

GUJARAT TECHNOLOGICAL UNIVERSITY

Diploma in Hotel Management & Catering Technology

Third Year

Subject Name: **Food & Beverage Service - III**

Sr. No.	Course content
1.	F & B Management in Fast Food and Popular Catering: <ol style="list-style-type: none"> 1.1 Introduction 1.2 Basic policies – Financial marketing and Catering 1.3 Organizing and Staffing 1.4 Control and performance measurement
2.	Banquets & Buffets: <ol style="list-style-type: none"> 2.1 Organization Structure, Duties & Responsibilities of Banqueting Staff. 2.2 Administrative Procedures, Formats Maintained. 2.3 Banquet Function Prospectus. 2.4 Types of Function (Formal And Informal). 2.5 Menu Planning 2.6 Seating Arrangements. 2.7 Off Premise/ Out Door Catering, Air Line/ Railway/ Sea Catering. 2.8 Types of Buffets & Sequence of Food.
3.	Room Service: <ol style="list-style-type: none"> 3.1 Layout and Different Equipment. 3.2 Staffing 3.3 Telling order on Phone 3.4 Service Sequence
4.	Bar Operation: <ol style="list-style-type: none"> 4.1 Different area of Bar (Front bar, Back bar, Under bar) 4.2 Bar Stock 4.3 Bar Control 4.4 Staffing
5.	Managing Food & Beverages Outlet: <ol style="list-style-type: none"> 5.1 Staff Duty Roaster. 5.2 Supervisory Staff. 5.3 Developing Efficiency. 5.4 Standard Operating Procedures. 5.5 Complain Handling.

Laboratory Experiences:

1. Planning duties, roaster setting up restaurant, laying table & service the guest
2. Planning, setting following types of buffet & providing service
 - Finger buffet
 - Fork buffet
 - Sit down buffet
 - Breakfast buffet
 - Cold buffet
 - High tea buffet
3. Seating up of a bar & preparing and serving drinks (mocktel)
4. Laying room service setup & providing servicing room & service cycle & style
5. Doing the manual dish washing
6. Doing a mechanical dish washing
7. Preparing a simple layout of F&B outlet planning there equipment & require
8. Organisation of special occasion
 - Theme
 - Food festival
 - Carnival
 - Conversation

References Books:

1. F&B Manual, Sudhir Andrew.
2. F&B, Dennis Lillicrap.
3. Food & Beverages Service Operation, Vijay dhavan.
4. Modern Restaurant Service, John Fuller.
5. The Bar & Beverages Book, Costas Katsigris & Thomas.