to

- Understand the objective and areas of Home Science
- Acquaint with Home Science management and family resources
- Know functions of food and method of cooking
- Familiar about textile and clothing

Acquire the knowledge about aspects and stages of development

Module	Topic	Hours
1	Introduction to home management & food and nutrition Objectives ,Areas and Scope of Home Science Home Management Process –Planning ,Controlling and Evaluation ,family resources	8

	:Classification & Characteristics Definitions & Basic Terms used in Food & Nutrition ,Functions of Food Classification of Food Groups	
2	Introduction To Textile Science & Clothing And Human Development  Introduction to textile terms ,classification of textile Fibers and general Characteristics of Fibers Importance and Care Of Personal Clothing ,Factors Affecting Selection of Clothing Growth and Development ,Aspects of Development Principals & Stages of Development	6

## References

B. Shrilakshmi – Food Science (2<sup>nd</sup> Edition )  
Sumati R. Mudanbi - Fundamentals of Food & Nutrition (3<sup>rd</sup> Edition )  
Norman N. Potter – Food Science (5<sup>th</sup> Edition )

### Front Office I Practical (2)

NEP Category: SEC  
Applicable Semester: 1  
Course code  
Credits: 2  
Teaching Hours: 60  
Hours per Week: 4

## Course Outcome

The student will enable to

- Getting practice with self-introduction
- Develop the communication skills
- Importance local knowledge

Practical		
1	Self-Introduction	6
2	Grooming, Mannerism, Body Language	4
3	Phonetic Letters & Phrases	4
4	Soft Skills/Talk lines	4
5	Extempore	6
6	Know your City (Group presentation –PPT)	6
<b>Total hrs.</b>		30

### English Compulsory Theory (2)

NEP Category: AEC  
Applicable Semester: 1  
Course code  
Credits: 2  
Teaching Hours: 30  
No. of Lecture per Week: 2

## Syllabus as per university for B.Sc. part I

### **IKS** **Indian Knowledge System** **Theory (2)**

NEP Category:	IKS
Applicable Semester:	1
Course code	
Credits:	2
Teaching Hours:	30
<b>No. of Lecture per Week:</b>	<b>2</b>

### Syllabus as per university

### **Yoga I** **Practical (2)**

NEP Category:	CC
Applicable Semester:	1
Course code	
Credits:	2
Teaching Hours:	60
Hours per Week:	4

### Syllabus as per university

## Syllabus for B.Sc. Hotel Management Semester II

Subject list with subject code

FY B. Sc. Hotel Management Semester II									
Sr. no	Vertical No.	Vertical Course code	Subject	Subject code	Credit	Hours Per Sem.		Hours Per Week	
					Theory	Theory	Practical	Theory	Practical
1	1	Course 1	Food production II		2	30		2	
2			Food production II practical		2		60		4
3		Course 2	Food & beverage service II		2	30		2	
4			Food & beverage service II Practical		2		60		4
5		Course 3	Front office II		2	30		2	
6			Housekeeping II		2	30		2	
7	3	OE	Hotel Accountancy		2	30		2	
8	4	SEC	House Keeping I practical		2				4
9	5	AEC	Compulsory English		2	30		2	
10	5	VEC	Democracy		2	30		2	
11	5	IKS							
12	6	CC	Yoga		2		60		4
13			Total Credit:		22				

### Examination Scheme

FY B. Sc. Hotel Management Semester II													
Sr . no	Vert ical No.	Vertica l (Course Code)	Subject Name	Subject code	Total Credit	Examination Scheme							total
						University			College				
									Practical		Internal		
Max Marks	Min. Marks	Exam Hours	Max Marks	Min. Marks	Max Marks	Min. Marks							
	1	Course 1	Food production II		2	40	14	1.5			10	04	50
			Food production II practical		2				50	18	-	-	50
		Course 2	Food &beverage service II		2	40	14	1.5			10	04	50
			Food & Beverage II Practical		2			1.5	50	18	-	-	50
		Course 3	Front office II		2	40	14	1.5			10	04	50
			Housekeeping II		2	40	14	1.5			10	04	50
	3	OE	Hotel Accountancy		2	40	14	1.5			10	04	50
	4	SEC	House Keeping I practical		2			1.5	50	18	-	-	50
	5	AEC	Compulsory English		2	40	14	1.5			10	04	50
	5	VEC	Democracy		2	50	18	1.5			-	-	50
	5	IKS	IKS								-	-	
	6	CC	Yoga		2		18	1.5	50	18	-	-	50
			Total Credit:		22	290	-		200		60	-	550

**Semester II**  
**Food production II**  
**Theory (2)**

NEP Category: DSC II course 1  
Applicable Semester: 2  
Course code:  
Credits: 2  
Teaching Hours: 30  
No. of Lecture per Week: 2

**Course Outcome**

The student will enable to

- Understand the principals and method of cooking
- Getting knowledge of stock, storage , rule
- Study the mother sauces and derivatives and preparation
- Understand the menu planning concept

Module	Unit No.	Topic	Hours
1	1	Methods of cooking Classification chart Definition & principals of cooking method Precaution Modern cooking method	10
	2	Stocks Introduction Definition composition classification. Preparation care & storage Rules for stock making Uses Of glaze & Aspic	10
	3	Soups & sauces Definition ,composition Classification Mother sauces Storage International soups names	10

- 1 Thangam Philip – Modern Cookery I & II – Orient Longman – 2001
- 2 Auguste Escoffier – Ma Cuisine – Hamlyn – 2000
- 3 Digvijay Singh – Cooking Delight of the Maharajas – Vakils, Feffer & Son’s Ltd. – 1982
- 4 Philip Dowell & Adrian Barley – The Book of Ingredients – Mermaid Books – 1987
- 5 Wayne Gisslen – Professional Baking – John Wiley & Sons – 1994
- 6 Martha Day – Baking – Lorenz Books – 1999
- 7 M. J. Leto & Bode – The Larder Chef – Heinemann Publishing House – 1989
- 8 Parvinder S. Bali - Food Production Operations
- 9 Thangam E. Philip - Modern Cookery for Teaching and Trade - 4th Vol. - 1996
- 10 Krishna Arora - Theory of Cookery – 2nd – 1992
- 11 Wayne Gisselen - Professional Cooking – 4th – 1992
- 12 Wayne Gisselen - Professional Baking – 2nd – 1994
- 13 J. C. Dubey - Basic Bakery - 1st – 1992

- 14 Kinton Ceserani - Theory of Catering – 7th – 1996
- 15 Bernard Davis - Food Commodities - 4th – 1998
- 16 Daniel R. Stevenson - Basic Cookery The Process Approach - 5th - 1997

## Food production II

### Practical (2)

NEP Category: DSC II course 1  
 Applicable Semester: 2  
 Course code:  
 Credits: 2  
 Teaching Hours: 60  
 Hours per Week: 4

#### Course Outcome

The student will enable to

- Practice the method of cooking
- Preparing the Indian menu with recipe
- Practice the plating concepts and accompaniments

Sr.	Topic
1	Suggested Menu Patterns <ul style="list-style-type: none"> <li>• Indian Menus</li> <li>• Continental Menus</li> </ul>

#### PRACTICAL

I	Snack Menu				
	<table border="1"> <thead> <tr> <th>Non-Veg</th><th>Veg.</th></tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> <li>• Chicken / Beef Burgers</li> <li>• Chicken Grilled Sandwich</li> <li>• Chicken Pizza</li> <li>• Kheema Samosa</li> <li>• Mince Meat Croquettes</li> <li>• Shami Kabab</li> <li>• Chicken Lollypop</li> <li>• Fish Fingers</li> </ul> </td><td> <ul style="list-style-type: none"> <li>• Veg. Burger</li> <li>• Veg Grilled Sandwich</li> <li>• Veg. Pizza</li> <li>• Punjabi Samosa</li> <li>• Chutney Pattice</li> <li>• Chillie Cheese Toast</li> <li>• Aloo Chat</li> <li>• Wada</li> </ul> </td></tr> </tbody> </table>	Non-Veg	Veg.	<ul style="list-style-type: none"> <li>• Chicken / Beef Burgers</li> <li>• Chicken Grilled Sandwich</li> <li>• Chicken Pizza</li> <li>• Kheema Samosa</li> <li>• Mince Meat Croquettes</li> <li>• Shami Kabab</li> <li>• Chicken Lollypop</li> <li>• Fish Fingers</li> </ul>	<ul style="list-style-type: none"> <li>• Veg. Burger</li> <li>• Veg Grilled Sandwich</li> <li>• Veg. Pizza</li> <li>• Punjabi Samosa</li> <li>• Chutney Pattice</li> <li>• Chillie Cheese Toast</li> <li>• Aloo Chat</li> <li>• Wada</li> </ul>
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	Accompaniments: <ul style="list-style-type: none"> <li>• Green / Red / Tamarind Chutney, Tartare Sauce,</li> <li>• Hot Garlic Sauce, Tomato Sauce</li> </ul>				
II	Salads				
	<ul style="list-style-type: none"> <li>• Tossed Salad with French Dressing</li> <li>• Waldorf Salad</li> <li>• Palak / Pineapple / Anar Raita</li> <li>• Chicken Hawain Salad</li> <li>• Salad Caprese</li> <li>• Ceasar Salad</li> </ul>				
III	Soups				
	<ul style="list-style-type: none"> <li>• Veg clear</li> <li>• Lemon coriander</li> <li>• Veg manchawn</li> <li>• Hot &amp; sour</li> <li>• Cream of tomato</li> <li>• Cream of mushroom</li> <li>• Chicken clear</li> </ul>				

	<ul style="list-style-type: none"> <li>• Mulligatawny</li> </ul>
IV	Poisson <ul style="list-style-type: none"> <li>• Fried Fish with tartare Sauce</li> <li>• Grilled Fish with Hollandaise Sauce</li> <li>• Baked Fish in Provencale Sauce</li> <li>• Fillet de Pomfret Cubat</li> <li>• Goan Fish Curry</li> </ul>
V	Poulet <ul style="list-style-type: none"> <li>• Poulet à la Rex</li> <li>• Poulet Sauté Mireille</li> <li>• Poulet Sauté Parmentier</li> <li>• Masala Roast Chicken</li> <li>• Murg Khorma</li> </ul>
VI	Entrees <ul style="list-style-type: none"> <li>• Scotch Eggs</li> <li>• Spaghetti Bolognaise</li> <li>• Grilled Steaks with Pepper Sauce</li> <li>• Barbeque Pork Chops with Robert Sauce</li> <li>• Goulash de Boeuf à la Hongroise</li> <li>• Mutton NilgiriKhorma</li> <li>• Mutton Rogan Josh</li> </ul>
VII	Entremets <ul style="list-style-type: none"> <li>• Mixed Vegetables Bhujia</li> <li>• Baingan Bharta</li> <li>• Muttar Kumbh Masala</li> <li>• Cource Provencale</li> <li>• Corn and Pepper au gratin</li> <li>• Boquetier de Legumes</li> <li>• Aubergine à la Turque</li> <li>• Spaghetti with Mushroom &amp; Cheese Sauce</li> <li>• Cheese and Cauliflower Soufflé</li> <li>• Baked Spinach</li> </ul>
VIII	Potatoes <ul style="list-style-type: none"> <li>• Pommes de terre Croquettes</li> <li>• Jacket baked Potatoes</li> <li>• Pommes Chateau</li> <li>• Pommes Marquise</li> <li>• Gratin de Pommes de terre</li> <li>• Bubble and Squeak</li> <li>• Garlic &amp; Herb Roast Potatoes</li> <li>• Soufflé de Pommes de Terre</li> </ul>
IX	Cereals & Pulses <ul style="list-style-type: none"> <li>• Aloo kiTihari</li> <li>• Pea Pulao</li> <li>• Riz Pilaf</li> <li>• Makhani Dal</li> <li>• Dal Fry</li> <li>• Moong Dal with Palak</li> </ul>
X	Rotis & Parathas <ul style="list-style-type: none"> <li>• Satpura Parathas</li> <li>• Dhakai Parathas</li> <li>• Missie Roti</li> <li>• Chapati</li> </ul>
XI	Hot Dessert <ul style="list-style-type: none"> <li>• Gajar / Beetroot Halwa</li> <li>• ShahiTukra</li> <li>• Christmas Pudding with Custard Sauce</li> <li>• Crêpe Suzette</li> </ul>

**Food and beverage service II**  
**Theory (2)**

NEP Category: DSC II course 1  
Applicable Semester: 2  
Course code:  
Credits: 2  
Teaching Hours: 30  
No. of Lecture per Week: 2

**Course Outcome**

The student will enable to

- Understand the menu types
- Study the advantage & disadvantage of non-alcoholic & alcoholic beverage
- Improve the skills in breakfast concept and table alignment

Module	Unit No.	Topic	Hours
1	1	Different types and methods of services Table service American service Buffets service Pantry Service Single point Service	10
	2	Types of Meal & Menu Different types of meal A la Carte & Table D Hote Types of Menu Points considered during Menu planning \ Classical French menu	10
	3	Classification of Non –Alcoholic & Alcoholic beverage beverage Classification charts Nonalcoholic beverage types Alcoholic beverage types Advantage & disadvantage of beverage Rule for water service	10

**References**

- 1 Food and Beverage Service – Dennis Lillicrap and John Cousins – Eighth Edition
- 2 Food and Beverage Service – R Singaravelavan – Oxford University Press – Second Edition
- 3 Food and Beverage Service and Operation Management – KCK Rakesh Kadam / VRK
- 4 Food and Beverage Management – Davis and Stone

**Food& beverage Service II**  
**Practical (2)**

NEP Category: DSC II course 2  
 Applicable Semester: 2  
 Course code  
 Credits: 2  
 Teaching Hours: 60  
 Hours per Week: 4

# **Course Outcome**

The student will enable to

- Create 3/4/5 course table d'hôte menus.
- Create breakfast menus and setup covers.
- Create afternoon tea, high tea menus and setup covers.
- Display different methods and styles of making mixed drinks.
- Demonstrate the setup of specialized covers.
- Write Kitchen Order Tickets and Bar Order Tickets
- Explain points discussed at briefings and debriefings.

	TOPIC	HRS
1	Complete meal sequence – Recap	5
	Setup and Practice	
2	Menu Planning 1	5
	Plan 3 course menu and setup.	
	Plan 4 course menu and setup.	
3	Menu Planning 2	5
	Plan 5 course menu and setup	
	Practice 3/4/5 course menu setups.	
4	Breakfast Menu Planning	5
	Continental Breakfast	
	American Breakfast	
	English Breakfast	
	Indian Breakfast	
5	Breakfast Setup and Service	5
	Continental Breakfast	
	American Breakfast	
	English Breakfast	
	Indian Breakfast	
6	Tea Menu Planning	5
	Afternoon Tea	
	High Tea	
6	Tea Setup and Service	6
	Afternoon Tea	
	High Tea	
7	Mixed Drinks – 1	6

	Styles and Methods	
	Demos – 5 Drinks	
8	Order Taking	6
	Writing KOT's	
	Writing BOT's	
9	Briefings and Debriefings	6
	Points discussed during briefings.	
	Importance of debriefings.	
10	Menu Planning and Service Sequence	6
	Practice menu planning, setup and service	
11	Quizzes, Class tests, Presentations, RolePlays, Assignments and Journals	5

#### References

- 5 Food and Beverage Service – Dennis Lillicrap and John Cousins – Eighth Edition
- 6 Food and Beverage Service – R Singaravelavan – Oxford University Press – Second Edition
- 7 Food and Beverage Service and Operation Management – KCK Rakesh Kadam / VRK Chainickaa – UDH Publishers and Distributors
- 8 Food and Beverage Management – Davis and Stok

### Font office II Theory (2)

NEP Category:	DSC II course 2
Applicable Semester:	2
Course code	
Credits:	2
Teaching Hours:	30
No. of Lecture per Week:	2

#### Course Outcome

The student will enable to

- Student will Understand the room tariff plans
- Importance of communication and seven Cs
- Student will understand the role of reservation & modes
- Study the various service provided to guest by front office

Module	Topic	Hours
1	Room tariff plan Introduction Mel plans Room rate designation Rack rate Discount	10
2	Front office communication Communication process Seven Cs communication Importance of communication Types Flow Barriers Interdepartmental communication	10

3	Registration Re registration Registration C form etc.. Registration record Check in process	10
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### Housekeeping II Theory (2)

NEP Category: DSC II course 3  
 Applicable Semester: 2  
 Course code  
 Credits: 2  
 Teaching Hours: 30  
 No. of Lecture per Week: 2

#### Course Outcome

The student will enable to

- Understand guest room Types & key control
- Procedure of guest room cleaning
- Role of desk control & document's used at desk
- Understand laundry its role in housekeeping department

Module	Unit No.	Topic	Hours
1	1	Guest room & key control Types of guest room Amenities & facilities Computerized key Manual key Key control procedure	10
	2	Guest room cleaning Introduction Types of soil Nature of soil Standards of cleaning Science of cleaning Room cleaning procedure	10
	3	Housekeeping control desk Forms ,format ,registers Co-ordination with other department Handling telephone call Paging system & method	10

### Hotel Accounting Theory (2)

NEP Category: O E  
 Applicable Semester: 2  
 Course code  
 Credits: 2  
 Teaching Hours: 30  
 No. of Lecture per Week: 2

**Course Outcome**

The student will enable to

- Understand the principles accounting
- Role of journal in account
- Study contra and cleaning entries
- Various books used in accountancy

Module	Unit No.	Topic	Hours
1	1	Introduction to accounting Meaning & definition Importance ,objectives Different tern Classification	10
	2	Journal Impotence & format Narrations Journaling simple & compound entree Practice problem	10
	3	Ledger Importance & format Posting entries & balancing ledger account Cash book Contra entries Cleaning process	10

**Housekeeping I**  
**Practical (2)**

NEP Category: SEC  
 Applicable Semester: 2  
 Course code  
 Credits: 2  
 Teaching Hours: 60  
 Hours per week 4

**Course Outcome**

The student will enable to

- An understanding of entering procedure of the guestroom.
- To learn the content of maids trolley and its setup.
- Know how to make (traditional and modern style) bed.
- Learn the guestroom cleaning procedure and bathroom cleaning.
- To understand various guestroom contents and placement of amenities and guest supplies.
- Learn various cleaning public area.
- Thorough know how on cleaning and polishing of various metal surfaces.
- Thorough know how on cleaning and polishing of wooden / Formica surfaces.
- To be able to handle various housekeeping situations confidently.
- Learn to maintain various formats used in housekeeping department.

MODULE		TOPIC	HRS
I	1.1	Setting up of a maid's trolley- Assignment (Drawing or arranging the trolley)	4

	<b>1.2</b>	Entering the Guestroom	2
	<b>1.3</b>	Bed making- (Traditional and Modern style)	12
	<b>1.4</b>	Cleaning of guestroom	8
	<b>1.5</b>	Cleaning of guestrooms Bathroom	4
<b>II</b>	<b>2.1</b>	Placing of Amenities and Guest supplies-.	4
	<b>2.2</b>	Cleaning of Public areas' -(Restaurant, Entrance, Lobby, Offices, corridors, elevators)	12
	<b>2.3</b>	Maintaining the Formats (Room status report, spring cleaning, key control register, Room leaning checklist)-	4
	<b>2.4</b>	Metal polishing (Brass, Steel and Chrome)-	4
	<b>2.5</b>	Cleaning and maintaining of wooden surface/Formica-	2
	<b>3.1</b>	Situation handling (DND, opening of a room for the guest, unusual request by the guest, handling sick guest, Suspicious looking person, inappropriately dressed guest) -	4

#### References

- 1 Hotel housekeeping operations and management - G.Raghubalan & Smritee Raghubalan Oxford university press.
- 2 Housekeeping Operations Design and Management-Malini Singh & Jaya B.George - Jaico Publications.
- 3 Housekeeping Management- Margaret Kappa, Aleta Nitschken, Patricia B.Schappert- A.H. & L.A
- 4 Professional Management of Housekeeping Operations- Thomas J.A .Jones- JohnWiley & Sons
- 5 Housekeeping training manual- Sudhir Andrew's.

#### Compulsory English II

##### Theory (2)

#### Syllabus as per university for B.Sc. part II

NEP Category:	AEC
Applicable Semester:	2
Course code	
Credits:	2
Teaching Hours:	30
No. of Lecture per Week:	2

#### Democracy

##### Self -Study mode (2)

NEP Category:	VEC
Applicable Semester:	2
Course code	
Credits:	2
Teaching Hours:	30
No. of Lecture per Week:	2

#### Syllabus as per university

#### Yoga II

## Practical (2)

NEP Category:	CC
Applicable Semester:	2
Course code	
Credits:	2
Teaching Hours:	60
Hours per Week:	4

### Syllabus as per university