



## AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Banquet and Catering Services							
Course Code		İKM204		Course Level		Short Cycle (Associate's Degree)			
ECTS Credit	3	Workload	76 (Hours)	Theory	3	Practice	0	Laboratory	0
Objectives of the Course		Students will be able to make a banquet agreement with this course, make pre-banquet preparation, banquet service, outside catering organization, music entertainment activity, catering service.							
Course Content		Making banquet contract, Organization of personnel according to banquet, Equipment, tools and products to be used in catering, Organizing presentation and animation services, Food service, Beverage service							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Discussion, Individual Study					
Name of Lecturer(s)		İns. Betül YEŞİLTEPE ERKAYIRAN							

### Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	70

### Recommended or Required Reading

1	1. Otel İşletmelerinde Ziyafet Organizasyonu Ve Yönetimi – Yaşar Yılmaz
---	---

Week	Weekly Detailed Course Contents	
1	Theoretical	Banquet meaning, extent
2	Theoretical	Banquet planning process
3	Theoretical	Preparation of Banquet Contract
4	Theoretical	Banquet fee charged Making the hall layout plan
5	Theoretical	According to the organization of the banquet staff Used equipment, tools and supplies to ensure
6	Theoretical	Making the food service Beverage Serving
7	Theoretical	Buffet, cocktails and meetings organization
8	Intermediate Exam	Midterm Exam
9	Theoretical	Catering meaning, extent
10	Theoretical	Catering organizations planning
11	Theoretical	Catering History
12	Theoretical	Catering is also used in equipment, vehicles and technical equipment to organize
13	Theoretical	Aircraft catering services
14	Theoretical	To organize the decoration process To organize the logistics services
15	Theoretical	Purchasing, costing and pricing in catering organizations

### Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	1	3	56
Midterm Examination	1	9	1	10



Final Examination	1	9	1	10
Total Workload (Hours)				76
[Total Workload (Hours) / 25*] = ECTS				3
*25 hour workload is accepted as 1 ECTS				

### Learning Outcomes

1	
2	
3	
4	
5	

### Programme Outcomes (Tourism and Hotel Management)

1	To know the concept of tourism management well and to adapt the areas of economy, accounting, finance, management, marketing, human resources to the tourism sector.
2	To have knowledge of the tourism sector and the accommodation, food and beverage, travel, transportation, entertainment and other businesses that constitute the sub-industry of tourism.
3	To have knowledge about the coordination and integration of sub-industries of the tourism sector. To adsorb the communication and coordination between hotel departments.
4	To follow the developments in the tourism sector and to renew himself/herself.
5	To know the legislation about the structure and operation of the tourism sector. To have knowledge about the legal regulations regarding tourism businesses and tourism types.
6	To have detailed information about accommodation businesses and to learn the basic areas of hotel management (front office, housekeeping, food and beverage services, entertainment services).
7	To be able to communicate with guests in written and verbal and to have the power of persuasion. To have knowledge about sales and marketing and to have the ability to persuade.
8	To have basic computer knowledge and ability to use related programs. To have knowledge about software used in the hospitality industry.
9	To learn about Atatürk's principles and reforms. To have knowledge about history and geography. To have enough knowledge about the geography of Turkey and world tourism.
10	To have sufficient degree knowledge of English (reading, writing, listening and speaking). To be able to communicate with guests in English (written and verbal).
11	To have detailed information about occupational health and safety. To know well the legislation determined within the scope of occupational health and safety and to follow the developments.
12	To be able to produce ideas about the solution of business or guest problems and apply them.
13	To adopt the company she/he works, to fulfill his responsibilities and to be prone to teamwork. To fulfill the requirements of the department she/he works. To act in accordance with the hierarchical order of tourism businesses.

### Contribution of Learning Outcomes to Programme Outcomes 1:Very Low, 2:Low, 3:Medium, 4:High, 5:Very High

	L1
P1	5
P2	5
P3	5
P4	5

