

**GARDEN CITY UNIVERSITY
BACHELOR OF HOTEL MANAGEMENT
SEMESTER- III
COURSE: - INTRODUCTION TO INDIAN COOKERY**

CODE: 07ABHMR21311

CREDITS: 03

Unit – 1 INDIAN COOKING

- 1.1 Introduction, Philosophy of Indian Food
- 1.2 The Great Indian Cuisine–Key Features, regional influences on Indian Food
- 1.3 Popular foods of India and market survey on popular foods.

Unit – 2 MASALAS, PASTES, CONDIMENTS, HERBS AND SPICES USED IN INDIAN CUISINE

- 2.1 Introduction
- 2.2 Condiments, Herbs, and Spices used in Indian Cuisine (Allspice, Ajwain, Aniseed, Asafetida, Bay leaf, Cardamom, Cinnamon, Cloves, Coriander seeds, cumin, chilly, maze, nut mug, mustard, poppy seeds, pepper, saffron, tamarind, turmeric, curry leaf, pomegranate seeds, stone flowers, basil, black salt, red chilly)
- 2.3 Spices various ways of using, storage tips, and costing

Unit – 3 BASIC INDIAN GRAVIES

- 3.1 Introduction
- 3.2 Gravies and Curries
- 3.3 Regional Gravies, Gravy Preparations, and emerging trends.

Unit-4 MENU PLANNING

- 4.1 Principles of menu planning
- 4.2 Types of Menus and entrepreneurial knowledge for the students to Make a Career.
- 4.3 Names and descriptions of popular national dishes

PRACTICAL

Total Credits:01

- Indian menu 1
- Indian menu 2
- Indian menu 3
- Indian menu 4
- Indian menu 5



GARDEN CITY UNIVERSITY
BACHELOR OF HOTEL MANAGEMENT
SEMESTER -III

COURSE: FOOD & BEVERAGE SERVICE OPERATIONS

CODE: 07ABHMR21312

CREDITS: 03

Unit 1: INTRODUCTION TO ALCOHOLIC

- 1.1. History of alcoholic beverages and Consumption – benefits, abuse, sensible drinking
- 1.2. Introduction and Classification of alcoholic beverages
- 1.3. Methods used in Preparing Alcohol.
- 1.4. Fermentation process, Type of distillation process: pot still and patent still, Advantages, Disadvantages
- 1.5 Scales to measure alcoholic Strength of various alcoholic drinks.

UNIT 2: WINE

- 2.1. Vine – family, grape composition, training, and pruning, the cycle of harvest, factors affecting quality – soil, climate, viticulture, vinification, grape diseases.
- 2.2. Classification of wines – still, sparkling, fortified, aromatized, and others.
- 2.3. Control of Quality – France, Italy, German, and Spain
- 2.4. Grape varieties – 10 red and 10 white
- 2.5. Wine manufacture – red, white, rose.
- 2.6. Wine-producing countries and regions (handout provided) - France, Italy, Germany
- 2.7. Wine names – France, Italy, Germany, California, Australia, India
- 2.8. Champagne – Introduction, manufacture, types.
- 2.9. Fortified wines – Sherry, Port, Madeira - types, manufacture, service, and brands
- 2.10. Aromatized wines – Vermouth, bitters, aperitifs, and other aromatized wines
- 2.11. New World Wines and the Rise of new world wines. Wine service temperatures

Unit – 3 WINE, FOOD HARMONY & FRENCH CLASSICAL MENU

- 3.1 Wine and food - wine served with courses, suggestions for wine, and food combination examples of wine served with Shellfish soups, pasta, fish, red meat, white, sweets, cheese &; desserts.
- 3.2 Classical French Menu.
- 3.3 Classical Foods & its Accompaniments with Cover.

Unit – 4 BEER AND OTHER FERMENTED BEVERAGES

- 4.1. Introduction to Beer
- 4.2. Ingredients for Beer Manufacture
- 4.3. Production of Beer, Draught beer, and its brands, Styles
- 4.4. Beer Classification and Styles

4.5. Service of Beer

4.6. Beer brands with countries – 10 countries with 5 brands each

4.7. Cider, Sake, Toddy, and Perry

PRACTICAL

Total Credits: 01

1. French Menu Compiling (5-course menu Students should pick a chit which has the necessary guidelines to compile a five-course continental menu and pair the appropriate wine. A minimum of three different wines are to be paired.
2. Reading wine labels
3. Reading the wine maps of France, Italy, and Germany
4. Service of Still wines (Red, White, Rose)
5. Service of Sparkling wines
6. Service of fortified, aromatized wines
7. Service of beer
8. Order taking for Wines and Beers

EMPHASIS ON LIFE



EMPHASIS ON LIFE



GARDEN CITY UNIVERSITY
BACHELOR OF HOTEL MANAGEMENT
SEMESTER- III

COURSE: FRONT OFFICE OPERATIONS

CODE: 07ABHMR21313

CREDITS: 02

Unit – 1 RESERVATION CONSIDERATIONS

- 1.1 Legal Implications
- 1.2 Promotional Packages, Upselling
- 1.3 Reservation Confirmation/ Cancellation Procedure
- 1.4 Modifying Non-Guaranteed Reservations
- 1.5 Processing Deposits
- 1.6 Reservation Histories
- 1.7 E-commerce, case study

Unit – 2 RECEPTION OPERATIONS

- 2.1 Discounts and Allowances
- 2.2 Duties and Responsibilities of the Reception Desk
- 2.3 Night Reception
- 2.4 Preparation of Night Reports
- 2.5 Forecasting and Calculations
- 2.6 Job Description and Job Specification of Duty Manager

Unit – 3 FO CASH AND ACCOUNTING

- 3.1 Location
- 3.2 Role of FO cash section at stages of the guest cycle
- 3.3 Job Description of FOC
- 3.4 Departure Procedure- FIT, FFIT, Walk-in, Scanty Baggage, VIP, Crew and Group Guests
- 3.5 Security Deposit Box and In-room Safe Handling
- 3.6 Importance of Security System in Cash Section
- 3.7 Credit Card Payment Gateway Process
- 3.8 Foreign Currency Exchange Procedure
- 3.9 Reports and forms used.
- 3.10 Equipment

Unit – 4 FRONT OFFICE ACCOUNTING

- 4.1 Accounting Fundamentals- Accounts, Folios, Vouchers, POS, Ledgers
- 4.2 Front Office Accounting Cycle
- 4.3 Creation and Maintenance of Accounts
- 4.4 Internal Control – Cash Bank
- 4.5 Charge Privileges
- 4.6 Credit Monitoring
- 4.7 Guest and Non-guest Accounts
- 4.8 Accounting System- non-automated, semi-automated and fully automated

PRACTICAL

Total Credits: 01

1. Demonstrate skills in upselling rooms while checking in the guest at the reception.
2. Identification and familiarization with Cash section formats
3. Calculation of occupancy and revenue
4. Preparation of Guest Folio
5. Exhibit checkout procedure and cash section transactions with the hotel guests
6. Using pertinent formats in the form of a role play
7. PMS Activities in the Reception and Cashiering Module with IDS Software

EMPHASIS ON LIFE

**GARDEN CITY UNIVERSITY
BACHELOR OF HOTEL MANAGEMENT
SEMESTER- III
COURSE: HOUSEKEEPING OPERATIONS**

CODE: 07ABHMR21314

CREDITS: 03

Unit 1: SUPERVISION IN HOUSEKEEPING

- 1.1 Role of a supervisor
- 1.2 Supervisor's checklist, snag list, VIP room checking.
- 1.3 Store Management – Indenting of housekeeping items, issuing, records maintained.
- 1.4 Guest complaints and their handling
- 1.5 Safety and security – meaning, HIRA in housekeeping, safeguarding assets, accidents- causes, effects, procedure, the report, fire types, prevention and firefighting, first aid.

Unit 2: TEXTILES

- 2.1 Textile terminology
- 2.2 Fibres – types, characteristics, advantages, disadvantages
- 2.3 Methods of fabric construction
- 2.4 Weaves (plain, twill, jacquard, damask, satin, seersucker)
- 2.5 Textile finishes – emphasis on fire-resistant finishes

Unit 3: INTERIOR DECORATION

- 3.1 Definition, Types, Elements and Principles of Design
- 3.2 Colour – Importance, Prang's colour wheel and classification of colours, colour schemes
- 3.3 Light – Classification, measurement, and lighting fixtures use in various areas of the hotel.
- 3.4 Furniture, furnishings, and accessories – Types of furniture, types of joints, selection of furniture, specifications for hotel furniture, principles of furniture arrangement, types of furnishings, care and use of furnishings, types, functions, and use of accessories
- 3.5 Design Features in guest rooms and public areas for differently abled, Ceilings – types & maintenance

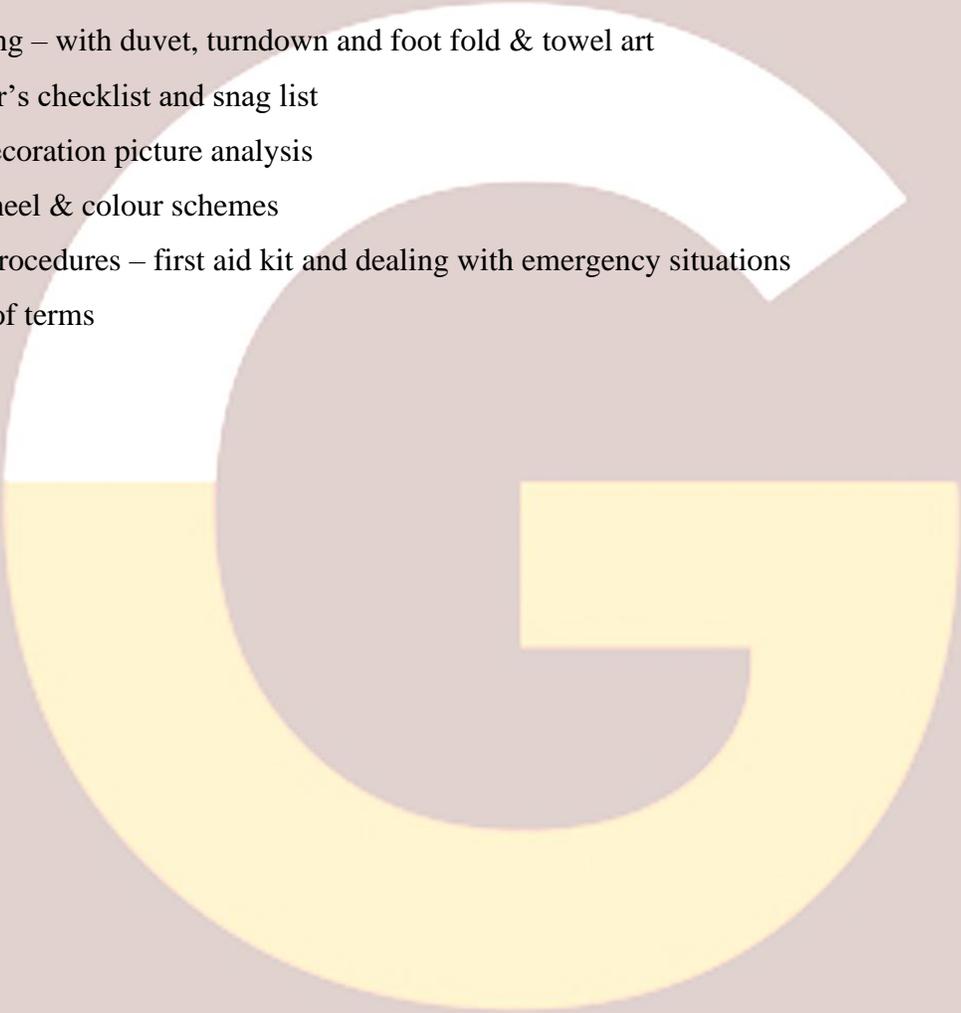
Unit 4: WALL COVERINGS, WINDOWS, AND FLOOR FINISHES

- 4.1 Types of wall coverings – paints, wallpapers, wood, fabric, ceramic tiles
- 4.2 Selection and care of wall coverings
- 4.3 Types of Windows
- 4.4 Types of window treatments, curtain hardware
- 4.5 Types of floor finishes - Hard – stone, ceramic tiles; semi-hard – rubber, linoleum, cork, wood; Soft – types of carpets, rugs and dhurries; advantages and disadvantages, Selection, care and cleaning of floor finishes, and the importance of floor maintenance.

PRACTICAL

Total Credits: 01

- 1) Bed making – with duvet, turndown and foot fold & towel art
- 2) Supervisor’s checklist and snag list
- 3) Interior decoration picture analysis
- 4) Colour wheel & colour schemes
- 5) First aid procedures – first aid kit and dealing with emergency situations
- 6) Glossary of terms



EMPHASIS ON LIFE