

# SYLLABUS

## *Bachelor Degree in Culinary and Gastronomic Sciences*

Code-Course	<b>054406-Culinary production Management: Planning and Execution</b>		
Thematic Area	Management and culinary and gastronomic process	Year	Fourth
Course Type	Optional	Credits	6 ECTS
In-class Hours	60	Hours of individual work	90

### BRIEF COURSE DESCRIPTION

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The importance of catering within the tourism sector makes it necessary to obtain the knowledge to be able to understand and manage the different types of establishments and sub-sectors that constitute it.

In this subject, the student has the opportunity to know, acquire and practice the necessary tools to be able to professionally manage the different establishments that offer catering services.

The evolution of the sector is constant. What today serves may not tomorrow. That is why the objective of this subject is to provide the student with the knowledge and tools that allow the management and operations of restaurants to be a total success, and to be able to provide companies with innovative solutions. The learning focuses on the student identifying the organizational needs; knowing the operative logistics from the arrival of the client to the restaurant until his/her exit; as well as knowing the management instruments such as the budget, the income statement, and understanding the importance of the final objective of any restaurant establishment: customer satisfaction.

### BASIC SKILLS

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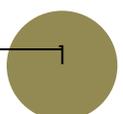
BS4 - The students can communicate information, ideas, problems and solutions to either a specialized or general audience

### GENERAL SKILLS

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GS3 - Solving situations with initiative and autonomy, incorporating a creative and innovative spirit.

GS6 - Meeting customer needs and expectations



GS9- Using the potential of information and communication technologies for efficient management of the work environment

## **SPECIFIC SKILLS**

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SS-17 - Interpreting the relevant information at the economic-financial level of the catering companies in order to carry out the diagnosis and adequate control and adopting corrective measures that can be applied to guarantee the sustainability of the business.

SS20 - Designing the culinary production processes determining the organizational structure and the necessary resources, taking into account the objectives of the company.

SS22- Distinguishing and applying the documentation related to the kitchen production units, to carry out budgetary controls, reports, etc.

## **LEARNING OBJECTIVES**

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- Know the integral production process and determine the different systems and new techniques in order to design the most appropriate process that guarantees the excellence of the final product and ensures its profitability.
- Plan and design the most appropriate space and lay out for a given gastronomic offer as well as optimize all available material and intangible resources ensuring the designed quality standard.

## **THEMATIC CONTENTS**

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1. Analysis of financial statements: ratios, definitions and uses
2. Management cost systems
3. Planning and budget of expenses
4. Financial planning: Process and decision making

## **LEARNING METHODOLOGY**

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The planned learning strategies contemplate a wide range of different actions in order to respond to the acquisition of related competences in this matter which involve the develop-

ment of different types of abilities referred to cognitive facts, skills in the application of processes and in the applicability of attitudes within the environment of organizations.

Therefore, on the one hand, there will be sessions of theoretical ground that allow the realization of practical exercises for the development of techniques of planning and organization of the commercial policies in the restaurant sector, and on the other hand, the introduction of models that serve for debate and discussion, purpose of good practices, as well as the resolution of practical cases that imply the demonstration of the student's ability to incorporate the essential philosophy in the tourism sector of being oriented towards customer service.

The development of the proposed activities will be complemented with the organization of some practical workshops, as well as the participation of active professionals to share their experiences with the students.

## ASSESSMENT SYSTEM

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The assessment is the process of evaluation of the degree of assimilation of the learning by the student in relation to the competences of this subject.

In this sense, the student may choose to be assessed continuously during the course or through a single assessment at the end of the established period.

**Continuous Assessment:** this consists of the evaluation of the teaching-learning process from the continuous monitoring during the course of work carried out by the student and the learning incorporated.

**Final Assessment:** this consists of the evaluation of this process at the end of the established period, for all students who, for justified reasons, cannot attend classes regularly. This assessment is made based on the evidence that this subject has designed for these purposes.

Assessment systems	Continuous	Final
Partial written exams	50%	---
Work done by the student	10%	40%
Final theoretical exam	40%	60%
Resolution of practical exercises		---

### **Review and Reassessment of the Course**

The student has the right to review all the evidences that have been designed for the assessment of learning.

If a student fails to achieve the learning objectives of the course, in order to opt for the reassessment of the course and submit a new reassessment task, it will be mandatory to fulfil one of these conditions:

A) Students must have been awarded a mean grade of 5.0 or higher in relation to the activities carried out throughout the semester without taking into account the final exam/s (both continuous assessment and single assessment) and having attended the final exam.

B) Students must have been awarded a final minimum grade of 4.0 in the overall course.

After the reassessment, the maximum grade is 5.0 in the overall course.

### **SOURCES OF BASIC INFORMATION**

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Bachs, J.; Bancells, J.; Blasco, A.; Vives, R. (2006). Manual de gestión de producción de Alojamiento y Restauración. Editorial Síntesis. Madrid.

Cerra, J.; Dorado, J. A.; Estepa, D.; García, P. E. (2001). Gestión de producción de alojamientos y restauración. Editorial Síntesis. Madrid.

Luján, N. (1997). Historia de la Gastronomía. Ed. Folio

Nanclares Fragoso, J. (2001). Marketing y planificación para restaurantes. Ed. Paraninfo

Ojuno, C. (2001). Control de costes en restauración. Editorial Paraninfo. Madrid

Rochat, M (2002). Marketing y Gestión de la restauración. Gestión 2000. Barcelona