

Kitchen Management I

Code: 103729
ECTS Credits: 6

Degree	Type	Year	Semester
2502904 Hotel Management	OB	2	1

Contact

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Use of Languages

Principal working language: catalan (cat)
Some groups entirely in English: No
Some groups entirely in Catalan: Yes
Some groups entirely in Spanish: Yes

Prerequisites

There are no prerequisites.

Objectives and Contextualisation

The course Kitchen Management I serves to establish the parameters of action for second-year students of the Bachelor's Degree in Hotel Management to be able to manage the kitchen department of a hotel establishment. Accordingly, it introduces the main theoretical concepts of kitchen management so that these can be put into practice later.

The course describes the structure of the department and the areas to be managed, focusing mainly on the management of spaces, personnel management, and production management. Based on these three factors, students learn to manage and analyse results, make decisions and monitor the costs of the department.

On completing the course, students should be able to do the following.

1. Know how to use and maintain kitchen tools and machinery.
2. Know systems for cleaning, disinfecting and keeping order in a kitchen, following the rules on hygiene and health.
3. Detect anomalies in goods deliveries and storage of raw materials, devising and implementing corrective measures.
4. Develop systems for proper management of a kitchen's resources.
5. Apply new culinary trends in a kitchen's production.
6. Know how to apply the organisational style that best suits each type of hotel establishment.

Competences

- Analyse, summarise and evaluate information.
- Apply concepts related to the creation setting up, acquisition, maintenance and conservation of equipment in hotel and catering premises which are energy-sustainable and economically viable.
- Apply health and safety rules in the establishments of the hotel and catering sector.
- Be able to search efficiently for the necessary information.

- Demonstrate knowledge of the production system and operating procedures in the food preparation service.
- Demonstrate understanding of basic human nutrition and its repercussion on health and its application to food.
- Develop a capacity for independent learning.
- Identify and apply the basic measures of food hygiene and safety as well as the national and European regulations that have to be met by establishments and activities in the sector.
- Manage and organise time.
- Work in teams.

Learning Outcomes

1. Analyse, summarise and evaluate information.
2. Be able to search efficiently for the necessary information.
3. Develop a capacity for independent learning.
4. Develop balanced menus for different groups.
5. Draw up small action plans for health and safety.
6. Identify and understand the different products and preparations of the back of house operations.
7. Identify health and safety systems in the hotel and catering sector.
8. Identify human nutritional requirements.
9. Manage and organise time.
10. Structure the different phases of opening of establishments.
11. Understand and apply the basic rules to be satisfied by hotel establishments in questions of food hygiene and safety.
12. Understand the essential steps for creating settings and promotion.
13. Understand the rules of hygiene, food handling and their application.
14. Understand the structure and management of the department as well as the competences and skills of the professional profiles which make up the back of house operations.
15. Work in teams.

Content

1.- THE KITCHEN

Organisation structure chart. Job description.

2. - DISTRIBUTION

Types of kitchens and the different stations

3.- HACCP

Handlers, good practices.

Receiving merchandise, production and records.

4.- DEFINITION OF SERVICES

Breakfasts: types and content.

Working lunches, buffets and menu (grammage, content).

Special bags: buffet, brunch.

Coffee breaks: mornings and afternoons.

Social events: aperitifs, cocktails, finger food, weddings, communions, christenings, birthdays and gala dinners for companies (corporate macro-events).

Methodology

Lectures. Clear, systematic delivery of the programme's theoretical content by the lecturer. (On the *Campus Virtual* platform, students will have a basic syllabus for the topics covered.) Student participation in the classroom will be encouraged at all times: their contributions, reflections and queries will be valued. Learning will be reinforced through educational videos and articles related to the syllabus.

Activities

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Lectures	41	1.64	1, 11, 13, 12, 14, 3, 10, 9, 7, 6, 8, 2, 15
Problem solving	10	0.4	11, 13, 14, 4, 6
Type: Supervised			
Tutorials	10	0.4	11, 13, 14, 4, 6
Type: Autonomous			
Coursework assignments	20	0.8	13, 12, 4, 5, 10, 7, 8
Study	20	0.8	11, 12, 4, 5, 10, 7, 8

Assessment

THREE ASSESSMENT OPTIONS

A) CONTINUOUS ASSESSMENT PLUS FINAL TEST

This system combines weekly self-directed activities (practical work, reading comprehension, group and/or individual assignments, classroom presentations, test exercises, etc.) with a final test to assess how well the theoretical topics and concepts worked on have been understood and integrated.

At the start of the academic year, the lecturer responsible for the subject area sets out the activities to be done, dates and frequency of delivery, assessments, etc., together with the percentage weight on the final grade of all continuously assessed content and the final test.

The percentages to be applied for each part are as follows.

- The final test counts for 50% of the final grade.
- The practical exercises set during the year and handed in punctually count for 35% of the final grade.
- The other classroom activities count for 15% of the final grade.

Students who fail this subject on the basis of continuous assessment will then be assessed on that of a single assessment, taking no account of marks obtained previously.

B) SINGLE ASSESSMENT: final exam (on the whole subject area).

Day and time as per the academic calendar, which is included in the School's official schedules.

There is only one format for the final exam, with no difference between students who failed the continuous assessment and those who did not take it.

C) REASSESSMENT

Day and time as per the academic calendar, which is included in the School's official schedules.

Available to students who obtain a final grade of 3.5 or above, but below 5. The maximum final grade that can be awarded for this reassessment is 5.

The format of the exam is to be established by the teaching staff of the subject.

Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Classroom activities	15%	7	0.28	5, 7
Practical exercises	35%	40	1.6	1, 14, 3, 9, 6, 2, 15
Theoric exam	50 %	2	0.08	11, 13, 12, 4, 10, 8

Bibliography

- Cerra, Javier; Daurat, José A .; Jara, Diego; Garcia, Pedro I. (1997): "Gestión de Producción de Alojamientos Turísticos". Ed. Síntesis.
- Daurat, José Antonio (1996): "Organización y Control de Empresas en Hostelería y Turismo". Ed. Síntesis.