

**Kitchen Management I**

Code: 103729  
ECTS Credits: 6

Degree	Type	Year	Semester
2502904 Hotel Management	OB	2	1

The proposed teaching and assessment methodology that appear in the guide may be subject to changes as a result of the restrictions to face-to-face class attendance imposed by the health authorities.

**Contact**

Name: Isaac Lozano Alfaro  
Email: Isaac.Lozano.Alfaro@uab.cat

**Use of Languages**

Principal working language: spanish (spa)  
Some groups entirely in English: No  
Some groups entirely in Catalan: No  
Some groups entirely in Spanish: Yes

**External teachers**

Albert Alvarez  
Armando Lozano  
Xavi Felguera

**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

### CLASS CONTENT

1. Organization chart and team management.
  - The Executive Chef. Functions and responsibilities
  - The kitchen team: roles, competencies, Responsibilities.
  - Needs planning and job description
  - Efficient delegation and motivation
2. Typology of services.
  - Restaurant Sector (Classification, Typology, etc)
  - Industry trends
  - Customer experience. Business dynamization.
  - Creation of a business: conceptualism, gastronomic architecture of food and drinks.
3. Facilities in a kitchen. Machinery and uses

- Types of restaurant spaces, workflows.
- Kitchen machinery.
- Design of a kitchen.

#### 4. Process management in a kitchen

- The organization of a kitchen (key areas, outsourcing services, etc.)
- Sustainability and social responsibility applied to the management of F&B
- Product performance. The 3 phases of "waste management".
- Purchasing, suppliers and supply department
- Suppliers: selection and negotiation criteria
- SOP to ensure standards
- Key Points in MICE management: pre, event, post. Offer and logistics.
- Convenience Food. 4th range and 5th range

#### 5. Menu Design

- Introduction to Human Nutrition
- Creation of the gastronomic offer of food. Design and systematization.
- "Kitchen for everyone"

### Methodology

- Expository and participatory classes of the concepts and contents of the subject.
- Theoretical-practical classes in which the contents are worked on in the form of projects and activities.
- Problem solving and practical cases in group with final presentation.
- Cooperative learning and individual learning for the development and presentation of work. It includes the work directed by the teacher and the hours of study by the student.
- Tutorials: individual or group to solve doubts or work on specific concepts.

Annotation: Within the schedule set by the centre or degree programme, 15 minutes of one class will be reserved for students to evaluate their lecturers and their courses or modules through questionnaires.

### Activities

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Lectures	36	1.44	1, 11, 13, 12, 14, 4, 3, 10, 9, 7, 6, 8, 2, 15
Problem solving	10	0.4	11, 13, 14, 4, 6
Type: Supervised			
Tutorials	10	0.4	14, 4
Type: Autonomous			
Coursework assignments	20	0.8	1, 13, 12, 4, 3, 10, 9, 8, 2, 15
Study	20	0.8	12, 4, 5, 3, 10, 9, 8, 2

### Assessment

#### A. CONTINUING EVALUATION

- The assessment system consists of practical assignment / projects and an exam.
- Projects must be submitted in the time and manner stipulated by the subject teacher.
- Failure to comply with the strictness of the projects, in due time and form, will score as Not presented and the right to continue with the continuous evaluation will be lost.
- Projects and the exam must have a minimum score of 4 each to be able to weigh between them.

#### B. FINAL ASSESSMENT: final exam (all subject)

- Day and time established, according to the academic calendar, to the Official Programming of the EUTDH Center, there will be a single type of final exam, with no difference between students who have not satisfactorily passed the continuous evaluation and those who have not followed it.
- The professor will inform in a timely manner the format, duration, and location of the exam.
- No date changes will be accepted without the express approval of the study coordinator.

#### C. RE-EVALUATION

- Students who in the final evaluation have obtained a grade equal to or greater than 3.5 and less than 5, may take the re-evaluation.
- The maximum grade for this re-evaluation will not exceed 5 as a final grade.
- The professor will inform in a timely manner the format, duration, and location of the exam.
- No date changes will be accepted without the express approval of the study coordinator.

### Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Classroom activities	10	10	0.4	1, 11, 14, 4, 5, 7, 15
Group Activity 1	15	8	0.32	1, 14, 9, 2, 15
Individual Assignment: Report	25	10	0.4	1, 11, 13, 12, 14, 4, 3, 10, 9, 8, 2
Project	50	26	1.04	1, 11, 13, 14, 4, 3, 10, 9, 7, 6, 2

### Bibliography

- [David Rubert Boher](#), La cuenta, por favor: La gestión de negocios de restauración, 2018, Ed Planeta
- [Eloy Rodríguez](#), Gastromarketing: Los 16 ingredientes imprescindibles para abrir, gestionar, promocionar un restaurante y triunfar en el competitivo mercado del siglo xxi.
- [Claudio Ponce](#), Marketing gastronómico: la diferencia entre triunfar y fracasa, 2019, Bubok Editorial
- [Roberto Brisciani](#), El secreto de un restaurante magnético. Cómo conseguir que tu restaurante esté lleno cuando los demás están vacíos, 2017.
- [DANIEL GALY](#), Gestión de la producción en cocina, 2020, Paraninfo
- Cerra, Javier; Dorado, José A.; Jara, Diego; García, Pedro E. (1997): " Gestión de Producción de Alojamientos Turísticos " - Colección "Gestión Turística"; Ed. síntesis; 552 páginas.
- Dorado, José Antonio (1996): " Organización y Control de Empresas en Hostelería y Turismo " ; - Colección "Ciclos Formativos FP Grado Superior Hostelería"; Ed. síntesis; 252 páginas.

### Software

- Miro. [www.miro.com](http://www.miro.com)
- Sketchup: <https://app.sketchup.com/app>
- Wooclap. [www.wooclap.com](http://www.wooclap.com)
- Basecamp. [www.basecamp.com](http://www.basecamp.com)
- MS Excel
- Genially. [www.genially.com](http://www.genially.com)

- Mindmeister. <https://www.mindmeister.com/>
- Floorplanner. [www.florplanner.com](http://www.florplanner.com)