

I. INTRODUCTION

In the present scenario of GLOBALIZATION of industry and business, hotels and Restaurants are being established rapidly due to the increased travelling by professionals and general public. This has created an urgent need for skilled workers in large numbers. Hence, students who have COMPLETED their 10th standard have a Golden Opportunity to undergo 2 YEARS INTERMEDIATE IN HOTEL OPERATIONS and stand a very good chance of employment with handsome salary.

Students who go in for regular courses of Arts, Science and Commerce are finding it difficult to get a job in the relevant fields after completing 10+2 level or even a degree.

The vocational Course has been designed to overcome this lacuna and thus reduce unemployment in the state.

It is surprising but true that, the students who pass out of INTERMEDIATE IN HOTEL OPERATIONS are the hot cakes for the Hospitality Industry. In other words, a 10th standard candidate with the Hotel education Imparted by STATE INSTITUTE OF VOCATIONAL EDUCATION for two years shall become hospitality professionals on demand immediately after completion.

II. OBJECTIVES OF THE COURSE

1. To impart in depth knowledge on the technical skills in various aspects in Core areas of Hotel Industry
2. To inculcate in the students, both ethics and adequate work habits in a team.
3. To provide an employment potential in Hotel industry or self-employment.

III. SKILLS TO BE PROVIDED

This course is designed to provide TECHNICAL SKILLS to the students, which will enable them to work in any of the Major Departments Of The Hotel. Hence, emphasis is given more on Practical to achieve these SKILLS.

IV. JOB OPPORTUNITIES

Wage Employment

1. Front office assistant
2. Bell desk assistant
3. Captain/ supervisor
4. Butler/ personal valet
5. Steward
6. Room attendants/ Public area attendant
7. Room service attendant
8. Commis

SELF-EMPLOYMENT

1. Canteen/ Cafeteria/ Restaurant / Coffee Shops /Fast food joints
2. Out door catering / Functional Caterings
3. Mobile Caterings
4. Working Women's hostel
5. Guest Houses
6. Hospital Catering
7. Industrial Catering

V. ANNUAL SCHEME OF INSTRUCTION AND EXAMINATION FOR VOCATIONAL COURSES 1ST & 2ND YEAR

Part - A	Theory		Practicals		Total	
	Periods	Marks	Periods	Marks	Periods	Marks
1. English	185	75	-	-	185	75
2. G.F.C.	185	75	-	-	185	75
Part - B						
3. Vocational Subjects						
Paper - I	160	50	160	50	320	100
Paper - II	160	50	160	50	320	100
Paper - III	160	50	160	50	320	100
Part - C						
4. On the Job Training -	-	-	210	50	210	50
Total	840	300	690	200	1540	500

Scheme of Instruction per week for Vocational Courses

Part - A	Theory	Practicals	Total
1. Communication Skills/English	6	-	6
2. G.F.C.	4	2	6
Part - B			
3. Vocational subjects			
Paper - I	5	5	10
Paper - II	5	5	10
Paper - III	5	5	10

NEW SCHEME PROPOSED CALCULATION OF WORKING PERIODS

Number of working days per annum	=	220 days
Number of periods per annum 220×7	=	1540 periods
Periods allotted for OJT [30 days 30×7]	=	210 periods
Periods allotted to Communication Skills/ English	=	185 periods
Periods allotted to GFC [125 Theory + 60 Practicals]	=	185 periods
Periods allotted to Vocational subjects		
Paper I [Theory 160 + Practicals 160]	=	320 periods
Paper II [Theory 160 + Practicals 160]	=	320 periods
Paper III [Theory 160 + Practicals 160]	=	320 periods
Total		1540 periods

Periods allotted per week

1. Communication skills/English	=	6 periods
2. G.F.C. [Theory 4 = Practicals]	=	6 periods
3. Vocational Subjects		
Paper I [Theory 5 + Practicals 5]	=	10 periods
Paper II [Theory 5 + Practicals 5]	=	10 periods
Paper III [Theory 5 + Practicals 5]	=	10 periods
Total Periods per week	=	42 periods

VI. Syllabus

HOTEL OPERATIONS

Subject Title: food production-1
(Hours: 160, Marks: 50)

Subject Code:
Periods/ week: 5
Periods/ year: 160

Sl. No.	Major Topics	No. of Periods	Weightage of Marks
1.	INTRODUCTION TO COOKERY & RAW MATERIALS	:30	20%
	a) Definition, evolution		
	b) Aims, objectives & advantages of cooking		
	c) Effect of heat on Proteins, Carbohydrates & Fats.		
	d) Introduction & Classification of raw Material: Perishable & non- Perishable		
	e) Types & uses of: Salt, liquids, sweeteners, fats & oils, raising agents, thickening, binding agents, flavouring & -seasonings.		
2.	BASIC PRINCIPAL OF FOOD PRODUCTION	35	20%
	a) Pre- preparation of ingredients.		
	b) Methods of mixing		
	c) Texture		
	d) Various methods of cooking & their basic rules.		
	e) EGG COOKERY: Methods of cooking, uses & nutritive value		

3. KITCHEN OPERATION : **45 30%**

- a) Duties & responsibilities of Kitchen Brigade.
- b) Attitude towards work
- c) Personal Hygiene
- d) Co-ordination with other departments
- e) Kitchen Equipments & Tools: Types, Safety and Precautions while handling Large, Medium & Small equipments.
- f) Types Of Fuels & Uses
- g) Kitchen Hazards- Accidents and Fire - Control & Prevention

4. BASIC OF WESTERN CUISINE **30 20%**

- a) Convenience Foods: Types & Importance
- b) Stocks, Sauces And Soups: Introduction & classification of soups sauces and stocks. Preparation, and their uses in cookery. National and International soups
- c) Common Indian & Western Culinary Terms.

5. KITCHEN CONTROLS: **20 10%**

- a) Garbage Disposal.
- b) Standardization Of Recipies
- c) Portion Control

OBJECTIVES :

On completion of this subject, students will acquire basic knowledge of cookery & Kitchen control.

HOTEL OPERATIONS
1ST YEAR PRACTICAL
Sub-Title : Food production: 1
(Hours: 160, Marks: 50)

1. Identification of various Kitchen Equipments, their utility, precautions in handling and maintenance.
2. Introduction to Raw materials- identification & uses of Perishable & non-perishable materials
3. Basic vegetable cutting.
4. MENU 1: Plain rice, Cabbage Foogath, Tomato Dal, Cucumber Salad
5. MENU 2: Tomato Rice, Veg Raita, Aloo Jeera, Chapathi
6. MENU 3: Jeera Rice, Dal Fry, Egg Curry, Roti, Onion Salad
7. MENU 4: Vegetable Pulao, Boondi Raitha, Bagara Baigan, Plain Paratha
8. MENU 5: Basic Mother Sauces preparation
9. MENU 6: Mix Veg curry, Plain Rice, Dal Fry, Kaddu ka Kheer
10. MENU 7: Cr. Of Spinach Soup, Parsley Potato, Veg Augratine, Fruit Custard, Bread rolls.
11. MENU 8: Cr. Of Tomato Soup, Glazed Vegetables, Veg croquettes, Bread Rolls
12. MENU 9: Boiled rice, Kadai Veg, Kadai Chicken, Rice Kheer
13. MENU 10: Coconut Rice, Mutton Khorma. Veg Khorma, Semiya Payasam

HOTEL OPERATIONS

Subject Title: F & B Service - 1
(Hours: 160, Marks: 50)

Subject Code:
Periods/ week: 5
Periods/ year: 160

Sl. No.	Major Topics	No. of Periods	Weightage of Marks
1.	INTRODUCTION TO HOSPITALITY INDUSTRY	25	15%
	a) Growth and development of catering industry		
	b) Career opportunities		
	c) Classification of catering industry		
2.	F & B SERVICE BRIGADE	30	18%
	a) Classification of F&B service department in a hotel		
	b) Staff organization of F & B Service Department - their duties and responsibilities		
	c) Coordination with other departments		
	d) Attributes of a waiter.		
3.	RESTAURANT OPERATIONS	50	31%
	a) Restaurant equipments: Types, standard sizes, care, cleaning and Polishing of various equipments.		
	b) Duties of a waiter, mise-en -scene and rnise - en -place,		
	c) Welcoming the guest		
	d) Rules to be observed while laying a table and waiting at a table.		

- e) Different Types And Styles Of Services
 - Silver Service, American Service, English, French, Russian, Buffet, Counter, Cafeteria, Food Courts, Room Service And Bar Service

4. MENU PLANNING: 35 21%

- a) Origin, Functions And Types Of Menu.
- b) Important Points To Be Kept In Mind While Planning a Menu
- c) French Classical Menu

5. CONTROL SYSTEM 20 15%

- a) Necessity for restaurant control system
- b) Functions of a control system
- c) Forms of KOT's and bills
- d) Restaurant sales summary

OBJECTIVE:

On completion of this subject, the Students will learn about Concept of Service, Style, Menu Planning & F & B Control.

HOTEL OPERATIONS

1st Year Practical

Subject Title: F & B Service - 1

(Hours: 160, Marks: 50)

1. Introduction to various service terms of cutlery, crockery, furniture and special equipments.
2. Description and drawing of table appointments with sizes in practical journal
3. Mise - en - place:
 - a) Cleaning and polishing of various restaurant equipments,
 - b) Setting up the side station
 - c) Laying and relaying table cloths
 - d) Laying different types of covers.
4. Service:
 - a) Welcoming and seating a guest
 - b) Presentation of menu
 - c) Order taking and service of the order
5. Napkin folding - 10 dinner and 10 lunch

HOTEL OPERATIONS

Subject Title: Room Division Operation - I
(Hours: 160, Marks: 50)

Subject Code:
Periods/ week: 5
Periods/ year: 160

Sl. No.	Major Topics	No. of Periods	Weightage of Marks
1)	INTRODUCTION TO HOSPITALITY INDUSTRY	30	20%
	a) Evolution of hospitality industry - definition and origin, purpose of Travel		
	b) Classification of hotels		
	c) Departmental classification of a hotel		
	d) Types of rooms		
2)	ROOMS DIVISION: ITS ORGANISATION	40	25%
	a) Functions of front office and house keeping department		
	b) Hierarchy of front office and housekeeping department, their Attributes, duties and responsibilities		
	c) Inter-departmental coordination		
3)	ROOM DIVISION LAYOUT	30	20%
	a) Departmental layout of Housekeeping		
	b) Departmental layout of Front office		
	c) Functions of various Departments of Housekeeping and front office		

4) CLASSIFICATION OF CLEANING AGENTS & EQUIPMENTS

30 15%

- a) Classification of cleaning equipments and agents.
- b) Mechanical equipments
- c) Containers, brushes, mobs and brooms
- d) Cleaning cloths and miscellaneous equipments
- e) Classification of cleaning agents and their types

5) INFORMATION DEPARTMENT

30 20%

- a) Alphabetical index rack
- b) Handling messages
- c) Handling room keys and types of keys
- d) Handling guest mail
- e) Providing information to guest

OBJECTIVE:

Students will be able to learn the operation of both major areas i.e., front office and house keeping, which are the front of the house and back of the house to run a hotel operation smoothly.

HOTEL OPERATIONS

1st Year Practical

Subject Title : Room Division Management - I

(Hours: 160, Marks: 50)

1. Understanding facilities, guest amenities and supplies
2. Developing etiquettes and attributes of front office and housekeeping staffs
3. Preparation of departmental lay-out charts
4. Information department
 - a) Handling guest enquires
 - b) Maintaining alphabetical index racks
 - c) Handling room keys
 - d) Handling guest mail
 - e) Paging and providing information to guest
5. Handling of various cleaning equipments and understanding various cleaning agents

HOTEL OPERATIONS

Subject Title: Food Production-II
(Hours: 160, Marks: 50)

Subject Code:
Periods/ week: 5
Periods/ year: 160

Sl. No.	Major Topics	No. of Periods	Weightage of Marks
1. VEGETABLE COOKERY:		25	18%
	a) Classification and their different cuts		
	b) Methods of cooking		
	c) Vernacular names of different vegetables available.		
2. GARDEMANGER:		35	20%
	a) Salads & Salad Dressings		
	b) Classification and types of salads,		
	c) Parts of a salad,		
	d) Different classical salads and salad dressings.		
	e) Accompaniments & Garnishes		
	f) Rechauffe Cookery		
3. MEAT COOKERY		45	30%
	a) Pre-Slaughtering Stages		
	b) Factors affecting the quality of meat.		
	c) Tenderizing factors of meat.		
	d) Selection, Cuts & Uses Of Lamb & Poultry		
	e) Classification of poultry according to age and weight.		
	f) Various cuts of Beef, veal and Pork		
	g) FISH: Classification, Selection, Cuts and uses		

4. KITCHEN HYGIENE & SANITATION **35 20%**

- a) Food Laws,
- b) Food additives,
- c) Food Adulteration & Food Standards
- d) Causes of Food Spoilage,
- e) Common Food & Water Borne Diseases -
- f) Methods of Prevention.

5. INTRODUCTION TO BAKERY: **20 12%**

- a) Basic Principal of Bakery & Bakery Terms
- b) Different methods of Bread Making: Faults & Remedies
- c) Cakes: Different Types, Faults & Remedies
- d) Cookies: Different Types, Faults & Remedies

OBJECTIVES :

On completion of this Subject, the students will learn about
Bulchery, Larderwork & importance of Kitchen Hygiene &
Sanitation.

HOTEL OPERATIONS

2nd Year Practical

Subject Title : Food Production-II

(Hours: 160, Marks: 50)

1. Menu 1: Gongura kodi kura, mudda pappu, plain rice, parvanam
2. Menu 2: Elaichi chawal, dal makhni, methi paneer, phulka,
3. Menu 3: Hyderabadi (mutton) dum biryani, mirchi ka salan, dhai chutney, Qubani ka meetha
4. Menu 4: Aloo Paratha, shamee kebab, dal amritsari, masala Pulao
5. Menu 5: Veg fried rice, Veg soft noodles, Veg Manchurian, chicken Manchurian
6. Menu 6: Different varieties of dosas (plain, masala, pesarattu) with chutney, upma
7. Menu 7: Chole Bhatura, onion Cucumber
8. Menu 8: Different types of chats-aloo tikki, papdi chat, bhel puri, pani puri,
9. Menu 9: Pav bhaji, fruit chat
10. Menu 10: Idly, Wada, sambar, chutney.
11. Menu 11 :Vanilla buns, melting moments.
12. Menu 12: Sponge Cake, Swiss Roll.
13. Menu 13: Two varieties of Bread; Plain & Fruit Bread
14. Menu 14: SALADS; Cole slaw, Tossed Salad (vinaigrette dressing), Macaroni Salad (French dressing)

HOTEL OPERATIONS

Subject Title: F & B Service - II
(Hours: 160, Marks: 50)

Subject Code:
Periods/ week: 5
Periods/ year: 160

Sl. No.	Major Topics	No. of Periods	Weightage of Marks
1.	Classification of beverages a) Non-alcoholic beverages b) Nourishing c) Stimulating d) Refreshing	10	8%
2.	Alcoholic beverages: a) classification of Alcoholic Beverages b) Wines : Classification and their service Major wine producing countries & Popular Brands of wines of these countries c) Beer: Types, storage and service. Name of Various Indian and foreign brands c) Spirits: Classification, Alcoholic content and Service. Name of various Indian and foreign brands	50	30%
3.	Bars, Tobacco, Sandwiches & Cheese a) Layout of Restaurant & Bar b) Types & Equipments required for Bar c) Inventory & BOT Control System d) Various Licenses required for a Bar e) Tobacco: brand names, types and service of cigar	40	25%

HOTEL OPERATIONS

1st Year Practical

Subject Title : F & B Service - II

(Hours: 160, Marks: 50)

1. Revision of mise - en -place, serving meals and napkin foldings
2. Service of non - alcoholic beverages
 - a) Tray set-up for tea and coffee service
 - b) Services of juices and aerated water
3. Service of alcoholic drinks:
 - a) Presentation of menu
 - b) Order taking
 - c) Service of wine
 - d) Service of beer
 - e) Service of spirits
4. Control systems
 - a) Order taking and presentation of bill
 - b) Menu promotion
5. Room service:
 - a) Tray set-up for breakfast, lunch, dinner, tea etc.
 - b) Order taking, service and clearance
6. Breakfast and high - tea:
 - a) Set-up of breakfast table
 - b) Buffet set-up
 - c) Menu planning for high - tea.
7. Banquets and buffets:
 - a) Setting up various types of buffets
 - b) Practicing various services
 - c) Preparing function prospectus and diary

HOTEL OPERATIONS

Subject Title: Room Division Operation - II

(Hours: 160, Marks: 50)

Subject Code:

Periods/ week: 5

Periods/ year: 160

Sl. No.	Major Topics	No. of Periods	Weightage of Marks
1. Reservation:		40	25%
	a) Sources and modes of reservation		
	b) Types of plans, types of room rate		
	c) Discount and allowances		
	d) Group reservation		
	e) Fore-casting room reservation		
	f) Walk - in reservation		
	g) Reservation chart and guest history card		
2. Registration:		40	25%
	a) Registration of guest at reception		
	b) Guest registration card, arrival and departure register, C- Form		
	c) Lobby errand card, arrival and departure report		
	d) House count		
3. Guest information		20	12%
	a) International air lines codes,		
	b) Capital and currencies,		
	c) Festivals of India,		
	d) Tourist places of India -historical, wild life, Hill stations, beach, pilgrimage etc.		

4. House keeping Operation :

30 20%

- a) Chamber made trolley-purpose use and items in it
- b) Procedure for cleaning a room-vacant occupied and just Vacated
- c) Procedure involved for lost and found articles
- d) Housekeeping room report
- e) Discrepancy report
- f) Room clearance report
- g) Room checklist file
- h) Turn Down Service.

5. DEPARTURE PROCEDURE:

30 18%

- a) Procedure involved in checking out a guest at front-office
- b) Procedure involved in checking - out a guest at house keeping department.
- c) Group Check-out procedures

OBJECTIVE:

The student will be able to understand the Guest needs & Services, and will acquire the knowledge & Techniques required for Guest Cycle.

HOTEL OPERATIONS

2nd Year Practical

Subject Title : Room Division Management - II

(Hours: 160, Marks: 50)

1. Reservation:
 - a) Handling various types of reservation
 - b) Calculating room rent, discounts and allowances
 - c) Handling group reservations
 - d) Handling walk - in reservation
2. Using chamber maid trolley and getting familiar with the items in it
3. Cleaning of rooms:
 - a) Vacant room
 - b) Occupied room and
 - c) Just vacated room
4. General information:
 - a) Practicing providing information about India and its tourist places
5. Registration:
 - a) Checking-in a guest with a confirmed reservation
 - b) Checking in a walk - in guest
 - c) Practice filling various forms
 - d) Calculating house count
6. Checking-out a guest at front office and housekeeping Department

VII. LIST OF EQUIPMENTS REQUIRED

1.	Cooking Range(two burner)	10 no's (Low pressure)
2.	Weighing Scale	2 nos
3.	Measuring Jug	10 nos
4.	Measuring Spoon	10 nos
5.	Aluminium Basin	10 nos
6.	Soup Strainer	10 nos
7.	Grater	5 nos
8.	Aluminium Pie-dish	10 nos
9.	Jelly Moulds	10 nos
10.	Rolling Pins	5 nos
11.	Frying Spoon	10 nos
12.	Flat Spoon	10 nos
13.	Round Laddles	20 nos
14.	Wooden Spoon	10 nos
15.	S.S.Degchi (12" Dia)	20 nos with lids
16.	S.S.Degchi(10"Dia)	20 nos with lids
17.	Frying Pan (10" Dia)	10 nos
18.	Iron Tawa	5 nos
19.	S.S.Collander(12"Dia)	10 nos
20.	S.S.Katories (medium)	20 nos
21.	Fibre Chopping board	10 nos
22.	S.S.Tongs	10 nos
23.	S.S.Sieve	5 nos
24.	Aluminium trays (12"*18")	5 nos

25.	Lime Squeezer	5 nos
26.	Iron Kadai (15" Dia)	5 nos
27.	Garbage Bins	5 nos
28.	Grinding Machine (heavy duty)	1 nos
29.	Mixer Grinder	1 nos
30.	Calie Tins	5 nos
31.	Cooling Trays	5nos
32.	Bread Tin	5 nos
33.	Baking Tray	5 nos
34.	Work Table	10 nos
35.	S.S.Sinks	5 nos
36.	S.S.Plates	20 nos
37.	Cup board	1 nos

RESTAURANT

1.	Cup board	1 nos
2.	Side board	2 nos
3.	Tables (2 1/2 * 2 1/2)	5 nos
4.	Chairs	20 nos
5.	Bar counter	1 nos
6.	Joint Plate	4 doz
7.	Half Plate	4 doz
8.	Quarter Plate	8 doz
9.	Soup bowls	4 doz
10.	Tea Cups & Saucer	2 doz
11.	Coffee Cup & Saucer	2 doz
12.	Egg Cup	1 doz

13.	Large Knife	4 doz
14.	Large fork	4 doz
15.	A. P. Knife/fork/spoon	4 doz each
16.	Butter Knife	1 doz
17.	Butter Dish	1 doz
18.	Soup Spoon	4 doz
19.	Tea/Coffee/Spoon	2 doz each
20.	Service Spoon /fork	4 doz each
21.	Fish Knife /fork	2 doz each
22.	Water Goblets	4 doz
23.	Ice Cream Cups	2 doz
24.	Juice Glasses	2 doz
25.	Red wine glass	1 doz
26.	White wine glass	1 doz
27.	Champagne Saucer	1 doz
28.	Champagne Tulip	1 doz
29.	Beer Mugs	1 doz
30.	Brandy baloon	1 doz
31.	Cocktail glasses	1 doz
32.	High ball glasses	1 doz
33.	Salvers (Round)	2 doz
34.	Tea pot	1 doz
35.	Coffee pot	1 doz
36.	Entre-dish (2 portion)	2 doz
37.	Sauce boats	6 nos
38.	Finger bowls	2 doz
39.	Cork Screw	1 doz
40.	Peg measurer	2 nos
41.	Ash Tray	1 doz

42.	Menu Stand	1 doz
43.	Flower vase	1 doz
44.	Pastry Tongs	6 nos
45.	Ice Cream Scoop	1 nos
46.	Cheffin dish	6 nos
47.	Cruet Set	1 doz

FRONT OFFICE

1.	F.O. Counter	1 nos
2.	Mail & Key Rack	1 nos
3.	Computer	1 nos
4.	Various forms & Diaries	
5.	Bell desk	1 nos

HOUSE KEEPING

1.	Model Guest Room	1 nos
2.	Chamber maid trolley	1 nos
3.	Vaccum cleaner	1 nos
4.	Sink	2 nos
5.	Soft broom	2 doz
6.	Hard broom	2 doz
7.	Carpet Brush	4 nos
8.	Scrubbing brush	1 doz
9.	W.C.Brush	1 doz
10.	Long handle mop	6 nos
11.	Steel wool	100 gm
12.	Nylon Scrubber	6 nos
13.	Dusters	2 doz
14.	Flanelette	2doz

15.	Glass cloth	2 doz.
16.	Dust pans	2 doz
17.	Dust bins (small)	2doz
18.	Buchets (medium)	ldoz
19.	Spray Can	2 nos

VIII. SUGGESTED LIST OF COLLABORATING INSTITUTE

Private Hotel Management Colleges.

Federation of Hotel & Restaurant Association of India.

Local Hotels and Restaurants.

National Council of Hotel Management, Ministry of Tourism.

ON THE JOB TRAINING CENTRES

1. Local Hotels
2. Local Restaurants
3. Hospitals
4. Catering Establishments
5. Fast Food Centres
6. Guest Houses

IX. QUALIFICATION OF LECTURER

1. Degree in Hotel Management.
2. Diploma in Hotel Management with a Degree in any Stream.
3. Intermediate in Hotel Operation with a degree in any stream with 3 years Experience.

X. VERTICAL MOBILITY

1. With Bridge Course - BSc, EMCET
2. With out Bridge Course - BHMCT, BA, B.Com.

XII. REFERENCE BOOKS

I COOKERY

- 1 Theory of Catering -
- 2 Theory of cooking Kington Cesenani, ELBS.
- 3 Modern Cookery - vol-1 & vol-2 K.Arora, Frank brothers publisher
- 4 Cold Kitchen Miss Thangham E.Phillip
- 5 Dictionary of Culinary Arts D.D.Sharma - Aman Publication
- 6 Indian Cook book Gteven Levensky, Prentice Hall
- 7 Bakery materials ChefArvind Saraswat, Lustre Press
Daniel Albert

II F&B SERVICE

- 1 Food & Beverage Service
- 2 Hotel Management Made Easy Y.M.Bagchi, Aman Publication
- 3 HACCP S.M. RajaRam, Anand Publication
- 4 Food & Beverage Service S.M- RajaRam, Anand Publication
- 5 The Wines & Spirit Lillicrap
A.L. Simon - Charles Skilton Publishers.
- 6 Food & Beverage Service Sudhir Andrews - Tata Mcgraw Hill

III ROOM DIVISION OPERATION

- 1 Front Office Management S.K.Bhatnagar, Frank brother Publisher
- 2 Front Office Training Manual Sudhir Andrews, Tata Mcgraw Hill
- 3 Hotel, Hostel & Hospital H. K. Brownson & Lenox
- 4 Hotel H. K. Training Manual Sudhir Andrews, Tata Mcgraw Hilt
- 5 Proffessional House Keeping Manoj Madhukar -Rajat Publications

TEXT BOOK AUTHORS

- 1 Food Production - 1st & 2nd Yr Mr. M.Bhaskar
- 2 F & B Service - 1st & 2nd Yr Mr. V. K.Gupta
- 3 Room Division Operation - 1st & 2nd Yr Mr. Radha Krishna Murthy

XIII. LIST OF PARTICIPANTS

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VOCATIONAL CURRICULUM-2005

(With effect from the Academic Year 2005-2006)

**CURRICULUM OF INTERMEDIATE VOCATIONAL
COURSE IN**

HOTEL OPERATIONS



**STATE INSTITUTE OF VOCATIONAL EDUCATION &
BOARD OF INTERMEDIATE EDUCATION A.P.
Nampally, Hyderabad**

FOREWORD

The National Policy on Education (1986) while proposing educational reorganization, placed high priority on the programme of vocationalisation of education. It emphasized that well planned, systematic and rigorously implemented vocational education will create a distinct stream to prepare students for identified occupations encompassing several areas of activity. The primary aim of vocational courses was to cut across several occupational fields and prepare students with employable skills in organized sectors and self employment. Vocationalisation through re-orientation of educational strategies focused on creating a talent pool of skilled youth who are trained in courses relevant to the market and emerging needs of the various sections of the economy.

Inspired by this vision of the National Policy, the Government of Andhra Pradesh introduced Vocational Education at +2 level with an aim to diversify a sizeable segment of students at the senior secondary stage to the world of work. The State Government aimed at reducing the pressures on higher education through empowering youth by harnessing their capabilities. The requirement of skilled manpower industry is being fulfilled by charting a student's career with right options based on aptitude and talent. An right alternative to medical and engineering courses is envisaged in vocationalisation of education in the State.

In view of the changing needs of the students and growing demand for a spectrum of skill competencies in the economy, the Board of Intermediate Education has reviewed the curriculum of Vocational Courses in order to re-orient them based on their viability and practicability. The revised curriculum for Vocational Courses at Intermediate Level will come into effect from the Academic Year 2005-06 1st Year and from Academic Year 2006-07 for 2nd Year students.

I am confident that the revised curriculum will attract more and more students into vocational stream and help them train in need-based, productive courses leading to gainful employment.



SHASHANK GOEL

Secretary, BIE

CONTENTS

1.	Introduction	1
2.	Objectives of the course	1
3.	Skills to be Provided	2
4.	Job Opportunities	2
a)	Wage Employment	
b)	Self Employment	
5.	Scheme of Instruction and Examination	3
6.	Syllabus	5
7.	List of Equipment	23
8.	a) Collaborating Institutions for curriculum transaction	27
	b) On – the – Job Training Sites	27
9.	Teaching Staff and their Qualification	27
10.	Vertical Mobility	31
11.	Reference Books	28
12.	List of Participants	29