

Course Unit	Food and Beverages Management	Field of study	Hospitality and Catering
Bachelor in	Hospitality Management	School	School of Hospitality and Wellbeing
Academic Year	2023/2024	Year of study	1
Type	Semestral	Semester	2
Level	1-1	ECTS credits	6.0
Code	9076-806-1202-00-23		
Workload (hours)	162	Contact hours	T - TP 60 PL - TC - S - E - OT - O -

T - Lectures; TP - Lectures and problem-solving; PL - Problem-solving, project or laboratory; TC - Fieldwork; S - Seminar; E - Placement; OT - Tutorial; O - Other

Name(s) of lecturer(s) Sandra Bebiana Carvalho Monteiro

#### Learning outcomes and competences

At the end of the course unit the learner is expected to be able to:

1. Understand the operating cycle of F&B operations
2. Calculate all parameters necessary to evaluate each function in the product cycle
3. Analyze raw material production costs
4. Prepare technical sheets
5. Calculate sales prices through different calculation methods using the Pareto and Omnes principles
6. Combine the offer according to menu engineering
7. Understand and apply the principles of using an inventory
8. Determine the results of a restoration drive

#### Prerequisites

Before the course unit the learner is expected to be able to:  
Non applicable

#### Course contents

The operational cycle of a food and beverage department. Concept of 'menu à la carte' and 'menu table d'hôte'. Cost definition. Revenue definition. Production Control. Menus Analysis Methods. Concept of Inventories. Profitability of a catering unit.

#### Course contents (extended version)

1. The operational cycle of a food and beverage department
2. Concept of 'menu à la carte' and 'menu table d'hôte'
3. Cost definition (fixed and variable, direct and indirect, controllable, total, unit and average)
4. Revenue definition (methods for sales price calculation)
  - Food and Beverage Cost
  - Mark-up factor
  - Contribution Margin
  - Pareto Principle
  - Omnes Principles
5. Production Control
  - Technical File
  - Waste
  - Food Cost
  - Beverage Cost
  - F&B Cost
  - Prime Cost
  - Contribution Margin
  - Break Even Point
6. Menus Analysis Methods
  - Smith, Hurst & Kasavana
  - Jack Miller
  - Pavcic
7. Concept of Inventories
8. Profitability of a catering unit.

#### Recommended reading

1. Brito, F. (2017). Manual Prático de Gestão e Controlo de Alimentos e Bebidas. Editora Épica
2. Cousins, J., Foskett, D., Graham, D., & Holher, A. (2019). Food and Beverage Management: For the Hospitality, Tourism and Events Industries (5th ed.). GoodFellow Pub. Ltd.
3. Davis, B., Lockwood, A., Pantelidis, I. S., & Alcott, P. (2018). Food and Beverage Management (6th ed.). Routledge.
4. Lea R., & Hayes, D. K. (2016). Food and Beverage Cost Control (6th ed.). Wiley
5. Gomes, V. (2017). Introdução à Gestão de Alimentação e Bebidas. Lidel.

#### Teaching and learning methods

The expositive and demonstrative methods (main topics), demonstrative and participative methods (calculation of costs and revenues) and active method (technical sheets and the interpretation of results).

#### Assessment methods

1. Continuous assessment - (Regular, Student Worker) (Final)
  - Practical Work - 75%
  - Intermediate Written Test - 25%
2. Final assessment - (Regular, Student Worker) (Supplementary, Special)
  - Final Written Exam - 100%

## Language of instruction

Portuguese

## Electronic validation

Sandra Bebiana Carvalho Monteiro	Alcina Maria Almeida Rodrigues Nunes	Maria José Gonçalves Alves
03-04-2024	03-04-2024	10-05-2024