



॥ सा विद्या या विमुक्तये ॥

# स्वामी रामानंद तीर्थ मराठवाडा विद्यापीठ, नांदेड

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

**SWAMI RAMANAND TEERTH MARATHWADA UNIVERSITY NANDED**

“Dnyanteerth”, Vishnupuri, Nanded - 431606 Maharashtra State (INDIA)

## ACADEMIC (1-BOARD OF STUDIES) SECTION

Phone: (02462) 229542

Fax : (02462) 229574

Website: [www.srtmun.ac.in](http://www.srtmun.ac.in)

E-mail: [bos@srtmun.ac.in](mailto:bos@srtmun.ac.in)

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](http://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 मूल्यमापन 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**

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

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

**(CBCS Patterns) Revised**

**Paper No. HS – 301**

**Quantity Food Production**

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

**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**

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

**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**

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

**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. H.S. Second Year Semester III Syllabus (w.e.f. 2021 - 22)****(CBCS Patterns) Revised****Paper No. HS - 304****French & Communication Skills**

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

**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. H.S. Second Year Semester III Syllabus (w.e.f. 2021 - 22)****(CBCS Patterns) Revised****Paper No. HS - 305****Hotel Law**

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

**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. Kapor
- 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**

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

**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)**

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- 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)**

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☐ **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.





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

**CBCS (Choice Based Credit System) Revised**

**SYLLABUS**

**W.e.f. 2021-2022**

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

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

**(CBCS Patterns) Revised**

**Paper No. HS – 401**

**Specialized Food Production**

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

**Unit 1.Charcutiere 10 Marks**

- 1.1 Sausages - Introduction, classification, composition.
- 1.2 Force meat – 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.Hor 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**

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

**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



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

**(CBCS Patterns) Revised**

**Paper No. HS - 403**

**Accommodation Operation**

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

**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**

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

**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. H.S. Second Year Semester IV Syllabus (w.e.f. 2021 - 22)****(CBCS Patterns) Revised****Paper No. HS – 405****HOSPITALITY MARKETING**

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

**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. H.S. Second Year Semester IV Syllabus (w.e.f. 2021 - 22)****(CBCS Patterns) Revised****Paper No. HS – 406****English Grammar & Communication Skills**

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

**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)**

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- 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)**

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