

PARUL UNIVERSITY, VADODARA, GUJARAT
PROPOSED ORDINANCE & SYLLABUS OF
ONE YEAR CERTIFICATE PROGRAMME IN HOTEL MANAGEMENT
(FOOD PRODUCTION)

CHM (FOOD PPRODUCTION) PROGRAMME
(w.e.f. Academic Session 2020-21)

SEMESTER-I

PARUL UNIVERSITY- FACULTY OF HOTEL MANAGEMENT
DEPARTMENT OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
SYLLABUS (PROPOSED) FOR 1 YEAR CHM (FOOD PRODUCTION) PROGRAMME
SEMESTER-I
BASICS OF FOOD PRODUCTION OPERATION

Type of Course: -BASICS OF FOOD PRODUCTION OPERATION

Pre-requisite: -The Students studying this course should be able to write, read and speak English and must have undergone a familiarization round to Kitchen.

Rationale: - The course provides details knowledge of -

1. Defining the role of kitchen professionals,
2. Handle tools and equipment's used in kitchen, & various preparation methods,
3. Importance of heat in cooking and methods of Heat Transfer,
4. List and perform various cooking methods & Cuts of Vegetable.

Teaching and Examination Scheme

Teaching Scheme (Hrs./Week)			Credit	Examination Scheme					Total
L	T	P		External		Internal			
				Theory	Practical	Theory	CE*	Practical	
3	0	8	7	60	30	20	20	20	150

L- Lecture; T- Tutorial; P- Practical; CE* - Continuous Evaluation

		Lecture	Weightage in %
Unit 1	Introduction to Cooking and Kitchen	08	19
	Culinary history. Introduction and Origins of cookery, Aims and objectives behind cooking		
	Kitchen layout and kitchen Brigade (Modern and Traditional), job responsibility of Kitchen staff.		
	Different sections & interdepartmental relationship of kitchen with other Departments		
Unit 2	Kitchen Hygiene and Safety	03	7
	Personal hygiene, Hygiene in Kitchen , Importance of Hygiene		
	Uniform in kitchen and its Importance, Safety and Security procedures in Kitchen,		
Unit 3	Equipment and Tools	04	10
	Introduction to equipment's used in Kitchen, care and maintenance of it, Classification of different equipment's, Selection of equipment's. Modern equipments		
Unit 4	Methods of Cooking	09	20
	Transfer of heat		
	Methods of cooking methods, Modern method of food processing.		
Unit 5	Stocks, Soups and Sauces	12	29
	Stocks: Definition, Classification, Preparation and Precautions, Uses		
	Soups: Definition, Classification, Preparation and Precautions, Examples of each		
	Sauces: Definition, Classification, Preparation and Precautions, Derivatives of Each. Uses of wine in sauce preparation.		
Unit 6	Salad, Garnishes & accompaniments	09	16
	Salad & salad dressings, Rechauffe cooking ,Different types of Marinations & Marinades		
	Garnishes & accompaniments Indian garnishes & Pastes, their use and importance.		
	TOTAL	45	

Books recommended :

Theory of Cookery, Mrs. K.Arora, Frank Brothers;

Chef Manual of Kitchen Management, Fuller, John;

Professional Chef Le Rol A. Polsom

Professional Cooking Wayne Gislen

Practical Professional Cookery Kauffman &Cracknell

Food Production Operation Parvinder S. Bali

Learning Outcome: The students after having studied the course should be able to:

1. Do the basic Mise-en –Place.
2. Identify the importance of heat in cooking and methods of Heat Transfer.
3. Identification and use of Commodities.
4. Use ofthe kitchen tools and equipment’s.
5. Define and perform cooking methods in Basic vegetable, fruits and egg preparations.
6. Understand about different Commodities, Soup, Sauce and stock used in the kitchen.

FOUNDATION IN FOOD PRODUCTION-I PRACTICAL

	Topics
1	Familiarization and Understanding kitchen equipment and tools Understanding Personal Hygiene and Kitchen Hygiene & its importance.
2	Understanding kitchen layouts, kitchen knife, tools and equipment handling
3	Identification of commonly used raw material
4	Handling Fire, Kitchen First Aid
5	Various Safety practices to be observed in the kitchen
6	Basic cuts of vegetables
7	Methods of Cooking
8	Various classical preparation of Egg.
9	Basic Cooking of international cuisine, plate presentation of dishes
10	Basic cooking of Indian Regional cuisine

PARUL UNIVERSITY- FACULTY OF HOTEL MANAGEMENT
DEPARTMENT OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
SYLLABUS (PROPOSED) FOR 1 YEAR CHM (FOOD PRODUCTION) PROGRAMME
SEMESTER-I
BASICS OF COMPUTERS

Type of Course: -COMPUTER APPLICATION

Pre-requisite: -The Students studying this course should be able to write, read and speak English and must have basic knowledge of computers and Internet

Rationale: - The course provides details knowledge of

1. Importance and Role of Computer.
2. Usage of various input and output devices.
3. Various types and usage of different operating system

Teaching and Examination Scheme

Teaching Scheme (Hrs./Week)			Credit	Examination Scheme					Total
L	T	P		External		Internal			
			Theory	Practical	Theory	CE*	Practical		
2		2	3	60	30	20	20	20	150

L- Lecture; T- Tutorial; P- Practical; CE* - Continuous Evaluation

		Lecture	Weightage in %
Unit 1	INTRODUCTION TO COMPUTERS	5	16
	What is a computer, Components of a computer system, generation of computers, Storage devices, CD ROM's, Pen Drives, other external storage devices.		
Unit 2	OPERATING SYSTEMS	3	10
	Introduction, Functions, types and Components.		
Unit 3	WORD PROCESSING, SPREAD SHEETS AND PRESENTATIONS	10	33
	What is Word Processing, Features of MS WORD, Editing Commands and Mail merge. Understanding spreadsheet, Features, Formulae and functions. If Statement, preparing sample worksheets, Preparing Different graphs, Features of POWER POINT, Preparing a presentation Preparing an Organization chart		
Unit 4	NETWORKS & NETWORKING	5	17
	Concept of connectivity, Basic understanding of various kinds of network topologies, Identify the various types of networks and show an overview understanding of local area network.		
Unit 5	GOING ONLINE	3	10
	Online information services, Basic Internet concepts, Define "browser", Basic concepts of browsing and the operation of a browser, Scope of Internet resources and the various types of Internet applications.		
Unit 6	INTRODUCTION TO INTERNET	4	14
	What is Internet, Network, Network of Networks, WWW, Search Engines, e-mail, creating web page.		
		30	

Reference books

Fundamental of Computers

Mastering Microsoft Office

S.Jain, BPB Publication;

Lonnie E. Moseley & David M. Boodey, BPB Publication

Learning Outcome: The students after having studied the course should be able to:

1. Define and perform various usage of M-S office
2. Define and identifies basic of Network setups,
3. Do net browsing and E-mailing.

APPLICATION OF COMPUTERS PRACTICALS

	Topics
1	Operating and Connecting the computer with other devices
2	Practicing MS-OFFICE- MS WORD, MS EXCEL, MS POWERPOINT
3	Practicing Microsoft Publisher
4	INTERNET USAGE- Using Internet, Creating a mail ID, Using E-Mail
5	Basics of Practicing the internet safety.

PARUL UNIVERSITY- FACULTY OF HOTEL MANAGEMENT
 DEPARTMENT OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
 SYLLABUS (PROPOSED) FOR 1 YEAR CHM (FOOD PRODUCTION) PROGRAMME
 SEMESTER-I
 BASICS OF COMMUNICATION

Type of Course: -BASICS OF COMMUNICATION

Pre-requisite: -Knowledge of English Language studied till 12th standard.

Rationale: -Basic Communication Skills are essential for students of the Hospitality Industry.

Teaching and Examination Scheme

Teaching Scheme (Hrs./Week)			Credit	Examination Scheme					Total
L	T	P		External		Internal			
				Theory	Practical	Theory	CE*	Practical	
3	0	2	4	60	30	20	20	20	150

L- Lecture; T- Tutorial; P- Practical; CE* - Continuous Evaluation

Sr. No.	Topic	Weightage	Teaching Hrs
1.	Grammar and Vocabulary Tenses, Active – Passive voice, Concord Vocabulary: Word Formation, vocabulary related to Industry: Dealing with incoming calls, Customer information, Taking information, Serving drinks, Food service, Know your region, Giving directions.	30%	18
2.	Listening and Speaking Skills Listening – traits of good listener, Picture Description, Presentation	25%	10
3.	Reading and Writing Skills: Note Making and developing notes into drafts- rewriting of draft, Preparing summaries and abstracts for oral presentation, Dialogue Writing and Paragraph development based on chapters from vocabulary section in Unit 1, Picture Description, Email writing, story writing	35%	12
4.	Open Learning: Non-verbal communication such as signs, symbols and body language, language as a sign system, eye-contact, facial expressions and posture.	10%	5
	Total	100%	45

Practicals:

Sr. No.	Topic	Teaching Hrs
1.	Grammar and Vocabulary	6
2.	Listening and Speaking Skills-1 Role play based on chapters from vocabulary section in Unit 1	8
3.	Listening and Speaking Skills-2 Narrating a Story, Picture Description.	8
4.	Reading and Writing Skills: (to be asked in theory paper) Preparing summaries and abstracts for Oral Presentation, Dialogue Writing and Paragraph development based on chapters from vocabulary section in Unit 1	8
	Total	30

Reference Books:

1. Trish Stott and Alison Pohl, Highly Recommended-2 :English for the hotel and catering industry, Student's Book, Intermediate Oxford University Press
2. Trish Stott and Alison Pohl, Highly Recommended-2 :English for the hotel and catering industry, Workbook, Intermediate Oxford University Press
3. Charul Jain, et. Al. English Language Skills for Academic Purposes, Macmillan Education
4. Sangeetha Sharma, Meenakshi Raman, Technical Communication : Principles And Practice, Oxford University Press, New Delhi

Learning Outcome: Students will be able to

1. Describe day to day workplace situations
2. Construct necessary responses to familiar issues / topics in English
3. Apply comprehension skills at functional level
4. Assemble appropriate parts of speech for holistic communication

PARUL UNIVERSITY- FACULTY OF HOTEL MANAGEMENT
DEPARTMENT OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
SYLLABUS (PROPOSED) FOR 1 YEAR CHM (FOOD PRODUCTION) PROGRAMME
SEMESTER-I
Commodities

Type of Course: -Commodities

Pre-requisite: -The Students studying this course should be able to write, read and speak English and must have basic knowledge of Local commodity market.

Rationale: - The course provides details knowledge of

1. Characteristics and Classification of commodities.
2. Different use of various commodities,
3. Various types of Staples, Pulses and its influence in dietary habits,

Teaching and Examination Scheme

Teaching Scheme (Hrs./Week)			Credit	Examination Scheme					Total
L	T	P		External		Internal			
			Theory	Practical	Theory	CE*	Practical		
2			2	60		20	20		100

L- Lecture; T- Tutorial; P- Practical; CE* - Continuous Evaluation

		Lecture	Weightage in %
UNIT 1	Introduction to commodities	4	13
	Definition, classification / Various groups- Types, usage, storage.		
UNIT 2	Beverages	4	13
	Tea, Coffee, Cocoa and Milk: definition, classification and functions.		
UNIT 3	Cheese	4	13
	Types of cheese, purchasing and storing procedures of cheese, use of cheese.		
UNIT 4	Raw Materials categorization	10	34
	Fats and oils, raising agents, eggs, salts, liquids, sweeteners, thickening agents, spices and condiments, flavoring and coloring agents		
UNIT 5	Staples	6	20
	Cereals, Millets, Pulses: Introduction, storage and uses of each		
UNIT 6	Food Additives	2	7
	Need for additives, Types of additives, Role of these additives (natural and synthetic) in modification of appearance in food preparation, FSSAI- rules and regulations.		
		30	

References: Food Commodities- Bernard Davis 2nd edition, Butterworth-Heinemann Ltd,

Learning Outcome: The students after having studied the course should:

1. Able to use the commodities according to its characteristics,
2. Able to analyze and identifies diet as per staple influence, able to know the role played by flavoring, raising, coloring agents.

PARUL UNIVERSITY- FACULTY OF HOTEL MANAGEMENT
 DEPARTMENT OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
 SYLLABUS (PROPOSED) FOR 1 YEAR CHM (FOOD PRODUCTION) PROGRAMME

SEMESTER-II

INDUSTRIAL EXPOSURE

Teaching and Examination Scheme

Teaching Scheme (Hrs./Week)			Credit	Examination Scheme					Total
L	T	P		External		Internal			
				Theory	Practical	Theory	CE*	Practical	
		40	20		200			100	300

L- Lecture; T- Tutorial; P- Practical; CE* - Continuous Evaluation

Training Report, Log Book, Attendance, General Proficiency, Presentation & Viva –Voce will be the criteria of internal and external evaluation for the students of their Industrial Exposure.