



CHENNAIS AMIRTA

INTERNATIONAL INSTITUTE OF HOTEL MANAGEMENT

&



EXECUTIVE DIPLOMA IN HOTEL MANAGEMENT AND CATERING SCIENCE

**3rd SEMESTER
SYLLABUS**



CHENNAIS AMIRTA

INTERNATIONAL INSTITUTE OF HOTEL MANAGEMENT

EXECUTIVE DIPLOMA IN HOTEL MANAGEMENT AND CATERING SCIENCE – 2 YEARS

3RD SEMESTER

Semester	Subject Code	Name of the Subject	Credits	Hours	Int., Max	Ext.,	Total
						Max	
III	EDFP 301	FOOD PRODUCTION - III	3	2	25	75	100
	EDFO 302	FRONT OFFICE MANAGEMENT - II	3	2	25	75	100
	EDFN 303	FOOD SCIENCE AND NUTRITION	2	2	***	50	100
	EDEC 304	ENGLISH FOR WRITTEN COMMUNICATION	2	2	***	50	100
	EDHF 305	HOTEL FRENCH	2	2	***	50	50
	EDPD 306	PERSONALITY DEVELOPMENT	2	2	***	50	50
	EDFP 09P	FOOD PRODUCTION - III PRACTICAL	4	4	***	100	100
	EDFB 10P	FOOD AND BEVERAGE SERVICE - III PRACTICAL	4	3	***	100	100
EDFO 11P	FRONT OFFICE MANAGEMENT - II PRACTICAL	4	2	***	100	100	

Disclaimer: The Course Curriculum is designed in accordance with the contemporary standards of the Hospitality Industry aimed to train Students to the Corporate Work Culture. Chennai Amirta IHM deserves the right to change/upgrade the course curriculum when & wherever required to stay updated with the changing industry/university guidelines without any prior notice.



FOOD PRODUCTION- III

(EDFP 301)

UNIT - I- EGG AND CHEESE

- Selection and Storage of Eggs
- Uses of Eggs
- Breakfast Egg recipes
- Cheese
 - Cheese Production Process
 - Types of Cheese
 - Use of Cheese
 - Examples of International Cheese

UNIT- II - GARDE MANGER OR LARDER KITCHEN

- Sandwich
- Salads
- Forcemeat
- Sausage

UNIT- III -CHARCUTERIE PRODUCTS

- Roulade, Galantine and Ballotine
- Pate, Terrine and Foie Gras
- Ham and Bacon
- Aspic Jelly and Chaud Froid

UNIT IV - FRENCH CUISINE

- French Cuisine
 - Introduction
 - Roux
 - Sauces
- Ingredients of French Cuisine- Vegetables, Fruits, Meats, Herbs
- Classification of Soup
- Classic French Menu -Sample



UNIT V - CHINESE CUISINE

- Chinese Cuisine
 - Introduction
 - Regions
- Equipment's of Chinese Cuisine
- Ingredients of Chinese Cuisine – Vegetables, Fruits, Meats, Soy Products, Condiments
- Regional Chinese Food



FRONT OFFICE MANAGEMENT-III

(EDFO 302)

UNIT- I - GUEST CYCLE & COMMUNICATION

- Pre- Arrival
- Arrival
- Stay
- Departure
- Importance of Communication

UNIT- II -REGISTRATION

- Pre –Registration
- Registration
- Registration Process
- Registration Records

UNIT -III - CHECK IN / CHECK OUT & SETTLEMENT

- Check in Procedures
- Check out Procedures
- Types of Checkout
- Mode of Settlement of Bills

UNIT IV - NIGHT AUDITING

- Functions of Night Auditor
- The night audit process
- Verifying No-Shows
- Daily Sales Report

UNIT V - SAFETY AND SECURITY

- Introduction
- Security and Control of Room Keys
- Handling Unusual Events and Emergency Situations
- Safe Deposit , Lost and Found

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FOOD SCIENCE AND NUTRITION (EDFN 303)

UNIT – I – FOOD MICRO BIOLOGY

- Micro Organisms
- Classification
- Role of Microbes in Food Preparation
- Beneficial and Harmful Effects
- Food Poisoning and Food Borne Diseases
- Types, Causes, Symptoms and Prevention

UNIT – II – FOOD STANDARDS REGULATIONS AND QUALITY MANAGEMENT

- Food Adulteration
- Food Standards
- Food Preservation
- Quality Control
- Food Safety Management
- Hazard Analysis and Critical Control Point

UNIT – III – COLLOIDAL SYSTEMS IN FOOD

- Colloids - Introduction
- Types of Colloidal systems in Food
- Emulsions – Theory of Emulsification
- Some Common food Emulsion
- Menu Plan
- Balanced Diet

UNIT – IV – NUTRITION

- Define nutrition & Nutrients Classification and Functions of Macro Nutrients
- Classification and Functions of Micronutrients.
(a.) Vitamins.
(b.) Minerals - Sources - Deficiency Diseases – Requirements

UNIT – V – ENERGY

- Energy and Calories
- BMR Factors
- Effects of Energy Imbalance
- Water and Electrolyte Balance
- Importance of Water, Dehydration and Oral Rehydration
- Digestion and Absorption of Foods

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ENGLISH FOR WRITTEN COMMUNICATION
(EDEC 304)

UNIT- I - INTRODUCTION TO COMMUNICATION

- What is Communication?
- Defining written Communication
- Challenges in written Communication

UNIT- II - COMMUNICATION MODELS - A THEORETICAL PERSPECTIVE

- Claude Shannon's model
- Model based on Ulric Neisser's work
- Some ideas about Communication

UNIT- III - WHAT ARE ESSAYS?

- Planning to write Essays
- Pre-writing Stage
- Draft Stage

UNIT- IV - TYPES OF ESSAYS

- Mention the types of Essays
- Writing Paragraphs
- Creative Writing

UNIT - V - PERSUASIVE WRITING

- Arrangement of Persuasive writing
- Sources of Information, and Relating to Arguments and Evidence
- The Reasoning Process



HOTEL FRENCH

(EDHF 305)

UNIT- I – BASIC FRENCH

- Greeting words in French.
- Self Introduction.
- Alphabets and the Pronunciation.
- Different accents names in French.

UNIT – II – IMPORTANT NOUNS

- Days of the Week.
- Months of the Year.
- Seasons.
- Numbers 1to 20.

UNIT – III – BASIC GRAMMAR

- Definite articles.
- Indefinite Articles.
- (er) verbs Conjugation.
- Negative sentence making.

UNIT – IV - FRENCH FOODS

- Fruits names in French.
- Vegetables names in French.
- Important foods and Meals (repas) in French.
- Kitchen Utensils in French.

UNIT- V – HOTEL VOCABULARY

- Room booking and food ordering in French,
- Hotel Vocabulary,
- Monuments of France

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PERSONALITY DEVELOPMENT

(EDPD 306)

UNIT – I - PERSONALITY

- Personality Development
- Training of Personality
- Freud Classification of Personality

UNIT – II – PRINCIPLES OF PERSONALITY

- Determinism
- Mistakes
- Individuality

UNIT – III – PERSONALITY PROBLEMS

- Personality Problem
- Sympathy
- Empathy
- Identifying Others

UNIT – IV – LIFE MANAGEMENT SKILLS / LEADERSHIP

- Management Skills in Life
- Success of an Individuals
- Leadership – Flow Diagram of Leadership Problems

UNIT – V – COURAGE / BELIEF / CAREER ASSISTANCE / INTELLIGENCE

- Kinds of Courage
- Belief / Faith in self and in God
- Career Assistance
- Seven Secrets of Success