

COURSE OUTLINE

1. GENERAL INFORMATION

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|---|---|------------------------------|----------------|
| FACULTY | ECONOMY AND MANAGEMENT | | |
| DEPARTMENT | ORGANIZATIONS MANAGEMENT, MARKETING AND TOURISM | | |
| LEVEL OF STUDY | UNDERGRADUATE | | |
| COURSE CODE | 1605-230621 | SEMESTER | 6th |
| TITLE | CATERING MANAGEMENT AND COSTING | | |
| Autonomous Teaching Activities | | WEEKLY TEACHING HOURS | CREDITS |
| Theory | | 1 | 5 |
| Practice Exercises | | 2 | |
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| COURSE TYPE | SCIENTIFIC AREA | | |
| PREREQUISITE COURSES | NONE | | |
| TEACHING LANGUAGE | GREEK AND ENGLISH | | |
| COURSE OFFERED TO ERASMUS STUDENTS | YES | | |
| COURSE WEBPAGE (URL) | https://exams-sod.the.ihu.gr/course/view.php?id=313 | | |

2. LEARNING OUTCOMES

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| Learning outcomes |
| <p>Upon successful completion of the course, students will gain knowledge about the operating procedures and responsibilities of the hotel food departments (restaurants, bars, etc.) and especially the costing of food and beverages.</p> <p>In particular, the objectives of the course are for students to be able to:</p> <p>Knowledge: analyze the organizational structure of the food departments of a luxury hotel (kitchen, restaurant, bar).</p> <p>Comprehension: analyze the composition of the menu, the planning based on the national and religious peculiarities of a people, as well as the composition based on the rules of diet-healthy eating</p> <p>Application: acquire the ability of students to apply the basic principles of Marketing in food companies</p> <p>Resolution: cost a standard recipe or a dish from a predefined menu.</p> <p>Composition: enable students to take on the role of the manager in a catering business.</p> <p>Evaluation: set the quality standards for a food business.</p> |
| General Skills |
| <ul style="list-style-type: none"> • Search, analysis and synthesis of data and information, using the necessary technologies. • Work in an international environment. • Adaptation to new situations. |

- Promoting free, creative, and inductive thinking.
- Decision-making.
- Autonomous work.
- Teamwork

3. COURSE CONTENT

- Characteristics and distinctions of food companies.
2. Categories of food companies according to the Greek legislation.
 3. Jobs of food department staff. Duties and responsibilities.
 4. Organization & operation of a table (tableu) of food departments.
 5. Safety and hygiene in the workplace.
 6. Services provided in the food departments of the restricted hotels.
 7. Offering services in the food departments of full-service hotels.
 8. Greek and international terminology used in food departments.
 9. Environmental protection. Environmental action of food businesses.
 10. Composition of cuisine, restaurant, bars for luxury hotels, serving items, menu composition, items of restaurants, bars, properties of alcoholic or non-alcoholic beverages, enology grape varieties, types of coffee-designs in serving utensils
 11. Receipt of order, warehouse organization, procurement department organization, event organization, banquet, buffet items, and design,
 12. Costing a dish in the menu, in the buffet of an event, management-organization of a social event
 13. Innovation in control and costing in tourism and food companies

4. TEACHING AND LEARNING METHODS - ASSESSMENT

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|------------------------------|---|----------------------------------|
| TEACHING METHOD | Face to face (lectures, PowerPoint presentations, class discussion, case studies). In addition, visits to food business premises & presentations by professionals in the field. | |
| ICT USE | Computer, multimedia projector, Internet, internet, e-mail. | |
| TEACHING ORGANIZATION | Activities | Working Load per Semester |
| | Lectures | 13 |
| | Field Exercises (Laboratory) | 26 |
| | Written Assignment | 50 |
| | Unguided study | 30 |
| | Bibliographic study and analysis | 31 |
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| | TOTAL | 150 |
| ASSESSMENT | Students will be assessed in Greek with a final written exam with multiple-choice questions. After the exam, time is available to each student to clarify his / her mistakes and explain his / her grade. | |

5. REFERENCES

-Suggested bibliography:

- o Restaurant Management, Laloumis D. & Stefanakidis K., Athens 2014
- o Restaurant marketing, Protopapadakis I., Stamoulis publications, Athens 2005
- o Food Business Administration, Tzorakoleftherakis Z., Interbooks publications, Athens 1999
- o Food Synthesis, Salesiotis M., Interbooks publications, Athens 2007
- o Professional Cuisine, Arvanitis - Kotsimanis, Propompos publications, Athens 2007
- o Wine & Vine, Unwin T., ION publications, Athens 2003
- o Hotel & Food Business, Lundberg D., ELLIN publications, Athens 1997
- o The Art of the Professional Bartender, Kessler, NBG publications, Athens 1998
- o Beverages, Varnam-Sutherland, ION publications, 2006
- o Restaurant & Bar Management, Reich A., ELLIN publications, Athens 2001
- o Customer complaints, Protopapadakis I., Stamoulis publications, Athens 2008
- o Introduction to Hospitality Management, John R. Walker (3rd edition, 2009)
- o Hotel management and operations, Denney G. Rutherford, Michael J. O'Fallon, John Wiley and Sons, 2010
- o Foundations of lodging management, David K. Hayes, Jack D. Niemeier, Allisha A. Miller, Pearson / Prentice Hall, 2012
- o Glossary of Hospitality Terms, Educational Institute of the American Hotel and Lodging Association.

-Related scientific journals:

1. Journal of Food and Hospitality Research
(<http://www.institutpaulbocuse.com/en/research/publications/>)
2. Journal of Food Products Marketing (<http://www.tandfonline.com/toc/wfpm20/current>)
3. Journal of Food Service Management and Education (<http://fsmec.org/journal/>)
4. Journal of Foodservice Business Research
(<http://www.tandfonline.com/toc/wfbr20/current>)
5. Journal of Foodservice Management (<http://www.fmsok.or.kr>)
6. Journal of Restaurant & Foodservice Marketing
(<http://www.tandfonline.com/toc/wzrf20/current>)
7. Journal of Foodservice Business Research
(<http://www.tandfonline.com/toc/wfbr20/current>).