

Basic Cookery – One Year Certificate Programme

Course ID	Course	Theoretical hours	Practical hours	Credits
AWR100	Academic Writing Research	45		1
BTH101	Introduction to Tourism/Hospitality	45		3
DIT101	Information Technology	30	30	3
BQC109	Quality Customer Care	45		3
ABT130	Baking Technology I	30	60	4
CBC102	Basic Cookery I	30	60	4
FHS141	Sanitation, Hygiene and Safety	45		3
ABT230	Baking Technology II	30	60	4
CBS102	Basic Cookery II	30	60	4
FFP140	Food Preparation I	30	60	3
GEC100	English and Communication	45		3
AKO230	Kitchen Organization	45		3
GBC101	Business Communication	45		3
GMS102	Culinary Math	45		3
GLS103	*Language Studies - French	45		3
GLS104	*Language Studies-Spanish	45		3
CHR104	Human Relations	45		3
EPS220	Entrepreneurship	45		3
EPS221	Entrepreneurship Project	45		3
CIT103	Internship		300	6

* *Electives*

AWR100 ACADEMIC WRITING RESEARCH

This one day Seminar is designed to introduce students to the skill of writing for academic purposes. It exposes the learner to the art of researching, reporting, and referencing which are to be used throughout their tenure at the Institute.

BTH101 INTRODUCTION TO TOURISM/HOSPITALITY

This introductory course will review the historical development of the tourism/hospitality industry. The growth, development and trends in the industry will be emphasized and linkages with the economy will be examined. Through interaction with practitioners within the Hospitality Industry, the learner will focus on the critical importance of people to the industry.

GEC 100 ENGLISH AND COMMUNICATION

This course aims to enhance students' information gathering and processing skills. It focuses on both the reading and listening skills required for basic research, effective comprehensive and assimilation and summary of information. The course is designed to alert students to the process involved in reading and listening and the strategies that could aid those processes. Students are expected to utilize the available technology as well as all library resources

DIT 101 INFORMATION TECHNOLOGY

This course is designed to provide the students with knowledge of computer interfaces, software, word processing, spreadsheet, database, information and the internet

AKO230 KITCHEN ORGANIZATION

This course will provide the student with knowledge and skills used in designing the layout of a commercial kitchen. Emphasis will be placed on the planning and the selection of equipment.

GMS102 CULINARY MATH

This course is designed to teach the culinary student or professional all the tools necessary to manage daily restaurant operations with maximum efficiency and profitability. Math skills are an essential part of the day-to-day job functions of the professional chef and this course presents proven step-by step methods for understanding food service math concepts and their practical applications in the kitchen

GBC101 BUSINESS COMMUNICATION:

This course is designed to develop a skill-based approach to, giving, receiving and exchanging information, options or ideas through writing, speech and visual means. It is the discovery of how business differs from personal and social communication. It is the mastering of interpersonal skills such as: Team Work, Business Etiquette, Meeting Productivity, Listening and Nonverbal skills. A key objective is to enhance formal office writing skills such as the layout and format of reports and proposals, letters, business messages, and résumés, it is the crafting of brief messages such as, routine, positive and negative messages and the crafting of messages for the electronic media.

CHR104 HUMAN RELATIONS

This course is designed to develop interpersonal skills; understanding individual differences, problem solving and decision making. It will develop cross cultural relations and diversity, motivational skills and becoming an effective leader. This course is also designed to provide the basic understanding of human behavior in the work place and how it affects him/her in work situations

***GLS104 LANGUAGE ARTS – SPANISH I**

This course is designed to develop the basic communication skills in the Spanish language by equipping the student with both receptive skills (listening, reading) and the productive skills (speaking, writing) to function in real life situations where the language is used.

***GLS103 LANGUAGE ARTS – FRENCH I**

This course is designed to develop the basic communication skills in the French language by equipping the student with both receptive skills (listening, reading) and the productive skills (speaking, writing) to function in real life situations where the language is used

ABT103 BAKING TECHNOLOGY I

This introductory course is designed to provide the student with a basic knowledge of Cake and Pastry Making techniques and to provide practical competence while learning new skills within the patisserie department. Students will be introduced to traditional cake and pastry specialties suitable for different food outlets.

ABT231 BAKING TECHNOLOGY II

This course is designed to introduce the students to advanced techniques in baking. Continental specialties suitable for fine dining and commercial outlets will be examined.

CBC101 BASIC COOKERY I

This Course is designed to expose students to sound personal hygiene practice, introduce them to kitchen safety and accident prevention and to proper knife skills; it is to introduce the students to the basic principles in kitchen management and expose students to basic cooking principles

CBC102 BASIC COOKERY II

An introduction to the theoretical knowledge and practical skills in the preparation of soups, vegetable cookery, fish and seafood, meat and poultry, appetizers, salads and salad dressings, sandwiches, breakfast items and buffet preparation and presentation

BQC109 QUALITY CUSTOMER CARE

This introductory course is designed to sensitize students to the crucial role that quality customer service plays in the success of organizations. The importance of delivering quality customer service consistently will be emphasized. Strategies and techniques designed to maintain and exceed customer expectations and thereby enhance customer value and build customer loyalty will be examined. The role of the service provider and the importance of attitude and professionalism will also be explored.

FHS141 SANITATION, HYGIENE AND SAFETY

This course will provide students with information on basic microbiology, safety, personal hygiene, general handling of food. Local legislation for the food service industry will be examined.

FFP141 FOOD PREPARATION 1

This course is an introductory course to familiarize the students with the theory and practice of kitchen operations. The student will gain knowledge of kitchen terminology, equipment use and the basic techniques of food preparation.

CIT103 INTERNSHIP

Supervised Work Experience is designed to provide the students with business placement commensurate with their chosen career. The placement is 300 hours in duration during which time the students receive at least one visit from the tutor. The student will be allocated a workplace mentor who will ease the students' integration into the organization.

EPS221 ENTREPRENEURSHIP

This introductory course introduces the learner to the operations of small businesses. The essentials of starting a small business from the generation of an idea through the actual operations will be examined.

EPS221 ENTREPRENEURSHIP (Project)

This module builds on the theoretical constructs learned within the Entrepreneurship module. With a mix of theory and practice, the module seeks to offer supervision for students' creation and presentation of a new venture for either social or business purposes