**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) Cycle b) Planning c) Establishing Rule of Thumb d) Hubbart’s Formula e) Market condition approach f) Forecasting i) Importance ii) Factors iii) 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 budgets c) Budgeting cycle d) Advantages & disadvantages of budgets e) Preparing the rooms division budget (Forecasting revenue, estimating housekeeping expenses, Refining budgets & budgetary control) 3. **UNIT -4 SUPERVISION IN HOUSEKEEPING** a) Duties of a supervisor b) Guest room inspection c) Inspection checklist d) Inspection of VIP guest rooms e) Inspection modules of commonly neglected areas f) public area inspection g) Guest room health management |
| 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 |
| 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 |
| 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 |
| 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 Merchandise  f) 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** |  |