SOUTH SEATTLE COMMUNITY COLLEGE
Technical Education Division

COURSE OUTLINE
Origination: Stephen Sparks – October 2009

DEPARTMENT: Hospitality and Service Occupations

CURRICULUM: Culinary Arts

COURSE TITLE: Theory 5 – Management Techniques

COURSE NUMBER: FSD 200

TYPE OF COURSE: Vocational Theory

COURSE LENGTH: 1 quarter

CREDIT HOURS: 5

LECTURE HOURS: 55

LAB HOURS: 0

CLASS SIZE: 24

PREREQUISITES: Enrollment in the Culinary Arts Program and
                          Successful Completion of FSD 190 with a 2.0 or
                          higher; or Instructor Permission

COURSE DESCRIPTION:

The focus of this course is on management techniques as they are related to a
supervisor, sous chef or restaurant manager. Class room materials and
discussions will include diversity, communication, expectations, employee
training, delegation, job descriptions, performance reviews, standard operating
procedures, coaching and counseling. Menu and Restaurant design. Time
permitting one to two days will be devoted to writing and reading resumes and
cover letters, for the purpose of growth and interpersonal communication skills.
Students will select one perspective employer to research, and write a resume
and cover letter designed to set student apart from competition.

STUDENT LEARNING OUTCOMES ADDRESSED:

1. Personal Responsibility - Demonstrate the ability to on time daily, responsible assignments; be motivated in learning new and traditional aspects of the culinary arts.
2. Human Relations - Work in groups effectively. Recognize the diversity of cultural influences and values of peers.
3. Critical Thinking and Problem Solving - This course requires students to critically analyze basic mathematic functions and basic techniques of cooking based upon Classical Teachings.
4. Information Literacy - Access and evaluate information from a variety of resources, including research in the library, various website searches, reading textbooks, and from peer discussion.
5. Communication - Read and listen actively to learn and communicate. Speak and write effectively for personal, academic, and career purposes.
6. Technology - Select and apply appropriate technology tools for personal, academic, and career tasks. Students should show proficiency in basic computer skills.

GENERAL COURSE OBJECTIVES:

1. Demonstrate calculations involved in food and beverage costs.
2. Demonstrate how to do food cost percentage.
3. Write a list of standard operating procedures.
4. Develop a business mission statement.
5. Prepare appropriate job descriptions related to hospitality positions.
6. Generate various styles of budgets.
7. Prepare various floor plans and restaurant designs.
8. Present resumes and cover letters.

TOPICAL OUTLINE: APPROX. HOURS

I.	F&B Costs and Percentages	15
II.	Budgets	15
III.	SOP's	15
IV.	Restaurant Layout and Design	10

Total   55

ORIGINATED BY: Stephen Sparks
DATE: October, 2009