**BHM354 - ACCOMMODATION MANAGEMENT – II (THEORY) HOURS ALLOTED: 30 MAXIMUM MARKS: 100**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.No.** | **Topic** | **Hours** | **Weight age** |
| 01 | **SAFETY AND SECURITY**  A. Safety awareness and accident prevention  B. Fire safety and fire fighting  C. Crime prevention and dealing with emergency situation | 06 | 20% |
| 02 | **INTERIOR DECORATION**  A. Elements of design  B. Colour and its role in décor –types of colour schemes  C. Windows and window treatment  D. Lighting and lighting fixtures  E. Floor finishes  F. Carpets  G. Furniture and fittings  H. Accessories | 15 | 50% |
| 03 | **LAYOUT OF GUEST ROOMS**  A. Sizes of rooms, sizes of furniture, furniture arrangement  B. Principles of design  C. Refurbishing and redecoration | 06 | 20% |
| 04 | **NEW PROPERTY COUNTDOWN** | 03 | 10% |
| **TOTAL** | | 30 | 100% |

**BHM354 - ACCOMMODATION MANAGEMENT – II (PRACTICAL) HOURS ALLOTED: 30 MAXIMUM MARKS: 100**

|  |  |  |
| --- | --- | --- |
| **S.No.** | **Topics** | **Hours** |
| 1 | **Standard operating procedure**   skill oriented task (e.g. cleaning and polishing glass, brass etc) | 4 |
| 2 | **First aid**   first aid kit   dealing with emergency situation   maintaining records | 4 |
| 3 | **Fire safety fire fighting**   safety measures   fire drill (demo) | 4 |
| 4 | **Special decoration (theme related to hospitality industry)**   indenting   costing   planning with time split   executing | 6 |
| 5 | **Layout of guest room**   to the scale   earmark pillars  specification of colours, furniture, fixture, fitting, soft furnishing and accessories etc used | 12 |
| **Total** | | 30 |