

Study Scheme & Syllabus of B. Voc. (Hospitality & Culinary Arts)

Batch 2019 onwards



By
Department of Academics
Board of Studies (Hotel Management & Tourism & Travel Management)
IKG Punjab Technical University

Semester First

Course code	Course Title	Load Allocation		Marks Distribution		Total	Credits
		L	P	Internal	External		
BVHCA101-19	Introduction to Hospitality Industry	4	0	40	60	100	4
BVHCA102-19	Food Safety & Quality	4	0	40	60	100	4
BVHCA103-19	Commodities	4	0	40	60	100	4
BVHCA104-19	Fundamentals of Food Production	2	0	40	60	100	2
BVHCA105-19	Food Production Operations - 1	2	0	40	60	100	2
BVHCA106-19	Business Communication- 1	2	0	40	60	100	2
BVHCA107-19	Fundamentals of Food Production (Lab)	0	4	60	40	100	2
BVHCA108-19	Food Production Operations-1 (Lab)	0	4	60	40	100	2
BVHCA109-19	Business Communication - 1(Lab)	0	4	60	40	100	2
BVHCA110-19	On Job Training Report	180 HRS			200	200	6
Total		18	12	420	680	1100	30

Semester Second

Course code	Course Title	Load Allocation		Marks Distribution		Total	Credits
		L	P	Internal	External		
BVHCA201-19	Kitchen Management	4	0	40	60	100	4
BVHCA202-19	Food Science & Nutrition	4	0	40	60	100	4
BVHCA203-19	Business Communication -II	4	0	40	60	100	4
BVHCA204-19	Food Production operations-11	2	0	40	60	100	2
BVHCA205-19	Basics of Bakery & Confectionary	2	0	40	60	100	2
BVHCA206-19	Food Production Operations-11(Lab)	0	4	60	40	100	2
BVHCA207-19	Basics of Bakery & Confectionary(Lab)	0	4	60	40	100	2
BVHCA208-19	On job training	30 Days			200	200	10
Total		16	8	320	580	900	30

Semester Third

Course code	Course title	Load allocation			Marks distribution		Total	Credits
		L	T	P	Internal	External		
BVHCA 301-19	Food production -III (oriental)	3	1	0	40	60	100	4
BVHCA 302-19	Food production- III (oriental practical)	0	0	4	60	40	100	2
BVCHA 303-19	Bakery and confectionery-II	3	1	0	40	60	100	4
BVHCA 304-19	Bakery and confectionery -II (practical)	0	0	4	60	40	100	2
BVHCA 305-19	Health, hygiene and medical protocols	4	0	0	40	60	100	4
BVHCA 306-19	Health, hygiene and medical protocols	0	0	4	60	40	100	2
BVHCA 307-19	Kitchen Store management	3	0	0	40	60	100	3
BVHCA 308-19	Basic accountancy	4	0	0	40	60	100	4
BVHCA 309-19	Basics of management	3	1	0	40	60	100	4
BMPD 302-18	Mentoring and professional development	1	0	0	25	0	25	1
	Total	21	3	12	445	480	925	30

Semester Fourth

Course code	Course Title	Load Allocation			Marks Distribution		Total	Credits
					Internal	External		
BVHCA 401-19	22 weeks INDUSTRIAL TRAINING & ITS EVALUATION · • LOG BOOK · • PROJECT REPORT · • APPRAISALS · • VIVA VOCE				300	450	750	30
TOTAL MARKS					750			

Semester Five

Course code	Course title	Load allocation			Marks distribution		Total	Credits
		L	T	P	Internal	External		
BVHCA 501-19	Food Production -IV (international)	3	1	0	40	60	100	4
BVHCA 502-19	Food Production -IV (international)- practical	0	0	4	60	40	100	2
BVCHA 503-19	Tandoor	3	1	0	40	60	100	4
BVHCA 504-19	Tandoor - Lab	0	0	4	60	40	100	2
BVHCA 505-19	Larder	3	1	0	40	60	100	4
BVHCA 506-19	Larder - Lab	0	0	4	60	40	100	2
BVHCA507-19	Menu Planning and control	4	0	0	40	60	100	4
BVHCA508-19	Human resource management	3	1	0	40	60	100	4
BVHCA509-20	Food costing and planning	3	0	0	40	60	100	3
BMPD 502-18	Mentoring and professional development	1	0	0	25	0	25	1
	Total	20	4	12	445	480	925	30

Semester Sixth

Course code	Course Title	Load Allocation			Marks Distribution		Total	Credits
		L		P	Internal	External		
BVHCA601-19	22 weeks INDUSTRIAL TRAINING & ITS EVALUATION · <ul style="list-style-type: none"> • LOG BOOK · • PROJECT REPORT · • APPRAISALS · • VIVA VOCE 				300	450	750	30
TOTAL MARKS					750			

INTRODUCTION TO HOSPITALITY INDUSTRY (BVHCA-101)

Unit 1: Hospitality Industry – Profile

Meaning & definition, Historical evolution & development, Hospitality as an industry, Inter relation with tourism industry and its sectors, Contribution to Indian and global economy

Unit 2: Hospitality Products & Services

- Hospitality accommodation- the various types Structured and non-structured accommodations- Hotels, Resorts, Condominiums, Guest Houses, Bread and Breakfast outlets etc.,
- Food & Beverage facilities- Structured and Non structured,
- Ancillary services- Spa, Health Club, Recreational facilities, Shopping Arcades etc.
- Support services-Transport, Guides, Travel desk, Banking, Insurance etc. Hospitality and Tourism Organizations- WTO, FHRAI, IH&RA, IATA, PATA, DOT, etc.

Unit 3: Hospitality Distribution Channels

- Meaning & definition, Functions & levels of distribution channels,
- Major hospitality distribution channels – Travel agents, Tour operators, Consortia and reservation system, Global Distribution System (GDS), Internet.

Unit 4: Current Scenario

- Major players in the industry –5 in India and 5 worldwide,
 - Present trends in industry,
 - Emerging markets,
- Impact of international and national events, Latest technology in Industry.

Unit 5: Types of Ownership and Hotel Classification:

- Various forms of ownership- Franchise, Chain Concept, Time Share, Management Contract
- Classification of Hotels: Norms and Standards, Procedure, Classification/ Types
- Classifying bodies.

Suggestive Reading:

Andrew, S., Tourism and Hospitality Industry, Tata McGraw-Hill, New Delhi-2009
Rodaysumetra, Tourism Operation Management, Oxford University Press, New Delhi, Latest Edition.

- Bansal, Lalit K., Tourism and hospitality industry, Neha, Delhi, 2012.
- Kaul, Virender, Tourism planning: an introduction, Shri SaiPrinto-Graphers, Delhi, 2007
- Bagri, S.C., Introduction to Hospitality Industry, IHC, Aman Pub. Delhi, 2008.

FOOD SAFETY & QUALITY

(BVHCA-102)

Unit 1: Basic Introduction

- Food safety
- Food hazards
- Contaminants and food hygiene

Unit 2: Micro Organisms in Food

- General characteristics of micro-organisms based on their occurrence and structure
- Factors affecting their growth in food
- Common food borne microorganisms

Unit 3: Food Spoilage and Food Borne Diseases

- Types and causes of food spoilage
- Sources of contamination
- Spoilage of different products
- Infections and intoxications
- Common diseases caused by food pathogens preventive measures

Unit 4: Food Preservation and Food Additives

- Basic principles of food preservation
- Methods of food preservation
- Types of food additives

Unit 5: Food Contaminants & Adulterants

- Introduction to food standards
- Types of food contaminants
- Common adulterants in food

Unit 6: Food Laws and Quality Assurance

- National PFA Essential Commodities Act
- ISO, WTO and consumer protection act
- Concept of TQM
- Relevance of microbiological standards for food safety
- HACCP
- Principles of food hygiene

Suggestive Reading:

- Roday,S. -Food Hygiene and sanitation- Tata McGraw hill, New Delhi 2008
- Parmar, Madhulika Block , Food Safety and Preservation , Prints New Delhi 2014
- Bharatiya, C.R., Managing Food & Quality, Surendra Pub., Hyderabad, 2010
- Chakarborty, Amrita -Pesticides in food, Icfai Books, Hyderabad, 2010

COMMODITIES

(BVHCA-103)

Unit 1: Beverages

- Tea, Coffee and Cocoa: definition, classification and functions.

Unit 2: Milk and Milk Products

Milk, Cream, Butter and Cheese: Types, purchasing, storing procedures and uses.

Unit 3: Classification of Raw Materials

- Fats and oils, raising agents, eggs, salts, liquids, sweeteners and sugar, thickening agent
- Spices and condiments, flavoring and coloring agents.

Unit 4: Staples

- Cereals: Wheat and Rice: Types,
- Millets, Barley, Maize, Oat, Semolina, Rye etc. storage of cereals.

Pulses: Introduction and Uses

- Chickpeas, Bengal grams, Black-eyed peas, Black gram, Flageolet, Haricot beans, Red-lentils, Green-peas, Fava-beans, Kidney-beans and Soya beans.

Unit 5: Preparatory Sauces and vinegar:

- Worcester sauce, Tabasco, Hoi-sin sauce, Soy sauce, Tomato ketchup, Steak sauce, Oyster sauce, Chili sauce,
- Fruit vinegar, White vinegar, Balsamic, Malt vinegar, Red & white wine vinegar, Cider vinegar,

Canned, Bottled and Preserved foods:

- Olives, Capers, Caper-berries, Cocktail fruits, Tomato puree, Tomato paste, Tomato pulp, Canned fishes, Jam, Jellies, Syrups, Pickles, Preserved berries etc.

Suggestive Reading:

- Bali. Parvinder S, Food Production Operations, Oxford University Press, 2nd Edition, 2014.
- Negi. Jagmohan, Kanishka, Food & Beverages: Management and Cost Control, 1st Edition, 2007.
- Bali Parvinder S, Oxford University Press, Quality Food Production Operations and Indian Cuisine, 1st Edition, 2011.
- Arora, Krishna- Theory of Cookery, Frank Bros., New Delhi 2009

FUNDAMENTALS OF FOOD PRODUCTION (BVHCA-104)

Unit 1: Introduction to Cookery

- Origin of Cookery
- Aims and Course Objectives of Cooking
- Identification of Equipment, their Uses, Cleaning Process
- Setting up of Work Station (Opening and Closing)
- FIFO & LIFO Methods
- Receiving and Storing Raw Material as well as Dry Store

Unit 2: Kitchen Communication Standards of Etiquette

- Techniques Used in Pre-Preparation
- Techniques Used in Preparation
- Forms and Formats Used in Kitchen
- Communication Systems in an Organization
- Reporting Structure and Smooth Work Flow Procedure
- IPR Policies
- Meeting and Greeting Customers
- Attitude and Behavior of Staff

Unit 3: Safety & Hygiene

- Personal Hygiene
- Uniform and Protective Clothing
- Safety and Security Procedures in Kitchen
- Hygiene - Kitchen Etiquettes,
- Practices in Knife Handling

Unit 4: Hierarchy and Layout of the Kitchen Department

- Classical and Modern Kitchen Brigade
- Organizational Structure of a Kitchen Department
- Duties and Responsibilities of Kitchen Staff
- Layout of Main Kitchen
- Layout of the Commissary and Grade Manager
- Awareness of Staff Facilities and HR Policy (Rights, Safety, & Transportation)

Unit 5: Methods of Cooking Food

- Boiling
- Poaching Blanching
- Steaming
- Stewing
- Braising
- Roasting
- Grilling
- Sautéing
- Frying
- Baking
- Microwave Cooking

Unit 6: Equipment's and Fuels Used in Kitchen

- Capital Equipment's
- Operational Equipment and their and Temperature
- Pre-preparation Equipment's, Preparation equipment's & Storage equipment's
- Types of Fuels: Electricity, Liquid fuels, Gaseous and Solid Fuels, Advantages and Disadvantages

Suggestive Reading:

- Arora, Krishna - Theory of Cookery-, Frank Bros., New Delhi 2009
 - Philip, Thangam E- Modern Cookery, 5th edition, Anna Salai, Chennai 2009
 - Bali, Parvinder: Quantity Food Production Operations and Indian Cuisine- S., oxford, London 2013
 - Aggarwal, D.K., Kitchen Equipment & Design, Aman Publications, New Delhi, 2006.
- Vikas Singh, Text Book Of food Production (BTK), Aman Pub., N. Delhi, 2011.

FOOD PRODUCTION OPERATIONS

(BVHCA-105)

Unit-I: Stocks and Soups

- Stocks and its classification
- Uses of stocks
- Preparation of a good stock
- Introduction and classification of soups
- Making of a good soup

Unit-II: Sauces and Gravies

- Difference between Sauce and gravy
- Mother Sauces and Derivatives of mother sauces
- Contemporary & Proprietary Sauces
- Gravies

Unit-III: Meat Cookery

- Introduction to meat cookery
- Cuts of beef/veal
- Cuts of lamb/mutton
- Cuts of pork
- Variety meats (offal's)
- Poultry (With menu examples of each)

Unit-IV: Fish Cookery

- Introduction to fish cookery
- Classification of fish with examples
- Cuts of fish with menu examples
- Selection of fish and shell fish
- Cooking of fish (effects of heat)

Suggestive Reading:

- Arora, Krishna - Theory of Cookery-, Frank Bros., New Delhi 2009
- Philip, Thangam E- Modern Cookery, 5th edition, Anna Salai, Chennai 2009
- Bali, Parvinder: Quantity Food Production Operations and Indian Cuisine- S., oxford, London 2013
- Aggarwal, D.K., Kitchen Equipment & Design, Aman Publications, New Delhi, 2006.
- Vikas Singh, Text Book Of food Production (BTK), Aman Pub., N. Delhi, 2011.

BUSINESS COMMUNICATION- 1

(BVHCM-106)

Unit 1: Business Communication

Need; Purpose; Nature; Models; Barriers to communication; Overcoming the barriers.

Unit 2: Listening Skills

Definition; Levels and types of listening; Listening barriers; Guidelines for effective listening; Listening computerization and note taking.

Unit 3: Effective Speaking

Polite and effective enquiries and responses; Addressing a group ; Essential qualities of a good speaker ; Audience analysis ;Defining the purpose of a speech, organizing the ideas and delivering the speech.

Unit 4: Non-Verbal Communication

Definition and Importance; Kinesics: Body movements, facial expressions, posture, eye contact etc.; Proxemics: The communication use of space; Para language: Vocal behaviour and its impact on verbal communication; Communicative use of artefacts– furniture, plants, colors,

Unit 5: Telephone Handling

The nature of telephone activity in the hotel industry; The need for developing telephone skills; Developing telephone skills.

Suggestive Reading:

- Mitra, Barun K- Personality Development and Soft Skills, Oxford university press, New Delhi 2015
- Raman, Meenakshi -Business Communication 2nd edition Oxford university press, New Delhi 2015
- Karan Pal-Business Management & Organizational Behaviour, I.K. International, N.Delhi 2011
- Onkar, R.M.-Personality Development & Career Management, S.Chand& Company, New Delhi 2011
- Mukerjee, HorySankar - Business Communication: connecting at work-, Oxford university press, New Delhi 2014

PRACTICAL - FUNDAMENTALS OF FOOD PRODUCTION (BVHCA 107)

- Equipment's Identification
- Description with Uses & Handling
- Hygiene - Kitchen Etiquettes, Practices & Knife Handling
- Safety and Security in Kitchen
- Practice of Pre-Preparation Techniques
- Vegetables Classification
- Type of Cuts - julienne, jardinière, macedoines, brunoise, payssane, mignonnete, dices, cubes, shred, mirepoix
- Preparation of Salad Dressings
- Identification and Selection of Ingredients - Qualitative and Quantitative Measures
- Basic Cooking methods and Pre- preparations
- Blanching of Tomatoes and Capsicum
- Preparation of Concasse
- Boiling (Potatoes, Beans, Cauliflower, etc.)
- Frying - (deep frying, shallow frying, sautéing)
- Braising - Onions, Leeks, Cabbage
- Starch Soaking (Rice, Pasta, Potatoes)
- Stocks - Types of Stocks (White and Brown stock)
- Fish stock
- Fungi stock
- Sauces - Basic Mother Sauces (Béchamel, Espagnole, Veloute , Hollandaise, Mayonnaise, Tomato Sauce)
- Egg Cookery - Boiled (Soft & Hard)
- Egg Cookery – Fried (Sunny side up, Single fried, Bull's Eye, Double Fried)
- Egg Cookery – Poaches
- Egg Cookery - Scrambled Omelette (Plain, Stuffed, Spanish)
- Egg Benedicta
- Salad Preparation
- Coleslaw (Potato Salad, Beetroot Salad, Green Salad, Fruit Salad, Lentil Salad)

**PRACTICAL FOOD PRODUCTION OPERATIONS
(BVHCA 108)**

- Basic stock (Brown, white, fish, vegetable)
- Sauces – Basic Sauces
- Cream soup – 3 Varieties
- Thin soups – 3 Varieties
- Thick varieties – 3 varieties
- Fish – orly, Colbert, fried in batter, fish cakes, fish Florentine
- Entrees – stews, ragout, croquettes, goulash, cutlets casseroles, scotch eggs
- Shepherd's pie, Hamburgers.
- Egg cookery - in shell, in frying pan, in oven
- Potato cookery, Boiled, Baked, Fried, Roasted.
- Vegetables Boiled & Sautéed, creamed, fried, Baked,
- Salads at least 3 types of salad dressings.

**PRACTICAL - BUSINESS COMMUNICATION
(BVHCM 109)**

Taking notes, practice of addressing groups, practice of delivering speech, how to use Kinesics , practice of telephone handling, how to communicate on phone, role plays

SEMESTER 2

KITCHEN MANAGEMENT

(BVHCA-201)

Unit-I: Kitchen Reporting Structure

- Prepare for food and kitchen activities- F&B Production
- Hierarchy
- Reporting structure
- Guidelines for operational kitchen as per work station requirement

Unit-II: Organization Policy

- Standardized recipe system format
- Maintain IPR
- Occupational health and safety requirements
- Standards and objective of hygiene standards
- Sanitation guidelines at workplace

Unit-III: Safety Procedure in Operations

- Maintain safety at workplace
- Identification of equipment
- Handling and uses
- Cleaning procedure of equipment

Unit-IV: Menu Knowledge

- Introduction, Types –Ala Carte & Table D’hote, Menu Planning,
- Considerations and Constraints

Unit-V: Menu Terminology

- Menu Terms, Classical French Menu
- Classical Foods its Accompaniments

Suggestive Reading:

- Vikas Singh - Text Book Of food Production (BTK)- ,Aman Publication New Delhi 2011
- Bali, Parvinder S - Quantity Food Production Operations and Indian Cuisine., Oxford London 2013
- Arora, Krishna - Theory of Cookery-, Frank Bros., New Delhi 2009
- Philip, Thangam E- Modern Cookery, 5th edition, Anna Salai, Chennai 2009
- Aggarwal, D.K., Kitchen Equipment & Design, Aman Publications, New Delhi, 2006
- Gussain, K.S.- Modern Menu Planning in Hotel- Cyber Tech Pub, New Delhi 2009
- Mcvety, Paul J- Fundamentals of menu planning-., 3rd edition John Wiley & Sons, New Jersey

FOOD SCIENCE & NUTRITION

(BVHCA-202)

Unit-I: Energy and Basic Aspects

- Energy, Its Units of Measurements (kcal)
- Energy Contribution from Macronutrients (Carbohydrates, Proteins & Lipids)
- Factors Affecting Energy Requirements
- Definition of Terms - Health, Nutrition & Disease
- Functions and Importance of Food

Unit-II: Macronutrients and Micronutrients

- Macronutrients
- Definition
- Classification.
- Dietary Sources.
- Functions.
- Significance
- Carbohydrates, Proteins & Lipids.
- Micro Nutrients
- **A. Vitamins**
- Definition And Classification (Water And Fats Soluble Vitamins)
- Food Sources, Function And Significance Of:
 1. Fat Soluble Vitamins (Vitamin A,D, E, K)
 2. Water Soluble Vitamins (Vitamin C, Thiamine, Riboflavin, Niacin, Pyridoxine, Cyanocobalamin, Folic Acid)
- **B. Minerals**
- Definition And Classification (Major And Minor)
- Food Sources, Function And Significance Of
- Fat Soluble Vitamins (Vitamin A, D, E, K)

Unit-III: Water

- Definition
- Dietary Sources (visible, invisible)
- Functions of water

Suggestive Reading:

- Roday, Sunetra , Food Science and Nutrition, Oxford University Press, New Delhi 2015
- Jain, N.K., Text book of nutrition and digestion, Cyber tech, New Delhi 2012
- Ruth, S.K., Food And Nutrition Technology, Navyug Pub, New Delhi, 2009.
- Blank, F.C , Hand Book Of Foods And Nutrition, Agrobios, Jodhpur, 2002

BUSINESS COMMUNICATION II **(BVHCA-203)**

UNIT I

Personality Enrichment

Grooming, Personal hygiene, Social and Business and Dining Etiquettes, Body language, Art of good Conversation, Art of Intelligent Listening

Unit II

Etiquettes & Manners

Social & Business Dining Etiquettes, Social & Travel Etiquettes

Unit III

Personality Development Strategies

Communication Skills, Presentation Skills, Public Speaking, Extempore Speaking, importance and art of 'Small Talk' before serious business

Unit IV Interpersonal Skills

Dealing with seniors, colleagues, juniors, customers, suppliers, contract workers, owners etc. at work place

Unit V

Group Discussion

Team Behavior, how to effectively conduct yourself during GD, do's and don'ts, clarity of thoughts and its expression

Unit VI

Telephone conversation

Introduction, Objectives, Job Description of front office cashier, Hotel Credit

Unit VII Presentation

Presentation skills, seminars skills role – play

Unit VIII

Electronic Communication Techniques E mail, Fax, Answering Internal Phones **Main text**

- Sinha Ashok k (2017). Dimensional Personality Development .New Delhi: Galgotia Publishing Company

Reference books

- Chhabra, Sandhya. (2012). Personality Development and Communication Skills
- Sun India Thill, John. (2006). Business Communication Essentials. Pearson

FOOD PRODUCTION OPERATIONS- II
(BVHCA -204)

REGIONAL INDIAN CUISINE: Introduction to Regional Indian Cuisine, Heritage of Indian, Cuisine, Factors that affect eating habits in different parts of the country, Cuisine and its highlights of different states/regions/communities To be discussed: Geographic location, Historical background, Seasonal availability, Special equipment, Staple diets, Specialty cuisine for festivals and special occasions

STATES

Andhra Pradesh, Bengal, Goa, Gujarat, Karnataka, Kashmir, Kerala, Madhya Pradesh, Maharashtra, North Eastern States, Punjab, Rajasthan, Tamil Nadu and Uttar Pradesh/Uttaranchal

COMMUNITIES

Parsee, Chettinad, Hyderabadi, Lucknawi, Avadhi, Malbari, Christian and Bohri

DISCUSSIONS

Indian Breads, Indian Sweets, Indian Snacks

BASICS OF BAKERY & CONFECTIONARY
(BVHCA-205)

Introduction: Scope of Bakery and Confectionary, Bakery terms, Organization chart of bakery

Flour: Structure of wheat, Types of Wheat, Types of Flour, Processing of Wheat – Flour, Uses of Flour in Food Production, Cooking of Flour (Starch)

BREADS: Principles of bread making, Simple yeast breads, Role of each ingredient in bread making, Baking temperature and its importance

CAKES: Ingredients used in cake making, cake making methods, characteristics of cakes, cake fault remedies, types of icings

PASTRY: Short crust, Laminated, Choux, Hot water/Rough puff, Recipes and methods of preparation, Differences, Uses of each pastry, Care to be taken while preparing pastry, Role of each ingredient, Temperature of baking pastry

PASTRY CREAMS: Basic pastry creams, Uses in confectionery, Preparation and care in production.

CHOCOLATES: Identify different forms, in which coco and chocolates are available, Explain the process of chocolate tempering, chocolate designs, garnishes and presentations

FOOD PRODUCTION OPERATIONS- II
LAB (BVHCA -206)

To formulate 36 sets of menus from the following dishes and to include more dishes from the respective regions.

Maharashtra, Awadhi, Bengal, Goa, Punjabi, South India (Tamilnadu, Karnataka, Kerala), Rajasthan, Gujarat, Hyderabad, Kashmiri

Suggested Menus: MAHARASTRIAN

MENU 01

Masala Bhat, Kolhapuri Mutton, Batata Bhajee, Masala Poori, Koshimbir, Coconut Poli.

MENU 02

Moong Dal Khichdee, Patrani Macchi, Tomato Saar, Tilgul Chapatti, Amti, Basundi.

AWADHI

MENU 01

Yakhni Pulao, Mughlai Paratha, Gosht Do Piazza, Badin Jaan, Kulfi with Falooda.

MENU 02

Galouti Kebab, bakarkhani, Gosht Korma, Paneer Pasanda, Muzzafar.

BENGALI

MENU 01

Ghee Bhat, Macher Jhol, Aloo Posto, Misti Doi.

MENU 02

Doi Mach, Tikoni Pratha, Baigun Bhaja, Payesh.

MENU 03

Mach Bhape, Luchi, Sukto, Kala Jamun.

GOAN

MENU 01

Arroz, Galina Xacutti, Toor Dal Sorak, Alle Belle.

MENU 02

Coconut Pulao, Fish Caldeen, Cabbage Foogath, Bibinca.

PUNJABI

MENU 01

Rada Meat, Matar Pulao, Kadhi, Punjabi Gobhi, Kheer.

MENU 02

Amritsari Macchi, Rajmah Masala, Pindi Chana, Bhaturas, Row Di Kheer.

MENU 03

Sarson Da Saag, Makki Di Roti, Peshawari Chole, Motia Pulao, Sooji Da Halwa.

MENU 04

Tandoori Roti, Tandoori Murg, Dal Makhani, Pudinia Chutny, Baingan Bhartha, Savian.

SOUTH INDIAN

MENU 01

Meen Poriyal, Curd Rice, Thoran, Rasam, Pal Payasam.

MENU 02

Lime Rice, Meen Moilee, Olan, Malabari Pratha, Parappu Payasam.

MENU 03

Tamarind Rice, Kori Gashi, Kalan, Sambhar, Savian Payasam.

MENU 04

Coconut Rice, Chicken Chettinad, Avial, Huli, Mysore Pak.

RAJASTHANI

MENU 02

Dal Batti Churma, Besan Ke Gatte, Ratalu Ki Subzi, Safed Mass.

GUJRATI

MENU 01

Sarki, Brown Rice, Salli Murg, Gujrati Dal, Methi Thepla, Shrikhand.

MENU 02

Gujrati Khichadi, Oondhiyu, Batata Nu Tomato, Osaman, Jeera Poori, Mohanthali.

HYDERABADI

MENU 01

Sofyani Biryani, Methi Murg, Tomato Kut, Hare Piaz ka Raita, Double Ka Meetha.

MENU 02

Kachi Biryani, Dalcha, Mirchi Ka Salan, Mix Veg. Raita, Khumani Ka Meetha.

KASHMIRI

Two menus may be formed out of the Dishes given as under:

Rice and Bread Preparations: Mutaegen, Pulao (Kashmiri), Plain Rice, Girdeh, Lawas

Meat Preparations: Gushtaba, Rista, Marchevangan korma, Macch Kofta, Yakhean
Kaliya, Tabak Maaz, Rogon Josh

Vegetables and Potato: Ruwangan chaman, Choek wangan, Chaman Qaliyan Alleh Yakhean,
Dum, Aloo Kashmiri, Nader Palak, Razma Gogji

Sweet Dishes: Kongeh Phirin (Sooji phirni with Saffron), Aae't phirin (Wheat Flour Phirni),
Halwa

Chutneys: Mujeh cheten, Ganda Cheten, Duen cheten, Aleh cheten (pumpkin chutney)

Note: In addition to above each institute to formulate 08 (eight) set of regional menus including snacks, sweets etc.

BASICS OF BAKERY AND CONFECTIONARY (LAB) **(BVHCA -207)**

UNIT 1: Introduction to ingredients/ equipments: Identification and uses of equipments- large, medium, and small

UNIT 2: Mixing methods: Basic steps involved in mixing ingredients- Kneading, stirring, whipping, creaming etc

UNIT 3: Bread Preparations: Basic buns, fruit buns, hot cross buns, garlic rolls, milk bread, bread loaf, raisin bread, masala bread, fermented doughnuts, brioche, baba au rhum, French bread, Chelsea bread, croissants, burger buns, pizza base.

UNIT 4: Cake making: Plain sponge, Madeira cake, Rock cake, Fruit cake, Fatless sponge, Swiss rolls, Genoise sponge.

UNIT 5: Basic Pastry & Derivatives: Short crust pastry, Choux pastry, Puff pastry, Flaky pastry

UNIT 6: Icings and Toppings : Fondant, American frosting, butter cream icing, royal icing, gum paste, marzipan, marshmallow, lemon meringue, fudge, almond paste, glace icing.

UNIT 7: Puddings and Desserts:

Hot dessert: caramel custard, soufflé chaud, bread and butter pudding
truffle Cold dessert: Bavarois, ginger pudding, cold lemon soufflé, chocolate mousse, fruit

ON JOB TRAINING **(BVHCA-208)**

Property: Three star or above three star hotel

Department Division: 60 days in Food production or 60 Days in Bakery and Confectionary

Appraisal form: Students are required to get I.T Appraisal forms from the respective training manager of the hotel

Log book: on daily basis students are required to make entries in the log book as per the assigned duties and responsibilities carried out on daily basis.

Training Report: Students are required to make two copies of training report (hard and soft) covering the following chapters

Chapter I-Introduction to Hotel
Chapter II-Introduction to City

Chapter III-Food production operations-Hierarchy, Duties and Responsibilities, types of kitchens, Different food preparations, SOP-Indenting, Recipes
Chapter IV-Bakery and Confectionary:- Hierarchy ,Duties and Responsibilities , Types of ovens, equipments , preparation of various products, Recipes

Chapter V-Suggestions & Conclusions
Annexure

SEMESTER 3

FOOD PRODUCTION -III (ORIENTAL)

BVHCA 301-19 -

Objective/s and Expected Outcome:

To develop and enhance knowledge and skills of students in International cuisine. Understanding the international standards of hotel and food industry. Students will be able to plan indent according to menu and dishes focusing on special ingredients of the cuisine. Moreover, deep study of herbs and flavors will make students understand the enhancement of aroma and flavor of food by various herbs.

<u>UNIT-1</u>	INTERNATIONAL CUISINE A. Geographic location B. Historical background C. Staple food with regional Influences D. Specialities E. Recipes F. Equipment in relation to: China Hong Kong Japan Malaysia Thailand
<u>UNIT-2</u>	PRODUCTION MANAGEMENT A Kitchen Organization B Allocation of Work - Job Description, Duty Rosters C Production Planning D Production Scheduling E Production Quality & Quantity Control F Forecasting & Budgeting G Yield Management
<u>UNIT-3</u>	FOOD PRESENTATION PRINCIPLES: Basic presentations, Modern perspectives, use of technology, Use of contemporary plates, Role and use of garnish, Unconventional garnishes, Plate Presentation techniques

UNIT-4	MOLECULAR GASTRONOMY <ul style="list-style-type: none"> • History and development • Chemical structure of proprietary food • Carbohydrates in MG • Equipments and Chemicals • Emulsion – theory and application • Culinary cooking process <ul style="list-style-type: none"> i) Heating ii) Conduction iii) Convection iv) Radiation v) Freezing
REFERENCES:	<ul style="list-style-type: none"> • Le Rol A.Polsom. The Professional Chef • Bo Friberg (2002) The Professional Pastry Chef, Fourth Edition Wiley & Sons INC • Cessarani & Kinton (2007). Theory of Catering. Hodder Education Publisher • K Arora (2008), Theory of Cookery. Frank Brothers • Fuller J. Barrie & Jenkins. Accompaniments & Garnishes from waiter • S. C Dubey. Bakery & Confectionery. Society of Indian Bakers • Philip E. Thangam (2010) Modern Cookery (Vol-I) Orient BlackSwan • Kinton R Cessarani V., Foskett D. (2000) Practical Cookery (9th edition) Hodder Education

**FOOD PRODUCTION -III (ORIENTAL - LAB)
BVHCA 302-19**

Cuisines Covered

- Mainland China
- Taiwan
- Hong Kong
- Japan
- Indonesia
- Malaysia
- Thailand
- Burma
- Philippines

Each menus should have details as below :

STARTER / SOUP	
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MAIN COURSE	ANY MEAT PRODUCT
	VEGETABLE
	STARCH
	BREAD
	SAUCE
DESSERT	HOT / COLD

BAKERY AND CONFECTIONERY-II

BVHCA 303-19 –

UNIT 1: Bakery layout – The required approvals for setting up of a Bakery – Government procedure and Bye-laws.

- Selection of site
 - Selection of equipment.
 - Layout design
- Electricity

UNIT 2 : Different Preparations of Breads

Simple yeast fermented products: Bread Sticks, Bread Rolls and Soft Rolls

Flavoured Breads: Basic Buns, Fruit Buns, Hot Cross Buns, Tomato Rolls and Garlic Rolls

Rich Yeast Fermented Breads: Brioche, Fermented Doughnuts, Baba au Rhum, Savarin

Bread Loafs: Milk Bread, Bread Loaf, Currant Loaf, Whole Meal Bread, Masala Bread, and Raisin Bread

International Bread: French bread, Chelsea Buns

Laminated Yeast Breads: Danish pastry croissants

Burger Buns, Pizza Base

UNIT 3 : PASTRY

A. Short crust

B. Laminated

C. Choux

D. Hot water/Rough puff

2 Recipes and methods of preparation

3 Differences

4 Uses of each pastry

5 Care to be taken while preparing pastry

6 Role of each ingredient

7 Temperature of baking pastry

E. Pie / Doughnut / Pancakes / Waffles

UNIT 4 : EGGLESS BAKERY

- Eggless sponge
- Eggless cake
- Caramel Custard
- Fruit Custard

REFERENCE BOOKS

- Basics Of Baking :Sandeep Malik
- Food Production Operations :Parvinder S Bali
- Culinary Institute Of America : Professional Chef
- Professional Baking: Wayne Cisskin
- Basics of Baking : Sandeep Malik
- Food Production Operations : Parvinder S Bali

- Culinary institute of America : Professional Chef

**BAKERY AND CONFECTIONERY-II – LAB
BVHCA 304-19**

BAKERY PRACTICAL

- Breakfast Breads And Rolls
 - (Danish, Croissants, Muffins, Brioches, Donuts, Fritters, Waffles And Pancakes)
- Types Of Paste
 - (Tarts, Tartlets, Cookies, Biscuits, Scones),
- Puffs Ad Derivates
 - (Puff Pastry And Its Derivates),
- Bakery In Different Cuisines
 - (German, Italian, French, Mediterranean),
 - Eggless Cakes

CONFECTIONARY PRACTICAL

- Chocolate works and art,
- Trouffles Ganache, Tempering, Moulding
- Frozen desserts
- Soufflés

**HEALTH, HYGIENE AND MEDIC HEALTH, HYGIENE AND MEDICAL
PROTOCOLS
BVHCA 305-19**

Objective: The subject aims to provide basic concepts of health and hygiene with link to give a clean environment that will help in understanding the basic concepts of health, hygiene and various medical protocols for increasing food hygiene, ensuing customer health safety, concern for nutritional value of food, help in stopping the transmission of diseases and enabling working as per set medical protocols. It also provides an outline of first aid concepts and basic emergency procedures including contagious disease control and prevention.

Unit 1	<p>Health Determinants and Standards - Individual health parameters Determinants of Health, Key health indicators, Importance and Source of Public-health Data, Health status in India: Standards, Occupational health: Labour Law and ESI</p> <p>International Agencies in Public Health: Role of Public, Private and NGO in Health sector The Global Health Council, The Global Network for Neglected Tropical Diseases, The Global Alliance for TB Drug Development, The International AIDS Vaccine Initiative, Malaria Vaccine Initiative World Health Organization (WHO) and Centre for Disease Control and Prevention (CDC)</p> <p>Understanding various types of diseases and their spread Contagious and Non contagious diseases (SARS, HIV, COVID 19 etc), symptoms, precaution measures including kitchens, workplace, public places etc. Contagious diseases and its prevention through social distancing, using PPE's, maintaining hygiene standards, using proper sanitization techniques etc Elements of an effective housekeeping program. Handling and disposing waste</p>
Unit 2	<p>Understanding Personal hygiene, Health: Definition, Determinants of health, mental health, Maintaining health, Role of science in health, Role of public health, Self-care strategies, Hygiene: Concept of hygiene, Home and everyday life hygiene Personal Hygiene: History of hygienic practices, principles, Excessive body hygiene, Sanitization: definition and concepts of sanitization, hand washing techniques, planning for the improvement of personal hygiene.</p> <p>Health and medical Audit: Understanding health and medical audit of hotels, Aviation and tourism establishments. Reviewing most common unsafe places, acts/conditions, Creating SOPs for managing common unsafe acts on daily and periodic basis.</p>
Unit 3	<p>Food Hygiene Food Hygiene & Kitchen Safety: Cooking & baking, hygiene, Disinfection and sterilization, Food preparation, Temperature, Food poisoning Contamination, Cooking and reheating food, balance diet Nutrients: Carbohydrates, Fiber, Fat, Essential fatty acids, Protein, Minerals, Macrominerals, Trace minerals Vitamins, Water Other nutrients: Antioxidants, Phytochemicals, Intestinal bacterial flora. SOPs for Control of Food Poisoning and Intoxication</p>

Unit 4**First Aid and First Aid Box**

Aims of first aid & the role of a manager, Incident management, Communicating with a patient, Contents of a first aid kit, Life Saving Skills: Primary survey, The recovery position / safe airway position, The chain of survival, Cardiopulmonary Resuscitation (CPR), Using an Automated External Defibrillator (AED), Choking, Bleeding,

Medical Protocols

Introduction to Quality and Patient safety: including Basic emergency care and life support skills, WHO and ICMR guidelines for the prevention of infectious control, Infection prevention and control measures of following diseases: air born, water born and food borne illness (tuberculosis, cholera) influenza, hepatitis.

Basic Immunization/vaccination of staff.

HEALTH, HYGIENE AND MEDICAL PROTOCOLS – LAB BVHCA 306-19

Aims /learning Objectives: Students are able to classify, identify, and learn the health and hygiene practices in their day today life.

1. To demonstrate safe code of practice for personal hygiene and sanitation.
2. To demonstrate the clanging and sterilization of surface and utensils.
3. To demonstrate the various safety codes used to prevent communicable and infectious disease.
4. Formulation and preparation of low cost disinfectant and sterilizing agent.
5. Preparation of audio visual aids like charts, posters, models related to health and nutrition.
6. Conduct of survey on health and hygiene practices among high and low income groups.
7. Study and demonstration of instruments used in health and hygiene practices.
8. Demonstration of Hand washing technique.
9. Formulation and preparation of low cost nutritious recipe.
10. Demonstration of Physical examination of spoiled/contaminated food sample.
11. Measurement of Body temperature, Heartbeats, Pulse rates and Blood pressure.
12. Case study on recent disease outbreak viz HIV, HEPATITIS, COVID-19 etc.
13. Demonstration of medically important entomological specimens.
14. Collection and interpretation of local data on disease prevalence.
15. Field visits.

KITCHEN STORE MANAGEMENT BVHCA 307-19

STORE MANAGEMENT

- **Types, principles, layout and control.**
- **Planning storage spaces**
- **Sanitation, safety and security of stores**
- **Inventory management, EOQ, Re-order levels, Bin management**
- **HACCP as control tool**
- **Forms and formats**

FOOD CONTROL CYCLE

- Purchasing Control
- Aims of Purchasing Policy
- Job Description of Purchase Manager/Personnel
- Types of Food Purchase
- Quality Purchasing
- Food Quality Factors for different commodities
- Definition of Yield
- Tests to arrive at standard yield
- Definition of Standard Purchase Specification
- Advantages of Standard Yield and Standard Purchase Specification
- Purchasing Procedure
- Different Methods of Food Purchasing
- Sources of Supply
- Purchasing by Contract
- Periodical Purchasing
- Open Market Purchasing
- Standing Order Purchasing
- Centralised Purchasing
- Methods of Purchasing in Hotels
- Purchase Order Forms
- Ordering Cost
- Carrying Cost
- Economic Order Quantity
- Practical Problems

RECEIVING CONTROL

- Aims of Receiving
- Job Description of Receiving Clerk/Personnel
- Equipment required for receiving
- Documents by the Supplier (including format)
- Delivery Notes
- Bills/Invoices
- Credit Notes
- Statements
- Records maintained in the Receiving Department
- Goods Received Book
- Daily Receiving Report

- Meat Tags
- Receiving Procedure
- Blind Receiving
- Assessing the performance and efficiency of receiving department
- Frauds in the Receiving Department
- Hygiene and cleanliness of area

STORING & ISSUING CONTROL

- Storing Control
- Aims of Store Control
- Job Description of Food Store Room Clerk/personnel
- Storing Control
- Conditions of facilities and equipment
- Arrangements of Food
- Location of Storage Facilities
- Security
- Stock Control
- Two types of foods received – direct stores (Perishables/nonperishables)
- Stock Records Maintained Bin Cards (Stock Record Cards/Books)
- Issuing Control
- Requisitions
- Transfer Notes
- Perpetual Inventory Method
- Monthly Inventory/Stock Taking
- Pricing of Commodities
- Stock taking and comparison of actual physical inventory and Book Value
- Stock levels
- Practical Problems
- Hygiene & Cleanliness of area

BASIC ACCOUNTANCY

BVHCA 308-19

Unit I

Introduction to Accounting: Meaning and Definition, Types and Classification, Principles of accounting, Systems of accounting, Generally Accepted Accounting Principles (GAAP). Recording of transactions: Voucher system; Accounting Process.

Unit II

Journals, Subsidiary Books, Ledger, Cash Book, Bank Reconciliation Statement, Trial Balance. Depreciation: Meaning, need & importance of depreciation, methods of charging depreciation.

Unit III

Final Accounts: Meaning, Procedure for preparation of Final Accounts, Difference between Trading Accounts, Profit & Loss Accounts and Balance Sheet, Adjustments (Only four): Closing Stock, Pre-paid Income and Expenses, Outstanding Income and Expenses, Depreciation.

Unit IV

Cost Accounting, Cost Sheet/Tender/Marginal Costing & Break even Analysis, Budgetary Control.

REFERENCE BOOKS

- Sharma, R.K. and Shashi K. Gupta, Management Accounting, Kalyani Publisher, Ludhiana.
- Gupta, R.L., Booking keeping & Accounting, Sultan Chand, New Delhi
- Grewal T.S., Introduction to Accounting, S. Chand

BASICS OF MANAGEMENT BVHCA 309-19

Unit I

Introduction: Concept of Management, Scope, Functions and Principles of Management. Evolution of Management Thought(Basic concepts of F.W.Taylor, Henri Fayol ,Elton Mayo , Chester Barnard & Peter Drucker to the management thought)

Unit II

Planning:-Meaning, Need & Importance, types, levels, advantages & limitations, Process of Planning, Objectives, Policy & Procedures. Forecasting – Meaning, Need & Techniques. Decision Making - Meaning, Types & Process

Unit III

Organizing: Meaning, Importance, Patterns of Organization, Life & Staff relationship, Centralization & decentralization, Staffing: Nature & scope of Staffing, Manpower planning, Selection & Training. Performance Appraisal: Meaning and importance; Directing: Meaning, Nature & scope

Unit IV

Motivation: Meaning, importance Leadership: Meaning, importance, qualities & functions of leaders Communication:-Types & Importance ; Controlling: Need, Nature, importance, Process & Techniques

REFERENCE BOOKS

- Srinivasan, R. and S.A. Chunawalia, Management Principles & Practice, Himalaya Publishing House, New Delhi.
- Prasad, L.M., Principles & Practice of Management, Sultan Chand & Sons, New Delhi.
- Koontz Harold and Heinz Weihrich, Management, Mc Grwa Hill
- Burton and Thakur, Management Today- Principles and Practices, Tata Mc Graw Hill

MENTORING AND PROFESSIONAL DEVELOPMENT BMPD 302-18 -

Guidelines regarding Mentoring and Professional Development

The objective of mentoring will be development of:

- Overall Personality
- Aptitude (Technical and General)
- General Awareness (Current Affairs and GK)
- Communication Skills
- Presentation Skills

The course shall be split in two sections i.e. outdoor activities and class activities.

For achieving the above, suggestive list of activities to be conducted are:

Part – A

(Class Activities)

1. Expert and video lectures
2. Aptitude Test
3. Group Discussion
4. Quiz (General/Technical)
5. Presentations by the students
6. Team building Exercises

Part – B

(Outdoor Activities)

7. Sports/NSS/NCC
8. Society Activities of various students chapter i.e. ISTE, SCIE, SAE, CSI, Cultural Club, etc.

Evaluation shall be based on rubrics for Part – A & B

Mentors / Faculty incharges shall maintain proper record student wise of each activity conducted and the same shall be submitted to the department

SEMESTER 4

Industrial Training

Semester Fourth Training

Semester Fourth devoted to 20-22 weeks of Industrial Training

- Training can be in any hotel / restaurant of repute
- Students has to do training in minimum 3 outlets of f&b service
- Each student has to fill log book of his/her daily activities and things he has observed & learnt.
- Each candidate has to present a ppt in about his hotel / restaurant front of examiner after the completion of training.
- Student must carry a training certificate on hotel / restaurant letter head mentioning about the training duly signed by the competetent authority.

SEMESTER 5

**FOOD PRODUCTION -IV (INTERNATIONAL)
BVHCA 501-19**

<p><u>UNIT-1</u></p>	<p>. INTERNATIONAL CUISINE</p> <p>G. Geographic location H. Historical background I. Staple food with regional Influences J. Specialities K. Recipes L. Equipment in relation to:</p> <ul style="list-style-type: none"> • Great Britain • France • Italy • Spain & Portugal • Scandinavia • Germany • Middle East • Oriental • Mexican • Arabic <p>CHINESE</p> <p>A. Introduction to Chinese foods B. Historical background C. Regional cooking styles D. Methods of cooking E. Equipment and Utensils</p>
<p>UNIT 2</p>	<p>USE OF WINE AND HERBS IN COOKING</p> <p>A. Ideal uses of wine in cooking B. Classification of herbs Ideal uses of herbs in cooking</p>
<p>UNIT 3</p>	<p>PRODUCT & RESEARCH DEVELOPMENT</p> <p>A. Testing new equipment, B. Developing new recipes C. Food Trails D Organoleptic & Sensory Evaluation</p>

UNIT 4	CENTRALIZED KITCHENS: Preparation of food in centralized outlets, Advantages and disadvantages of using centralized outlets, Equipments required for centralized preparation, H.A.C.C.P. procedures followed during centralized preparation, Transportation of food to different outlets
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**FOOD PRODUCTION -IV (INTERNATIONAL) – PRACTICAL
BVHCA 502-19**

- Great Britain
- Italy
- Spain
- Portugal
- Scandinavia
- Germany
- Middle east
- Mexican
- Mediterranean
- Africa

TANDOOR

BVCHA 503-19

UNIT 1: INTRODUCTION

- Definition
- History

UNIT 2: TYPES OF TANDOOR AND EQUIPMENTS

- Materials Required for making
- Method of making Tandoor
- Installing /preparation of Tandoor
- Different types of Tandoor
 - Domestic / Drum / Square Tandoor
 - Metallic / clay / mud
 - Charcoal / gas
- Equipments required for Tandoori cooking
 - Heavy equipment/utensils
 - Light equipment/utensils
 - Small Equipment/Utensils

UNIT 3: BASIC COMMODITIES OF TANDOOR MARINATION

- Ingredients used in Tandoor cooking
- Marinade: importance, types, uses
- Accompaniments for Tandoor dishes,
- Variety of vegetable and meat cuts required

UNIT 4: BASIC RECIPES

- Variety of bread
- Vegetarian preparation
- Non-Vegetarian preparation
- Recipes for the accompaniments

TANDOOR – PRACTICAL
BVCHA 504-19

Practical:-

10 Menus based on

- Indian Starters (Kebabs)
- Accompaniments
- Indian breads

Note:- Different varieties of Accompaniments like Pickles, Raita, salads, chutneys, murabba

Menu 1 Tandoori roti, kulcha Naan / Muslim Naan Paneer tikka, / Murgh Tikka Mint chutney	Menu 2 Bhakharkhani Naan Shikampuri Kabab , Phaldari Kabab Mint chutney
Menu 3 Roomali roti Sheekh Kabab , Vegetable Sheekh Kabab Mint and yoghut sauce	Menu 4 Khasta roti Kakori Kebab Mint chutney
Menu 5 Sheeramal Shammi Kabab , Toonde kebab Mint chutney	Menu 6 Bhakri (Nachani, Bajra) (Rice, Jawar) Ajawain Prawns / Ajawain Mushroom Chilli sauce
Menu 7 Missi Roti Kalami / Tangdi kabab Stuffed Hariyali Fish Mint chutney	Menu 8 Stuffed parathas - vegetarian boti kabab Mint chutney
Menu 9 Stuffed parathas – Non vegetarian Tandoori Chicken Patti Soya chaap Yoghurt sauce	Menu 10 Baida Roti Peshawari Naan Malai kabab (chicken, veg)

LARDER

BVHCA 505-19

UNIT-1

LARDER- LAYOUT & EQUIPMENT: Introduction of Larder Work, Definition, Equipment found in the larder, Layout of a typical larder with equipment and various sections. **TERMS & LARDER CONTROL:** Common terms used in the Larder and Larder control, Essentials of Larder Control, Importance of Larder Control, Devising Larder Control Systems, Leasing with other Departments, Yield Testing, **DUTIES AND RESPONSIBILITIES OF THE LARDER CHEF:** Functions of the Larder, Hierarchy of Larder Staff, Sections of the Larder, Duties & Responsibilities of a larder chef.

UNIT-2

CHARCUTERIE: Introduction to charcuterie, **SAUSAGES:** Types & Varieties, **CASINGS:** Types & Varieties, **FILLINGS:** Types & Varieties, Additives & Preservatives **FORCEMEATS:** Types of forcemeats, Preparation of forcemeats, Uses of forcemeats, **BRINES, CURES & MARINADES:** Types of Brines, Preparation of Brines, Methods of Curing, Types of Marinades, Uses of Marinades ,Difference between Brines, Cures & Marinades, **HAM, BACON & GAMMON:** Cuts of Ham, Bacon & Gammon, Differences between Ham, Bacon & Gammon Processing of Ham & Bacon, Green Bacon, Uses of different cuts, **GALANTINES:** Making of galantines, Types of Galantine Ballotines, **PATES:** Types of Pate, Pate de foie gras, Making of Pate, Commercial pate and Pate Maison Truffle - sources, Cultivation and uses and Types of truffle

UNIT-3

MOUSE & MOUSSELINE: Types of mousse, Preparation of mousse, Preparation of mousseline, Difference between mousse and mousseline. **CHAUD FROID:** Meaning of Chaud froid, Making of chaud froid & Precautions, Types of chaud froid ,Uses of chaud froid . **ASPIC & GELEE:** Definition of Aspic and Gelee, Difference between the two, Making of Aspic and Gelee Uses of Aspic and Gelee. **QUENELLES, PARFAITS, ROULADES:** Preparation of Quenelles, Parfaits and Roulades. **NON EDIBLE DISPLAYS:** Ice carvings, Tallow sculpture, Fruit & vegetable Displays, Salt dough, Pastillage, Jelly Logo, Thermocol work

UNIT-4

APPETIZERS & GARNISHES- Classification of Appetizers, Examples of Appetizers, Historic importance of culinary Garnishes, Explanation of different Garnishes. **SANDWICHES-** Parts of Sandwiches, Types of Bread, Types of filling: Classification, Spreads and Garnishes, Types of Sandwiches, Making of Sandwiches, Storing of Sandwiches. Le Rol A.Polsom. The Professional Chef

REFERENCE BOOKS

- Bo Friberg (2002) The Professional Pastry Chef, Fourth Edition Wiley & Sons INC Cessarani & Kinton (2007).
- Theory of Catering. Hodder Education Publisher K Arora (2008),
- Theory of Cookery. Frank Brothers Fuller J. Barrie & Jenkins.
- Accompaniments & Garnishes from waiter S. C Dubey.
- Bakery• & Confectionery. Society of Indian Bakers Philip E. Thangam (2010)
- Modern Cookery (Vol-I) Orient• BlackSwan Kinton R Cessarani V., Foskett D. (2000)
- Practical Cookery (9th• edition) Hodder Education

LARDER – PRACTICAL
BVHCA 506-19

- MENU 01** : Forcemeats different style.
MENU 02 : Pates and Terrine
MENU 03 : Galantine and ballontine
MENU 04 : Different types of salads and Dressings:- meat based, fish Based, Vegetable, Chicken, fruits.
MENU 05 : Quenelles, Parfaits and Roulades
MENU 06 : Various types of sandwiches, canapés
MENU 07 : Preparation of various accompaniments and garnishes

Plus 5 Cold Buffet,

- Hot Continental
- , Hot Indian,
- Buffet Desserts,
- Bread Displays Demonstration of: Charcuterie Galantines, Pate, Terrines, Mousselines

MENU PLANNING AND CONTROL

BVHCA 507-19

UNIT 1 : MENU

- Introduction and History
- Objectives of Menu
- Functions of Menu
- Basic consideration of menu planning
- Types of Menu
- Constraints of menu planning
- French classical menu

UNIT 2 : Menu Engineering and Merchandising

- Definition and Objective
- Writing Menus
- Aids to Menu writing
- Menu Format
- Menu Design
- Essentials of Good Menu Card
- Menu Display
- Methods of Display
- Pricing of menus
- Menu as marketing tool

UN IT 3 INVENTORY CONTROL

- Importance
- Objective
- Method
- Levels and Technique
- Perpetual Inventory
- Monthly Inventory
- Pricing of Commodities
- Comparison of Physical and Perpetual Inventory

UNIT 4 : BUDGETARY CONTROL

- Define Budget
- Define Budgetary Control
- Objectives
- Frame Work
- Key Factors
- Types of Budget
- Budgetary Control
- MIS Reports
- Calculation of actual cost Daily Food Cost
- Monthly Food Cost
- Statistical Revenue Reports

BASICS OF HUMAN RESOURCE MANAGEMENT

BVHCA 508-19

Unit I

Meaning, nature and scope of HRM; Nature, Functions, Importance and Limitations of HRM; Challenges faced by Modern HR Managers; The Evolving Role of HRM in the tourism industry: the Changing Emphasis.

Unit II

Human Resource Planning: Introduction, Definitions, Features, Need for HR Planning; Objectives, Process, Factors affecting HR planning; Types, Benefits, Problems in HR planning and Suggestions for making HR Planning Effective; Succession planning.

Unit III

Job Analysis, Job Design & Compensation management: Introduction, Objectives, Benefits, Process, Techniques and Problems in Job Analysis. Job Design-Meaning, Objectives and Techniques of Job Design. Compensation Management: Concept, policies and Administration, Methods of Wage payments and incentive plans, Fringe Benefits.

Unit IV

Recruitment and Selection: Meaning and Definitions, Importance and Purpose, Process, Factors affecting Recruitment, Sources of Recruitment, Methods, Constraints and Challenges of Recruitment. Recent Trends in recruitment. Selection: Meaning and definition, procedure, selection Process.

REFERENCE BOOKS

- Pramod Verma, Personnel Management in Indian Organisations, Oxford & IBM Publishing Co. Ltd, New Delhi.
- Venkata Ratnam CS & Srivatsava B K, Personnel Management and Human Resources, Tata McGraw Hill, New Delhi.
- S. K. Chakravarthy, Managerial Effectiveness and Quality and Work Life, TMH, New Delhi.
- Robert L. Mathis & John. H. Jackson, HRM, South Western Pub. Saiyadain S.Mirza, HRM, TMH, New Delhi.
- Dessler, A Framework for HR Management, Pearson Edn India.

FOOD COSTING AND PLANNING BVHCA 509-19

UNIT 1- Measurements

- Measuring: it's importance and relevance
- Basic Math
 - Addition, Subtraction, Multiplication & Division (Application of the Rule of BODMAS)
 - Decimals, percentages and fractions
- Basic Measurement Skills
 - Basic Units (gram, litre, millilitre, millimeter, centigrade, kilo,
- Recipe Conversions (American, Metric, and Imperial)

UNIT 2- Recipes

- Standardized Recipes
- Weight and volume portioning
 - Oven Temperature : Celsius, Fahrenheit, Gas
 - U.S Cups : cups to ml
 - Spoons : ml to teaspoons / tablespoons
 - Volume : ml to ounce / pints
 - Weight : grams to ounce / pounds
 - Linear Measurements : mm to inches & cm to inches
- Layout with its importance and relevance
- Optimum resource utilizations
- Costing and Menu Pricing

UNIT 3- Yields

- Recipe yields
- Recipe yields and costing Fruits and vegetable
- Recipe yields and costing: meats
- Recipe yields: Poultry and Seafood
- Portion Control
- Portion Control in preparation
- Portion Control in Plating & Service

Unit 4 –

- Food Cost percentage
- Yield Cost Analysis
- Raw Yield Test
- Cooked Yield Test
- Portion Cost
- Seat Turn Over Ratio
- Sales Mix
- Average Spending Power (Average per cover or Guest Average Check)
- REVPASH (Revenue Per Available Seat Hour)
- Labor and Energy Cost

- Profit and Loss

Project : case study of revamping of recipe costings from purchase to menu
Standardize and cost a recipe

REFERENCE BOOKS

Food & Beverage Control – Kotas & Davis – International Textbook Company
Culinary Math – Linda Blocker, Julia Hill – Wiley Publications
Math for the Professional Kitchen - Laura Dreesen, Michael Nothnagel & Susan Wysocki -
Wiley Publications
Food & Beverage Control – Jack Ninemeier – AHLEI Publication

MENTORING AND PROFESSIONAL DEVELOPMENT

BMPD 502-18

Guidelines regarding Mentoring and Professional Development

The objective of mentoring will be development of:

- Overall Personality
- Aptitude (Technical and General)
- General Awareness (Current Affairs and GK)
- Communication Skills
- Presentation Skills

The course shall be split in two sections i.e. outdoor activities and class activities.

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(Class Activities)

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2. Aptitude Test
3. Group Discussion
4. Quiz (General/Technical)
5. Presentations by the students
6. Team building Exercises

Part – B

(Outdoor Activities)

7. Sports/NSS/NCC
8. Society Activities of various students chapter i.e. ISTE, SCIE, SAE, CSI, Cultural Club, etc.

Evaluation shall be based on rubrics for Part – A & B

Mentors / Faculty incharges shall maintain proper record student wise of each activity conducted and the same shall be submitted to the department

SEMESTER 6

Industrial Training

Semester Sixth devoted to 20-22 weeks of Industrial Training

- Training can be in any hotel / restaurant of repute
- Students has to do training in minimum 3 outlets of f&b service
- Each student has to fill log book of his/her daily activities and things he has observed & learnt.
- Each candidate has to present a ppt in about his hotel / restaurant front of examiner after the completion of training.
- Student must carry a training certificate on hotel / restaurant letter head mentioning about the training duely signed by the competetent authority.