

Diploma in Hospitality Management

Module Synopsis

Basic Cookery I

Basic Cookery I instructs students on the fundamentals of knife handling, basic vegetable cuts, and cooking principles. Students will learn to correctly hold and use a knife to cut various vegetables; and will also learn about the effects of heat on food, the proper way of making stock, and the essentials of seasoning and flavouring.

Basic Cooking Techniques I

Basic Cooking Techniques I provides students with practical training on knife handling and major vegetable cuts. Demonstrations of various cooking methods will be conducted, after which students will have hands-on training. This module is fundamental for more challenging cooking tasks in following modules.

Food & Beverage Operations I

Food and Beverage Operations I provides students with a critical understanding of food and beverage operations and its role in the hospitality industry. Students will learn about the different types of F&B establishments and cuisines; different F&B job positions and their respective duties and responsibilities; the layout of F&B venues; the types of meals, menus, and equipment for service; grooming standards; and common F&B terminology.

Food & Beverage Skills I

Food and Beverage Skills I equips students with a basic knowledge of the functions of each food and beverage equipment (cutlery and crockery); as well as the correct technique in these areas: carrying plates and trays, folding napkins, and changing of table cloth.

Computer Applications

This module enables students to learn about word processing, spreadsheet, presentation and basic image editing software i.e. Microsoft Office Word, Excel, PowerPoint and Publisher. After the module, students are able to create professional documents, spreadsheets, dynamic presentations with graphic applications, graphs and developing company's brochures, catalogues and more others.

The objective of this module is to equip students with basic computing software knowledge and apply it in their working environment.

Basic Cookery II

Basic Cookery II instructs students on the underpinning knowledge of cooking eggs, meat and poultry, fish and shellfish, as well as baking. Students will learn to apply the knowledge gained in this module to cooking.

Basic Cooking Techniques II

Basic Cooking Techniques II provides students with practical training on various cooking methods. In particular, students will be trained on egg cooking and meat cooking. Demonstrations of various cooking methods will be conducted, after which students will have hands-on training. This module is fundamental for more challenging cooking tasks in following modules.

Food & Beverage Operations II

This module provides students with the understanding of the importance of food and beverage operations on different types of table service, ability to take reservations, 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.

Food & Beverage Skills II

Food and Beverage Skills II equips students with further knowledge and techniques; such as the different service styles, different menu types, setting the table according to different menus, taking and processing orders, clearing plates, opening wine, and service sequence.

English for Hospitality I

This module is designed to provide fundamental English use in the hospitality industry. Case studies and group discussions which provide students with opportunities to gain practical experiences and real life skills are central to this module.

Introduction to the Hospitality Industry

Introduction to Hospitality Industry provides students with a general overview of the hospitality industry. The module discusses the industry as a whole, its growth, operations, sales, tourism, human relations, and possible future developments.

Commercial Cooking I

Commercial Cooking I provides students with the hands-on experience of working in a service kitchen. Students will have to draw upon their knowledge of cutting and cooking; and will have to work together with others to accomplish the tasks required of them.

Practical Restaurant Services I

Practical Restaurant Services I is the first of a two part module that trains and assesses students on the operation aspects of running a restaurant. The module allows students to put the skills and knowledge acquired from earlier F&B modules into practice. Students will be trained to manage and operate the training restaurant; and students will also be equipped with the necessary social, technical and communicative skills to be effective in the hospitality industry.

Food & Beverage Management

Food and Beverage Management provides students with the advanced knowledge required to manage a restaurant. Through this module, students will grasp the importance of menu planning and designing, in-room dining service and procedures. Other F&B related topics such as the types of beverages, glassware, and services, laws regarding the consumption of alcohol will also be covered.

English for Hospitality II

This module builds on the English learnt in English for Hospitality I. Students will learn to write résumés, cover letters, memos, replying mails and etc. The overall purpose of this module is to maximize student's confidence when writing and communicating within the hospitality environment.

Theory of Food

Theory of Food instructs students on the importance of nutrition; as well as the composition and structure of meat, poultry, fish, shellfish, and vegetables. The module also covers issues such as grading, inspection, basic cuts, and appropriate cooking and storage methods.

Fundamentals of Marketing

Students learn how to create customer value, target the correct market, and build customer relationships. The changing nature of consumer expectations means that marketers must learn how to build communities in addition to brand loyalty. Students will explore the theoretical marketing planning framework, the 4P's of marketing, strategies such as environment analysis i.e. PESTEL, the business portfolio analysis - Boston Consulting Group (BCG), Ansoff Matrix, SWOT, Product Life Cycle and others. The module helps students to understand the fundamentals of marketing that can act as guidance in their future career development.

Commercial Cooking II

Commercial Cooking II carries on from Commercial Cooking I to provide students with the hands-on kitchen experience. Students will have to apply the skills and experience from the previous module. A greater amount of planning is required of students to execute the tasks required of them.

Practical Restaurant Services II

Practical Restaurant Services II is a continuation of Practical Restaurant Services I. In this module, students will be trained and assessed on the management of a restaurant. Students will be trained to manage and operate the training restaurant; including the aspects of mise-en-place, service and technique, communicative skills, leadership skills, grooming, hygiene and cleanliness. This experiential learning in the training restaurant gives students a competitive edge when they enter the hospitality industry.

Kitchen Management

Kitchen Management provides students with an overview of how the kitchen has evolved, from past to present. The module allows students to understand why things are done the way they are; and how cooking methods have been developed and refined.

Food & Beverage Control

Food and Beverage Control equips students with the knowledge of the procedures and principles for effective food and beverage control. The module covers issues such as standard determination, operating budget, cost-volume-profit analysis, income and cost control, menu pricing, theft prevention, and labour cost control. Students will understand the interrelationship between food and beverage costing, labour costing, and control in the hospitality industry.

Introduction to Tourism

Introduction to Tourism equips students with a basic understanding of the key concepts relating to the tourism industry. The module will cover various topics related to tourism (consumer behaviour, demand, etc.) and the wide-reaching impact of tourism; as well as introduce students to the different sectors in tourism (attractions, accommodation, intermediaries, transportation, etc.).