

DETAILED SYLLABUS
FOR
DISTANCE EDUCATION

DHM (Diploma in Hotel Management)

(SEMESTER SYSTEM)

**COURSE TITLE: DIPLOMA IN HOTEL
MGMT.
DURATION : 1 YEAR
MODE : SEMESTER**

FIRST SEMESTER

COURSE TITLE	MARKS				
	THEORY		PRACTICAL		TOTAL
	INTER-NAL	EXTER-NAL	INTER-NAL	EXTER-NAL	
Food And Beverage Management	40	60	40	60	200
Accommodations Management	40	60	40	60	200
Travel & Tourism Management	40	60	40	60	200

SECOND SEMESTER

COURSE TITLE	MARKS				
	THEORY		PRACTICAL		TOTAL
	INTER-NAL	EXTER-NAL	INTER-NAL	EXTER-NAL	
Business Statistics	40	60	40	60	200
Behavioural Process In Organisation	40	60	40	60	200
Entrepreneurship Development	40	60	40	60	200

Semester I

FOOD AND BEVERAGE MANAGEMENT	
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The food and beverage service industry
 The F & B Service Organization
 Style & Preparation Of Food Services
 Servicing The Guest
 Attributes of F & B Service Personnel
 The Waiter
 Organizing A Small Function
 Buffets
 Types of Service
 Non - Alcoholic Beverages

Practicals

ACCOMMODATIONS MANAGEMENT	
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Introduction
 House keeping Department

Cleaning science
Cleaning equipment
The Room & Floor
Public Area, House keeping control desk
Housekeeping procedures
Linen/Uniform/Tailor Room,
Housekeeping formats records and registers

TRAVEL & TOURISM MANAGEMENT	
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Tourism An Introduction
Factors Of Travel: Pleasure, Religion, Holidays
Industrial Relation & Travel Development
The Transport System
Growth & development Of Modern Tourism
Motivation For Travel
Organization Of Tourism
Measurement Of Tourism

Semester II

BUSINESS STATISTICS	
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Conceptual Framework statistics
Statistical investigation
Diagramatic & graphic representation of statistical data
Measures of Central tendency (Statistical averages)
Measures of Variation
Skewness
Correlation Analysis
Index numbers
Analysis of time series

BEHAVIOURAL PROCESS IN ORGANISATIONS	
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Nature of human resource management
Foundations of individual behaviour
Motivation
Foundations of group behaviour

Leadership
Communication
Conflict
Organisation
Organisational change
Organisational Culture

ENTERPRENEURSHIP DEVELOPMENT	
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Definition of Entrepreneurship
Entrepreneurship in developing economy
Entrepreneurship as a process
Entrepreneurship as a career option
Entrepreneurship the dynamic need
Entrepreneurial value and attitude.
Entrepreneurial motivation
Barrier of Entrepreneurship
Stages for starting a new venture
Problems of new venture