

Diploma in Food & Beverage Management

Awarded by SHRM

Module Synopsis

HCM11050 Food and Beverage Operations I

This module aims to offer students a critical understanding of the food and beverage operations and its role in the hospitality industry. The students will learn about types of F & B positions and their duties and responsibilities, the importance of grooming standards in the hospitality industry, the layout of food and beverage outlets, types of Food and Beverage establishments and cuisines, types of equipment for service, types of meals, and menu and food & beverage terminology. In addition, students are exposed to traditional and modern services, incorporating the western and local cuisines.

Assessments:

Progress Test 1: 20%
Final Exam: 80%

HCM11051 Food and Beverage Skills I

This module trains students on the ability to recognize and explain the basic knowledge and the function of each type of food and beverage equipment (cutlery and crockery), correct techniques in carrying plates and trays, the ability to do basic and popular napkin methods and the changing of table cloths.

Assessments:

Final Exam: 100%

ENG11010 English for Hospitality I

This module covers the fundamentals of English as used in the hospitality industry. This module aims to improve students' overall English proficiency and their specific knowledge of industry-specific language giving them more confidence within their studies. Key vocabulary and presentations are central to this module providing the students with opportunities to gain practical experience and real life skills.

Assessments:

Presentation: 30%
Progress Test: 35%
Final Exam: 35%

HCM11052 Food and Beverage Operations II

This module provides students with the understanding of the importance of food and beverage operations on types of table service, ability to handle reservations over the phone and the correct reservation procedures, food service preparation, service sequence, taking and processing orders, handling payments, understanding the importance of end-of-service procedures, understanding banquet and catering operations and in-function operations, and identifying the types of function room set-up. Furthermore, students will have the knowledge to offer appropriate condiments to various foods.

Assessments:

Progress Test: 20%
Final Exam: 80%

HCM11053 Food and Beverage Skills II

This module ensures that students are aware of the importance of performing different service styles, can identify types of menu, recognize individual dishes, have the ability to carry out proper table settings in accordance with different menus, take and process orders, have the ability to clear a minimum of 3 plates and a maximum of 4, and know the correct procedures in opening wine as well as service sequence.

Assessments:

Final Exam: 100%

HCM11010 Introduction to Hospitality Industry

Students discuss the hospitality industry as a whole, its growth, the hospitality operations in sales, tourism, human relations and the industry in future years. At the end of the module, students will be able to have a clear knowledge on the hotel and catering industry and the management in various segments of the hospitality.

Assessments:

Project Analysis	5%
Project:	30%
Progress Test:	15%
Final Exam:	40%

HCM12041 Practical Restaurant Services I

In this Part 1 module, students will be trained and assessed on the operation aspects of running a restaurant. This module allows students to put in practice the skills and knowledge they have acquired in earlier F&B modules. It is conducted in conjunction with the Commercial Cooking I module whereby students in the Commercial Cooking module will prepare fine dining cuisines while students in this module are trained to manage and operate the training restaurant. This includes the areas of mise-en-place, service and techniques, communication skills, leadership skills, grooming, hygiene and cleanliness. It also trains students in the necessary social, technical and communications skills to work effectively in the industry. This gives students the opportunity to undergo experiential learning via the training restaurant, which will give them a competitive edge when they work in the industry.

Assessments:

Final Exam:	100%
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HCM12040 Food and Beverage Management

This module aims to provide students with the advanced knowledge required to manage a restaurant. It includes understanding the importance of menu planning and designing, in-room dining service and procedures. Students are also taught additional F&B topics like flaming skills and its popular dishes, the types of non-alcoholic and alcoholic beverages and their services, law and consumption of alcohol, 25 international cocktails, types of glassware and beverage service equipment found in the food and beverage industry.

Assessments:

Progress Test 1:	25%
Progress Test 2:	25%
Final Exam:	50%

HCM12042 Practical Restaurant Services II

In Part 2, students will be trained and assessed on the management aspects of running a restaurant. It is a continuation of part 1 whereby students put in practice the skills and knowledge they have acquired in earlier F&B modules. It is conducted in conjunction with the Commercial Cooking II module whereby students in the Commercial Cooking module will prepare the fine dining cuisines while students in this module are trained to manage and operate the training restaurant. This includes the areas of mise-en-place, service and techniques, communication skills, leadership skills, grooming, hygiene and cleanliness. It also trains students the necessary social, technical and communications skills to work effectively in the industry. This gives students the opportunity to undergo experiential learning via the training restaurant, which will give them a competitive edge when they work in the industry.

Assessments:

Final Exam:	100%
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HCM12030 Food and Beverage Control

This module designs to provide students with the principles and procedures involved in an effective food and beverage control system (purchasing, receiving, storing, issuing and production control), including standards determination, the operating budget, cost-volume-profit analysis, income and cost control, menu pricing, theft prevention and labour cost control. Students will be able to understand the role and importance of the inter-relations between food and beverage costing, labour costing, and control in the hospitality industry.

Assessments:

Progress Test:	30%
Final Exams:	70%