

DIPLOMA IN HOTEL ADMINISTRATION

DURATION:12-MONTHS,6 MONTHS CLASSES 6 MONTHS INDUSTRY INTERNSHIPS

(TIMING:6-HOURS IN DAY, (MONDAY TO SATURDAY))



One Years Course

Breaking the
RECORD with the
FASTEST BARTENDER
in the **WORLD**



FOOD AND BEVERAGE SERVICE

UNIT- I

Classification of f & b operations Commercial-hotels , motels ,restaurant , private hospitals ,resorts, pubs, sank bars ,discotheques ,fast food restaurants ,parlours ,airlines, rail, sea catering ,mobile cateringWelfare (industrial-factories, offshore, project site: Institutional- student, hostel, armed forces catering hospitals, noon meal scheme) Career opportunities

UNIT- II

Different f & b service outlets Stand alone restaurants, coffee shop, room service, banquets, bar, bar-b-que, discotheque, off premises catering, take away, home delivery, chain of restaurants and tea boutiques.

UNIT- III

Staff hierarchy of the various F&B service Their duties and responsibilities. Attributes of food and beverage service personnel Departmental relationship (within F&B and with other departments) Co-operation, co-ordination, communication Basic principles of psychology to understand Guests behavior and immediate requirements Management's expectations

UNIT- IV

Classification and enumerating of service equipment with brand names Furniture, Linen, Crockery, Flatware, Cutlery, Hollow ware, Glassware, Disposables, Chaffing dishes, Side board

CULINARY MANAGEMENT



UNIT - I

Culinary History Origin of Modern Cookery Equipment Knowledge and development Hygiene in Kitchen Personal Hygiene

UNIT - II

Kitchen Brigade and Staffing Co-operation with other departments Aims & Objectives of cooking Attitudes and behavior inside a kitchen Levels and Skills Perishables and non-perishables Storage temperatures

UNIT - III

Various fuels, advantages & disadvantages Energy conservations Textures

UNIT - IV

Classification of raw materials

1. Salt, Liquid, Sweetening, 2. Salts & oils, 3. Thickening agents, 4. Eggs, 5. Herbs, 6. Spices, 7. Condiments, 8. Various textures, stock, sauces, soups, derivatives of sauces

UNIT - V

Methods of Cooking (Radiation, Convection, Conduction)

HOUSEKEEPING



UNIT - I

Introduction to Hospitality – Classification of Hotels – Hotel divisions & departments

UNIT - II

Role of Housekeeping in Hospitality – Housekeeping Organizational structure (small, medium & large) – Duties & responsibilities of housekeeping staff – Housekeeping personnel – Personal Qualities of Housekeeping staff – Layout of Housekeeping Department – Coordination of Housekeeping with other departments

UNIT - III

Rooms – Types of rooms – Knowledge of rooms – Types of Services offered –

a) Morning service, b) Evening or Turndown service, c) Second service, d) Freshen –up–service, e) Baby sitting, f) Valet Service, g) Supplies on request h) Minibar Service

UNIT - IV

Floor Pantry – Layout of Floor Pantry, Functions, Maid's cart

UNIT - V

Guest Floor Operations' – Rules on guest floor – Entering the guest room – Step-by-step room, cleaning procedure

FRONT OFFICE OPERATIONS

UNIT - I

Introduction to Hospitality & Hotel Industry
Historical background of hospitality industry
American Inns & English Inns
International and Domestic hotel chains
Introduction and growth of hotel industry in India

UNIT - II

Classification of hotels
1. Size, Location
2. Length of Stay
3. Facilities offered
4. Types of Plan – European plan, American plan, modified American plan, continental plan & Bermuda plan

UNIT - III

Levels of service
1. world class service
2. mid-range service
3. Economy / limited service
Ownership and affiliation
1. independent hotels
2. chain hotels
3. franchise and referral groups

UNIT - IV

Types of room – single, double, twin, suites, penthouse, cabana, studio, duplex, cottage, interconnecting, adjacent, efficiency

UNIT - V

Importance of front office
Layout of front office
Hierarchy of Front Office staff for medium and large size hotels
Duties and responsibilities of front office staff

BASIC FRENCH

UNIT- I

Introduction to the language, alphabets and pronunciation of the word.

UNIT- II

Accents used in French, Greetings

UNIT- III

Numbers 1 to 50

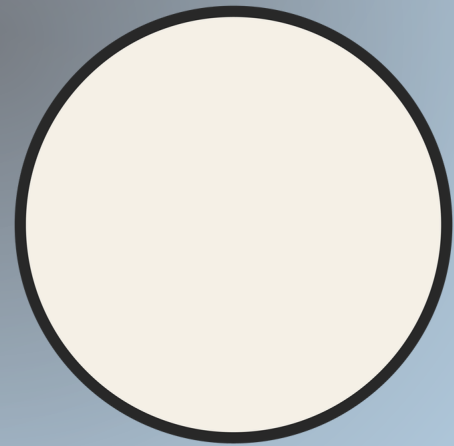
UNIT- IV

Self introduction, presenting and introducing other person.

UNIT- V

Name of vegetables, fruits and meats, Name of the sea foods. Name of kitchen professionals, utensils, and Family members.

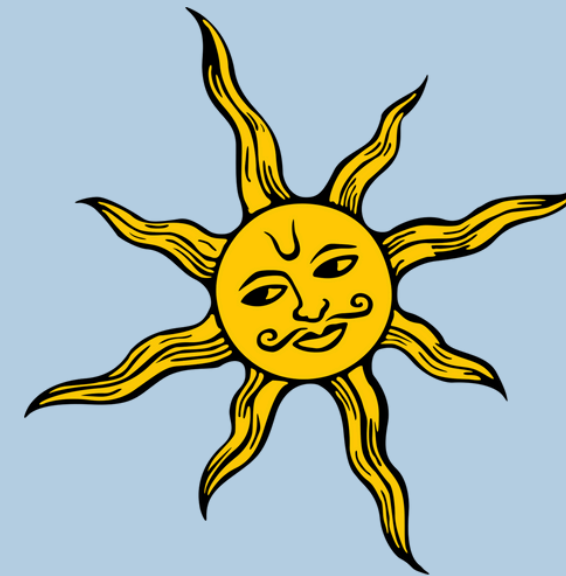




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- Master Class
- Vineyards Visit
- Distillery Visit
- Brewery Visit
- syrups Factory Visit



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Creating hospitality leaders

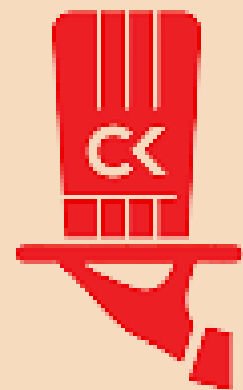


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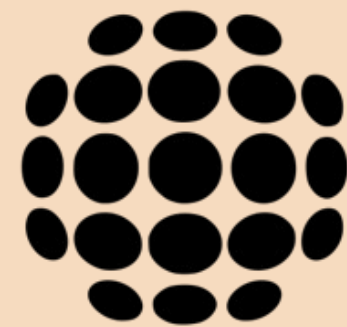


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Event Clients



FIFA WORLD CUP
Qatar 2022



sunburn



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Team





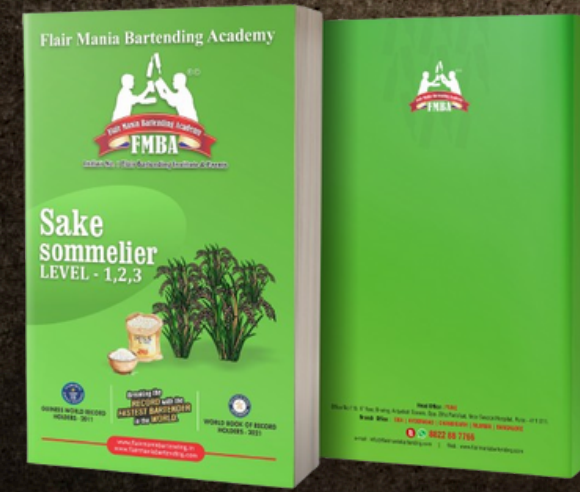
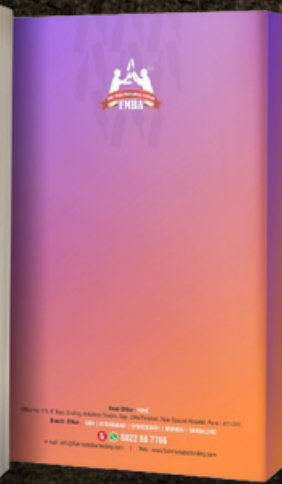
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Office



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