

Level: bachelor				
Course title: Professional Practice 4				
Status: obligatory				
ECTS: 3				
Requirements: none				
Learning objectives To learn the business processes and operations related to selling the hotel capacity, receiving and accommodation of guests and maintenance of hygiene in restaurants.				
Learning outcomes Mastering the business processes in the retail sector, sector of accommodation and hotel housekeeping.				
Syllabus <i>Theoretical instruction</i> <i>Practical instruction</i> Mastering business operations of the operational management positions in all sectors of the hotel. Observations and discussing all topics given in the Practicum and Youth practice diary. Work on preparation for the practical work in hotels. Performing jobs in the hotel household, kitchen and restaurant service. Mastering business management functions (planning, managing, coordination and control of work), quality control of products and services. Mastering the business operations related to the hotel's direct and indirect sales; Practical work in jobs admission, registration, stay and guest checking out; Practical work in certain workplaces of the reception department; Determination of the price and other numerical indicators related to the accommodation unit, receiving records in the hotel sector; mastering business operations related to maintenance of accommodation units.				
Weekly teaching load				Other:
Lectures:	Exercises:	Other forms of teaching:	Student research:	