



Philadelphia University
Faculty of Administration and Financial Sciences
Department of Tourism and Hotel Management
Semester, 2008/2009

Course Syllabus

Course Title: Restaurant, Banqueting and convention Management	Course code: 0381120
Course Level: second year	Course prerequisite (s) and/or co requisite (s) 0381101
Lecture Time:	Credit hours:

Academic Staff Specifics

Name	Rank	Office Number and Location	Office Hours	E-mail Address

Course module description:

This course aims at identifying the student with the different types of restaurants, their structure, shifts, menus, and service options available for the guest. It also aims at identifying students with the proper banquet and conventions preparation.

Course module objectives:

- 1- Identify the importance of Restaurants and Banqueting .**
- 2- To recognize the different between the catering industry sections.**
- 3- Define the organization of catering systems .**
- 4- Terminology of various terms which are be used in catering organization .**
- 5- Improve the service system to be within the international standards for hotel industry .**

Course/ module components

- Books (title , author (s), publisher, year of publication)**

Lundperg, W.o , restaurants, Banqueting and convention management. Welly.

- Support material (s) (vcs, acs, etc).**
- Study guide (s) (if applicable)**

- **Homework and laboratory guide (s) if (applicable).**

Teaching methods:

Lectures, discussion groups, tutorials, problem solving, debates, etc.

Learning outcomes:

- **Knowledge and understanding**
 - 1- To have good knowledge about the food commodities .
 - 2- To understand the food science .
 - 3- To know the menu planning .
 - 4- To understand the various types of catering equipment and catering system.
- **Cognitive skills (thinking and analysis).**
 - 1- Skill of achieving on job training methods .
 - 2- Skills of preparing reports concerning the cost control.
 - 3- Skills of purchasing food and storage .
- **Communication skills (personal and academic).**
 - 1- Skills of communicating with suppliers.
 - 2- Skills of servicing menu.
 - 3- Skills of communicating with the guest .
 - 4- Skills of promotion and selling .
- **Practical and subject specific skills (Transferable Skills).**
 - 1- practice of the job-task for different departments.
 - 2- Practice of eye contact with guest .
 - 3- Practice of employment flow design .

Assessment instruments

- Short reports and/ or presentations, and/ or Short research projects
- Quizzes.
- Home works
- Final examination: 50 marks

<u>Allocation of Marks</u>	
Assessment Instruments	Mark
First examination	15
Second examination	15
Final examination: 50 marks	50
Reports, research projects, Quizzes, Home works, Projects	20
Total	100

Documentation and academic honesty

- Documentation style (with illustrative examples)

- Protection by copyright
- Avoiding plagiarism.

Course/module academic calendar

week	Basic and support material to be covered	Homework/reports and their due dates
(1)	History of catering industry	
(2)	Introduction to restaurant management	
(3)	Organizational and chart for various restaurants	
(4)	Principles for restaurant classification	
(5)	Food hygiene (equipments)	
(6) First examination	Stages of restaurant operation	
(7)	Food service methods and types of catering	
(8)	Equipment that be used in a restaurant	
(9)	Menu planning	
(10)	Design and preparation of guests tables	
(11)	Kitchen design and stations	
(12) Second examination	Organize and manage the banquets	
(13)	Organize and manage the conventions	
(14)	Promotion strategies	
(15) Specimen examination (Optional)	General case-studies and terminology	
(16) Final Examination		

Expected workload:

On average students need to spend 2 hours of study and preparation for each 50-minute lecture/tutorial.

Attendance policy:

Absence from lectures and/or tutorials shall not exceed 15%. Students who exceed the 15% limit without a medical or emergency excuse acceptable to and approved by the Dean of the relevant college/faculty shall not be allowed to take the final examination and shall receive a mark of zero for the course. If the excuse is approved by the Dean, the student shall be considered to have withdrawn from the course.

Module references**Books**

Code	Course Name	Author	Title	Edition	Publisher	ISBN	Language
0381120	Restaurant, banqueting and convention Management	Lundberg, Walker	The Restaurant , from concept to operation	Second	Wiley	0-471057883-5	2
		Kinton, Ceseani	The Theory of Catering	Seventh	ELBS	0-340-57503-4	2
		Katsigris , Thomas	Design and Equipment for Restaurants and Food services	-	Wiley	0471-09068-9	2
		Ismail	Catering Sales & convention services	-	Delmar	0-7668-0037-7	2
		سامي عبد القادر سعيد	ادارة الحفلات والمؤتمرات		مجموعة النيل العربية	15251	1

Journals

- Tourism and Hospitality research
- Tourism review international

Websites

www. Highbeam.com

