

CERTIFICATE COURSE

IN

Food and Beverage Service

Department of Hotel Management and Hospitality

ATAL BIHARI VAJPAYEE UNIVERSITY, BILASPUR C.G.

24 Weeks Certificate course in Food and Beverage Service

1. Duration :-

24 weeks (12 weeks in university + 12 weeks Industrial exposure + one week assessment)

Institute: 12 weeks

Industry: 12 weeks

2. ELIGIBILITY:

Candidates seeking admission must possess a High School Examination certificate.

3. COURSE FEE: 5000/- (FIVE Thousand only)

4. ADMISSION:

Interested candidates shall apply for admission at the time of notification in prescribed form.

Intake: 30 seats Selection /Admission Criteria: First come first serve

5. Teaching learning Scheme

S. No.	Course	Duration
1.	Food And Beverage Theory	12 weeks
2.	Food And Beverage Practical and Behavioral/Attitude Training	
3.	Industrial Training/Exposure	12 weeks
	Total	24 weeks

6. Marking Scheme

S. No	Subject	Total marks	Internal	external	Passing criteria
1	Food And Beverage service Theory	100	25	75	<i>A student has to score minimum 40 percent marks to pass the examination</i>
3	Food And Beverage Practical	100	25	75	
4	Industrial Training/Exposure	200	50	150	
	Total Marks	400			

Food and Beverage Service Theory

Objective:

The students acquire and develop knowledge of the Hotel and Catering Industry and its relation to their own particular jobs within the industry: Knowledge of different types of service; knowledge of menu items including ingredients and method of preparation, accompaniments and garnishes, mis-en-place for service.

Course Content:

Unit 1

Catering as a career and job prospects in the Hotel Industry. Development of Catering Industry and brief description of different types of catering establishments. Staff organization of Food and Beverage Department. Attributes and Attitudes.

Unit 2

Different types of cutlery used in good catering establishments, their description and correct use. Different types of crockery used in good catering establishments, their description and correct use. Different types of glassware used in good catering establishments, their description and use. Different types of silver and flatware used for the service of food their description and use. Equipment layout Side board.

Unit 3

Different sections of kitchen and their staff organization in brief. Restaurant vocabulary-English and French. Relationship of waiter with: Customer, Kitchen, Management Simple methods of Restaurant controls. Breakfast-different types, laying and service. Breakfast menu items and their preparation. Buffet-layout, display and service. Room service-House Rules & equipment used. Coffee shop and cafeteria service.

Unit 4

Different types of Menus - A la carte Table d hotel. Menu and meal planning. Various courses of a meal Rules for laying the table and side board and Mis-en-place. Rules for waiting at the table and some useful tips for good service.

Unit 5

Beverage Classification. Basic knowledge and service of alcoholic and non-alcoholic beverages Knowledge of equipment used in restaurants and auxiliary areas. wines: Definition of wines; broad categories of wines; trade names of famous wines. Service of white wine, red wine and sparkling wine. Storage of alcoholic beverages. Beer service, trade names, storage and types. Brief description about spirits, whisky, rum, brandy and vodka. Basic knowledge of portions and cost control. Basic knowledge of liqueurs, mineral waters. Cocktails-different types important cocktails and Rules for making cocktails. Simple Beverages-hot and cold and their preparation.

FOOD AND BEVERAGE SERVICE

PRACTICAL

1. Food Service Practical

1. The students develop skills in preparing mis-en-place for service, skills in taking orders, advising on menu choice, service of food and beverage and presenting of bills.
4. Apprising and drawing of silver, cutlery, crockery and special equipment. Hygienic handling of cutlery, crockery, glassware and trays.
5. Proper laying and relaying of table cloth during meals.
6. Correct use of waiter's cloth.
7. Arrangement of silver and other tableware, side board appointments according to different menus.
8. Correct method of handling and re-laying of silver, glassware etc., during meals.
9. Correct handling and practice of service spoon and service fork for silver service.
10. Service and clearing of a meal, course by course.
11. Different methods of service.
12. Napkin folding.
13. Receiving and seating the guests, presenting the menu, and taking order from the customer.
14. Passing the order to the kitchen, coordinating orders. Making and presentation of bills.
15. Service of breakfast: English, Continental, Indian and American.
16. Preparation of Egg, cereals and other Breakfast items.
17. Room Service Mis-en-place for meals, snacks and beverages, both for tray and trolley service- proper loading of trays, carrying and service. Execution of orders to the room.
18. Layout and service of small tea parties.
19. Sandwiches-preparation and service.
20. Banquet laying-formal & semi-formal service.
21. Coffee shop service.

2. Beverage Service Practical

1. Service of water and other simple beverages - milk shakes, iced tea, cold coffee, chocolate, juices etc.
2. Service of white wine, red wine and sparkling wines-Presenting the bottle, removing the cork and service.
3. Service of hot beverages, tea and coffee.
4. Service of spirits, whisky, rum, gin, brandy etc.
5. Service of cocktails and liqueurs.
6. Service of beer.
7. Service of cigars and cigarettes and their storage.

Industrial Training:

Students will be placed in hotels/restaurants for industrial training/job training for 12 weeks after institute training 12 weeks X 6 Days X 8

After completion of training students has to pass one theory paper and one practical examination. Successful completion of training and passing end semester exam the students will be awarded "certificate course in food and beverage service.

Department will provide placement assistance in hotels and restaurants to the passed students.