COURSE DESCRIPTION	
Course instructor	**Krešimir Mikinac, Ph.D., Associate Professor**
Name of the course	**Management of Gastronomy and Restaurant Business**
Study programme	**Undergraduate study: Business Economics in Tourism and Hospitality** **Module: Hospitality Management**
Status of the course	**compulsory**
Year of study	**3rd**

ECTS credits and manner of instruction	**ECTS credits**	**6 ECTS**
	Number of class hours (L+E+S)	**60 (30+30+0)**

1. COURSE DESCRIPTION

1.1. *Course objectives*

The aim of the course is to acquaint students with the business processes in the gastronomy and restaurant business that are a prerequisite for the successful formation of a complete offer in the food and beverage department. Furthermore, a modern organization of the food and beverage department is presented, cost analyzes and monitors the financial operations of the hotel's food and beverage department. In addition, the aim of the course is to adopt the circular flow of goods in the food and beverage department through practical classes and to demonstrate the skill of preparing certain types of dishes in accordance with current trends in the hospitality industry.

1.2. *Course enrolment requirements*

No special enrolment requirements

1.3. *Expected learning outcomes*

1.   Identify and describe processes for managing human, financial, material and information resources
2.   Interpret and apply quality and safety standards
3.   Identify trends and propose innovative solutions to enhance tourism and hospitality offerings
4.   Write the means of offering and selling food and / or beverages

1.4. *Course content*

BASIC MISSION MANAGEMENT OF F&B AND ORGANIZATION OF WORK: introduction in the F&B department, concept and content, modern organization F&B, expanded organizational chart F&B, F&B management and staff responsibility, F&B activities of the department's focus on implementation and control of defined standards and procedures, the importance of cooperation between departments F&B with other departments in the hotel business, the importance of modern equipment and

interior in the department F&B, the importance of skilled staff in the department F&B, contemporary trends in restaurant business, quality management service, marketing approach in F&B, application and installation of HACCP (Hazard Analysis and Critical Control Point)in process of preparing and serving, F&B management in nonprofit organization (schools, hospitals, etc.) .

FOOD AND DRINK AS A CORE BUSINESS HOTEL CORPORATION: financial aspects in F&B department, procurement and storage of food, controlling in F&B department, hotel operations, strategies subsystems F&B, the concept of retail outlets offer a la carte and the pension system, contemporary forms of catering services (catering, fast food...), information system and its importance in F&B department, outlets to the concept of supply in a la carte business, price policy, cost and revenue departments F&B, promotion of foods and restaurant services to the tourist market, boosting sales

GASTRONOMY IN HOSPITALITY AND CATERING: fundamental determinants of gastronomy, planning work in the kitchen, modern organization of work in the kitchen, kitchen staff and administration, computerization and its importance for the monitoring operations of cuisine, business plan and purchase of food, innovations and contemporary moments in gastronomy, technological procedures of preparing the food, alternative food, and its systematic design in the department of F&B (vegetarian, macrobiotic diet and kitchen). special meals (cocktail party, buffet, banquet, catering ...). and to show the importance of cooking in front of the hotel as a gastronomic offer.

RESTORANTS IN HOSPITALITY AND CATERING: Fundamental Principles of restaurants, the minimum conditions of basic standards and standardization in catering, restaurant business organization with high star hotel facilities, equipment, utensils and tableware in restaurants, business systems in restaurants, means of offering food (menu, daily chart), the fundamental ways of serving in restaurants and the phases of the service process, characteristics and culture of the service staff at work in accordance with culture, rules of respectful behavior in communication with the guest, and the Bar and Bar business mix, preparing meals in front of the Guest (Flambé, cutting, file-ing, mixing, barbequing...), organization of diplomatic and other forms of offer in the department of F&B.

SOMMELIER-ING AS A FUNCTION OF MAKING OFFERS IN THE RESTAURANT: enology as a science, the role and importance of the task, sommeliers in the restaurant and the serving of wines, varieties of indigenous Croatian wines and their conservation in the restaurant, the resources of offering drinks (wine list and prices of drinks - the proper ways of constructing and writing), presentation and wine pairing in the domestic and international gastronomy (English, French and Italian version, joining of tradition), techniques for opening and pouring of wine according to each type, the proper selection and setup of the glasses on the table, wine cooler (frape-ing, warming and decanting), analysis and evaluation of wine (sight, smell and taste).

1.5. Manner of instruction	☒ lectures	☒ individual assignments
	☐ seminars and workshops	☐ multimedia and network
	☒ exercises	☐ laboratories
	☐ distance learning	☒ mentorship

	☐ fieldwork		☐ other	

1.6.	Comments	

1.7.	Student responsibilities

Active attendance, seminar work, practical work and final written exam.
Active attendance, active cooperation in the practical parts of the course gastronomy and restaurants in the FTHM Opatija

1.8.	Monitoring of student work[1]

Class attendance	2,4	Class participation	0,1	Seminar paper		Experimental work	
Written exam	1,1	Oral exam		Essay		Research	
Project		Continuous assessment	1,7	Report		Practical work	0,7
Portfolio							

1.9.Assessment of learning outcomes in class and at the final exam (procedure and examples)

1. Davis B., Lockwod A., Pantelidis I., Alcott P., Food and beverage management, 4th edition, Elsevier Oxford, 2009.
2. Bali S.P., Food Production Operations, Oxford University Press, New Delhi India, 2009.

1.10.	Mandatory literature (at the time of submission of study programme proposal)

1. Heinz Gartlgruber, M., et.al., Service – A Guide for Professionals, Trauner Verlag, 2nd edition, Linz, 2007.
2. Heinz Gartlgruber, M., et.al., Service – The Master's Guide, Trauner Verlag, 2nd edition, Linz, 2009.

1.11.	Optional/additional literature (at the time of submission of the study programme proposal)

Mandatory number of copies of literature in relation to the number of students currently attending classes in the case (available at the library in the FTHM, Primorska 42 Ika, ground, floor)

1.12.	Number of assigned reading copies in relation to the number of students currently attending the course

Title	Number of copies	Number of students
1. Davis B., Lockwod A., Pantelidis I., Alcott P., Food and beverage management, 4th edition, Elsevier Oxford, 2009.	5 copies	
2. Bali S.P., Food Production Operations, Oxford University Press, New Delhi India, 2009.	5 copies	
3. Heinz Gartlgruber, M., et.al., Service – A Guide for	5 copies	

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[1] IMPORTANT: Enter the appropriate proportion of ECTS credits for each activity so that the total number of credits equals the ECTS value of the course. Use empty fields for additional activities.

Professionals, Trauner Verlag, 2nd edition, Linz, 2007.		
4. Heinz Gartlgruber, M., et.al., Service – The Master's Guide, Trauner Verlag, 2nd edition, Linz, 2009.	*5 copies*	

1.13. Quality monitoring methods that ensure the acquisition of exit knowledge, skills and competences
The quality of the programme, teaching process, *teaching* skills and level of acquired course matter will be evaluated in writing, by means of extensive questionnaires and by employing other methods that are in accordance with the accepted standards and with the Book of regulations on the quality of the University of Rijeka, as well as the Book of regulations on the quality of the Faculty of tourism and hospitality management.