

Study programme: BAS Toursm			
Course title: Distribution and control of food and beverages in hospitality (T322)			
Teacher: dr Bojana Kalenjuk			
Status: compulsory			
ECTS: 7			
Requirements: No			
Learning objectives The aim of the course is to enable students to monitor - control the flow of basic resources (food and beverages from entering the restaurant to issuing i.e., serving and billing the guests.			
Learning outcomes After passing the exam, the student will be able to: identify the elements essential for the proper distribution and control of food and beverages in hospitality; planning and organizing the selection of food and beverages; implement proper standardization of recipes and convert the measuring units; foresee all the control phases of the receipt, storage to preparation, issuance and collection of food and drinks; indicate all elements that can affect the performance of the catering facility.			
Syllabus <i>Theoretical part:</i> Theoretical training shall include overcoming material relating to the following: The basic characteristics of the distribution and control of food and beverages in hospitality; Planning food and beverages and writing menus, menus and map beverages; Units of measurement as an essential factor in the proper distribution and control of food production in hospitality; Control and standardization of recipes for cooking; Control of the food supply; Control of the receipt and storage of food; Control of food production from physical and thermal processing of foods to serving and decorating; Control service processes and food sales ; Control of procurement, receipt and storage of beverages; Control of the production of drinks or a mixture of bar and drinks; Control of the servicing and selling of drinks and Control of costs and possible theft in business since the ultimate goal of all of these control processes is successful business stated in the realized profit catering facility for the production and serving of food and drinks. <i>Practical part:</i> Practical classes involve overcoming the elements treated theoretically and essential for successful business centers: The preparation of written offers in accordance with the capacity and type of hospitality facility; Standardization of the recipes and conversion of measuring units; Determination of all the elements needed for banquets and control elements of importance to the successful organization; Entrance, control and storage of foods and drinks; Control of production of food and beverages; Calculation of prices and distribution and control of food and drink in catering business.			
Literature: 1. Dittmer, P., Desmond Keefe III, J. (2009). Principles of food, beverage, and labor cost controls. John Wiley & Sons, Inc., Hoboken, New Jersey. 2. Ninemeier, J. (2001). Planning and Control for Food and Beverage Operations, Educational Institute of the American Hotel & Lodging Association, Michigan. 3. Hale Feinstein, A., Stefanelli, J. (2008). Purchasing: selection and procurement for the hospitality industry. John Wiley & Sons, Inc., Hoboken, New Jersey. 4. Davis, B., Lockwood, A., Alcott, P., Pantelidis, I. (2008). Food and Beverage Management. Elsevier Ltd.			
Weekly teaching load 5 (75)		Lectures: 3	
		Exercises: 2	
Methods of Teaching Frontal and group work with the use of monologue and dialogue methods followed by illustrative-demonstrative methods.			
Grading method (maximu 100 points)			
Pre-examination assignments	points	Final examination	points
Activities during lectures	0-5	Written examination	
Activities during exercises	0-5	Oral examination	30-45
Colloquia	20-40	
Seminar paper	0-5		