



Grande Prairie Regional College

School of Business

Department of Business

COURSE OUTLINE – FALL 2008

HP 1220 3(3-0-1) – Food and Beverages Management

Instructor Carolyn Vasileiou

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Office Hours Tuesday & Thursday
1:00 – 2:30 pm or by
appointment

Required Text/Resource Materials:

Ninemeier, Jack D., Hayes, David K. (2006) Restaurant Operations Management: Principles and Practices (First Edition). New Jersey. Pearson Prentice Hall.

Description:

This course will examine the food service industry and outline the proper handling of food, fundamentals of preparing and cooking meals, key concepts related to plating and garnishing, appetizer production, portioning, salads, nutrition, buffets, baking, and desserts. This course will also provide a general overview of liquor operations and bartending.

Credit/Contact Hours:

This is a 3 credit course with three hours of instructional time each week plus a weekly one - hour lab.

Delivery Mode(s):

Class time will involve lectures, group work, individual reflection, examinations, guest speakers , field study and presentations.

Objectives:

1. To acquaint students with an overview of the food and beverage sector.
2. To examine the food service industry including food production, as well as safe handling of food.
3. To identify crucial elements in successfully operating a restaurant.
4. To provide a general overview of liquor operations and bartending.
5. To examine cost control as it relates to the food and beverage sector.

Transferability:

There are various institutions with transfer agreements with our college. Please consult receiving institution as transferability varies and arrangements are subject to change.

Grading Criteria:

Midterm	10%
Chapter quizzes	10%
Project	20%
Presentation	10%
Assignments	25%
President's Ball & journal response	5%
Final Exam	20%
TOTAL:	100%

Grades will be assigned on the Letter Grading System.

Business Administration and Commerce Department
Grading Conversion Chart

Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A+	4	90 – 100	EXCELLENT
A	4	85 – 89	
A-	3.7	80 – 84	FIRST CLASS STANDING
B+	3.3	76 – 79	
B	3	73 – 75	GOOD
B-	2.7	70 – 72	
C+	2.3	67 – 69	SATISFACTORY
C	2	64 – 66	
C-	1.7	60 – 63	
D+	1.3	55 – 59	MINIMAL PASS
D	1	50 – 54	
F	0	0 – 49	FAIL

Course Policies:

All assignments must be word processed or typewritten.

Students are required to save a copy of any written work submitted for marking.

Assignments are due on the dates set by the instructor. If there is a valid reason for an extension, it must be requested prior to the due date. Unauthorized late assignments will have a 10% per-day late penalty applied to the assigned grade.

Regular attendance is critical to success in HP 1220. Should a student be unable to attend a class, it is the student's responsibility to acquire the material missed and to complete assigned readings, in-class work and assigned homework.

If a student is unable to attend a test, the instructor must be advised before the test is administered. The test will then be written at a time that is convenient for both the instructor and the student. Failure to notify the instructor of an absence will result in a grade of 0 for that test.

It is expected that students will be welcoming and attentive to all guest speakers and realize they are representing the college when in the community on college related business. Therefore, please behave appropriately.

Course Schedule/Timeline:

<u>Week</u>	<u>Topic</u>	<u>Required Reading</u>
September 5	Introduction	
September 8 – October 10	Restaurant Basics	Chapters 1 - 5
October 15 – November 21	Managing Restaurant Operations	Chapters 9 - 16
November 24 – December 8	Managing Challenges	Chapters 18 - 20

This schedule is subject to change depending on the needs of the class and the availability of guest speakers.

Examinations:

Final examinations will be scheduled by the Registrar during the period December 10, 2008 to December 19, 2008. **DO NOT PLAN MAJOR ACTIVITIES DURING THIS PERIOD.**

Statement on Plagiarism:

Plagiarism will not be tolerated. Please ensure you read and understand the College policy on plagiarism as published in the Calendar. If you have any questions as to whether or not you might be violating this policy, please discuss this with your instructor before you submit your assignment. The instructor reserves the right to use electronic plagiarism detection services.