



ಬೆಂಗಳೂರು ಉತ್ತರ ವಿಶ್ವವಿದ್ಯಾಲಯ

ಟಮಕ, ಕೋಲಾರ – 563103

CHOICE BASED CREDIT SYSTEM

*(Semester Scheme with Multiple Entry and Exit Options for
Under Graduate Course)*

SYLLABUS AS PER NEP GUIDELINES

SUBJECT: BACHELOR OF HOTEL MANAGEMENT

2021-22 onwards



Bengaluru North University
ಬೆಂಗಳೂರು ಉತ್ತರ ವಿಶ್ವವಿದ್ಯಾಲಯ

BENGALURU NORTH UNIVERSITY

Sri Devaraj Urs Extension,
Tamaka, Kolar, behind S.P. Office,
Karnataka 563103

BACHELOR OF HOTEL MANAGEMENT

Framed According to the National Educational Policy (NEP 2020)

[To be implemented from the Academic Year 2021-22]

INTRODUCTION

The BHM program aims to provide students a strong base of knowledge, skills and attitudes required for employability/ leadership roles in hospitality and restaurant operations/ management /entrepreneurship. The core concepts within the subject have been updated to incorporate the recent advancements, techniques to upgrade the skills of learners to create a focus on various functional areas of business. Problem Based learning has been integrated into the curriculum for a better understanding of various concepts in business and commerce. The syllabus under NEP-2020 is expected to enhance the level of understanding among students and maintain the high standards of the graduate program offered in the country. An effort has been made to integrate the use of recent technology and MOOCs to assist the teaching-learning process among students. The major objective of the graduate program is to elevate the subject knowledge among students, and making them critical thinkers thereby students can address the issues related to industry and other business sectors.

AIMS AND OBJECTIVES OF UG PROGRAMS IN B.COM:

- To educate students with the knowledge and skills necessary to be competent business professionals in the hospitality industry and competitive in the job market, with special emphasis on multicultural understanding and practice in a global industry.
- Graduates will be well-prepared professionals, able to collaborate as well as lead, with many different types of people, solve problems quickly and concentrate on details, have initiative and self-discipline, effective communication skills, and the ability to organize and direct the work of others.
- Graduates will have strong knowledge of lodging and food and beverage service operations, including customer service, reservations, purchasing and accounting systems, safety and security, design, event planning, maintenance and repair, personnel practices, and business ethics, legal requirements, management and finance.
- Upon graduation, the graduate will be able to assume employment in the hospitality industry in management or operations or as a leader or owner for a lodging establishment, events and meeting management, restaurant, food service, sales, or related business field.

MEMBERS OF THE BOS-UG COMMERCE

1.	Dr.M.Muninarayanappa, Chairman Board of Studies, Bengaluru North University And Professor, Chairman and Dean Faculty of Commerce and Management, Bengaluru City University,	Chairman
2.	Dr.Govindappa, Department of Commerce, Maharani Cluster University	Member
3.	Dr.Sathyanarayana, Department of Commerce, Davangere University	Member
4.	Dr.N.Bharathi, Principal, Department of Commerce & Management, Indo-Asian Academy Degree College and PG Centre	Member
5.	Dr Chandrakanta, Department of Commerce, Lal Bahadur Shastri Government First Grade College	Member
6.	Dr.Narasimhaiah.T. HOD Commerce, SDC Degree and PG College, Kodiramachandra Bypass, Kolar	Member
7.	DR. Sharadha, Principal, Government Boys College Chintamani	Member
8.	DR.Sathyanarayana Gowda V, Government First Grade College Devanahalli	Member
9.	Dr.Aswathanarayana.K, Government First Grade College , Hoskote	Member
10.	Prof. P. Sen Thamizhan, Principal, Army Institute of Hotel Management, Bengaluru	Member
11.	Dr. Ravi Kumar K, St. Aloysius Degree College	Member
12.	Dr. ASMA. S, Director, Sri Gokul College Of Arts Science and Management Studies, kolar	Member
13.	Dr. Venkatachalam. B , Managing Director, Hexagon Capital Markets Limited	Member
14.	Dr Dinakar, Industrial Expert	Member
15.	K. Thirugnanasambantham, principal, Manipal WGSMA Manipal	Member

1. TITLE AND COMMENCEMENT:

- a) These regulations shall be called “The Regulations Governing the Choice Based Credit System Semester Scheme with Multiple Entry and Exit Options in the Undergraduate, and Postgraduate Degree Programmes in the Faculty of Commerce.
- b) Regulations shall come into force from the Academic Year 2021-22.

2. SALIENT FEATURES OF THE FOUR YEARS MULTIDISCIPLINARY UNDERGRADUATE PROGRAMME WITH MULTIPLE ENTRY AND EXIT OPTIONS

- a) The program shall be structured in a semester mode with multiple exit options with Certification, Diploma, and Basic Bachelor Degree at the completion of first, second and third years, respectively. The candidate who completes the four years Undergraduate Program, either in one stretch or through multiple exits and re-entries would get a Bachelors's degree with Honours.
- b) The four-year undergraduate Honours degree holders with a research component and a suitable grade are eligible to enter the ‘Doctoral (Ph.D.) Program’ in a relevant discipline or to enter ‘Two Semester Masters Degree programme with project work’.
- c) Candidates who wish to enter the masters/doctoral programme in a discipline other than the major discipline studied at the undergraduate programmes, have to take additional courses in the new discipline to meet the requirement or to make up the gap between the requirement and the courses already studied.
- d) There may be parallel five-year integrated master's degree programmes with exit options at the completion of the third and fourth years, with the undergraduate basic degree and a post-graduate diploma in a discipline, respectively.
- e) There may also be an integrated doctoral programme with an exit option at the end of the first year with the Master's degree.
- f) The students who exit with Certification, Diploma, and Basic Bachelor Degree shall be eligible to re-enter the programme at the exit level to complete the programme or to complete the next level.
- g) The Multidisciplinary Undergraduate Programme may help in the improvement of all the educational outcomes, with a flexible and imaginative curricular approach. The program provides for both breadth and depth in diverse areas of knowledge. A range of courses are offered with a rigorous exposure to multiple disciplines and areas while specializing in one or two areas. The programme fulfils knowledge, vocational, professional, and skill requirements alongside humanities and arts, social, physical, and life sciences, mathematics, sports, etc.

- h) The curriculum combines conceptual knowledge with practical engagement and understanding that has relevant real-world application through practical laboratory work, fieldwork, internships, workshops, and research projects.
- i) A few courses are common to all students which contribute to the breadth of study and two areas of specialization in disciplinary areas provide for depth of study.
- j) The areas of specialization which the students are required to choose are either two disciplines/ subjects or a discipline called 'major' (e.g. History or Economics or Physics or Mathematics) and an area of an additional discipline called 'minor' (e.g. Music or Sports or Geography). Students gain deep disciplinary knowledge through theory and practical experiences in their area of specialization (major). They gain a reasonable understanding of the area of additional study (minor) that they choose. Students can choose subject combinations across 'streams' (e.g. a student can choose a 'major' in physics and combine it with a 'minor' in history or Music or Sports). One of the disciplines can also be a vocational subject or Teacher Education.
- k) The students may study two disciplines at the same level or breadth up to the sixth semester and choose one of them for study in the fourth year to obtain the Honours degree in that discipline. A student who wishes to get dual honours degrees may repeat the fourth year of the program in the second discipline.
- l) The students may choose one discipline and vocational subject or Teacher Education for their study in the undergraduate program. This will enable them to get an Honours degree either in the discipline or in the vocational subject/ Teacher Education or both, in the discipline and in the vocational subject/ Teacher Education.
- m) Skills shall be explicitly integrated, highly visible, taught in context, and have an explicit assessment. The skills shall include abilities in language and communication, working in diverse teams, critical thinking, problem-solving, data analysis, and life skills.
- n) Students shall be given options to choose courses from a basket of courses that the institution is offering. There shall be no rigidity of a combination of subjects.

The Four-Year Choice Based Credit System Semester Scheme makes the product of a University at par with the global practices in terms of academic standards and evaluation strategies. In the emerging scenario of the Internationalization of Indian Higher Education, it is imperative that the Universities in India should follow this system so that the mobility of their products both within and across the geographical jurisdiction becomes possible.

The Salient Features of the Credit Based Semester Scheme:

Each course shall carry a certain number of credits. Credits normally represent the weightage of a course and are a function of teaching, learning, and evaluation strategies such as the number of contact hours, the course content, teaching methodology, learning expectations, maximum marks, etc. In the proposed programs, generally, one hour of instructions per week in a semester is assigned one credit. In terms of evaluation, one credit is generally equivalent to 25 marks in a semester. Thus a 3 or 4 credits course will be assessed for 100 marks, 2 credits courses are assessed for 50 marks and the one-credit course will be

assessed for 25 marks. What matters for the calculation of Semester Grade Point Average (SGPA) or the Cumulative Grade Point Average (CGPA) is the percentage of marks secured in a course and the credits assigned to that course.

On this basis, generally, a three-year six-semester undergraduate program will have around 144 credits, and a four-year eight-semester honors degree program will have around 186 credits and a five-year ten-semester master's degree programme will have 228 credits.

The general features of the Credit Based Semester Scheme are

- a) The relative importance of subjects of study is quantified in terms of credits.
- b) The subjects of study include core, elective, ability/skill enhancement courses
- c) The programme permits horizontal mobility in course selections.
- d) The students shall take part in co-curricular and extension activities.
- e) The declaration of result is based on Semester Grade Point Average (SGPA) or Cumulative Grade Point Average (CGPA) earned.

3. PROGRAMME:

- **BBA Degree in Hotel Management, BBA (HM)- 3 year Exit option**
- **Bachelor of Hotel Management Degree, BHM – 4 year**

4. DURATION OF PROGRAMMES, CREDITS REQUIREMENTS, AND OPTIONS:

The undergraduate degree should be of either a three- or four-year duration, with multiple entry and exit options within this period, The four year multidisciplinary Bachelor's programme is the preferred option as it allows the opportunity to experience the full range of holistic and multidisciplinary education with a focus on major and minor subjects as per the student's preference. The four-year programme may also lead to a degree with Research, if the student completes a rigorous research project in the major area(s) of study.

Thus the undergraduate programmes shall extend over four academic years (Eight Semesters) with multiple entry and exit options. The students can exit after the completion of one academic year (Two semesters) with the Certificate in a discipline or a field; Diploma after the study of Two academic years (Four Semesters) and Regular Bachelor Degree after the completion of three academic years (Six Semesters). The successful completion of Four Years undergraduate Programme would lead to Bachelor's Degrees with Honours in a discipline/subject.

Each semester shall consist of at least 16 weeks of study with a minimum of 90 working days (excluding the time spent for the conduct of the final examination of each semester).

The credit requirements are as follows.

Exit with	Minm Credits Requirement*	NSQF Level
Certificate at the Successful Completion of First Year (Two Semesters) of Four Years Multidisciplinary UG Degree Programme	48	5
A Diploma at the Successful Completion of the Second Year (Four Semesters) of Four Years Multidisciplinary UG Degree Programme	96	6
Basic Bachelor Degree at the Successful Completion of the Third Year (Six Semesters) of Four Years Multidisciplinary Undergraduate Degree Programme	140	7
Bachelor Degree with Honours in a Discipline at the Successful Completion of the Four Years (Eight Semesters) Multidisciplinary Undergraduate Degree Programme	180	8

*Details of credits are described later in this report

The students shall be required to earn **at least fifty percent of the credits** from the Higher Education Institution (HEI) awarding the degree or diploma or certificate: Provided further that, the student shall be required to earn the required number of credits in the core subject area necessary for the award of the degree or Diploma or Certificate, as specified by the degree-awarding HEI, in which the student is enrolled.

National Skills Qualifications Framework

The National Skills Qualifications Framework (NSQF) is a competency-based framework that organizes qualifications according to a series of knowledge, skills, and aptitude.

The progressive curriculum proposed shall position knowledge and skills required on the continuum of novice problem solvers (at the entry-level of the program) to expert problem solvers (by the time of graduation):

At the end of the first year	Ability to solve well-defined problems
At the end of the second year	Ability to solve broadly-defined problems
At the end of the third year	Ability to solve complex problems that are ill-structured requiring multi-disciplinary skills to solve them
During the fourth year	Experience of workplace problem-solving in the form of Internship or Research Experience preparing for Higher Education or Entrepreneurship Experience

The Integrated Master's Degree Programmes shall extend over Five academic years (Ten Semesters) with exit options with Regular Bachelor Degree after successful completion of three academic years (Six Semesters) of study and Bachelor Degree with Honours in a discipline/ subject at the end of Four academic years (Eight Semesters). Completion of five years of integrated Master's Degree Programme would lead to a Masters degree in a subject.

Credit Requirements:

The candidates shall complete courses equivalent to a minimum of

- 140 credits to become eligible for the Regular Bachelor Degree,
 - 180 credits to become eligible for the Bachelor Degree with Honours
 - 220 credits to become eligible for the Integrated Master's Degree
-
- **Master's Degree Programmes will be of One Academic Year (Two Semesters) for the Four Years Honours Degree holders and**
 - **Master's Degree Programmes will be of Two Academic Years (Four Semesters) for the three years basic or three years Honours Degree holders.**
 - **Two Years Master's Degree Programmes will have an exit option at the end of One Academic Year (Two Semesters) with the Post-graduate Diplomas in the respective disciplines/ subjects, provided they earn a minimum of 44 credits as follows:**
 - 44 Credits after the Bachelor Degree to become eligible for the PG Diploma
 - 88 Credits after the Bachelor Degree to become eligible for the Master's Degree

It is optional for the candidate to exit or not, after two, four, and six semesters of the undergraduate programme with Certificate, Diploma, and with Regular Bachelor Degree, respectively. He/she will be eligible to re-join the programme at the exit level to complete either the diploma, degree, or honours degree. Further, all the candidates will be awarded Bachelor's degrees on successful completion of three academic years (Six Semesters) of the undergraduate programmes.

A student will be allowed to enter/re-enter only at the Odd Semester and can only exit after the Even Semester. Re-entry at various levels as lateral entrants in academic programmes should be based on the earned credits and proficiency test records.

5. ACADEMIC BANK OF CREDITS (ABC)

The Academic Bank of Credits (ABC), a national-level facility will promote the flexibility of the curriculum framework and interdisciplinary/multidisciplinary academic mobility of students across the Higher Education Institutions (HEIs) in the country with an appropriate “credit transfer” mechanism. It is a mechanism to facilitate the students to choose their learning path to attain a Degree/ Diploma/Certificate, working on the principle of multiple entry and exit as well as anytime, anywhere, and any level of learning.

The multiple entry and exit options for students are facilitated at the undergraduate and Master's levels. It would facilitate credit accumulation through the facility created by the ABC scheme in the “Academic Bank Account” opened for students across the country to transfer and consolidate the credits earned by them by undergoing courses in any of the eligible HEIs. The ABC allows for credit redemption through the process of commuting the accrued credits in the Academic Bank Account maintained in the ABC for the purpose of fulfilling the credits requirements for the award of certificate/diploma/degree by the authorized HEIs. Upon collecting a certificate, diploma, or degree, all the credits earned till then, in respect of that certificate, diploma, or degree, shall stand debited and deleted from the account concerned. HEIs offering programmes with the multiple entry and exit system need to register in the ABC to enable acceptance of multidisciplinary courses, credit transfer, and credit acceptance.

The validity of credits earned will be for a maximum period of seven years or as specified by the Academic Bank of Credits (ABC). The procedure for depositing credits earned, its shelf life, the redemption of credits, would be as per UGC (Establishment and Operationalization of Academic Bank of Credits (ABC) scheme in Higher Education) Regulations, 2021.

6. ELIGIBILITY FOR ADMISSIONS:

A candidate who has passed two years Pre-University Examination conducted by the Pre-University Education Board in the State of Karnataka or any other examination considered as equivalent thereto shall be eligible for admission to these programmes.

6.1. ELIGIBILITY FOR ADMISSION TO POST-GRADUATE PROGRAMMES:

- a) **GENERAL:** Candidates who have passed the three years Bachelor's degree examination of the University or any other University considered as equivalent thereto, with the respective subject as optional/major/special/main subject, are eligible for admission to the two years Master's Degree programmes provided they have secured **a minimum of CGPA of 4.0 or 40% marks in the aggregate of all the subjects and CGPA of 5 or 50% marks (CGPA of 4.5 or 45% marks for SC/ST/Category I/Differently abled candidates/)** marks in the major/cognate subject.
- b) Candidates who have passed the four years Bachelor's honours degree examination of the University or any other University considered as equivalent thereto, with the respective subject as optional/major/special/main subject, are eligible for admission to the one year Master's Degree programmes provided they have secured a minimum CGPA of 5 or 50% marks (CGPA of 4.5 or 45% marks for SC/ST/Category I/Differently abled candidates/)

The specific requirements and relaxations admissible for specific Master's Degree Programmes shall be as prescribed by the respective Boards of Studies, approved by the Academic Council, and notified by the University.

7. MEDIUM OF INSTRUCTION:

The medium of instruction and examination shall be English or Kannada.

8. SUBJECTS OF STUDY:

The Components of Curriculum for Four Years Multidisciplinary Undergraduate Programme:

The Category of Courses and their Descriptions are given in the following Table

Sl.no	Category of courses	Objective/Outcome
1	Languages	Languages provide the medium of fresh and free-thinking, expression, and clarity in thought and speech. It forms a foundation for learning other courses. Helps fluent communication. In addition to English, a candidate shall opt for any of the languages studied at the PreUniversity or equivalent level.
2	Ability Enhancement Courses	Ability enhancement courses are the generic skill courses that are basic and needed for all to pursue any career. These courses ensure progression across

		careers. They enable students to develop a deeper sense of commitment to oneself and to the society and nation largely.
3	Skill Enhancement/ Development Courses / Vocational courses	Skill Enhancement courses are to promote skills pertaining to a particular field of study. The purpose of these courses is to provide students with life skills in the hands-on mode to increase their employability/ Self-employment. The objective is to integrate discipline-related skills in a holistic manner with general education. These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge. The University can suggest its own courses under this category based on its expertise, specialization, requirements, scope, and need.
4	Foundation/ Discipline- based Introductory Courses	Foundation /Introductory courses bridge the gap for a student if he/she has not got a basic groundwork in a specific area of discipline. These courses will supplement in better understanding of how to integrate knowledge to application into a society.
5	Major Discipline Core Courses	A Major discipline is a field in which a student focuses during the course of his/her degree. A course in a discipline, which a candidate should compulsorily study as a core requirement is termed as a Core course. The core courses aim to cover the basics that a student is expected to imbibe in that particular discipline. They provide fundamental knowledge and expertise to produce competent, creative graduates with a strong scientific, technical, and academic acumen. These courses are to be taught uniformly across all universities with minimum deviation. The purpose of fixing core courses is to ensure that all the institutions follow a minimum common curriculum so that each institution adheres to a common minimum standard which makes credit transfer and mobility of students easier.
6	Major Discipline Elective Courses	Elective Course is a course that can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or enables an exposure to some other discipline/ subject/domain or which nurtures the candidate's proficiency/skill. Elective courses offered under the main discipline are referred to as Discipline Specific Electives. These courses provide more depth within the discipline itself or within a component of the discipline and provide advanced knowledge and expertise in an area of the discipline. The institutions have the freedom to have their own courses based on their expertise, specialization, requirements, scope, and need. The elective courses may be of interdisciplinary

		nature
7	Minor Discipline Courses	A Minor Discipline is a secondary specialization that one may choose to pursue in addition to a Major Discipline. They may be related areas of studies or two distinct areas of studies that are not interrelated at all.
8	Open or Generic Elective Courses	Open or Generic Elective Courses are courses chosen from an unrelated discipline/ subject, with an intention to seek exposure beyond discipline/s of choice. The purpose of these is to offer the students the option to explore disciplines of interest beyond the choices they make in core and discipline-specific elective courses. Note: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Open or Generic Electives.
9	Project work/ Dissertation/ Internship/ Entrepreneurship	Project work is a special course involving the application of knowledge in solving/analyzing/exploring a real-life situation / difficult problem/ data analysis. Project Work has the intention to provide research competencies at the undergraduate level. It enables to acquire special/ advanced knowledge through support study/a project work. Candidates shall carry out project work on his/her own with an advisory support by a faculty member to produce a dissertation/ project report. Internship/ Entrepreneurship shall be an integral part of the Curriculum
10	Co-curricular and Extension Activities	These activities help in character building, spiritual growth, physical growth, etc. They facilitate the development of various domains of mind and personality such as intellectual, emotional, social, moral, and aesthetic developments. Creativity, Enthusiasm, and Positive thinking are some of the facets of personality development, and the outcomes of these activities

8.1 ABILITY ENHANCEMENT COURSES:

Ability Enhancement (AE) Courses can be divided into two categories:

- AE Compulsory Courses (AECC): The universities may have a common curriculum for these papers.

There may be one paper each at least in the first four semesters viz.

- Environmental Studies and
- Constitution of India.

In addition to these, two languages shall be studied in the first four semesters of the Undergraduate Programmes.

- Skill Enhancement Courses (SEC): The universities may offer from a common pool of papers listed by KSHCE/ National Regulatory Bodies such as UGC or GEC/ NHERC or the universities may frame some papers, in addition to the list suggested.

8.2 LANGUAGES:

Two languages are to be studied out of which one shall be Kannada and the other shall be either English or an Indian Language or other Foreign language: English, Sanskrit, Hindi, Tamil, Telugu, Malayalam, Marathi, Konkani, Urdu, Persian, Arabic, German, French, Latin, Russian, Japanese and any other language prescribed/ approved by the university.

- a) The Candidates shall study two languages in the first four semesters of the programs. The students who have studied Kannada at the school and/or Pre-University or equivalent level, shall opt for Kannada as one of the languages and study it in the first four semesters of the programmes. In addition to Kannada, the students shall opt for another language from the languages offered in the university/college and study it in the first two semesters of the programmes. They may continue to study the same language in the second year or may choose a different language in the second year. A candidate may opt for any language listed above even if the candidate has not studied that language at PUC or equivalent level.
- b) Students who have not studied Kannada at any level from school to Pre-University shall study Kannada as a functional language in one of the first two semesters along with another language of their choice. They shall study any two languages of their choice in the remaining three semesters. They may change the languages every year. With the permission of the University, a candidate may opt for any other language listed above even if the candidate has not studied that language at PUC or equivalent level
- c) Speech/hearing/visually impaired/mentally challenged and study disabled students are exempted from studying one of the languages prescribed under para 8.2 above.

8.3 Skill Enhancement Courses (Common for all Programmes):

- i. Any four skill enhancement/development courses are to be studied in the first six semesters, one per semester as prescribed by the concerned faculty and approved by the Academic Council. The courses may include the following:

Sem.	B.Com./BBA/BMS/BHM
I/II	Digital Fluency/ Creativity and Innovation
III/IV	Artificial Intelligence/Critical thinking &problem solving
V	Cyber Security/ Entrepreneurship
VI	Professional Communication / German / French/

- ii. One softcore course or allied subject each in the seventh and eighth semesters of the honours programme and the integrated Master's degree programme or in the first and second semesters of the post-graduate programmes, and one open elective in the ninth semester of the integrated master's programmes are to be studied as prescribed by the respective Board of studies and approved by the Academic council. The softcore courses may include a research methodology course, one of the foreign languages such as German, French, etc., or any other course prescribed by the university from time to time.

8.4 Vocational Subjects:

Advertising, Computer Applications, Electronic Equipment Maintenance, Entrepreneurship Development, Instrumentation, Office/Home Management, and Secretarial Practice, Sales Promotion and Management, Tax Procedure and Practice, Tourism and Travel Management, and any other subjects introduced from time to time.

8.5 Co-curricular and Extension Activities

A student shall opt for two of the following activities offered in the college, in each of the first six semesters of the undergraduate programmes. The activity carries a credit each for each of the activities and will be internally assessed for 50 marks.

- a) Physical Education or Activities related to Yoga/ Sports and Games
- b) N.S.S. / N.C.C / Ranger and Rovers/Redcross
- c) Field studies / Industry Implant Training
- d) Involvement in campus publication or other publications
- e) Publication of articles in newspapers, magazines
- f) Community work such as promotion of values of National Integration, Environment, Human rights and duties, Peace, Civic sense, etc.
- g) A Small project work concerning the achievements of India in different fields
- h) Evolution of study groups/seminar circles on Indian thoughts and ideas
- i) Activity exploring different aspects of Indian civilizations
- j) Involvement in popularization programmes such as scientific temper
- k) Innovative compositions and creations in music, performing and visual arts, etc.
- l) Any other activities such as Cultural Activities as prescribed by the University.

Evaluation of Co-curricular and Extension Activities shall be as per the procedure evolved by the university from time to time.

9. ATTENDANCE AND CHANGE OF SUBJECTS:

- i) A candidate shall be considered to have satisfied the requirement of attendance for a semester if he/she attends not less than 75% of the number of classes actually held up to the end of the semester in each of the subjects. There shall be no minimum attendance requirement for the Co-curricular and extension activities.
- ii) An option to change a language/subject may be exercised only once within four weeks from the date of commencement of the I/III Semester on payment of the fee prescribed.
- iii) Whenever a change in a subject is permitted, the attendance in the changed subject shall be calculated by taking into consideration the attendance in the previous subject studied.
- iv) If a candidate represents his/her institution / University/ Karnataka State/ Nation in Sports /NCC / NSS / Cultural or any officially sponsored activities he/she may be permitted to claim attendance for the actual number of days participated, based on the recommendation of the Head of the Institution concerned. If a candidate is selected to participate in national-level events such as Republic Day Parade etc., he/she may be permitted to claim attendance for the actual number of days participated based on the recommendation of the head of the Institution concerned.

- v) A candidate who does not satisfy the requirement of attendance in one or more courses/ subjects shall not be permitted to take the University examination of these courses/ subjects and the candidate shall seek re-admission to those courses/ subjects in a subsequent year.

10. COURSE PATTERNS AND SCHEMES OF EXAMINATIONS

The details of the Course Patterns (hours of instructions per week) and the Schemes of Examinations of the different degree programs are given in Program matrix. The Syllabi of the courses shall be as prescribed by the University.

11. PEDAGOGY ACROSS ALL PROGRAMMES

Effective learning requires an appropriate curriculum, an apt pedagogy, continuous formative assessment, and adequate student support. The intention is to contextualize curriculum through meaningful pedagogical practices, which determine learning experiences directly influencing learning outcomes. Active, cooperative, collaborative, and experiential learning pedagogies are some of the examples. The use of technology in creating a learning environment that connects learners with content, peers, and instructors all through the learning process respecting the pace of learners is the need of the hour.

- a) Classroom processes must encourage rigorous thinking, reading, and writing, debate, discussion, peer learning and self-learning.
- b) The emphasis is on critical thinking and challenge to current subject orthodoxy and develops innovative solutions. Curricular content must be presented in ways that invite questioning and not as a body of ready knowledge to be assimilated or reproduced. Faculty should be facilitators of questioning and not authorities on knowledge.
- c) Classroom pedagogy should focus on the ‘how’ of things i.e. the application of theory and ideas. All courses including social sciences and humanities should design projects and practicums to enable students to get relevant hands-on experiences.
- d) Learning must be situated in the Indian context to ensure that there is no sense of alienation from their context, country, and culture.
- e) Classroom processes must address issues of inclusion and diversity since students are likely to be from diverse cultural, linguistic, socio-economic, and intellectual backgrounds.
- f) Cooperative and peer-supported activities must be part of empowering students to take charge of their own learning.
- g) Faculty will have the freedom to identify and use the pedagogical approach that is best suited to a particular course and student.
- h) Pedagogies like PBL (Problem / Project Based Learning), Service Learning be brought into practice as part of the curriculum. Experiential learning in the form of an internship with a specified number of credits is to be made mandatory.

Blended learning (BL) mode is to be used to help learners develop 21st-century skills along with effective learning and skill development related to the subject domains. BL should be carefully implemented and should not be replacing classroom time as a privilege. Every

institute should strive to be a model institute to demonstrate the successful implementation of BL in the higher education of our country.

12. CONTINUOUS FORMATIVE EVALUATION/ INTERNAL ASSESSMENT:

Total marks for each course shall be based on continuous assessments and semester-end examinations. As per the decision taken at the Karnataka State Higher Education Council, it is necessary to have a uniform pattern of 40: 60 for IA and Semester End theory examinations respectively and 50: 50 for IA and Semester End practical examinations respectively, in all the Universities, their Affiliated and Autonomous Colleges.

TOTAL MARKS FOR EACH COURSE: 100%

Continuous assessment (C1) : 20% marks

Continuous assessment (C2) : 20% marks

Semester End Examination (C3) : 60% marks.

THE EVALUATION PROCESS OF IA MARKS SHALL BE AS FOLLOWS.

- a. The first component (C1) of assessment is for 20% marks. This shall be based on test, assignment, seminar, case study, fieldwork, project work, etc. This assessment and score process should be completed after completing 50% of the syllabus of the course/s and within 45 working days of the semester program.
- b. The second component (C2) of assessment is for 20% marks. This shall be based on the test, assignment, seminar, case study, fieldwork, internship / industrial practicum/project work, etc. This assessment and score process should be based on the completion of the remaining 50 percent of the syllabus of the courses of the semester.
- c. During the 17th – 19th week of the semester, a semester-end examination shall be conducted by the University for each course. This forms the third and final component of assessment (C3) and the maximum marks for the final component will be 60%.
- d. In the case of a student who has failed to attend the C1 or C2 on a scheduled date, it shall be deemed that the student has dropped the test. However, in the case of a student who could not take the test on the scheduled date due to genuine reasons, such a candidate may appeal to the Program Coordinator / Principal. The Program Coordinator / Principal in consultation with the concerned teacher shall decide about the genuineness of the case and decide to conduct a special test to such candidate on the date fixed by the concerned teacher but before the commencement of the concerned semester-end examinations.
- e. For assignments, tests, case study analysis, etc., of C1 and C2, the students should bring their own answer scripts (A4 size), graph sheets, etc., required for such tests/assignments, and these are stamped by the concerned department using their department seal at the time of conducting tests/assignment/work, etc.
- f. The outline for continuous assessment activities for Component-I (C1) and Component-II (C2) of a course shall be as under.

Outline for continuous assessment activities for C1 and C2

Activities	C1	C2	Total Marks
Session Test	10% marks	10% marks	20
Seminars/Presentations/Activity	10% marks	-	10
Case study /Assignment / Field work / Project work etc.	-	10% marks	10
Total	20% marks	20% marks	40

- g. For the practical course of full credits, a Seminar shall not be compulsory. In its place, marks shall be awarded for Practical Record Maintenance. (the ratio is 50% : 50%)
- h. Conduct of Seminar, Case study / Assignment, etc. can be either in C1 or in C2 component at the convenience of the concerned teacher.
- i. The teachers concerned shall conduct test / seminar / case study, etc. The students should be informed about the modalities well in advance. The evaluated courses/assignments during component I (C1) and component II (C2) of assessment are immediately provided to the candidates after obtaining acknowledgement in the register by the concerned teachers(s) and maintained by the Chairman in the case of a University Post-Graduate Department and the Principal / Director in the case of affiliated institutions. Before commencement of the semester-end examination, the evaluated test, assignment, etc. of C1 and C2 shall be obtained back to maintain them till the announcement of the results of the examination of the concerned semester.
- j. The marks of the internal assessment shall be published on the notice board of the department/college for information of the students.
- k. The Internal assessment marks shall be communicated to the Registrar (Evaluation) at least 10 days before the commencement of the University examinations and the Registrar (E) shall have access to the records of such periodical assessments.
- l. There shall be no minimum in respect of internal assessment marks.
- m. Internal assessment marks may be recorded separately. A candidate who has failed or rejected the result shall retain the internal assessment marks.

13. CONDUCT OF EXAMINATIONS:

A candidate shall register for all the courses/papers of a semester for which he/she fulfills the requirements when he/she appears for examination of that semester for the first time.

- (a) There shall be Theory and Practical examinations at the end of each semester, ordinarily during November-December for odd semesters and during May-June for even semesters, as prescribed in the Scheme of Examinations.
- (b) Unless otherwise stated in the schemes of examination, practical examinations shall be conducted at the end of each semester. They shall be conducted by two examiners, one internal and one external, and shall never be conducted by both

internal examiners. The statement of marks sheet and the answer books of practical examinations shall be sent to the Registrar (Evaluation) by the Chief Superintendent of the respective Colleges immediately after the practical examinations.

- (c) The candidate shall submit the record book for practical examination duly certified by the course teacher and the H.O.D/staff in charge. It shall be evaluated at the end of the Semester at the practical examination.

14. MINIMUM FOR A PASS:

- a) No candidate shall be declared to have passed the Semester Examination as the case may be under each course/paper unless he/she obtains not less than 35% marks in written examination / practical examination and 40% marks in the aggregate of written / practical examination and internal assessment put together in each of the courses and 40% marks (including IA) in Project work and viva wherever prescribed.
- b) A candidate shall be declared to have passed the program if he/she secures at least 40% of marks or a CGPA of 4.0 (Course Alpha-Sign Grade P) in the aggregate of both internal assessment and semester-end examination marks put together in each unit such as theory papers / practical / fieldwork/internship/project work/dissertation/viva-voce, provided the candidate has secured at least 40% of marks in the semester-end examinations in each unit.
- c) The candidates who pass all the semester examinations in the first attempts are eligible for ranks provided they secure at least a CGPA of 6.00 (Alpha-Sign Grade B+).
- d) A candidate who passes the semester examinations in parts is eligible for only Class, CGPA, and AlphaSign Grade but not for ranking.
- e) The results of the candidates who have passed the last semester examination but not passed the lower semester examinations shall be declared as NCL (Not Completed the Lower Semester Examinations). Such candidates shall be eligible for the degree only after completion of all the lower semester examinations.
- f) If a candidate fails in a subject, either in theory or in practicals, he/she shall appear for that subject only at any subsequent regular examination, as prescribed for completing the programme. He/she must obtain the minimum marks for a pass in that subject (theory and practical's, separately) as stated above

15. CARRYOVER:

Candidates who fail in lower semester examinations may go to the higher semesters and take the lower semester examinations. (A candidate who fails in a lower semester examination may go to the higher semester. However, No candidate shall be permitted to take the

- a) fifth-semester examination unless he/she passes all courses/papers of the first-semester examination and
- b) no candidate shall be permitted to take the sixth-semester examination unless he/she passes all courses/papers of the first and second semester examinations. Similarly, no candidate shall be permitted to take the
- c) seventh-semester examination unless he/she passes all papers of the first three semester examinations, and
- d) no candidate shall be permitted to take the 8th-semester examination unless he/she passes all papers of the first four semesters examinations).

16. CLASSIFICATION OF SUCCESSFUL CANDIDATES:

An alpha-sign grade, the eight-point grading system, as described below may be adopted. The declaration of result is based on the Semester Grade Point Average (SGPA) earned towards the end of each semester or the Cumulative Grade Point Average (CGPA) earned towards the completion of all the eight semesters of the programme and the corresponding overall alpha-sign grades. If some candidates exit at the completion of first, second or third year of the four years Undergraduate Programmes, with Certificate, Diploma or the Basic Degree, respectively, then the results of successful candidates at the end of second, fourth, or sixth semesters shall also be classified on the basis of the Cumulative Grade Point Average (CGPA) obtained in the two, four, six or eight semesters, respectively. for award of

- Certificate in Arts/ Science/ Commerce
- Diploma in Arts/ Science/ Commerce
- Bachelor's Degree in Arts/ Science/ Commerce
- Bachelor's Degree with Honours in a Discipline/Subject

In addition to the above, successful candidates at the end of the tenth semester of the integrated Master's Degree Programmes, shall also be classified on the basis of CGPA obtained in the ten semesters of the Programmes. Likewise, the successful candidates of one year or two semesters Master's Degree Programmes are also classified on the basis of CGPA of two semesters of the Master's Degree Programmes,

TABLE II: FINAL RESULT / GRADES DESCRIPTION

Semester GPA/ Program CGPA	Alpha-Sign / Letter Grade	Semester/Program % of Marks	Result / Class Description
9.00-10.00	O (Outstanding)	90.0-100	Outstanding
8.00-<9.00	A+ (Excellent)	80.0-<90.0	First Class Exemplary
7.00-<8.00	A (Very Good)	70.0-<80.0	First Class Distinction
6.00-<7.00	B+ (Good)	60.0-<70.0	First Class
5.50-<6.00	B (AboveAverage)	55.0-<60.0	High Second Class
5.00-<5.50	C (Average)	50.0-<55.0	Second Class
4.00-<5.00	P (Pass)	40.0-<50.0	Pass Class
Below 4.00	F (Fail)	Below 40	Fail/Reappear
Ab (Absent)	-	Absent	-

The Semester Grade Point Average (SGPA) in a Semester and the CGPA at the end of each year may be calculated as described in Appendix C:

17. REJECTION OF RESULTS:

- A candidate may be permitted to reject the result of the whole examination of any semester. Rejection of result course/paper wise or subject wise shall not be permitted.
- The candidate who has rejected the result shall appear for the immediately following examination.
- The rejection shall be exercised only once in each semester and the rejection once exercised shall not be revoked.
- Application for rejection of results along with the payment of the prescribed fee shall be submitted to the Registrar (Evaluation) through the College of study together with the original statement of marks within 30 days from the date of publication of the result.
- A candidate who rejects the result is eligible for only SGPA/CGPA or Class and not for ranking.

18. IMPROVEMENT OF RESULTS

- A candidate who has passed in all the papers of a semester may be permitted to improve the result by reappearing for the whole examination of that semester.
- The reappearance may be permitted during the period N+2 years (where N refers to the duration of the program) without restricting it to the subsequent examination only.
- The student may be permitted to apply for improvement examination 45 days in advance of the pertinent semester examination whenever held.

- d) If a candidate passes in all the subjects in reappearance, a higher of the two aggregate marks secured by the candidate shall be awarded for that semester. In case the candidate fails in the reappearance, the candidate shall retain the earlier result.
- e) A candidate who has appeared for improvement examination is eligible for class/CGPA only and not for ranking.
- f) Internal assessment (IA) marks shall be shown separately. A candidate who wants to improve the result or who, having failed, takes the examination again or who has appeared for improvement shall retain the IA marks already obtained.
- g) A candidate who fails in any of the semester examinations may be permitted to take the examinations again at a subsequent appearance as per the syllabus and scheme of examination in vogue at the time the candidate took the examination for the first time. This facility shall be limited to the following two years.

19. TRANSFER OF ADMISSION:

Transfer of admissions is permissible only for odd semesters for students of other universities and within the University.

19.1 CONDITIONS FOR TRANSFER OF ADMISSION OF STUDENTS WITHIN THE UNIVERSITY.

- a) His/her transfer admission shall be within the intake permitted to the college.
- b) Availability of the same combination of subjects studied in the previous college.
- c) He/she shall fulfill the attendance requirements as per the University Regulation.
- d) He/she shall complete the programme as per the regulation governing the maximum duration of completing the programme.

19.2 CONDITIONS FOR TRANSFER ADMISSION OF STUDENTS OF OTHER UNIVERSITIES.

- a) A Candidate migrating from any other University may be permitted to join odd semester of the degree programme provided he/she has passed all the subjects of previous semesters/years as the case may be. Such candidates must satisfy all other conditions of eligibility stipulated in the regulations of the University.
- b) His/Her transfer admission shall be within the intake permitted to the college.
- c) He/she shall fulfill the attendance requirements as per the University Regulation.
- d) The candidate who is migrating from other Universities is eligible for overall SGPA/CGPA or Class and not for ranking.
- e) He/She shall complete the programme as per the regulation governing the maximum duration of completing the programme as per this regulation.

20. POWER TO REMOVE DIFFICULTIES

If any difficulty arises in giving effect to the provisions of these regulations, the ViceChancellor may by order make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty. Every order made under this rule shall be subject to ratification by the Appropriate University Authorities.

21. REPEAL AND SAVINGS:

The existing Regulations governing three years Bachelor degree programmes in the faculties of Arts, Science and Commerce shall stand repealed. However, the above Regulations shall continue to be in force for the students who have been admitted to the course before the enforcement of this regulation.

Programme Structure for

BACHELOR OF HOTEL

MANAGEMENT

Semester I								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L + T + P)	SEE	CIE	Total Marks	Credits
1	Lang.1.1	Language – I	AECC	3+1+0	60	40	100	3
2	Lang.1.2	Language – II	AECC	3+1+0	60	40	100	3
3	HM 1.1 T	Food Production Foundation –I	DSC -1 T	4+0+0	60	40	100	3
3.a	HM 1.1 P	Food Production Foundation –I (Practicals)	DSC-1 P	0+0+4	25	25	50	2
4	HM 1.2 T	Food & Beverage Service Foundation –I	DSC -2T	4+0+0	60	40	100	3
4.a	HM 1.2 P	Food & Beverage Service Foundation –I (Practicals)	DSC -2 P	0+0+4	25	25	50	2
5	HM 1.3 T	Accommodation & Front Office Operations Foundations –I	DSC -3T	4+0+0	60	40	100	3
5.a	HM 1.3 P	Accommodation & Front Office Operations Foundations –I (Practicals)	DSC-3 P	0+0+4	25	25	50	2
6	HM 1.4	Digital Fluency	SEC-SB	1+0+2	25	25	50	2
7	HM 1.5	Yoga	SEC-VB	0+0+2		25	25	1
8	HM 1.6	Health & Wellness	SEC-VB	0+0+2		25	25	1
TOTAL							750	25

Semester II								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L + T + P)	SEE	CIE	Total Marks	Credits
9	Lang. 2.1	Language – I	AECC	3+1+0	60	40	100	3
10	Lang. 2.2	Language – II	AECC	3+1+0	60	40	100	3
11	HM 2.1 T	Food Production Foundation –II	DSC -4 T	4+0+0	60	40	100	3
11.a	HM 2.1 P	Food Production Foundation –II (Practicals)	DSC -4 P	0+0+4	25	25	50	2
12	HM 2.2 T	Food & Beverage Service Foundation -II	DSC -5 T	4+0+0	60	40	100	3
12.a	HM 2.2 P	Food & Beverage Service Foundation –II (Practicals)	DSC -5P	0+0+4	25	25	50	2
13	HM 2.3 T	Accommodation & Front Office Operations Foundations –II	DSC -6 T	4+0+0	60	40	100	3
13.a	HM 2.3 P	Accommodation & Front Office Operations Foundations –II (Practicals)	DSC -6 P	0+0+4	25	25	50	2
14	HM 2.4	Environmental Studies	AECC	2+0+0	30	20	50	2
15	HM 2.5	Sports	SEC-VB	0+0+2		25	25	1
16	HM 2.6	NCC/NSS/R&R(S&G)/ Cultural	SEC-VB	0+0+2		25	25	1
TOTAL							750	25

Exit option with Certificate in Hotel Management

Semester III								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L + T + P)	SEE	CIE	Total Marks	Credits
17	Lang. 3.1	Language – I	AECC	3+1+0	60	40	100	3
18	Lang. 3.2	Language – II	AECC	3+1+0	60	40	100	3
19	HM. 3.1T	Introduction to Indian Cooking	DSC -7 T	4+0+0	60	40	100	3
19.a	HM. 3.1P	Introduction to Indian Cooking (Practicals)	DSC – 7P	0+0+4	25	25	50	2
20	HM. 3.2T	Food & Beverage Service Operations -II	DSC -8T	4+0+0	60	40	100	3
20.a	HM. 3.2P	Food & Beverage Service Operations –II (Practicals)	DSC -8 P	0+0+4	25	25	50	2
21	HM. 3.3T	Food Production - III	DSC -9T	4+0+0	60	40	100	3
21.a	HM. 3.3P	Food Production Practical – III (Practicals)	DSC -9P	0+0+4	25	25	50	2
22	HM. 3.4	Constitution of India	AECC	2+0+0	30	20	50	2
23	HM. 3.5	Sports	SEC-VB	0+0+2		25	25	1
24	HM. 3.6	NCC/NSS/R&R(S&G)/ Cultural	SEC-VB	0+0+2		25	25	1
TOTAL							750	25

Semester IV								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L + T + P)	SEE	CIE	Total Marks	Credits
25	Lang. 4.1	Language – I	AECC	3+1+0	60	40	100	3
26	Lang. 4.2	Language – II	AECC	3+1+0	60	40	100	3
27	HM. 4.1 T	Food & Beverage Production - IV	DSC - 10T	4+0+0	60	40	100	3
27.a	HM. 4.1 P	Food & Beverage Production – IV (Practicals)	DSC - 10P	0+0+4	25	25	50	2
28	HM. 4.1 T	Food & Beverage Service - IV	DSC - 11T	4+0+0	60	40	100	3
28.a	HM. 4.1 P	Food & Beverage Service - IV (Practicals)	DSC - 11P	0+0+4	25	25	50	2
29	HM. 4.1 T	Accommodation & Front Office Operations Foundations –III	DSC - 11T	4+0+0	60	40	100	3
29.a	HM. 4.1 P	Accommodation & Front Office Operations Foundations –III (Practicals)	DSC - 11P	0+0+4	25	25	50	2
30	HM. 4.1	Artificial Intelligence	SEC 2 – SB	2+0+0	25	25	50	2
31	HM. 4.1	Sports	SEC-VB	0+0+2		25	25	1
32	HM. 4.1	NCC/NSS/R&R(S&G)/ Cultural	SEC-VB	0+0+2		25	25	1
TOTAL							750	25

Exit option with Diploma in Hotel Management

Semester V								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L + T + P)	SEE	CIE	Total Marks	Credits
33	H.M 5.1	Hospitality Laws	DSC -13	3+0+0	60	40	100	4
34	H.M 5.2	Hospitality Marketing	DSC -14	3+0+0	60	40	100	4
35	H.M 5.3	Human Resource Management in Hospitality	DSC -15	3+0+0	60	40	100	4
36	H.M 5.4	Any one Elective from the list	DSE -1	4+0+0	60	40	100	3
37	H.M 5.5	Any one of the following 1. Business Organization / Office 2. Organization and Management	OEC -1	3+0+0	60	40	100	3
38	H.M 5.6	Internship	Intern -1	0+0+3	50*	-	50	2
39	H.M 5.7	Cyber Security	SEC 3 – SB	1+0+2	25	25	50	2
40	H.M 5.8	Sports	SEC-VB	0+0+2		25	25	1
41	H.M 5.9	NCC/NSS/R&R(S&G)/ Cultural	SEC-VB	0+0+2		25	25	1
TOTAL							650	24

*25 marks for report evaluation and 25 marks for presentation/VIVA

Semester VI								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L + T + P)	SEE	CIE	Total Marks	Credits
42	H.M 6.1T	Safety, Security and Travel Documentation	DSC - 16T	4+0+0	60	40	100	3
42.A	H.M 6.1P	Safety, Security and Travel Documentation Facilitation Practices (Industry Exposure)	DSC - 16P	0+0+4	25	25	50	2
43	H.M 6.2T	Event Management	DSC - 17T	4+0+0	60	40	100	3
43.a	H.M 6.2P	Practices in Event Management (Industry Exposure)	DSC - 17P	0+0+4	25	25	50	2
44	H.M 6.3T	Laundry Management	DSC - 18T	4+0+0	60	40	100	3
44.a	H.M 6.3P	Practices in Laundry Management (Industry Exposure)	DSC - 18P	0+0+4	25	25	50	2
45	H.M 6.4	Any one Elective from the list 1	DSE -2	4+0+0	60	40	100	3
46	H.M 6.5	Any one of the following 1. People Management 2. Retail Management	OEC -2	3+0+0	60	40	100	3
47	H.M 6.6	Professional Communication	SEC 4 – SB	1+0+2	25	25	50	2
48	H.M 6.7	Sports	SEC-VB	0+0+2	-	25	25	1
49	H.M 6.8	NCC/NSS/R&R(S&G)/ Cultural	SEC-VB	0+0+2	-	25	25	1
TOTAL							750	25

Exit Option with Bachelor of BBA Degree in Hotel Management, BBA (HM)

Semester VII								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L + T + P)	SEE	CIE	Total Marks	Credits
50	H.M 7.1	Accounting for Everyone	DSC -19	3+0+0	60	40	100	4
51	H.M 7.2	Basics of Management	DSC -20	3+0+0	60	40	100	3
52	H.M 7.3	CREATIVITY & INNOVATION	DSC -21	3+0+0	60	40	100	3
53	H.M 7.4	Any elective from list 2	DSE -3	4+0+0	60	40	100	3
54	H.M 7.5	Any one of the following 1. Social Media Marketing 2. Rural Marketing	OEC -3	3+0+0	60	40	100	3
55	H.M 7.6	Research Methodology	RM	3+0+0	60	40	100	3
56	H.M 7.7	Entrepreneurship	SEC 5 – SB	1+0+2	25	25	50	2
TOTAL							650	21

Semester VIII								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L + T + P)	SEE	CIE	Total Marks	Credits
57	H.M 8.1	Hotel Costing	DSC -22	3+0+0	60	40	100	3
58	H.M 8.2	FINANCIAL MANAGEMENT IN HOTELS	DSC -23	3+0+0	60	40	100	3
59	H.M 8.3	Tourism Operations	DSC -24	3+0+0	60	40	100	3
60	H.M 8.4	Any elective from list 2	DSE -4	4+0+0	60	40	100	3
61	H.M 8.5	Digital Marketing	VOC-1	1+0+2	60	40	100	3
62	H.M 8.6	Research Projects/Internship with Viva – voce* Or two elective course	-	-			200*	6
63	H.M 8.6(A)	Any elective from list 2	DSE -5	4+0+0	60	40	100	3
64	H.M 8.6(B)	Any elective from list 2	DSE -6	4+0+0	60	40	100	3
TOTAL							700	21

*Students who do not opt Research Project / Internship shall take two elective courses such as 8.6(A) & 8.6 (B).

Program Elective For V & VI semester			
V semester		VI semester	
Sl.no	Program Name	Sl.no	Program Name
1	Regional Cuisines of India –I	1	Regional Cuisines of India –II
2	Food & Beverage Service Management –I	2	Food & Beverage Service Management –II
3	Accommodation Management-I	3	Accommodation Management-II

Program Elective For VII & VIII semester			
VII semester		VIII semester	
Sl.no	Program Name	Sl.no	Program Name
1	Culinary Management	1	Bakery Management
		2	Foreign Cuisines
		3	Food Service Management

(HM 1.1 T&P) Food Production Foundation -I

Theory: 3 Credits; Total Hours =60

Practical: 2 Credits, Total Hours =60

Course Contents:

Unit – 1

Professional Kitchen & Cooking: - Introduction, Definition, and its importance; Personal & Kitchen Hygiene, Uniform, Protective clothing, Kitchen Layouts(Basic, Bulk and Show kitchens), Hierarchy of Kitchen Department, Classical Kitchen Brigade, , Modern Staffing in various hotels, Duties & Responsibilities of various chefs in kitchen, their attributes; coordination of kitchen with other departments.

Unit – 2

Kitchen Equipments, Fuels & Safety: Kitchen Equipments, Classification, Description, Usage, Upkeep and Storage, Kitchen Tools, Knives, Their Usage, Care & Maintenance, Workstations, Safety Procedures, Fuel – Types, Usage and Precautions. Fire - Introduction, Types and handling fires and usage of extinguishers; Basic First Aid- Burns, Scalds, Cuts

Unit – 3

Ingredients used in cooking: Herbs & Spices, Cereals and Pulses, Fruits and Vegetables, and Salt, Sweeteners, Fat, Milk and Milk Products: - Introduction, Types, Purchasing, Storing Considerations and their key uses in kitchen

Unit – 4

Stocks, Sauces, Soups and Salads: Stocks: Introduction, Classification, Usage, Preparation; Sauces: Introduction, Classification, Usage, Thickening Agents, Preparation of Mother Sauces, Understanding their derivatives, propriety sauces, making of good sauce, emerging trends, Soups: Introduction, Classification, Preparation, Salient Features, Care and precautions, trends in soup presentation. Salads: Introduction, compositions, types, dressings, emerging trends.

Practical

- Understanding Personal Hygiene & Kitchen Hygiene
- Grooming for Professional Kitchen – Do's & Don't's
- Understanding kitchen Layouts.
- Familiarisation with kitchen equipments and tools
- Fuels –Their usage and precautions
- Kitchen First Aid
- Handling Fire
- Familiarization, identification of commonly used ingredients in kitchen
- Preparation of Stocks, Mother Sauces and at least two derivatives each.
- Preparation of Soups (Minestrone, Consommés, Cream Soups, Puree Soups, Clear Soups, Bisques, Cold Soups, Chowders and others)

Suggested Readings:

- Accompaniments & Garnishes from waiter; Communicate: Fuller J. Barrie & Jenkins
- Cooking Essentials for the New Professional Chef
- Food Production Operations: Parvinder S Bali, Oxford University Press
- Larder Chef By M J Leto & W K H Bode Publisher: Butterworth- Heinemann
- Modern Cookery (Vol- I) By Philip E. Thangam, Publisher: Orient Longman
- Practical Cookery By Kinton & Cessarani
- Practical Professional Cookery By Kauffman & Cracknell
- Professional Cooking by Wayne Gislen, Publisher Le Cordon Bleu
- Purchasing Selection and Procurement for the Hospitality Industry By Andrew Hale Feinstein and John M. Stefanelli
- The Professional Chef: Le Rol A. Polsom
- Theory of Catering By Kinton & Cessarani
- Theory of Cookery By K Arora, Publisher: Frank Brothers

(HM 1.2 T&P) Food & Beverage Service Foundation –I

Theory: 4 Credits; Total Hours =60
Practical: 2 Credits, Total Hours =60

Course Contents:

Unit – 1

Food and Beverage Services: - Introduction, Concept, and Classification of Catering Establishments, their importance; Personal Hygiene, Uniform & Grooming Standards, F&B Service Outlets & Familiarisation with their Layouts(Tea Lounge, Coffee Shop, Restaurant, Banquets, Staff Cafeteria), Hierarchy of F&B Service Department, F&B Service Brigade, Modern Staffing in various hotels, Duties & Responsibilities of various employees in F&B Service, their attributes; coordination of F&B Service with other departments.

Unit – 2

Food Service Equipments, Fuels & Safety: Food Service Equipments, Classification, Description, Usage, Upkeep and Storage, Food Service Tools, Their Usage, Care & Maintenance, Side Stations, Safety Procedures, Fuel – Types, Usage and Precautions while Food Service. Fire, Safety & Emergency Procedures – Introduction, Types and handling fires and dealing with emergencies.

Unit – 3

Food Service -1: Table Crockery, Cutlery, Glassware (Bar Glassware not included) Condiments, Sweeteners, Menu – Concept, Types, Salient Features, Menu Designs, Presenting of Menu, Layout of Table, Napkin Folding (At least Ten Types), Receiving and Greeting the Guests.

Unit – 4

Food Service-II : Introduction, Classification of Services, Usage and Service Methods, Preparation for Services, Mise-en-place and Mise-en-scene, arrangement and setting up of station, Par stocks maintained at each side station, Functions performed while holding a station, Method and procedure of taking a guest order, emerging trends in Food Services and salient features.

Practical

- Understanding Personal Hygiene & Food Service Hygiene
- Grooming for Professional Food Service – Do's & Don't's
- Understanding Food Service Outlets.
- Familiarisation with Food Service equipments and tools
- Fuels –Their usage and precautions while dealing with them in F&B Outlets
- Handling Fire and Emergency Procedures
- Familiarization, identification of crockery, cutlery, hollowware, flatware and tableware in F&B Outlets
- Services of Soups (Minestrone, Consommés, Cream Soups, Puree Soups, Clear Soups, Bisques, Cold Soups, Chowders and others)
- Understanding Service Methods, Setting up of Side Station, Table Layouts, Napkin Folding and Presenting Menus.

Suggested Reading:

- Food & Beverage Service – Dennis R.Lillicrap. & John A. Cousines. Publisher: ELBS
- Food & Beverage Service Management – Brian Varghes
- Food & Beverage Service Training Manual – Sudhir Andrews, Tata Mc Graw Hill.
- Food & Beverage Service Lillicrap & Cousins, ELBS
- Introduction F & B Service- Brown, Heppner & Deegan
- Menu Planning- Jaksa Kivela, Hospitality Press
- Modern Restaurant Service- John Fuller, Hutchinson
- Professional Food & Beverage Service Management – Brian Varghese
- The Restaurant (From Concept to Operation)
- The Waiter Handbook By Grahm Brown,

(HM 1.3 T&P) Accommodation & Front Office Foundation -I

Theory: 3 Credits; Total Hours =60
Practical: 2 Credits, Total Hours =60

Course Contents:

Unit – 1

Accommodation Sector: - Introduction, Concept, and its importance; Types & Classification of Hotels on different basis; Star Categorization, Heritage Hotels and others in India, Organisation Structure of Hotels; Origin, growth and development of Hotel Sector in India.(ITC, The Taj Group, The Oberoi Group), Foreign Hotel Chains in India – Hilton, Marriott, Hyatt

Unit – 2

The Guest Accommodation: Guest Rooms, Types, Layouts, Salient Features, Description, Guest Room amenities, supplies and services, Floors, Room Name List Patterns, Guest Elevators, Floor Pantries, Guest Safety on Floors, Guest Safety Procedures during Fire, emergencies

Unit – 3

Hotel Front Office: Front Office Introduction, Functions and its importance, Different sections of the front office department and their layout and importance – Reservation, Reception, Concierge, Bell desk, Lobby, Telephones, Cashier, Inter and Intra- department coordination. Organisation structure of Front Office, Key Responsibilities, Job Descriptions, Attributes of Front Office Personnel, Uniform and Grooming Standards.

Unit – 4

Hotel Housekeeping: Introduction, Meaning and definition Importance of Housekeeping, Sections of Housekeeping, Responsibilities of the Housekeeping department, a career in the Housekeeping department. Housekeeping Department: Organizational framework of the Department (Large/Medium/Small Hotel), Role' of Key Personnel in Housekeeping, Job Description and Job Specification of staff in the department, Attributes and Qualities of the Housekeeping staff – skills of a good Housekeeper, Inter departmental Coordination with more emphasis on Front office and the Maintenance department, Hygiene and Grooming Standards of Housekeeping Personnel

Practical

- Understanding Personal Hygiene Grooming Standards
- Understanding Layouts of Front Office and Housekeeping.
- Familiarisation with equipments and tools
- Rooms layout and standard supplies. (Amenities)
- DO'S and Don'ts for new entrants/employees in the front office
- Hotel terminology

Note: For focused inputs of accommodation the practical hours may be split up i.e first Two for Front Office and next Two for Housekeeping, thus completing 4 practical lab hours per week.

Suggested Readings:

- Hotel Hostel and Hospital Housekeeping – Joan C Branson & Margaret Lennox (ELBS).
- Hotel House Keeping – Sudhir Andrews Publisher: Tata Mc Graw Hill.
- Hotel Housekeeping Operations & Management – Raghubalan, Oxford University Press.
- Housekeeping and Front Office – Jones
- Security Operations By Robert Mc Crie, Publishe: Butterworth – Heinemann
- The Professional Housekeeper – Tucker Schneider,; Wiley Publications
- Front Office Training manual – Sudhir Andrews. Publisher: Tata Mac Graw Hill
- Managing Front Office Operations – Kasavana & Brooks Educational Institution AHMA
- Front Office – Operations and management – Ahmed Ismail (Thomson Delmar).
- Managing Computers in Hospitality Industry – Michael Kesavana & Cahell.
- Front Office Operations – Colin Dix & Chris Baird.
- Front Office Operation Management- S.K Bhatnagar, Publisher: Frank Brothers
- Managing Front Office Operations By Kasvan & Brooks

(HM 2.1 T&P)Food Production Foundation –II

Theory: 3 Credits; Total Hours =60
Practical: 2 Credits, Total Hours =60

Course Contents:

Unit – 1

Methods of Cooking: - Introduction, Definition, and its importance; Types- Baking, Broiling, Grilling, Frying, Steaming, Stewing, Poaching, Poeling, Roasting, Frying, Sautéing, Braising Cooking with Microwave, Ovens, Gas, Induction Plates and other such media. HACCP Standards and Professional Kitchens.

Unit – 2

Eggs, Poultry and Meat: Eggs – Introduction, Usage in Kitchen, Structure of Egg, Classification, Grading of Eggs, Types, Selection, Storage and preparation of breakfast dishes with eggs. Poultry and Game: Introduction, Classification, Selection Criterion, Cuts of Poultry, Yield and simple Indian preparations. Meat: Characteristics, selection and grading, Classification (Bovines, Ovines and Swines), Categories, Cuts of Meat, Storage and handling.

Unit – 3

Fishes in cooking: Introduction, Types, Purchasing, Storing Considerations, Fish & Shellfish, Their Classification, Cuts of Fish, Popular Species of Fish, Classical Preparations of Fish, Common cooking methods used for sea food.

Unit – 4

Vegetable, Cuts & Cookery: Introduction, Vegetables, Pigment and Colour Changes, Effect of Heat on vegetables, Cuts of Vegetables, nutritional and hygiene aspects. Some Indian Cuts on vegetables: Broccoli, Cabbage, Potatoes, Onions, Spinach, Cucumber, Tomatoes,avocado. Beetroot, French Beans, Gourd, Bottle Gourd, Pumpkin, Okra, Colocasia, Spinach, Carrot, Turnips

Practical

- Understanding Methods of Cooking & HACCP Standards
- Cooking in Professional Kitchen – Do's & Don't's
- Understanding Eggs and their simple Breakfast Preparations ;Preparation of:
 - Hard & soft boiled eggs.
 - Fried eggs.
 - Poached eggs.
 - Scrambled eggs.
 - Omelet's (Plain, Spanish, Stuffed)
- Familiarisation with, Poultry, Meats & Fishes – Their Simple Cuts and Cooking
- Vegetables –Their usage and cooking precautions
- Cuts of vegetables
 - Julienne
 - Jardiniere
 - Dices
 - Cubes
 - Macedoine
 - Paysanne

- Shredding
- Mire- poix
- Blanching of Tomatoes and Capsicum.
- Cooking vegetables:
 - Boiling (potatoes, peas)
 - Frying (Aubergine, Potatoes)
 - Steaming (Cabbage)
 - Braising (Potatoes)
 - Braising (Onions, cabbage)
- Simple Vegetable and Meat Cookery
- Identification of types of rice varieties & pulses.
- Simple preparation of Boiled rice (Draining & Absorption) method.
- Fired rice.
- Simple dal preparation
- Wheat, products like making chapattis, parathas, phulkas, Kulchas & puris.

Simple Breakfast Preparations:

- Preparation of Puri/ Bhaji, Allo Paratha, Chola Bhatura,
- Preparation of Continental Breakfast

Suggested Readings:

- Accompaniments & Garnishes from waiter; Communicate: Fuller J. Barrie & Jenkins
- Cooking Essentials for the New Professional Chef
- Food Production Operations: Parvinder S Bali, Oxford University Press
- Larder Chef By M J Leto & W K H Bode Publisher: Butterworth- Heinemann
- Modern Cookery (Vol- I) By Philip E. Thangam, Publisher: Orient Longman
- Practical Cookery By Kinton & Cessarani
- Practical Professional Cookery By Kauffman & Cracknell
- Professional Cooking by Wayne Gislen, Publisher Le Cordon Bleu
- Purchasing Selection and Procurement for the Hospitality Industry By Andrew Hale Feinstein and John M. Stefanelli
- The Professional Chef: Le Rol A. Polsom
- Theory of Catering By Kinton & Cessarani
- Theory of Cookery By K Arora, Publisher: Frank Brothers

(HM 2.2 T &P). Food & Beverage Service Foundation -II

Theory: 3 Credits; Total Hours =60

Practical: 2 Credits, Total Hours =60

Course Contents:

Unit – 1

Non Alcoholic Beverages & Mocktails: Introduction, Types (Tea, Coffee, Juices, Aerated Beverages, Shakes) Descriptions with detailed inputs, their origin, varieties, popular brands, presentation and service tools and techniques. Mocktails – Introduction, Types, Brief Descriptions, Preparation and Service Techniques

Unit – 2

Coffee Shop & Breakfast Service: Introduction, Coffee Shop, Layout, Structure, Breakfast: Concept, Types & classification, Breakfast services in Hotels, Preparation for Breakfast Services, Mise-en-place and Mise-en-scene, arrangement and setting up of tables/ trays, Functions performed while on Breakfast service, Method and procedure of taking a guest order, emerging trends in Breakfast Services and salient features.

Unit – 3

Food and Beverage Services in Restaurants: - Introduction, Concept of Restaurant, Types of Restaurants, their salient features; Set up of Restaurants and their Layouts, Restaurant Teams Organisational Structure, Modern Staffing in various hotels, Method and procedure of receiving guests, taking guest orders, Service equipment used and its maintenance, Coordination with housekeeping for soil linen exchange, Physical inventory monthly of crockery, cutlery, linen etc., Equipment, furniture and fixtures used in the restaurant and their use and maintenance, Theme and Speciality Restaurants, Celebrity Restaurants.

Unit – 4

Room Service/ In Room Dining: Introduction, Concept of Room Service/ In Room Dining, Their Salient Features, Understanding Guest expectations in Room Service, Room Service Equipments, Set up of Trays & Trolleys, Upkeep and Storage, Service Tools, Clearance, Presentation of Bills, Room Service Dos & Don'ts. Mini Bar Management in Guest Rooms, Guest Interaction – Have and Have not's.

Practical

1. Understanding Non Alcoholic Beverages, Types & Service Techniques
2. Guest Interactions while on Food Service – Do's & Don't's
3. Understanding Mocktails, Their Presentation and Services (At least ten types of Mocktails)
4. Breakfast Services: Types, Breakfast Layouts, Menu Knowledge, Table Services, Clearance & Acknowledging guests.
5. Familiarisation with Food Service in Restaurants (Receiving Guests, Table Layouts, Complimenting them, Presentation of Bills, Dealing with in house/ residential guests)
6. Restaurant Services – Their salient features, Table Layouts, Presenting Menus, precautions while dealing with guests, Commitments with guests, Food Pickup Procedures, Clearance and Dishwashing Procedures

7. Room Service Practical, Taking of Orders, Delivery of Food Services, Identifying Room Service Equipment, Importance of Menu Knowledge for Order-taking (RSOT functions/procedures), Food Pickup Procedure, Room service Layout Knowledge, Laying of trays for various orders, Pantry Elevator Operations, Clearance Procedure in Dishwashing area, Room service Inventories and store requisitions

Suggested Reading:

- Food & Beverage Service – Dennis R. Lillicrap. & John A. Cousines. Publisher: ELBS
- Food & Beverage Service – Sudhir Andrews, Tata Mc Graw Hill.
- Food & Beverage Service Lillicrap & Cousins, ELBS
- Introduction F & B Service- Brown, Heppner & Deegan
- Modern Restaurant Service- John Fuller, Hutchinson
- Professional Food & Beverage Service Management – Brian Varghese
- The Restaurant (From Concept to Operation)

(HM 2.3 T &P) Accommodation & Front Office Foundation -II

Theory: 3 Credits; Total Hours =60

Practical: 2 Credits, Total Hours =60

Course Contents:

Unit – 1

Cleaning Science: Cleaning Agents, Characteristics of a good cleaning agent, PH scale, Types of cleaning agent, cleaning products (Domestic and Industrial), Cleaning Equipment: Types of Equipment, Operating Principles, Characteristics of Good equipment (Mechanical/Manual), Storage, Upkeep, and Maintenance of equipment, Care and Cleaning of Different Surfaces: Metal, Glass, Leather, Rexene, Ceramic, Wood, Wall and floor covering, Stain Removal.

Unit – 2

Housekeeping Procedures: Cleaning Schedules, Cleaning Methods, Briefing, Debriefing, Proceeding for Days work, Keys & Their Classification, Inventory of Housekeeping Items, Indenting from Stores, Housekeeping control desk: Importance, Role, Co-ordination, check list, key control. Handling Lost and Found, Forms, Forms and registers used in the Control Desk, Paging systems and methods, Handling of Guest Requests, General operations of control desk.

Unit – 3

Basic Front Office Operations: Front desk operations & functions, Equipments used at front office – Room Rack, Mail Message, and Key Rack, Reservation Racks, Information Rack, Folio Trays, Account Posting Machine, Voucher Rack, Cash Register Support Devices, Telecommunications Equipments, rooms and plans, Basis of Room charging, Tariff fixation, Introduction to the guest cycle, Reservation: Concept, importance, types, channels and systems, Procedure of taking reservation, Overbooking, amendments and cancellations, Group Reservation: Sources, issues in handling groups. Procedure for guest check in, and baggage handling,

Unit – 4

The Guest Room Servicing: Cleaning of Guest Rooms & Bathrooms: Daily cleaning of (Occupied/ Departure/ Vacant/ Under Maintenance/VIP rooms (Systematic Procedures), Special Cleaning, Weekly Cleaning /Spring Cleaning, Evening service/ Turn Down Service, System & procedures involved, Forms and Formats, Replenishment of Guest supplies and amenities, Use of Maids Cart & Caddy.

Practical

1. Identification and familiarisation with cleaning equipments and agents.
2. Cleaning of different surfaces e.g. windows, tabletops, picture frames under beds, on carpet, metal surfaces, tiles, marble and granite tops.
3. Develop an understanding about basic Housekeeping procedures like Briefing, De Briefing, dealing with Lost & Found, Key Control, Forms & Registers at Control desk of Housekeeping
4. Identification and familiarisation with front desk equipments and Performa's.

5. Skill to handle front desk operations i.e guest reservations, guest arrival (FIT and groups) including baggage handling
6. Skills to handle to telephones at the reception- receive/ record messages.
7. Skills to handle guest departure (fits and groups)
8. Preparation and study of countries, capitals, currencies, airlines and flags chart
9. Role play:
 - a. At the porch, Guest driving in Doorman opening the door and saluting guest; Calling bell boy
 - b. At the Front Desk: Guest arriving; greeting & offering welcome drink and guest interactions.
 - c. Servicing of guestrooms, placing/ replacing guest supplies and soiled linen

Note: For focused inputs of accommodation the practical hours may be split up i.e first Two for Front Office and next Two for Housekeeping, thus completing 4 practical lab hours per week of two credit equivalence.

Suggested Readings:

- Hotel Hostel and Hospital Housekeeping – Joan C Branson & Margaret Lennox (ELBS).
- Hotel House Keeping – Sudhir Andrews Publisher: Tata Mc Graw Hill.
- Hotel Housekeeping Operations & Management – Raghubalan, Oxford University Press.
- Housekeeping and Front Office – Jones
- Managing Housekeeping Operations – Margaret Kappa & Aleta Nitschke
- Professional Management of Housekeeping Operations (II) Edn.) – Rohert J. Martin & Thomas
- J.A. Jones, Wiley Publications
- Security Operations By Robert Mc Crie, Publishe: Butterworth – Heinemann
- The Professional Housekeeper – Tucker Schneider,; Wiley Publications
- Front Office Training manual – Sudhir Andrews. Publisher: Tata Mac Graw Hill
- Managing Front Office Operations – Kasavana & Brooks Educational Institution AHMA
- Front Office – Operations and management – Ahmed Ismail (Thomson Delmar).
- Managing Computers in Hospitality Industry – Michael Kesavana & Cahell.
- Front Office Operations – Colin Dix & Chris Baird.
- Front Office Operation Management- S.K Bhatnagar, Publisher: Frank Brothers
- Managing Front Office Operations By Kasvan & Brooks