Syllabus for

B.A. Tourism & Travel Management

(SEMESTER PATTERN)

For Candidates admitted in the Colleges affiliated to
Periyar University from 2020-2021 onwards
REGULATIONS:

1. Eligibility for Admission:
Candidate seeking admission to the first year degree of Bachelor of Arts in Tourism & Travel Management shall be required to have passed the Higher Secondary Examination conducted by the Government of Tamilnadu or any other examination accepted by the syndicate of Periyar University, subject to such condition as, may be prescribed thereto, are permitted to appear and qualify for B.B.A., Degree of this University after a course of three academic years.

2. Eligibility for award of degree:
A Candidate shall be eligible for the award of degree only if he/she has undergone, the prescribed course of study in a college affiliated to the University for a period not less than three academic years, comprising six Semester and passed the examination prescribed and filled such condition as have been prescribed there for

3. Course of Study
a. Objective of the Programme:
i. To provide the basic and essential knowledge regarding various activities undertaken and necessary to run socially responsible business organization
ii. To impart certain basis skills and aptitude which will be useful in taking up any particular useful in taking up any particular activity in Hospitality Industry.
iii. To develop the personality so as to become responsible citizen with greater awareness about the Indian society and its culture.
iv. To provide a global view of several multinational hotel and their functions which Support hotel systems.
b. The Programme of study shall consist of foundation courses, skill based elective courses (SBEC) and non-major elective course.
c. The non major elective courses (NMEC) offered by a department is meant for students studying other Programme (i.e.) AT&HM students have to study NMEC offered by other departments.

The course of study shall comprise instruction in the following subjects according to syllabus and books prescribed from time to time.
B.A., (Tourism & Travel Management)

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### B.A., (Tourism & Travel Management)

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#### SEMESTER – VI

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Total credit : 149

Total Marks  
CIA : 1045  
EA : 2755  
Total : 3800

### 5. OTHER REQUIREMENTS

**Industrial Training: (6th Semester)**

**Objective:**

The course being professional the students are required to undergo industrial exposure in the 6th Semester of the programme.

- 6th Semester training is to introduce the students to the operational aspects of a star hotel (3 star and above) and he/she is preferably exposed to the four core departments of the hotel. The duration of the training is for 100 days in the 6th Semester.
6. REQUIREMENT FOR PROCEEDINGS TO NEXT SEMESTER
Candidates shall be eligible to go to next semester, only if they satisfy the condition prescribed by the syndicate from time to time.

7. PASSING MINIMUM
A candidate shall be declared to have passed in each paper; if he/she secures not less than 40% of the marks prescribed for the examination. He/she shall be declared to have passed the whole examination if he/she pass in all the papers as per the scheme of Examination eligible to go to next semester only if they satisfy the condition prescribed by the syndicate from time to time.

8. CLASSIFICATION OF SUCCESSFUL CANDIDATES
Successful candidates, passing all the examinations securing the marks prescribed for core, Allied, SBEC and NMEC course together shall be declared to have passed the examination in First / Second / Third class.
Candidates who obtained 75% of marks and above shall be deemed to have passed the Programme with distinction, provided they passed the examination at the First appearance.

9. RANKING
Candidate who passes all examination prescribed for the course in the first appearance only is eligible for ranking.

10. MAXIMUM DURATION FOR THE COMPLETION OF THE U.G PROGRAMME
The maximum duration for completion of U.G programme shall not exceed twelve semesters.

11. COMMENCEMENT OF THE REGULATION
The regulation shall take effect from the academic year 2020-2021, i.e. for students who are admitted to the first year of the programme, during the academic year 2020-2021 and thereafter.

12. TRANSITORY PROVISION
Candidates who were admitted to the U.G Programme of study before 2020-2021 shall be permitted to appear for the examination under those regulation for the period of three years i.e. up to and inclusive of the examination of April / May 2024. Thereafter they may permitted to appear for the examination only under the regulation there in force.
UNIT I


UNIT II

Motivation of Travel- (Given by McIntosh) Physical motivations: travel for sports and adventure, rest and relaxation, health and medical reasons etc. Cultural motivations: pilgrimage tourism, cultural curiosity etc. Interpersonal Motivation: meeting new people, VFR, etc Status and Prestige motivation: business motivation. Travel Motivations Given by Grey-Wanderlust and SunLust

UNIT III

Global tourism- Description of the development of tourism in the Ancient era, Imperial era (Roman travelers, Greek travelers, Indian travelers), Silk Route and Grand tours, Thomas Cook and the development of tourism, & Present scenario of the tourism industry.

UNIT IV

Barriers to the growth of tourism- Factors existing at the destination: terrorism, & political and social environment, Factors barring a potential tourist from traveling: time, cost, and social barriers.

Domestic tourism- Definition and Significance of Domestic tourism, Difference between the domestic tourist and International tourist,

UNIT V

Positive and Negative impacts of tourism- Economic Impacts, Socio-culture Impacts, Environmental impacts.

Sustainable and Eco-tourism- Definition of Eco tourism, Benefits and Importance of Eco tourism, Agenda 21, Definition and bodies promoting Sustainable tourism, Principles of Sustainable tourism, Difference between Mass and Green Tourism

REFERENCE:
4. Tourism management, stephen j.
SEMESTER-I
CORE – 8
GEOGRAPHY OF TOURISM

UNIT I

India: General introduction, states & capitals, physiographic units, seasons and climatic regions & their impacts on tourism. Natural vegetation & wild animals of India & wild life tourism, India: a destination for all reasons & seasons.

UNIT II

The Northern Mountains: General introduction of the Himalayas & other ranges, their importance for religious, hill station & adventure tourism. A case study of Sri Nagar, Shimla, Nainital, Darjeeling & Gangtok.

UNIT III

The Central Plains: General introduction of deserts & central plains. Their importance for cultural, religious & adventure tourism. A case study of Amritsar, Jaipur, Delhi, Lucknow, Kolkata.

UNIT IV

The Peninsula: General features of Indian peninsula with their tourism significance. A case study of Bhopal, Khajuraho, Hyderabad, Bangalore, Ooty

UNIT V

The coastal plains and islands: General features of coastal regions, their importance for religious, cultural & beach tourism. A case study of Mumbai, Goa, Cochin, Chennai, Andaman & Nicobar.

REFERENCES:

- Ahmad, Aizaz: General Geography of India, NCERT, New Delhi
- Manorama Year Book 2009
- India Year Book 2009, Publication Division. Govt. of India, New Delhi
- Tourism Planner
- Tour Brochures etc.
- Lonely Planet – India
- Kumar, Ravi Bhushan: Coastal Tourism & Environment, AOH Publishing Corporation, New Delhi
- Pilgrimage in India, R.N.Pillai
SEMESTER-I
ALLIED - I
INDIAN ECONOMY

UNIT I
DEVELOPING AND DEVELOPED COUNTRIES
Meaning, Features of Indian Economy
Determinants of Development, Background and Structure of Indian Economy.

UNIT II
RESOURCES AND DEVELOPMENT
Natural resources and Economic Development
Principles of Resource Development
Natural Resources of India.

UNIT III
HUMAN RESOURCE AND POPULATION PROBLEM
Population Demographic features – Theories of Demographic Transition
causes and measures of controlling High growth rates of population.
Human Development Index (HDI) – Meaning and measurement.

UNIT IV
AGRICULTURE
Agriculture – Its place and role in the National Economy
– crop pattern – causes for low productivity– Green Revolution
Food Problem.

UNIT V
NATIONAL INCOME
Concepts of GNP, NNP, PCI
Methods of Calculating National Income
Trends in National Income since 1991
Difficulties in Measuring National Income.

TEXTBOOKS:
1. Dutt R. & K.P.M. Sundharam, Indian Economy.

REFERENCE BOOKS
1. Agarwal,A.N., Indian Economy.
SEMESTER – II
CORE-III
TOURISM MANAGEMENT

UNIT I

UNIT II
Management of tourism marketing-segmentation- marketing mix- tour pricing- types of demand and supply and marketing research.

UNIT III

UNIT IV
Tourism planning- Need for tourism planning, Essentials of planning, Eight-point planning process, Aims of tourism planning, Significance of planning.

UNIT V
Infrastructure of tourism management- Structural components, Important tourist services, The seasonal character of tourism, Suggestions for improvement of tourism.

REFERENCES :

4. Tourism management, Stephen.
SEMESTER – II
ALLIED – II
MICRO ECONOMICS

UNIT -I DEFINITION AND SCOPE OF ECONOMICS

UNIT-II CARDINAL UTILITY ANALYSIS

UNIT-III ORDINAL UTILITY ANALYSIS

UNIT- IV FACTORS OF PRODUCTION

UNIT –V COST ANALYSIS

TEXT BOOKS:

REFERENCE:
2. Chopra, MicroEconomics.
UNIT - I PROFESSIONAL STANDARDS, ETHICS FOR FOOD HANDLERS AND COMMODITIES

Objectives:
By the end of this unit the students will be able to practice personal hygiene, explain the importance of kitchen sanitation, elaborate the HACCP standards and understand the values of ethics in kitchen

- Personal hygiene
- General kitchen hygiene and sanitation
- HACCP (Hazard Analysis and Critical Control Points)
- Classification of Ingredients
- Characteristics of Ingredients
- Uses of Ingredients
- Food and its relation to health
- Major nutrients – functions, sources and deficiency of Carbohydrates, Proteins, Fat, Vitamins, Minerals, Water and Fibre

UNIT – II COOKING FUELS, KITCHEN EQUIPMENT AND PROCESSING OF COMMODITIES

Objectives
By the end of this unit the students will be able to identify different cooking fuels, identify various kitchen equipments and explain the processing of commodities

- Types of cooking fuels
- Uses of cooking fuels
- Safety precautions
- Classification of Kitchen Equipment
- Uses of Kitchen Equipment
- Care and maintenance
- Cleaning and pre-preparation of food commodities
- Quality points & cuts of fruit, vegetables, fish, lamb, beef, pork, poultry and game
UNIT - III METHODS OF COOKING AND ART OF COOKERY

Objectives
By the end of this unit the students will be able to understand the different methods of cooking and appreciate the art of cookery

- Classification, principles, equipment required, commodities that can be used,
- Menu examples for - Boiling, Steaming, Poaching, Blanching Sautéing, Grilling, Roasting, Baking Braising, Broiling, Microwaving, Frying. Stewing and En Papillote.
- Styles of Cookery-Oriental/Asian/European/Continental/Pan American
- History and Development of Modern Cuisine-Classical and Contemporary

UNIT – IV STOCKS, SAUCES AND SOUPS, FOOD PRESERVATION AND CHEESE

Objectives
By the end of this unit the students will be able to explain the basic features and types of stocks, sauces, soups, cheeses. Also they will understand the need for food preservation.

- Types of Stocks, Mirepoix, Bouquet Garni, & its Uses
- Basic mother sauces, derivatives, Thickening agents used in sauces rectification of faulty sauces, miscellaneous sauces & Gravies, Jus roti and Jus lie
- Soups– Classification, principles, garnishing and accompaniments
- Popular international soups
- Methods of Food Preservation
- Physical and chemical agents in food preservation
- Preservation of perishable foods
- Manufacturing process of Cheese
- Types of cheese according to texture
- Uses of cheese in cookery
- Famous cheese of the world
UNIT – V BAKERY AND CONFECTIONERY

Objectives
By the end of this unit the students will be able to elaborate on the aspects of baking, breads and list out the bakery terms

- Role of ingredients in baking
- Types of Dough-Bread
- Types of batters-pancakes
- Types of Breads-Names and description of Breakfast, Lunch, Snack and International breads
- Glossary of Bakery Terms

REFERENCE BOOKS:
1. Modern Cookery – Thangam E. Philip
2. Practical Cookery – Kinton&Ceserani
3. Cookery Year Book – Readers Digest
4. Theory of Catering – Mrs. K Arora
5. A Taste of India – Madhur Jeffrey
SEMESTER – II
CORE PRACTICAL - I
BASIC FOOD PRODUCTION AND PATTISSERIE PRACTICAL

i) Equipments - Identification, Description, Uses & handling

ii) Hygiene - Kitchen etiquettes, Practices & knife handling

iii) Safety and security in kitchen

1

i) Vegetables - classification

ii) Cuts - julienne, jardinière, macedoines, brunoise, payssane, mignonnete, dices, cubes, shred, mirepoix

iii) Preparation of salad dressings

2

Identification and Selection of Ingredients - Qualitative and quantitative measures.

3

i) Basic Cooking methods and pre-preparations

ii) Blanching of Tomatoes and Capsicum

iii) Preparation of concasse
iv) Boiling
(potatoes, Beans, Cauliflower, etc)
v) Frying - (deep frying, shallow frying, sautéing)
Aubergines, Potatoes, etc.
vi) Braising -
Onions, Leeks, Cabbage
vii) Starch cooking
(Rice, Pasta, Potatoes)

4 i) Stocks - Types of stocks (White and Brown stock)
ii) Fish stock
iii) Emergency stock
iv) Fungi stock

5 Saucés - Basic mother sauces
- Béchamel
- Espagnole
- Veloute
- Hollandai
- Mayonnais
- Tomato
6 Egg cookery -
   Preparation of
   variety of egg
dishes
   Boiled ( Soft &
   Hard)
   Fried ( Sunny side
up, Single fried,
   Bull’s Eye, Double
fried)
   Poaches
   Scrambled
   Omelette (Plain,
   Stuffed, Spanish)
   En cocotte (eggs
   Benedict)

7 Demonstration &
   Preparation of
   simple menu

8 Simple Salads &
   Soups:
   Cole slaw,
   Potato salad,
   Beet root salad,
   Green salad,
   Fruit salad,

9 Meat – Identification of various cuts, Carcass demonstration
   • Preparation of basic cuts-Lamb and Pork Chops , Tornado, Fillet, Steaks and Escalope
   • Fish-Identification & Classification
   • Cuts and Folds of fish Demonstrations & simple applications
2 • Identification, Selection and processing of Meat, Fish and poultry.
• Slaughtering and dressing
Demonstrations at the site in local Area/Slaughtering house/Market
3 Preparation of menu

**Salads & soups**-
waldrof salad, Fruit salad, Russian salad, saladenicoise, Cream (Spinach, Vegetable, Tomato),
Puree (Lentil, Peas Carrot), International soups

**Chicken, Mutton and Fish Preparations**-
Fish orly, a la anglaise, Colbert, meuniere, poached,baked
Entrée-Lamb stew, hot pot, shepherd’s pie, grilled steaks & lamb/Pork chops, Roast chicken, grilled
chicken, Leg of Lamb, Beef

**Simple potato preparations**-
Basic potato dishes

**Vegetable preparations**-
Basic vegetable dishes

**Indian cookery**-
Rice dishes, Breads, Main course, Basic Vegetables,
Paneer Preparations Demonstration by instructor and applications by students
BAKERY PRACTICAL

1. Equipments
   Identification
   Uses and handling
   Ingredients – Qualitative
   and quantitative measures

2. BREAD MAKING
   Demonstration & Preparation of Simple and enriched bread recipes
   Bread Loaf (White and Brown)
   Bread Rolls (Various shapes)
   French Bread
   Brioche

3. SIMPLE CAKES
   Demonstration & Preparation of Simple and enriched Cakes, recipes
   Sponge, Genoise, Fatless, Swiss roll
   Fruit Cake
   Rich Cakes
   Dundee
   Madeira

4. SIMPLE COOKIES
   Demonstration and Preparation of simple cookies like
   Nan Khatai
   Golden Goodies
   Melting moments
   Swiss tart
   Tri colour biscuits
   Chocolate chip
   Cookies
   Chocolate Cream Fingers
   Bachelor Buttons.
5 **HOT / COLD DESSERTS**
- Caramel Custard,
- Bread and Butter Pudding
- Queen of Pudding
- Soufflé – Lemon / Pineapple
- Mousse (Chocolate Coffee)
- Bavaroise
- Diplomat Pudding
- Apricot Pudding
- Steamed Pudding - Albert Pudding, Cabinet Pudding.

1 **PASTRY:**
Demonstration and Preparation of dishes using varieties of Pastry
- Short Crust – Jam tarts, Turnovers
- Laminated – Palmiers, Khara Biscuits, Danish Pastry, Cream Horns
- Choux Paste – Eclairs, Profiteroles

2 **COLD SWEET**
- Honeycomb mould
- Butterscotch sponge
- Coffee mousse
- Lemon sponge
- Trifle
- Blanmcange
- Chocolate mousse
- Lemon soufflé

3 **HOT SWEET**
- Bread & butter pudding
- Caramel custard
- Albert pudding
- Christmas pudding

4 **INDIAN SWEETS**
Simple ones such as chicoti, gajjarhalwa, kheer
UNIT I INTRODUCTION TO TOURISM SECTOR

Objectives:

The student will understand the meaning, different aspects of tourism industry and its advantages & disadvantages.

- Tourism – Definition
- Types of Tourism
- Various benefits of tourism
- Different components of Tourism
- Tourists places in India

UNIT II HOTEL INDUSTRY – GROWTH AND PROGRESS

Objectives:

After completion of this unit, the students will have in-depth knowledge of the lodging industry, with respect to its historical background, its growth in India, classification of hotels, the organization structure of different types of hotels.

- Historical Background of the Hospitality industry
- Development and growth of hotel industry in India.
- Classification of Hotels based on location, length of stay, star rating and size of the hotel
- Alternative accommodations.
- Types of operation – owner operated, partnership, Company owned, Referral hotels, Franchise, management contracts, chain hotels.
- Organizational structure of medium 50 – 200 rooms and large hotels (more than 200 rooms)
Unit III FACETS OF FRONT OFFICE DEPARTMENT

Objectives:
The student will get an introduction to the hierarchy of Front Office department, their responsibilities, types of rooms, tariff and different plans in a hotel.

- Introduction and Importance of Front Office
- Layout of front office & different equipment in front office
- Hierarchy of front office staff for medium and large hotel – duties and responsibilities of front office personnel.
- Ideal qualities and attributes for a Receptionist with emphasis on personal grooming and rules of the House for the front office staff.
- Types of rooms
- Tariff – Definition, Basis of charging, Tariff fixation, Tariff card, Types of Rates
- Types of plans – European, Continental, American, Modified American, Bermuda Plan
- Departments and Sections with which Front Office communicates and co-ordinates

Unit IV ROOM RESERVATIONS AND FORMALITIES

Objectives:
After the completion of this unit, the student will be able to follow the guidelines and procedures to take a booking and to tackle problems regarding reservation.

- Importance of reservation
- Sources and Modes of reservation
- Central reservation system, global distribution system, reservation network.
- Types of reservation.
- Group reservation
- Reservation records
- Reservation confirmation, amendment and cancellation.
- Overbooking
- Potential reservation problems.
- Glossary terms related to reservation
(Affiliate Reservation, American Plan, Arrival and Departure list, Back to back booking, Block booking, Cancellation, Closed dates, Continental plan, Commission, Confirmed booking, Contract, Deadline, Deposit, European Plan, FIT, GIT, Group rate, Guaranteed booking, High season, Hotel Diary, Lead time, Low season, Modified American Plan, No-show, Non affiliate reservation system, Over booking, Open, Provisional booking, Release Time, Reservation Form, Stay-on, Wash factor)
Unit V GUEST REGISTRATION AND PROCEDURES

Objectives:
After completion of this unit, the students will be able to follow the guidelines and procedures to receive, register the guest and understand the terminology used in Front office.

- Receiving, Welcoming and Greeting of Guest and Assigning of rooms.
- Upselling
- Pre – registration
- Registration of guest & (FIT’s Group, VIPs)
- Rooming a guest
- Knowledge of room locations, blocking of rooms, issuing the room keys.
- In room check – in, Self registration.
- Records and registers related to Registration
- Glossary terms related to registration
  (Arrival and departure lists, Black list, 'C’ form, Chance guest, Check-in, Check-out, Front desk, G.R.C (Guest Registration Cards) Hospitality industry, Hotel register, Pre-registration, Room status, Room occupancy percentage, Shoulder period, Sleeper, Skipper)

REFERENCE BOOKS

SEMESTER – III

CORE – V

AIRLINES MANAGEMENT

UNIT I- History of Aviation, Types of Aircrafts, Airline Terminology

UNIT II- Cabin Crew, Announcements, Airport Jobs

UNIT III- Airport Codes, Airline Codes, Phonetic Alphabet

UNIT IV- Airport Lounges, How airports work, Baggage Handling, Airport Security

UNIT V- World Organizations (IATA, ICAO, DGCA)

Case Study Discussions:
Jet Airways, Kingfisher, Indian Airlines, British Airways, Fly Emirates, Singapore airlines

REFERENCE:

1. Transport for tourism: Stephen Page
2. Tourism system : Mill, R.C. and Morrison
3. Travel information Manual – IATA
1. OAG/ABC – IATA
2. Travel agency management – Mahinder Chand
3. Airport Business – R. Doganis
SEMESTER – III
ALLIED – III
PUBLIC FINANCE

UNIT I INTRODUCTION

UNIT II PUBLIC REVENUE
Tax and nontax revenues – Canons of Taxation – Types of tax – Direct and Indirect taxes – Progressive, Proportional and Regressive taxation, Effects of taxation.

UNIT III TAXABLE CAPACITY

UNIT IV PUBLIC EXPENDITURE
Classification of Public Expenditure – Causes and Growth of Public Expenditure – Effects of Public Expenditure on production, employment and distribution – Measures to reduce Public Expenditure in India.

UNIT V PUBLIC DEBT

TEXT BOOKS

REFERENCE BOOKS
SEMESTER – III
SBEC - II
BASIC ACCOMMODATION OPERATION

Unit – I HOUSEKEEPING DEPARTMENT – SIGNIFICANCE, PEOPLE AND RELEVANCE

OBJECTIVES:
At the end of the unit, the students will have acquired knowledge about the organized structure of the housekeeping department.

- Role of House Keeping in hospitality industry
- Lay out and organizational structure of housekeeping department
- Qualities of housekeeping staff
- Job description of housekeeping personnel
- Inter Departmental relationship

Unit - II CLEANING ORGANIZATION

OBJECTIVES:
After the completion of this unit, the students will understand the various cleaning materials and agents used.

- Classification and types of Manuel and Mechanical equipments with diagram
- Mechanical
- Care and use of the equipments
- Machine room
- Floor pantry
- Godowns
- House Keeping Stores
- Cleaning agents
  (Importance of cleaning - The nature of soiling, Water, Chemical make up of cleaning agents, Detergents, Acid cleaners, Alkaline cleaners, Solvent cleaners, Disinfectants, Deodorant, Laundry aids, Polishers and Floor seals).
- Use, care and storage of cleaning agents
- Distribution and storage
UNIT-III OPERATIONAL AREAS AND CLEANING PROCEDURES

OBJECTIVE:
Students to understand the operational areas of housekeeping department, Cleaning services and knowledge of care and cleaning of various surfaces.

- Operational areas of housekeeping department
- Cleaning procedures and frequency
- Daily cleaning – schedules and records
  - Guest rooms, Check out room, Occupied room, Vacant room, Evening service, Super Room Cleaning
- Public areas – schedules and records
  - Corridors, Pool area, Office area, Lobby, Lounge, F&B outlets, Shopping arcade, Health club, Elevators/Escalators
- Weekly cleaning, Periodic cleaning, Special cleaning – schedules and records

UNIT- IV PROCEDURES AND SPECIAL SERVICES

OBJECTIVES:
The students to understand service/facilities offered by housekeeping department at the end of this chapter.

- Floor Operations - Rules on a Guest Floor and Bed Making
  - Standard supplies provided in the guest rooms – Normal, VIPs - Supplies on request
- Special services
  - Baby-sitting, Second service, Freshen up service, Valet service
- Preparing a red slip
- Key handling procedures
- Lost and found, missing & damaged procedures and records
Unit – V GLOSSARY OF TERMS

Objectives

By the end of this unit the students will be able to list out and define the glossary of terms associated with Housekeeping


REFERENCE BOOKS

- K.C.K RakeshKadam, Housekeeping Operations and Management for Hospitality, Bookman Publishing
SEMESTER – III
CORE PRACTICAL - II
BASIC FRONT OFFICE OPERATIONS PRACTICAL

By the end of the practicals, the students will earn hands-on experience in dealing with guests and other Front Office practicals

- Appraisal of Front Office equipments
- Receiving the guests
- Ushering guests
- Handling guest queries
- Filling up of various proforma
- Telephone handling
- Role plays: Reservations, arrivals, luggage handling, paging
- Planning layout of front office for different hotels
- Designing Tariff cards
- Rooming a guest
Microsoft word

File, Edit, View, Insert, Format, Tools, Table Commands - Revisited In Detail

Page Setup, Print Options, Setting Page Margins

Mail Merge, Clip Arts, Inserting Pictures/Charts/Files

Correcting Text, Cut, Paste, Undo, Redo, Deleting Blank Lines, Inserting A Page, Typing Over Text, Replacing Text, Moving And Copying Text.

1. Elements of the Microsoft window (Title bar, Menu bar, Tool bar, Formatting bar ...)
2. Creating, Saving and Opening a word document
3. Formatting a text (Font Style, Size, Color, Bold, Italic, Underline, Alignments)
4. Editing text (Cut, Copy, Paste)
5. Undo and Redo
6. Header and Footer
7. Find and Replace method
8. Columns, Bullets and Numbering
9. Page Setup, Printing options
10. Mail merge
11. Insert Page Number, Picture in your document
12. Auto correct, Thesaurus, Spelling and Grammar Check
13. Indenting Paragraphs (Increase Indent, Decrease Indent)
14. Using Table

M.S – Excel

**Objective:** Students will be able to work on Excel, which is used for Mark sheet, Charts, Report, Payroll preparation.

ii. Staring a New Work Sheet
iii. Entering the data(Text, Numbers, Operators, Functions)
iv. Editing the data(cut, copy, paste)
  v. Sorting the data(Ascending, Descending)
vi. Auto Fill(Numbers, Day, Month)

**Reference Books:**

SEMESTER – III
SBEC PRACTICAL - II
BASIC ACCOMMODATION OPERATION PRACTICAL

By the end of the practicals, the students will get a thorough knowledge on the practical aspects of hotel housekeeping.

- Drawing layouts of guest rooms
- Identifying guest room supplies
- Preparing models of guest rooms
- Practice using various cleaning equipments
- Practice using various cleaning agents
- Public area cleaning
  
  Floor, Walls, Wood, Brass, Silver, Glass etc
- Maid’s trolley
SEMESTER – III
NMEC-I
DIMENSIONS OF INTERNATIONAL TOURISM

UNIT I  Trends and critical issues Of World Tourism, Understand the supply and demand of Tourist Travel, Reasons for Tourism Flow patterns, Outline the evolution of International Travel and transport developments that have affected tourism.

UNIT II  The Role of the State in Tourism
National Tourism Organization
Department of Tourism, India
ITDC
DGCA
AAI
FHRAI

UNIT III  Travel Retailing
Travel Agency & Tour Operations
Functions of a Travel Agency
Departments of Travel Agency
Package Tours & its Components
Client Handling activities in Travel Agency
Star Cruises: Overview

UNIT IV  Travel Industry Fairs
Participation Advantages
ITB , WTM, PATA Travel Mart, ICCA

UNIT V  International Tourism Organizations
Need & Significance For Organizations UFTAA
WATA , ASTA, WTO, PATA & PATA Chapters, IATA, ICAO, IHA

REFERENCE:
4. Tourism management, stephen j.
SEMESTER – IV
CORE -34
INTERNATIONAL ECONOMICS

UNIT I FEATURES OF INTERNATIONAL TRADE
Differences between Internal trade and International trade – Theories of International trade – Adam Smith, Ricardo and Heckscher –Ohlin.

UNIT II FREE TRADE VS PROTECTION
Tariffs – Meaning, Types and Effects of Tariffs – Quotas – Meaning, Types and Effects of Quotas.

UNIT III BALANCE OF PAYMENTS

UNIT IV FOREIGN EXCHANGE

UNIT V INTERNATIONAL INSTITUTIONS
Evolution, Role and Functions of International Institutions IMF, IBRD, GATT, WTO and ADB.

TEXT BOOKS :

REFERENCEBOOKS:
3. RajuKumar, InternationalEconomics.
OBJECTIVES

By the end of this unit the students will be able to appreciate the use of alcoholic beverages, its classification and imbibe the art of wine and wine tasting

- Consumption – benefits, abuse, sensible drinking
- Introduction and classification of alcoholic beverages
- Vine – family, grape composition, training and pruning, cycle of harvest, factors affecting quality – soil, climate, viticulture, vinification, vine diseases
- Classification of wines – still, sparkling, fortified, aromatized,
- Control of Quality – France, Italy, German,
- Grape varieties – 10 red and 10 white
- Wine manufacture – red, white, rose
- Wine producing countries and regions (handout provided) - France, Italy, Germany
- Wine names – France, Italy, Germany, California, Australia, India
- Champagne – Introduction, manufacture, types and shippers
- Fortified wines – Sherry, Port, Madeira - types, manufacture, service and brands
- Aromatised – Vermouth and other aromatized wines
- Wine service temperatures
UNIT – II BEER AND OTHER FERMENTED BEVERAGES

Objectives

By the end of this unit the students will be able to explain the history, production and classification of beer and other fermented beverages

- Introduction to Beer
- Ingredients for Beer Manufacture
- Production of Beer
- Beer classification and styles
- Service of Beer
- Beer brands with countries – 10 countries with 5 brands each
- Cider, Sake, Toddy

Alcoholic Beverages

- Introduction to Alcoholic Beverages
- Pot still distillation
- Patents still distillation
- Proof systems
- Whisky
- Scotch - manufacturing, types, regions, brands
- Irish – history, manufacture, brands
- American – history, manufacture, types, brands
- Brand names – Canadian, Indian
- Brandy – History
- Cognac - Manufacturing, region, types, brands
- Other brandies – Armagnac, Marc/Grappa, Calvados – basic knowledge
- Rum - History, Manufacture, Styles, Brand names with countries
- Gin - History, Manufacture, Types, Brand names with countries
- Vodka - History, Manufacture, Brand names with countries, flavoured vodkas
- Tequila - History, Manufacture, Styles, Brand names

UNIT – III OTHER SPIRITS AND LIQUEURS

Objectives

By the end of this unit the students will be able to identify the types, its manufacturing process and varieties of spirits and liqueurs

- Other spirits – Absinthe, Ouzo, Slivovitz, Akvavit, Feni, Arrack, Schnapps
- Liqueurs - Introduction, Manufacture, Brand names with base, color, flavor, countries

UNIT – IV BAR

Objectives

By the end of this unit the students will be able to classify bars, identify the equipments, ingredients and enumerate the preparation methods

- Types of Bar
- Equipment and ingredient
- Cocktails – introduction, parts (base, modifier etc), methods (stir, shaken etc) families (cobbler, crustas, daisies, nogs, fixes, flips, puffs, sangarees, slings, smashes, bucks, coladas, Collins, coolers, fizzes, highballs, juleps, shooters, punches, rickeys, sours, toddies), terms (dash, zest, on the rocks, naked etc) popular cocktails (classic, modern, variations)
UNIT – V TOBACCO

Objectives

By the end of this unit the students will be able to understand the concept and important of Tobacco

- Health hazards

- Cigar – Manufacture, parts, colors, shapes, storage, brands and service

Reference Book:

1. Basic Food and Beverage Service (BHA – 102), written by D. RAJESON PRAKASAM. Published by School of Management studies, Tamilnadu Open University, Chennai.
2. Food and Beverage Training Manual – by Sudhir Andrews
3. The Waiter – by Fuller and Cume
4. Food and Beverage Service – by D.R. Lillicrap
5. Modern Restaurant/Service – by John Fuller.
SEMESTER – IV
ALLIED-IV
BUSINESS ECONOMICS

UNIT I Nature and Scope of Business Economics


UNIT II Demand Analysis


UNIT III Pricing Methods

Peak load pricing- pricing over the lifecycle of a product Pioneer- pricing Skimming pricing, surge pricing, Penetration price Multiproduct pricing, Transfer pricing, Product line pricing, Dual pricing concept.

UNIT IV Profits


UNIT V Capital Budgeting

Cost of Capital –Capital Budgeting – Methods of Appraising a Project, Profitability.

TEXTBOOKS:

1. SankaranS, BusinessEconomics

REFERENCEBOOKS:

1. Ahuja, H.L., BusinessEconomics,
SEMESTER – IV
ELECTIVE - I
HUMAN RESOURCE MANAGEMENT

Unit I


Unit II


Unit III


Unit IV


Unit V


REFERENCES :


SEMESTER – IV

CORE PRACTICAL- III

AUTOMATION IN TOURISM INDUSTRY, AIRLINES & HOSPITALITY

UNIT I Automation in tourism industry, Airlines & Hospitality

An Introduction
Importance of Information Technology in Tourism
Automation in the hotel, airlines and travel business

UNIT II IATA :
Importance Role History

UNIT III Introduction to CRS :
The need for a CRS system
History of the CRS system Use of the CRS by Airlines and Travel Agents
Benefits and importance of the CRS system to the Travel trade
Introduction to Amadeus
Basic commands applicable to Amadeus+ Practical

UNIT IV Ticketing process:
Components of an electronic ticket
Types of tickets: Manual ticket/ Automated Ticket/ e-ticket
Ticket coupons
Difference between I ticket and e-ticket
What are Special fare?
Various kinds of special fares

UNIT V Billing and settlement plan (BSP)
What is BSP?
Advantages of BSP to travel Agents
Describe various stages of BSP operations
A short introduction to Standard Traffic Documents (STD)
**SEMESTER – IV**
**SBEC PRACTICAL – III**
**ADVANCED FOOD AND BEVERAGE SERVICE PRACTICAL**

<table>
<thead>
<tr>
<th>Dispense Bar – Organizing Mise-en-place</th>
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</thead>
<tbody>
<tr>
<td>Task-01 Wine service equipment</td>
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<tr>
<td>Task-02 Beer service equipment</td>
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<td>Task-03 Cocktail bar equipment</td>
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<tr>
<td>Task-04 Liqueur / Wine Trolley</td>
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<tr>
<td>Task-05 Bar stock - alcoholic &amp; non-alcoholic beverages</td>
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<tr>
<td>Task-06 Bar accompaniments &amp; garnishes</td>
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<td>Task-07 Bar accessories &amp; disposables</td>
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<thead>
<tr>
<th>02</th>
<th><strong>Service of Wines</strong></th>
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<tbody>
<tr>
<td>Task-01 Service of Red Wine</td>
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<td>Task-02 Service of White/Rose Wine</td>
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<td>Task-03 Service of Sparkling Wines</td>
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<td>Task-04 Service of Fortified Wines</td>
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<td>Task-05 Service of Aromatized Wines</td>
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<td>Task-06 Service of Cider, Perry &amp; Sake</td>
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<tr>
<th>03</th>
<th><strong>Service of Aperitifs</strong></th>
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<tbody>
<tr>
<td>Task-01 Service of Bitters</td>
<td></td>
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<td>Task-02 Service of Vermouths</td>
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<tr>
<th>04</th>
<th><strong>Service of Beer</strong></th>
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<tbody>
<tr>
<td>Task-01 Service of Bottled &amp; canned Beers</td>
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<tr>
<td>Task-02 Service of Draught Beers</td>
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<tr>
<th>05</th>
<th><strong>Service of Spirits</strong></th>
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<tr>
<td>Task-01 Service styles – neat/on-the-rocks/with appropriate mixers</td>
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<tr>
<td>Task-02 Service of Whisky</td>
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<td>Task-03 Service of Vodka</td>
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<tr>
<td>Task-04 Service of Rum</td>
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<td>Task-05 Service of Gin</td>
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<td>Task-06 Service of Brandy</td>
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<td>Task-07 Service of Tequila</td>
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<th>06</th>
<th><strong>Service of Liqueurs</strong></th>
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<tbody>
<tr>
<td>Task-01 Service styles – neat/on-the-rocks/with cream/en frappe</td>
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<tr>
<td>Task-02 Service from the Bar</td>
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<td>Task-03 Service from Liqueur Trolley</td>
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<tr>
<th>07</th>
<th><strong>Wine &amp; Drinks List</strong></th>
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<tr>
<td>Task-01 Wine Bar</td>
<td></td>
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<td>Task-02 Beer Bar</td>
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<td>Task-03 Cocktail Bar</td>
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<tr>
<th>08</th>
<th><strong>Matching Wines with Food</strong></th>
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<tbody>
<tr>
<td>Task-01 Menu Planning with accompanying Wines</td>
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<tr>
<td>Continental Cuisine</td>
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<tr>
<td>Indian Regional Cuisine</td>
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<tr>
<td>Task-02 Table laying &amp; Service of menu with accompanying Wines</td>
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<tr>
<td>Continental Cuisine</td>
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<tr>
<td>Indian Regional Cuisine</td>
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SEMESTER – IV
NMEC-II
TOURISM INDUSTRY PROFILE

UNIT I Introduction To Luxury Railways
Luxury Trains in India
voie Royal Rajasthan on Wheels
voie Golden Chariot
voie Deccan Odessy

UNIT II Travel and Tourism Organizations
Chapter 1 - IATA
History, Growth and Development
IATA Goals
IATA Approval Membership
Chapter 2 - UFTAA
Introduction
Membership
Functions
Chapter 3 - FHRAI
Introduction
Membership
Functions

UNIT III Travel Agency and Tour Operations Business
Chapter 1 – Kuoni Destination Management, India Introduction
Principle Services Offered
Chapter 2 – Thomas Cook Introduction
Principle Services Offered

UNIT IV Accommodation Sector
Chapter 1 – Oberoi Hotels
Introduction
Activities of the Group
Oberoi/Philae Nile Cruiser
The Oberoi ,New Delhi
The OberoiVanyavilas, Ranthambore

UNIT V Aviation Industry
Chapter 1 – Jet Airways Introduction
Products and Services

REFERENCE:
4. Tourism management, stephen j.
SEMESTER – V

CORE- VIII

HOSPITALITY MANAGEMENT

UNIT I - Resort Concept: Characteristics of Resort Management as opposed to Hotel Management, Historical Perspective, Indian Scenario.

UNIT II- Resort Planning: Preliminary Consideration in Resort Planning and Development and Phases of Resort Planning and Development. Trends and factors in Developed Tourist Markets leading to growth of Resort Concept.

UNIT III- Factors affecting rate. Basic Elements of a Resort Complex: Loading facilities, landscaping, Dinning and drinking facilities, Family Oriented Services, shops and services, Entertainment; Use of Community Resources.

UNIT IV - Resort Management: Resort Management and Sales Promotion: Research and Analysis: The environment, current market, properly analysis.

UNIT V- Market segmentation and potential guest markets, Tools of marketing, Advertising, Promotion and Publicity.

REFERENCE:

SEMESTER – V
CORE- IX
TOURISM POLICY IN INDIA

UNIT I - Tourism Planning In India
Concept, Need, Objective of tourism planning
Five Key Steps In Tourism Planning Process
Three Level Tourism Planning
Product life cycle and their applicability in tourism planning
Urban and rural tourism planning
Eleventh Five Year Plan An Overview
Role of state and local tourism organisations in tourism planning.

UNIT II Policy Formulation In India
Concept of Policy,
Formulating tourism policy
India’s National Tourism Policy, 1982 and 2002
National Tourism Action Plan, 1992
Role of government, public and private sectors

UNIT III Tourism Scenario In India
Introduction to present scenario of tourism-
Brief History of Tourism In India Recognition of tourism as an Industry by Government Investment opportunities and government policy for investment in hotel/tourism industry. Sources of funding.
TFCI: Tourism Finance Corporation of India (TFCI)-Aims, Objectives, Organization and Functions

UNIT IV International Agreements:(An Introduction)
Chicago Convention, Warsaw Convention, Open Sky Policy, Bermuda Convention, Euro Agreement, Schengen Agreement
UNIT V
Rajasthan Tourism Development Corporation Tourism Planning and Policy

REFERENCE:
- Mitra, Devla, Buddhist Architecture, Calcutta.
- Brown Percy, Indian Architecture (Buddhist and Hindu), Bombay.
- Brown Percy, Indian Architecture (Islamic period), Bombay.
- Hawkins. R.E., Encyclopaedia of Indian Natural History.
- Vatsayana, Kapila, Indian Classical Dance, New Delhi.
- Swami, Prayaganand, History of Indian Music.
- Grewal, Bikram (ed) : Indian Wildlife.
SEMESTER – V

CORE- X

TRANSPORT IN TRAVEL AND TOURISM

Unit I
Evolution of Transport Systems, Importance of Transport in Tourism, Major transport systems – rail, road, water transport

Unit II
Air transport and its evolution, present policies and regulations pertaining to airlines, limitations of weights and capacities. Function of ICAO, DGCA, IATA, AAI. Evolution of Civil Aviation in India, A case study of Indian Airlines, and AirIndia. Marketing strategies, emergence of no-frill airlines.

Unit III
Surface Transport System, Approved Transit Transport, Document connected with Road Transport, RTO, Recreational Vehicles, Road Taxies Fitness Certificates. Major Highways across India and abroad.

Unit IV

Unit V

REFERENCE:
1. Transport for tourism: Stephen
2. Tourism system: Mill, R.C. and Morrison
SEMESTER – V
ELECTIVE - II
ECONOMICS OF INSURANCE

Unit I (NATURE AND IMPORTANCE OF INSURANCE)
Definition Origin – Principles and Nature of Insurance Primary and Secondary Functions-Characteristics Importance to individual, Business and Society.

Unit II (INSURANCE CONTRACT AND RISK MANAGEMENT)
Meaning of Contract Insurable Interest Utmost Good Faith Principle of Indemnity and other Principles Risk Management: Definition and types management of Risk through Identification analysis and control.

Unit III (PERSONAL LIFE INSURANCE AND INDUSTRIAL LIFE INSURANCE)

Unit IV (PROCEDURE TO BECOME AN INSURANCE AGENT)
Agency Regulation – Perquisites Characteristics – Disqualification Kinds of agents- Duties & Functions Rights working systems Remuneration of Agents other benefits positions of Insurance agent in india.

Unit V INSURANCE BUSINESS IN INDIA

TEXTBOOKS:

REFERENCEBOOKS:
2. Holyoake, Julia & William Weipers, Insurance
SEMESTER – V
ELECTIVE – III

MACRO ECONOMICS

UNIT I MULTIPLIER
The concept of Multiplier – Employment and Investment multiplier – Limitations of Multiplier –
Leakages of Multiplier Importance of Multiplier – Principles of Acceleration – Interaction
between Multiplier and Accelerator (Super Multiplier).

UNIT II GENERAL EQUILIBRIUM
General Equilibrium Equilibrium of Commodity Market (IS) and Money Market (LM) –
Simultaneous Equilibrium of Commodity and Money Market (IS LM) Changes in General
equilibrium (Shifts in IS and LM functions)

UNIT III CLASSICAL AND KEYNESIAN VIEWS ON EMPLOYMENT
Wage – Price Flexibility and employment Classical and Keynesian views – Keynes’ effect and
Pigou effect.

UNIT IV TRADE CYCLE
Definition and Phases of Trade Cycle – Control of Trade Cycle – Monetary and
NonMonetary theories of Trade Cycle.

UNIT V MACRO ECONOMIC POLICY
Objectives – instruments – Monetary Policy – Instruments – Effectiveness of Monetary
policy – Fiscal policy – Objectives – Monetary and Fiscal policy mix to control inflation.

TEXTBOOKS:

REFERENCE BOOKS:
1. Edward Shapiro ,MacroEconomics.
2. Rana and Varma ,MacroEconomics.
3. Cauvery & et. al ,MacroEconomics.
5. Brooman ,MacroEconomics.
BASIC FRONT OFFICE OPERATIONS
1. Students must be aware of uses of all stationeries in front office.
2. Forecasting of room occupancy, calculation of occupancy ratios.
3. Taking reservation, cancellation, amendments, processing reservation
4. Receiving & registering of F.I.T, groups, crew and VIPs through role play
5. Extempore for polite speaking.
6. Improving the conversational skills and mannerism.
7. Etiquettes, body language, grooming and greeting.
8. Situations handling (over booking, room change, turn away)

BASIC ACCOMMODATION OPERATIONS
1. Identification of cleaning tools and cleaning agents
2. Basic cleaning
   2.1 Dusting
   2.2 Sweeping
   2.3 Mopping
   2.4 Scrubbing
   2.5 Polishing (metal, floor, wood)
   2.6 Vacuuming
   2.7 Spot cleaning
3. Organizing cleaning
   3.1 Working individually
   3.2 Working in teams
4. Cleaning frequencies
   4.1 Daily cleaning
   4.2 Weekly cleaning
   4.3 Periodic cleaning
5. Cleaning of various surfaces
   5.1 Metal – brass, stainless steel, chrome, ceramic, earthen ware, porcelain, glass, plastic, laminates, wood, furniture and fixture, floor – cement, ceramic tiles, granite, carpet
6. Guest room cleaning
   6.1 Bed making - Morning attention, Evening attention
   6.2 Room cleaning
   6.3 Bathroom cleaning
   6.4 Room inspection
   6.5 Preparing check list/ job orders
7. Public areas – Lobby, Corridors, Restaurants, Staircase, e.t.c.
8. Fire fighting training
9. First aid training
1. Writing down the log book.
2. Taking down messages in the message slip for the guest.
3. Handling of telephone and telephone mannerism
4. Paging
5. Handling of left baggage.
7. Practice in creation and maintenance of guest Accounts, Folios, Vouchers and ledgers
   (Manual and automated)
8. Preparation of night audit reports.
9. Processing of credit cards, encashment of foreign exchange.
10. Handling guest complaints (case studies)
11. Identification of different fabrics
12. Classification of linen used in hotel industry
13. Identification of stains – Stain removal methods
14. Pest control – Precautions and prevention
15. Flower arrangements and their different styles.
16. Laundry and dry cleaning operation.
SEMESTER – V
SBEC PRACTICAL-IV
BASICS OF COMPUTER SCIENCE PRACTICAL – IV

M.S – Excel

Objective: Students will be able to work on Excel, which is used for Mark sheet, Charts, Report, Payroll preparation.

1. Using the Formulas (Sum, Average, Etc. . .)
2. Find and Replace Method
3. Inserting Chart
4. Inserting/Deleting Rows and Columns
5. Creating Table
6. Printing in Excel

A. Adjusting Width, Copying And Moving, Inserting And Deleting Sheets From Work Book, Mathematical Operator, Exponentiation And Percentage Operators, Logical Or Comparison Operators, Using Mouse To Create A Formula.

B. Charting And Mapping The Data, Charting The Data, Inserting A Chart, Chart Types, Modifying Chart, Mapping The Data, Adding Drawing To The Chart, Printing In Excel, Print Parameters, Default And Changing Default Settings, Techniques In Printing Excel, Data Handling, Lists In Excel, Creating The List, Entering, Generating, Editing, Sorting, Printing Etc., Creating Subtotals, Combining Subtotals And Removing Subtotals, Creating A Database In Word, Sorting A Work Database.

M.S – Power Point

Objective: Students must be able to creating a slide with presentation, Formatting the Text, Clip Art, Word Art and to create Charts and give Animations effects.

2) Creating a PowerPoint Presentation(Blank Presentation, Auto Content Wizard, Design Template)
3) Using Views(Normal View, Slide Show View, Slide Sorter View, Notes Page View)
4) Slide Layouts(Text, Contents, Text and Contents, Others Layouts)
5) Using Custom Animations
6) Using Slide Transitions
7) Changing Background color in your Slide
8) Inserting Picture, Chart, Table and Flowchart in your Slide.


Reference Books:

SEMESTER – VI
CORE – XI

Internship (Industrial Practicum)

OBJECTIVES:
The objective of this industrial practicum is to help the students understand the working of a hotel and be able to analyze its strengths, weaknesses, opportunities, and threats.

TYPE OF REPORT
The report should be based on the compulsory 16 weeks/100 days of training to be completed from January to April of Sixth semester in a hotel of repute (preferable of a 3 star, 4 star or a 5 star property). A student log book should be maintained by every student during the training period. The student should note down on the daily basis the task performed/observed, methodology involved and points to note and assessed daily by the supervisor/manager. Using the Information contained in the log book and under the guidance of faculty member of college in which the student is studying, the student should cover the entire operation of the hotel and analyze organizational SWOT (STRENGTH, WEAKNESS, OPPORTUNITIES, AND THREATS) analysis.

A Minimum of 90% of Attendance is compulsory for the successful completion of the training programme.

FORMULATION
The length of the report may be about 150 to 160 double spaced typed, printed (black and white) A-4 Size pages (excluding appendices and exhibits). 10% variation on the either side is permissible.
LIST OF CONTENT OF THE REPORT

A Copy of The Training Certificate Attested By Principal Of The College

Acknowledgement

Project Preface

Chapter -1 Introduction

Chapter -2 Scope, Objective, Methodology & Limitations

Chapter -3 Profile Of The Place And Hotel

Chapter -4 Departmental Classification Of Hotel

Chapter -5 Detailed Operations Of Each Department Of Hotel

Chapter -6 Swot Analysis Of Hotel

Chapter -7 Conclusion

Bibliography

List Of Annexure/Exhibits

Submission of Report

One typed (duly singed by faculty guide and principle of the college) copy of the report is to
besubmitted in person, by the student, to the examiner at the time of viva voce. Project submitted
later than that will not be accepted.

1. Original training certificate

2. University copy & student’s copy of project report (duly singed by the faculty guide and principle
of the college)

3. Students log book (duly singed by Training Manager/ HRManager OR equivalent)

4. Examination Hall ticket.

5. College identity card

6. Dress code: College uniform

STUDENTS WHO DO NOT CONFORM TO THE ABOVE WILL NOT BE EXAMINED
PROJECT EVALUATION

Project report will be valued by the Examiner appointed by the University.

MODE OF EVALUATION

Log book 25 marks
Viva 25 marks
Project report 50 marks

TOTAL MARKS 100 MARKS

NOTE

☐ Marks for the log book should be awarded by the Project guide appointed by the College.

☐ Panel of evaluation will consist of two members. One will evaluate the Project and the other will evaluate the Presentation. The project viva voce will be conducted by both members of the Panel.

Total time allotted for the above should not exceed 10 minutes.

☐ The presentation could be done on OHP sheets or as a Powerpoint presentation using a computer or a laptop connected to LCD depending upon the available resources of the examiner. The students could show it in their personal laptop also.
B.A. Tourism & Travel Management

Theory - Question Paper Pattern

Question paper pattern-75 marks

Time: 3 hrs
Max.Marks: 75
Minimum pass : 30

Part-A: 15x 1 = 15
Choose the correct answer
(Answer all Questions) (Three Questions from each unit)

Part-B: 2x 5 = 10
Paragraph pattern
(Answer any two Questions)
(One question from each unit) answer any two questions out of five questions

Part-C: 5x 10 = 50
Essay pattern
(Answer all Questions)
(One question from each unit) with internal choice

Practical-Question Paper Pattern

Time: 6hrs
Marks : 100
External marks : 60
Minimum pass : 24

Record - 10 marks
Written procedure - 10 marks
Dress code - 10 marks
Practical - 30 marks