**SYLLABUS OF EVEN SEMESTER MIDTERM EXAM 2024-25**

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| **4TH SEM BSc** |
| **SR NO.** | **SUBJECT AND FACULTY NAME** | **SYLLABUS** |
| 1 | **Rooms Division** (Madura Mahimkar) | 1. **Unit -1 Management Functions**a) Cycleb) Planningc) Establishing Rule of Thumbd) Hubbart’s Formulae) Market condition approachf) Forecasting i) Importanceii) Factorsiii) Forecast Formulae (% of walk-ins, stayover, overstay/extended stay, understay/early departure, no-show)iv) Forecast Forms.
2. **Unit 2 Budgeting**a) Budget Process (Factors affecting budget planning)b) Types of budgetsc) Budgeting cycled) Advantages & disadvantages of budgetse) Preparing the rooms division budget(Forecasting revenue, estimating housekeeping expenses, Refining budgets & budgetary control)
3. **UNIT -4 SUPERVISION IN HOUSEKEEPING**a) Duties of a supervisorb) Guest room inspectionc) Inspection checklistd) Inspection of VIP guest roomse) Inspection modules of commonly neglected areasf) public area inspectiong) Guest room health management
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| 2 | **Indian Culinary Arts** (Amol Balkawade) | 1. Origins of Indian Cuisine
2. Menu Planning
3. Indenting & Planning
4. Equipments
5. Airline Catering
6. Sea Catering
7. Maharashtrian Cuisine
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| 3 | **Business Comm.** (Mudita Singh) | **Chapters** **1. Organizational communication** **2. Effective writing** |
| 4 | **Banquet operations** (Vivekanand Jha.) | 1. **Unit 3: BANQUET-**
* Concept
* Types
* Table plan/ arrangement
* Formal Banquet - Calculating Space area requirement
* Informal Banquet/ MICE- i) Reception ii) Cocktail parties iii) Conventions iv) Seminars v) Exhibitions vi) Fashion Shows vii) Trade fare viii) Weddings ix) Out-door catering
* Toast procedure
1. **Unit 5: GUÉRIDON SERVICE & SPECIALIZED SERVICE**-
* History
* Concept
* Mise-en-place
* Procedure of Guéridon service
* Service consideration for different food
* Advantages and disadvantages
* Types of trollies
* Classic Flambé Dishes
* Care and maintenance of Guéridon service
* Live-counter Service– Essential Skills & Factors to create impulse buying
* QSR- Area FOH, MOH, BOH
* Home delivery
* Takeaway
* Food aggregators
* IT Application in F&B Service post COVID
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| 5 | **Food Science, nutrition and hygiene** (Anwesha Patra) | **1. FOOD HYGIENE, QUALITY ASSURANCE & FSSAI:*** Personal, equipment & workstation hygiene
* CCPs (Critical Control Points)
* Hygiene in different catering establishments (Railways, airlines, restaurants, QSR, Home delivery service)
* Quality Assurance
* FSSAI- Role, functions & initiatives

**2. Carbohydrates:*** Classification
* Effects of cooking on starch
* Types of starches
* Uses of carbohydrates
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| 6 | **Retail Management** (Sanjay Kumar) | **Unit 1: INTRODUCTION TO RETAIL MANAGEMENT-** a) Definition and career opportunities in retail b) Evolution of the retail industry c) Principles of retail management d) Types of retail: Organized & Unorganized Sector e) Emerging trends f) Present retail environment g) Hierarchy of large and small retail outlets h) Daily operations in a retail store i) Duties & responsibilities of retail Staff**Unit 2: FORMATS OF RETAIL-** a) Introduction b) Retailer Characteristics c) Retail formats: i. Store-based ii. Non-store based ii. Web-based d) Major Brands and their business evaluation e) General Merchandisef) Computerized report generation: Various formats within store retailing |
| 7 | **Facility management**(Armin R. Wadia.) | **1. Unit 1 : Introduction to Facility Management****2. Unit 2 : Facility Maintenance** |
| 8 | **Hotel accounting skill** |  |