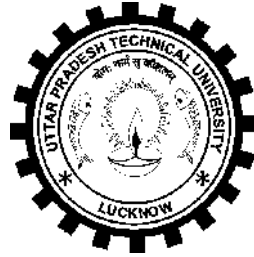


U.P. TECHNICAL UNIVERSITY, LUCKNOW



Syllabus

[Effective Form session 2014-15]

Bachelor of Hotel Management & Catering Technology (BHMCT) (2nd Year)

U.P. TECHNICAL UNIVERSITY, LUCKNOW

(Effective from the session 2014-15)

Scheme of Examination for Bachelor of Hotel Management (BHMCT)

III-Semester

S. N.	Subject Code	Subject Name Theory	Periods per Week			Evaluation Scheme			Examination ESE	Subject Total
			L	T	P	Sessional				
						CT	TA	Total		
1.	HMCT-301	Food Production-III	3	1	0	15	10	25	50	75
2.	HMCT-302	Food & Beverage Services- III	3	1	0	15	10	25	50	75
3.	HMCT-303	Front Office Operations-III	3	1	0	15	10	25	50	75
4.	HMCT-304	Hotel Housekeeping-III	3	1	0	15	10	25	50	75
5.	HMCT-305	Food Science	3	1	0	30	20	50	100	150
6.	HMCT-306	Applied Accounting	3	1	0	30	20	50	100	150
7.	AUC-001/ AUC-002	<i>Human Value & Professional Ethics / Cyber Security</i>	2	0	0	15	10	25	50	75*
PRACTICAL										
8.	HMCT-351	Food Production-III	0	0	8	30	20	50	75	125
9	HMCT-352	Food & beverage Services- III	0	0	4	15	10	25	50	75
10	HMCT-353	Front Office Operations-III	0	0	2	15	10	25	50	75
11	HMCT-354	Hotel Housekeeping-III	0	0	2	15	10	25	50	75
12	NGP-301	General Proficiency	--	--	--	--	--	50	---	50
Total			18	6	16	--	--	--	---	1000

TA – Teacher Assessment

CT- Class Test

ESE- End Semester Examination

L/ T/ P – Lecture/ Tutorial/ Practical

Note: Duration of ESE shall be 3 (Three) Hrs. for subjects carrying 100 Marks & 2 (Two) Hrs. for subjects carrying 50 marks.

*Human values & Professional Ethics /Cyber Security will be offered as a compulsory audit course for which passing marks are 30% in End Semester Examination and 40% in aggregate.

U.P. TECHNICAL UNIVERSITY, LUCKNOW

(Effective from the session 2014-15)

Scheme of Examination for Bachelor of Hotel Management (BHMCT)

IV Semester

S. No.	Subject Code	Subject Name	Periods per Week			Evaluation Scheme			Examination	Subject Total
			L	T	P	Sessional				
Theory			L	T	P	CT	TA	Total	ESE	
1.	HMCT-401	Bakery & Confectionery	3	1	0	15	10	25	50	75
2.	HMCT-402	Food & beverage Services-IV	3	1	0	15	10	25	50	75
3.	HMCT-403	Front Office Operations-IV	3	1	0	15	10	25	50	75
4.	HMCT-404	Hotel Housekeeping-IV	3	1	0	15	10	25	50	75
5.	HMCT-405	Hotel Engineering	3	1	0	30	20	50	100	150
6.	HMCT-406	Hotel Laws	3	1	0	30	20	50	100	150
7.	AUC-002/ AUC-001	<i>Cyber Security/Human Value & Professional Ethics</i>	2	0	0	15	10	25	50	75*
PRACTICAL										
8.	HMCT-451	Bakery & Confectionery	0	0	8	30	20	50	75	125
9.	HMCT-452	Food & beverage Services-IV	0	0	4	15	10	25	50	75
10.	HMCT-453	Front Office Operations-IV	0	0	2	15	10	25	50	75
11.	HMCT-454	Hotel Housekeeping-IV	0	0	2	15	10	25	50	75
12.	NGP-401	General Proficiency	--	--	--	--	--	50	---	50
Total			18	6	16	--	--	--	---	1000

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HMCT 301 FOOD PRODUCTION – III

OBJECTIVE:

To provide an in depth knowledge of various food preparations, apart of this to make

COURSE CONTENT:

UNIT 1

FOUNDATION OF CONTINENTAL COOKERY:

- a) Stock: Definition, Classification and types, Rules for stock
- b) Preparation, Recipe of Various Stocks.
- c) Soups: Definition, Classification of Soup; Examples.
- d) Sauces: Definition, Use and importance of sauces. Mother
- e) sauces- Recipes, Derivative sauces.
- f) Garnishes and Accompaniments.

UNIT 2

FOOD COMMODITY

- a) **CEREALS:** Sources, variety of cereals, uses, storage.
- b) **FATS & OILS:** Sources, types (animal and vegetable fats), uses, storage, Hydrogenization and rancidity.
- c) **EGGS:** Structure of an egg, purchase specifications & quality grading, composition & food
- d) value, storage.
- e) **Creams:** Types and uses

UNIT 3

FISH:

Classification of Fishes , purchasing & selection qualities, handling-scaling, filleting, skinning, pulling bones, fish cuts and uses, storage, application & cooking methods.

POULTRY:

Various Poultry & Games used in cookery, classification, Cuts, Purchasing & Selection qualities, food value, storage, application & cooking methods, cutting, deboning, Trussing & stuffing.

UNIT 4

MEAT: Lamb & Beef

Types of meats used in cookery, Cuts of meats i.e.(beef, lamb), purchasing and quality grading, factors that gives meat a good quality, handling, knowledge of offal's & other edible parts, food value, storage, Butchering Procedure, Rigor Mortis, application & cooking methods, Smoking Procedure

PORK

Cuts, food value, purchasing, butchering procedure, **Processed Meat**-Ham, Bacon, Sausages, Salami

HMCT 351 PRACTICALS

FOOD PRODUCTION PRACTICALS

1. Making soups & Stocks.
2. Preparation of Basic sauces & Derivatives.
3. Dishes with accompaniments & sauces.
4. Meat, poultry, Egg & fish dishes (Continental).

RECOMMENDED BOOKS

1. Theory of cookery - Cinton Cesarane.
2. Theory of cookery – Krishna Arora.

HMCT 302 FOOD & BEVERAGE SERVICES – III

OBJECTIVE:

- a) Understand the alcoholic beverages and its broad categories
- b) Brewing process
- c) Viticulture and Vinification..
- d) Understand different types of Wines, Their classification storage & services.
- e) Know about the different wine producing countries, their specialty wine and the wine quality laws governing the major wine producing countries.

COURSE CONTENT:

UNIT 1 Introduction to alcoholic beverages

- a) Definition of alcoholic beverages and classification
- b) Fermentation and distillation (Pot and patent)
- c) Proof system

Unit 2 BEER:

- a) History , Definition and types
- b) Ingredients used in beer making
- c) Brewing process: Bottom fermentation; Top fermentation.
- d) Beer faults, Care and Storage of beer.
- e) Beer terminology

UNIT 3

WINE:

- a) History, definition and classification of wine
- b) Viticulture seasons, Quality of soil and of area of production.
- c) Types & Composition of grapes and its effect on the nature of wine, wine makers' Calendar, and wine diseases
- d) Wine making Methods-Table, Fortified-Sherry & Port, Sparkling Wine- Champagne
- e) Characteristic of wine, still, sweet, dry, vintage & non-vintage.
- f) Principles wine producing countries
 - Old World Wine: - France, Italy, Germany, Spain & Portugal.
 - New World Wine:- America, Australia, Newzeland, California, Chilli & India.
- g) Care and Storage of wine
- h) Wine Terminology.

UNIT 4

WINE QUALITY LAWS:

- France, Germany, Italy, Portugal and Spain

WINES OF FRANCE:

- a) Different regions, their geographical composition and climate, grape varieties and characteristic of wines from each region.
- b) Special reference of Champagne, its origin, grape varieties and production.

WINES OF OTHER COUNTRIES:

- a) Italy, Germany, America, Australia, Newzeland, California, Chilli & India.
- b) Wine of Spain with special reference to sherry (in detail).
- c) Wine of Portugal with special reference to port & Madeira, Marsala.

FOODS AND WINE HARMONY:

- In relation to all courses of French classical menu.

HMCT -352 PRACTICALS

- Revision of First year practicals – table layout and services for different types of meals.
- Beverage order taking and preparation of BOT.
- Familiarization with the glassware, equipments and tools required in relation to Beer & wine services.

SERVICE OF BEER

- a) Service of Beer: Draught Beer, Bottled beer
- b) Order Taking Procedure
- c) Service Sequence, Equipments used.

SERVICE OF WINE

- a) Order taking procedure
 - b) Service sequence, serving temperature
- Services of red wine, white wine, champagne with all the courses.

Decanting

5. Assignments:

a) Preparing Charts

- i) Different regions of France and their characteristics of wine.
- ii) Regions and characteristics wine of two other countries.

b) Collection of Labels

- i) At least five wines & Beers (Indian &International).

c) Designing of beer/ wine list

TEXT READING

Tom Stevenson - World wine Encyclopedia.

Dennis R. Lillicrap – F & B services.

Jaffrey T. Clarke - Table & Bar.

HMCT 303 FRONT OFFICE OPERATIONS – III

OBJECTIVE: Students should learn about:

- a) Handling guest mails, messages and guest enquires.
- b) Describe room change procedure and Out Door Area management.
- c) Outline the tasks performed at bell desk.

COURSE CONTENT:

UNIT 1 Guest Information and Enquiries

- a. Guest Information Handling
- b. Handling guest mails and message procedure
- c. Business centre facilities and functions

UNIT 2 INFORMATION AND DESK FUNCTIONS

- a) Room key management.
- b) Self check-in
- c) Web check-in
- d) Wake up calls and do not disturb requests
- e) Paging system`.

UNIT 3 Room Change Procedures

- a) **Meaning and procedures for room change**
- b) **Live move and dead move**
- c) **Room change formats**

BELL DESK MANAGEMENT

Activities and procedures at the time of:

- a) Check in, Check out. and Left language.
- b) Travel desk
- c) Concierge services
- d) Other activities & Formats used at Bell Desk.

UNIT 4

OUT DOOR AREA MANAGEMENT

- a) Car parking – self and valet parking
- b) Public addresses System.
- c) Duties of doorman/parking attendant.
- d) Hire a car procedure.
- e) Airport representative.

HMCT 353 PRACTICALS

1. Handling various types of enquires and providing information at the front desk information section.
2. Message and mail handling procedures.
3. Bell desk activities at the time of :
 - Check-in.
 - Check-out.
 - Room change
4. Electronic Key Handling System

TEXT READING

1. Dennis L Foster – Back Office operation & Administration.
2. Sudhir Andrews – Hotel Front Office.
3. Bruce Braham – Hotel Front Office.
4. Jatashankar R. Tewari- Hotel Front Office Operations & Management.

HMCT 304 HOTEL HOUSEKEEPING – III

OBJECTIVES:

By the end of this course the students will have knowledge about the following:

- a) Hotel Linen room procedure, care and maintenance of Linen.
- b) Sewing and uniform room procedures, care and maintenance.
- c) Laundry- Importance and principles, equipments, layout, flow process and finishes.
- d) Stain removal – methods and aids.
- e) Fabrics - origin, characteristics, classification and usage in hotel industry.
- f) Yarns and their types.

UNIT 1

HOTEL LINEN:

- a) Classification: Room linen, F&B linen, miscellaneous linen.
- b) Selection criteria & stock requirements.
- c) Par Stock

LINEN ROOM:

- a) Location.
- b) Equipment and Standard Operating Procedures
- c) Storage & section: Care of linen and Stocktaking.
- d) Marking & Monogramming.
- e) Functioning.

UNIT 2

SEWING ROOM:

- a) Activities and area provided.
- b) Equipments and Standard Operating Procedures

UNIFORM ROOM:

- a) Purpose of uniforms.
- b) No. of sets issuing procedure & exchange of uniform.
- c) Designing a uniform.
- d) Layout and planning of the uniform room.

UNIT 3

LAUNDRY:

- a) Duties and responsibilities of laundry staff.
- b) Importance and principles.
- c) Flow process of industrial laundering.
- d) Stages in wash cycle.
- f) Equipment and Standard Operating Procedures, Layout, planning of laundry.
- e) Dry cleaning.

STAIN REMOVAL:

- a) Different types of stains.
- b) Cleaning methods.
- c) Specific Cleaning Agents, Chemicals and detergents.
- d) Care for color and delicate fabrics.

UNIT 4

FIBERS AND FABRICS:

- a) Definition.
- b) Origin
- c) Classification.
- d) Characteristics of different fibers – Cotton, Linen, Silk, Polyester, Nylon, Acrylic.

YARNS:

- Types.

FINISHES:

- a) Designing, sizing, deguming, weighting, scouring, calendaring, decatizing,
- b) Tentering, shearing.
- c) Flocking, sanforisation mercerization, napping.
- d) Bleaching, Dyeing, Printing, Singeing.

TEXT READINGS

- i) Joan C. Branson - Hotel, Hotel & Hospital Housekeeping.
- ii) Georgira Tucker - The Professional Housekeeper.
- iii) Rose Mary & Heinemann: Housekeeping Management for hotels.
- iv) David Allen, Hutchinson- Accommodation & cleaning services

HMCT - 354 PRACTICALS

1. Basic cleaning procedure of guest room:
 - a) Check-out room.
 - b) Occupied room.
 - c) Vacant room.
 - d) Evening services.
 - e) Spring cleaning
2. Emphasize on under mentioned while working with linen.:
 - a) Storage.
 - b) Stock taking.
 - c) Marking and monogramming.
 - d) Functioning – clerical jobs in the linen room and uniform room
3. Laundry:
 - a) Identification and operation of different equipments (Standard Operating Procedures for care while operating the equipments)
 - b) Laundry cleaning agents.
 - c) Flow process in industrial laundry-layout, planning and operation.
 - d) Dry cleaning method.
4. Stain removal: Identification and removal of the stains using the specific methods and reagents.
5. Identification of different weaves.
6. Identification and sampling of different fabrics.
7. Sewing Room – mending and use of sewing kit.
8. Visit to hotel laundry / commercial laundry.

HMCT -305 FOOD SCIENCE

OBJECTIVE:

To give knowledge of food science so that students will be able to apply this knowledge in producing quality food products.

COURSE CONTENT:

UNIT 1

EFFECT OF HEAT ON FOOD AND ITS NUTRITENTS:

Proteins, Carbohydrate, Fats, Vitamins & Minerals.

UNIT 2

FOOD PRESERVATION

- a) Principles of food preservation. Asepsis, Removal, Anaerobic Condition.
- b) Preservation methods & Procedures-(By Drying & Freezing, By High & Low Temperature, By Radiation)
- c) Changes during preservations (During Drying, Freezing).
- d) Changes during storage.
- e) Preservation by food additives, chemicals. Salts & Sugar, Alcohol, wood smoke, spices and other condiments.

UNIT 3

MICRO ORGANISMS

- a) Micro-organisms used in food preservations.
- b) Structure, types, functions & Characteristics of mold, yeast & bacteria.

UNIT 4

FOOD ADDITIVES AND LEAVENING AGENTS:

Functions of Food Additives. Preservation, Antioxidants- Surface active agents, stabilizers and thickness, bleaching and maturing agents, buffers, acids and alkalis, food colors, non-nutritive and special dieting sweeteners, nutrient supplements & Fortifying agents, flavoring agents, Anti Caking Agents.

UNIT 5

ADULTERATION

Definition, common food adulterants in different food groups, toxic effect of chemical adulterants, detection of adulterants (Physical & Chemical).

Functioning of FSSAI

RECOMMENDED BOOKS

1. Food Science – B. Srilakshami
2. Food & Nutrition (VOL I & II) - Dr. M Swaminathan.
3. Nutrition & Dietetics – Shubhangim A Joshi.
4. Food Microbiology- William C. Frazier/ Dennis C. Westhoff

HMCT -306 APPLIED ACCOUNTING

OBJECTIVE:

To acquaint the students with the basic concept of accounting double entry system, journal, ledgers, various subsidiary books, cash book and final accounts.

COURSE CONTENT:

UNIT 1: INTRODUCTION

Meaning and concept of accounting, Principles of Accounting, fundamental & Subsidiaries books of account, journal entries, ledger, cash book (Single, Double & Triple column cash book)

UNIT 2: FINANCIAL STATEMENTS

Trial balance: need, importance, limitations, preparation of trading and P&L account and balance sheet with simple adjustments.

UNIT 3: BRS AND DEPRECIATION

Bank reconciliation statement, Depreciation: Concept, Rationale and methods.

UNIT 4: ANALYSIS OF FINANCIAL STATEMENTS

1. Introduction to financial analysis, nature, importance and uses of financial ratios, types of financial ratios: (Liquidity, debt, profitability, coverage and market value ratios etc.)
2. Fund flow statement: its meaning, objectives and preparation.
3. Cash flow statement: its meaning, objectives, preparation.
between cash flow statement and fund flow statement

UNIT 5: APPLICATION OF BASIC ACCOUNTANCY IN HOTELS

1. Uniform system of accounting
2. Night Audit and its functions
3. Visitor tabular ledger & guest folio ledger.
4. Hotel accounting software.

RECOMMENDED BOOKS

G.S Rawat Elementary of Accountancy.

S.A Siddiqui Comprehensive Accountancy.

J.RBoliboi Book-keeping.

Dr R.K Gupta & Vardhaman Book_keeping & Accountancy.

HMCT 401 BAKERY & CONFECTIONERY

OBJECTIVES- At the end of the semester students are supposed to have developed the basic Knowledge about Bakery equipments, Ingredients, Various bakery preparations.

COURSE CONTENT

UNIT-1

Fundamentals of a Bakery Kitchen

- a) Bakery Kitchen Layout,
- b) Equipments used in bakery
- c) A brief introduction of commercial flour milling process.
- d) Flour Constituent in relation to baking quality.

UNIT-2

BRIEF INSIGHT OF: -

- a) Emulsifier, Surfactants and enzymes used in bakery products.
- b) Bakery fats.
- c) Flavors used in bakery & Confectionary.

UNIT-3

Desserts

- a) Basic custards, cream and puddings
- b) Different deserts sauces.
- c) Soufflés and Mousses, Bavaois
- d) Frozen Desserts – ice creams, Bombes, Sorbets and still frozen desserts
- e) Chocolate tampering and various chocolate desserts
- f) Meringue

FORMULA BALANCE IN CAKE

- a) Batter type
- b) Foam type
- c) Pound

UNIT-4

SUGAR COOKERY

- a) Types of natural sugars
- b) Types of artificial sugars
- c) Uses of sugars in cookery
- d) Crystallization in sugar cookery
- e) Preparation of recipes at different stages of sugar cookery
- f) Jaggery.
- g) Caramelization

HMCT-451- PRACTICALS

Preparation of various Bakery products

1. Cakes (Fruit cake & Sponge Cake with Icing)
2. Cookies (Sweet & Salted)
3. Sugar Cookery Practicals
4. Ice creams
5. Bakery Desserts
6. The student will explain the chemical properties and changes in sugars at various stages of the cooking and cooling processes.
7. The student will produce sugar confectioneries such as fruit paste, guimauve (marshmallow), praline, caramels, nougats, lollipops, and gummies that meet saleable production standards.

TEXT READING

Sudhir K. Shibal – The Ashok Book of Favorites Indian Recipes

Khalid Aziz – Indian Cooking
Vimla Patel – Festival Cook Book
S.C. Dubey – Basic Baking
Joseph Amendol – Understanding Baking

HMCT402 – FOOD AND BEVERAGE SERVICES –IV

OBJECTIVES –

- a) Understanding the process of distillation of spirits and the types of stills used for the same.
- b) Understand cocktails – their preparation – presentation and service.
- c) Acquire the requisite technical skills for complete competent service of food and beverage.

COURSE CONTENT

UNIT 1

INTERNATIONAL SPIRIT

- a) Definition and types of International spirits: Whisky, Rum, Vodka, Gin, Brandy and Tequilla
- b) Production process, brand name and service of International spirits: Whisky, Rum, Vodka, Gin, Brandy and Tequilla

UNIT 2

TRADITIONAL SPIRITS

Definition, and characteristics of traditional spirits: Absinthe, Tiquira, Ouzo, Slivovitz, Aquavit, Calvados, Fenny, Arrak

UNIT 3

COCKTAILS

- a) Definition, Common cocktails, recipe, methods of preparations and Golden rules for making cocktails
- b) Presentation (Garnishes & Glassware) and Requisites in preparing cocktails.
- c) Cocktail Bar Equipments

UNIT 4

LIQUEURS

- a) History, definition, types and manufacturing: Distillation (Hot Method), cold method, infusion, percolation, aging, Sweetening
- b) Liqueurs: Brands, origin, base and flavoring

HMCT-452 PRATICALS

- Revision of previous semester practical- table layout and services for various types of meals.
- Beverage order taking and preparation of BOT.
- Service of spirits & traditional Spirits, and Liqueurs
- Demonstration / Preparation and presentation of one variety of each stirred and shaken cocktails.

HMCT 403 -FRONT OFFICE OPERATIONS-IV

OBJECTIVES: The student should learn about:

- a) Handling of modern communication facilities
- b) Handling Safety Lockers
- c) Occupancy forecasting methods
- d) Traveling documents
- e) Customer care policy

COURSE CONTENTS –

UNIT 1 Office Automation

- a) E.P.B.A.X/ Console
- b) Fax
- c) SMS
- d) Internet (email)
- e) Wireless
- f) Pager

HANDLING SAFETY LOCKERS

UNIT 2

HANDLING SITUATIONS

- a) Dealing with different guest types/ profiles:-Fussy guest, irate guest, timid guest, socializing guest etc
- b) Overbooking
- c) Frequently occurring situations at front office

UNIT 3

GUEST CARE

- a) Guest satisfaction and delight
- b) Handling complaints
- c) Follow up procedures
- d) Guest history card

ACCESSING THE RESULT OF GUEST CARE POLICY

- a) Questionnaire
- b) Suggestion Card/Guest Comment Card
- c) Face to face interview
- d) Feedback Form
- e) Confidential Feedback Form

UNIT 4

TRAVELING DOCUMENTS

- a) Passport
- b) Visa
- c) Credit card
- d) Travelers check/ Encashment Certificate
- e) Identity Proof Documents-Aadhar Card, Voter ID, Driving License

HMCT 453 PRATICALS

- a) Telephone handling various types of inquires
- b) Message and mail handling and books filling up
- c) Room key rack management
- d) Wake up calls
- e) Bell desk activities during check in and check out
- f) Handling area management
- g) Handling modern communication activities

TEXT READINGS

Dennis L. Foster – Back Office Operations and Administrations

Bruce Braham – Hotel Front Office

Jatashankar R. Tewari- Hotel Front Office Operations & Management.

S.K.Bhatnagar- Hotel Front Office Operations

Sue & Baker- Principles of Front office operations

Kasavana & Brooks- Managing Front Office Operations

HMCT 404 – HOTEL HOUSEKEEPING –IV

OBJECTIVES – The course content will help the students to understand the following:

- a) Safety awareness, accident and first aid box.
- b) Interior decoration and horticulture (including flower arrangement)
- c) Pests and rodent control.
- d) Waste & waste control

COURSE CONTENT

UNIT 1

Personal qualities of housekeeping staff with emphasis on:

- a) Safety awareness and accident prevention
- b) Use of First aid box
- c) Dealing with Emergency situations.
- d) Dealing with sick guest and sanitization

UNIT 2

INTERIOR DECORATION

- a) Color and color scheme
- b) Light and lightening system
- c) Floor, ceiling and wall covering
- d) Role of accessories
- e) Window & Window Treatment
- f) Furniture

UNIT 3

HORTICULTURE

- a) Landscaping
- b) Types of manures
- c) Simple ways of gardening
- d) Equipment, care & pesticides
- e) In-house herb garden

FLOWER ARRANGEMENT

- a) Equipment and material required, knowledge of varieties of flowers and other decorative material used in flower arrangement
- b) Purpose of flower arrangement, placement and level of placement with relevant examples
- c) Styles and principles of flower arrangement

UNIT 4

a) PEST AND RODENTS CONTROL

1. Definition & Types of Pests & rodents
2. Pests control methods

b) Types of Wastes & Waste Disposal Methods

TEXT READINGS

John C. Branson – Hotel .Hostel & Hospital House Keeping
Georgira Tucker – The Professional Housekeeper
Anne Effelsberg – Flower Arranging
John Ambulan/Andrews – First Aid Manual

HMCT 454 PRATICALS

1) DEALING WITH EMERGENCY

- a) Event of fire and smoke
- b) Event of fumes
- c) Event of gas leakage

2) FIRST AID

- a) Treatment for Minor cut, burns and Scars Unconsciousness, Drunkenness, Sun burn
Minor wounds, Choking, Fainting shock, Nose bleeding
- b) Dressings for minor wounds and cuts

3) INTERIOR DECORATIONb)

Making and display of different miniature of wall covering and floor

Covering, light arrangements using flip charts

- c) Setting of interiors and placements of accessories

4) HORTICULTURE

- a) Identification of different tools in gardening
- b) Different ways of gardening
- c) Different flowers

5) FLOWER ARRANGEMNT

- a) Identification of equipment and material required for flower arrangement
- b) Practice of different styles of flower arrangements

HMCT 405 HOTEL ENGINEERING

OBJECTIVE: -

To impart within student basic knowledge of hotel building, equipment used and their maintenance

UNIT 1

INTRODUCTION TO ENGINEERING AND MAINTANENCE

- a) Definition of maintenance, types of maintenance – daily- schedule, Preventive, breakdown, contract maintenance.
- b) Department – function, duties and responsibilities, organization structure of hotel Maintenance Department.

WATER AND WASTE WATER MANAGEMENT

Water quality standards, treatment of water for hotel use, hot and cold drinking water requirement, supply and standard, waste water, disposal system adopted and different types of traps, plumbing work, removal of hardness (Water treatment, *Reverse Osmosis(RO) water Filter systems*, Swimming Pool maintenance

UNIT 2

HEAT, VENTILATION, AIR CONDITIONING AND REFRIGERATION

- a) Definition, human comfort standards and index, designing building as to control heat and heat transfer
- b) Air conditioning systems- central ac ,split, package window type ,their need and periodic maintenance and cycle of air conditioning systems
- c) Ventilation – its need and different types of ventilation
- d) Refrigeration – types of refrigeration, their need and periodic maintenance, difference between air conditioning and refrigeration, types of refrigeration system and refrigerants, walk in coolers, deep freezers, fresh food refrigerators and chill units

UNIT 3

ELECTRICAL SYSTEM AND ENERGY MANAGEMENT

- a) **Electrical terms** : volt, ampere, watt, kilo watt/hr, ac, dc systems, single phase and phase, voltage drop and control, fuse and circuit breakers, electricity pricing control, cost control.
- b) **Basic Fuels**: Types, Calorific value, comparison on the basis of cost
- c) **Energy Conservation tips for hotel**: Front Office, Housekeeping, Kitchens, Food & Beverage outlets and other areas
- d) **Pollution and Pollution Control**
Definition of pollution, pollutant, classification of pollution, pollution control measures

UNIT 4

BUILDING TRANSPORTATION

- a) Stairs
- b) Elevators – types of elevators (Passenger elevator, Freight elevator, Cable elevator, hydraulic elevator) and basic working, maintenance of elevators
- c) Escalators – safety requirements, use and basic working

- d) Moving Walks
- e) Conveyors

UNIT 5

EQUIPMENT REPLACEMENT POLICIES

Reasons for replacement, Types of failure mechanism of equipments,

Methods for evaluation of replacement proposals- Break even point concept, Payback Period Method, Lifecycle cost method,

Replacement of items that fails all of a sudden- Individual replacement, Group replacement

Replacement of items which gradually deteriorate with time

Books:

Tarun Bansal: Hotel Engineering Aman Publishers

HMCT 406 – HOTEL LAWS

COURSE CONTENT:

UNIT 1

INTRODUCTION TO MERCHANTILE LAW

Brief description of each laws: Indian contract act; definition, essential of contract, valid & void and voidable agreements, time and place of performance, contract of bailment and pledge ; sales of good acts ;partnership act ; companies act; insurance act, Fssai, Sarai Act.

UNIT 2

INTRODUCTION TO INDUSTRIAL LAW

- a) Shops and establishment act with reference to hotel industry
- b) Definition and brief description of others industrial laws: industrial dispute act; contract labour act; payment of wages; minimum wages act; provident fund etc, ESI, Payment of Bonus, Payment of Gratuity.
- c) Employment of women and children; leave, health, safety and hygiene provision

UNIT 3

HOTEL AND LODGING RATES CONTROL

- a) Definition: fair rate; hotel or lodging house; manager of hotel owner of hotel; paying guest; premises; tenant, and tenement .
- b) Appointments of controller and fixation of fair rates ;revision of fair rates
- c) No eviction to be made if fair rate paid
- d) When owner or manager of hotel may recover possession
- e) Penalties for defaulters
- f) Innkeepers's lien

UNIT 4

FOOD LEGISLATION

The central committee for food standards ; central food laboratory; food inspector and their power and duties ;procedure to be followed by food inspector; food analysis by purchaser; report of the public analyst; notification of the food poisonings and penalties

UNIT 5

1. Guarantee and warranty

2. Statutory Licenses And Laws

- a) List of licenses and permit required to operate hotel, restaurant and other catering establishments
- b) Procedure of procurement, renewal, suspension and termination of licenses

TEXT READING

H.L . KUMAR : Personal Mgt. In Hotel And Catering Industry

Krishnal Sethi :M.P .Shop & Establishment Act

K.P.Srivastava : Law Relating To Prevention Of Food Adulteration in India

Rogers Peters : Essentials Law For Caterers

N.D .Kapoor : Handbook For Industrial Law

Hotel Law: Jagmohan Negi