



Grande Prairie Regional College
School of Health, Wellness and Career Studies
Department of Business

COURSE OUTLINE – FALL 2011

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

Instructor	Carolyn Vasileiou	Phone	539-2221
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Office Hours	Monday & Wednesday: 10:00 – 11:30 am or by appointment		

Required Text/Resource Materials:

Ninemeier, J. & Hayes, D. (2006). *Restaurant operations management: Principles and practices* (First Edition). Upper Saddle River, NJ: Pearson Prentice Hall.

Description:

This course will examine the food service industry and the role of the restaurant manager. Aspects such as sanitation, food safety, nutrition, marketing, menu planning, and equipment layout will be covered. In addition, this course will include 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. As there is practical experience in this class, it will necessitate flexibility and class times may be adjusted to accommodate this.

Objectives:

1. Provide a general overview of the food and beverage sector.
2. Learn aspects from the front and back of house in relation to the food service industry.
3. Identify crucial elements in successfully operating a restaurant.
4. Examine cost control as it relates to the food and beverage sector.

Transferability:

Currently there is a 2&2 arrangement with Royal Roads University and other agreements are pending with various institutions. Please consult with the receiving institution to determine transferability.

Grading Criteria:

Midterm	20%
Quizzes/assignments	15%
Project	30%
President's Ball & journal response	10%
Final	25%
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 5% 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.

Course Schedule/Timeline:

<u>Week</u>	<u>Topic</u>	<u>Required Reading</u>
September 9	Introduction	
	Restaurant Basics:	
	1. Introduction to Restaurants & the Restaurant Industry	
September 12 – October 14	2. Restaurant Manager & Sanitation	Chapters 1-6
	3. Safety	
	4. Nutrition Basics	
	5. Marketing	
	6. Menu Planning, Design, Pricing & Evaluation	
Midterm exam:		
October 19, 2011		
October 24 – November 18	Managing Restaurant Operations: 9. Standard Recipes – Quality Food	Chapters 9, 10, 12, 13

Production
10. Purchasing,
Receiving, Storing &
Issuing
12. Managing
Beverage Production &
Service
13. Food & Beverage
Service

November 21–
December 9

Managing Challenges:
18. Restaurant Layout
& Equipment

Chapters 18 and
presentations

October 22 – President’s Ball (evening event)

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

Examinations:

Final exams will be scheduled by the Registrar between December 12 to 21.
Please do not book major activities during this time.

Statement on Plagiarism:

The instructor reserves the right to use electronic plagiarism detection services.