

SIXTH SEMESTER - BACHELOR OF ARTS (HOSPITALITY MANAGEMENT)

Sixth Semester			
S. No.	Name of Subject	Credits	Total Marks
1	Facility Planning & Management	5	100
2	Event & Catering Management	5	100
3	Principles of Management	4	100
4	Travel Agencies and Tour Operator Operations	5	100
5	Project	5	100
Total		24	

Subject Name: FACILITY PLANNING & MANAGEMENT

Unit 1.

Hotel Design:

A. Design Consideration

- Attractive Appearance
- Efficient plan o Good location
- Suitable material
- Good workmanship
- Sound financing
- Competent Management

B. Evaluation of accommodation needs thumb rules

C. Ensuring that the hotel must combine the integrated function of housing feeding, entertainment, rentals, services, maintenance and light manufacturers

Unit 2.

Facilities Planning

- The systematic layout planning pattern (SLP); planning consideration
- Flow Process & Flow diagram
- Procedure for determining space, ways of determining space requirements space relationship
- Architectural consideration
- Difference between carpet area and plinth area
- Approximate cost of construction estimation

- Approximate operating areas in budget type/ 5 star type hotel. Approximate other operating areas per guest room
- Approximate water / electrical load requirement – estimation

Unit 3.

Star Classification of Hotel

- Criteria for star classification of hotel

Subject Name: EVENT & CATERING MANAGEMENT

Unit I Menu Planning

- Basic principles of menu planning - recapitulation
- Points to consider in menu planning for various volume feeding outlets such as Industrial, Institutional, Mobile Catering Units
- Planning menus for:
 - School/college students
 - Industrial workers
 - Hospitals
 - Outdoor parties
 - Theme dinners
 - Transport facilities, cruise lines, airlines, railway
- Nutritional factors for the above

Unit II: Indenting

Principles of Indenting for volume feeding

Portion sizes of various items for different types of volume feeding

Modifying recipes for indenting for large scale catering

Practical difficulties while indenting for volume feeding

Unit III: Planning

Principles of planning for quantity food production with regard to

Space allocation

Equipment selection

Staffing

Unit IV: Volume Feeding

- Institutional and Industrial Catering
 - Types of Institutional & industrial Catering
 - Problems associated with this type of catering
 - Scope for development and growth
- Hospital Catering
 - Highlights of Hospital Catering for patients, staff, visitors
 - Diet menus and nutritional requirements
- Off Premises Catering

- Reasons for growth and development
- Menu Planning and Theme Parties
- Concept of a Central Production Unit
- Problems associated with off-premises catering

D. Mobile Catering

- Characteristics of Rail, Airline (Flight Kitchens and Sea Catering)
- Branches of Mobile Catering

E. Quantity Purchase & Storage

- Introduction to purchasing
- Purchasing system
- Purchase specifications
- Purchasing techniques
- Storage

Subject Name: PRINCIPLES OF MANAGEMENT

UNIT-I

Introduction-characteristics of management-Functions or process of management Role of manager-managerial skills-principles of management given by Henry Fayol.- Levels of management – advantages and disadvantages of management

UNIT-II

PLANNING

Definition-Nature of planning-Types-steps or process of planning-Merits and demerits

UNIT-III

ORGANISING

Definition-Organisational features-process of steps-staffing-recruitment, Interview, selection, training-decision making

UNIT-IV

LEADING

Leadership definition-Types of leadership-Theories of Leadership-Motivation- Definition-Theories of motivation

UNIT-V

CONTROLLING AND COMMUNICATING

Definition of controlling –Definition of communication-Nature of communication- elements of process of communication-Types of communication-Barriers of communication

REFERENCE BOOK

1. Principles of management-Jaya Shankar
2. Business Management- C.B .Gupta

Subject Name: TRAVEL AGENCIES AND TOUR OPERATOR OPERATIONS (Practical)

Subject Name: PROJECT

Note: The Normal Rule and Regulation pertaining to the Examination and other issues will be applicable in Faculty of Commerce & Management as per Arunachal University of Studies Act 2012, Subsequent Statute and Rules & Regulations.