

COLLEGE OF INTERNATIONAL TOURISM
AND HOSPITALITY MANAGEMENT



CITHM

COLLEGE OF INTERNATIONAL TOURISM &
HOSPITALITY MANAGEMENT



STUDENT HANDBOOK



LPU
LYCEUM OF THE PHILIPPINES UNIVERSITY
BATANGAS



**COLLEGE OF INTERNATIONAL TOURISM AND
HOSPITALITY MANAGEMENT**

Student Handbook

**LYCEUM OF THE PHILIPPINES UNIVERSITY-
BATANGAS**
Capitol Site, Batangas City

Effectivity
AY 2023-2024

TABLE OF CONTENTS

LPU Unified Vision	1
LPU Batangas Vision-Mission	1
LPU Batangas Core Values	1
LPU Batangas Educational Organization Policy	1
Laurelian Graduate Attributes	2
College Vision-Mission	3
Program Description, Program Educational Objectives (PEO),	3
Student Outcomes (SO) with Performance Indicators (PI)	
BS International Hospitality Management	
Specialized in Hotel and Restaurant Administration	
Specialized in Culinary Arts and Kitchen Operations	
Specialized in Cruiseline Operations in Culinary Arts	
Specialized in Cruiseline Operations in Hotel Services	
BS International Travel and Tourism Management	
Curriculum	
BS International Hospitality Management	
Specialized in Hotel and Restaurant Administration	
Specialized in Culinary Arts and Kitchen Operations	
Specialized in Cruiseline Operations in Culinary Arts	
Specialized in Cruiseline Operations in Hotel Services	
BS International Travel and Tourism Management	
Course Descriptions	
BS International Hospitality Management	
Specialized in Hotel and Restaurant Administration	
Specialized in Culinary Arts and Kitchen Operations	
Specialized in Cruise Line Operations in Culinary Arts	
Specialized in Cruise Line Operations in Hotel Services	
BS International Travel and Tourism Management	

LYCEUM OF THE PHILIPPINES UNIVERSITY

LPU UNIFIED VISION

An internationally accredited university dedicated to innovation and excellence in the service of God and country

LPU BATANGAS CAMPUS VISION

To be a recognized industry-driven university in the Asia Pacific Region by 2026.

LPU BATANGAS CAMPUS MISSION

LPU-B, espousing the ideals of Jose P. Laurel, is dedicated to develop innovative leaders, lifelong learners and globally competitive professionals constantly in pursuit of truth and acts with fortitude (Veritas Et Fortitudo) to serve God and country (Pro Deo Et Patria).

LPU-B CORE VALUES

G - God Centeredness
L - Leadership
I - Integrity
N - Nationalism
C - Collaboration
S - Service Orientation

LPU BATANGAS EDUCATIONAL ORGANIZATION POLICY

The Lyceum of the Philippines University Batangas is committed to provide quality education, training, assessment and services to its learners to achieve optimum learner satisfaction and international recognition.

The educational organization's objectives shall be formulated, implemented, monitored, evaluated and updated as deemed necessary to support its vision and mission in accordance with this Educational Organization Policy.

All our instruction, research and community extension activities imbued with relevant educational, scientific, technical and community development are committed towards attaining academic excellence in compliance with the local and international standards, applicable regulatory, statutory, certifying, and accrediting bodies/agencies and in consideration of the needs and expectations of relevant interested parties to make a positive impact on society.

LPU-B is likewise committed to implementing the Educational Organization Management System to continually improve its organizational performance including the management of its intellectual property.

This policy is formulated in consideration of risk management and shall be communicated to, understood, and applied by the LPU-B family.

LAURELIAN GRADUATE ATTRIBUTES: 4Cs

Graduate attributes are the competencies, attitudes and understanding that the university aims to help the students develop by the time they graduate.

1. Competent and innovative learners.
2. Committed lifelong learners.
3. Credible and Values-driven Leaders and Members
4. Collaborative and Caring Team Leaders and Members

12 GRADUATE COMPETENCIES

Competencies are qualities a student possess-combining skills, knowledge and abilities.

1. Discipline specific competencies (C1)
2. Communication skills (C1)
3. Problem solving, critical and cognitive thinking (C1)
4. Information Technology Skills (C1)
5. Entrepreneurial skills (C1)
6. Analytical thinking and Innovation skills (C1)
7. Lifelong learning (C2)
8. Integrity (C2)
9. Values driven leadership (C3)
10. Interpersonal/Social skill (C3)
11. People Management skills (C4)
12. Service Oriented (C4)

Revised: June 2020
Deans and Academic Council

COLLEGE OF INTERNATIONAL TOURISM AND HOSPITALITY MANAGEMENT

COLLEGE VISION

To be a Center of Excellence in the Tourism and Hospitality Education in the Asia-Pacific Region by 2026.

COLLEGE MISSION

The College of International Tourism and Hospitality Management is dedicated to be the leader in the tourism and hospitality education sustaining the International Center of Excellence through holistic student development in pursuit of truth and acts with fortitude (*Veritas et Fortitudo*) to serve God and Country (*Pro Deo Et Patria*). It is committed to produce globally competitive professionals, leaders and lifelong learners who possess the 4 C's (*Competence, Commitment, Credibility, Collaboration*) contributing to research and community development.

BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY MANAGEMENT SPECIALIZED IN HOTEL AND RESTAURANT ADMINISTRATION

PROGRAM DESCRIPTION

The Hotel and Restaurant Administration Program is a Bachelor of Science Degree Program that provides foundation and specialization study in the Hotel Management field through academic, laboratory and field internship experiences. The program provides the knowledge and skills necessary for the students to ensure efficiency and to prepare the students to be supervisors in the Hospitality industry. The program is designed in two depth areas in the Hotel field operations and management, which is to prepare students for employment in a variety of hotel positions in the growing hotel field.

PROGRAM EDUCATIONAL OBJECTIVES

1. Attain supervisory or managerial level position in local and international hospitality industries

2. Engage in life-long learning through continuous personal and professional development.
3. Participate in research-related or corporate social responsibility activities that will contribute to the development and promotion of hospitality industry

STUDENT OUTCOMES (SO) AND PERFORMANCE INDICATORS (PI)

Student Outcome

SO (a). Apply knowledge of physical, social, natural sciences, and humanities in the practice of the profession

Performance Indicators (PI)

- a.1 Demonstrate better understanding of their personality, self and identity and basics skills in managing and caring for the self.
- a.2 Identify the challenges posed by globalization from a variety of perspectives and its effects on traditional cultures and communities, local, national, and regional economies.
- a.3 Appreciate and contribute to artistic beauty.
- a.4 Reflect critically on shared concerns and think innovative, creative solutions guided by ethical standards.
- a.5 Apply different analytical modes in tackling problems methodically.

Student Outcome (SO):

SO (b). Apply skills in guest relations, food handling, production, food and beverage service operations, and rooms division based on international standards.

Performance Indicators (PI):

- b.1 Identify the appropriate quality of the ingredients to be used.
- b.2 Apply the appropriate cooking methods and techniques in food preparations.
- b.3 Exhibit creativity on food plating and presentation.
- b.4 Execute different styles of service for different occasions
- b.5 Apply skills in food and beverage operations
- b.7 Pass the TESDA competency assessment

and obtain National Certification in Food and Beverage Service, Bread and Pastry Production, Cookery.

Student Outcome (SO):

SO (c). Adapt to technological advancement and services of international standards utilizing the different software and application for hospitality.

Performance Indicators (PI):

- c.1 Operate Micros Opera System and Point of Sales system.
- c.2 Prepare night audit and other rooms division reports.
- c.3 Analyze food and beverage sales report and update inventory using POS

Student Outcome (SO):

SO (d). Demonstrate ethics, professionalism, and respect to cultural diversities in performing duties and responsibilities.

Performance Indicators (PI):

- d.1 Display adaptability and flexibility to any given situation.
- d.2 Organize an event showcasing different culture and traditions
- d.3 Imbibe the importance of respect to multi-cultural diversity in the workplace
- d.4 Manifest ethics and professionalism

Student Outcome (SO):

SO (e). Communicate effectively and express themselves clearly both oral and written.

Performance Indicators (PI):

- e.1 Speak basic foreign languages such Mandarin/ French/ Spanish/ Nihonggo.
- e.2 Create business correspondence for different purposes.
- e.3 Use English to deliver and convey message clearly in performing hospitality and tourism services.

Student Outcome (SO):

SO (f). Apply innovative management and entrepreneurial functions in service-oriented business organizations

Performance Indicators (PI):

f.1 Apply management theories and principles in the formulation of hospitality related business.

f.2 Analyze business opportunities in the marketplace

f.3 Conceptualize innovative products and business ideas.

f.4 Develop and present a business plan.

Student Outcome (SO):

SO (g). Perform administrative and managerial skills in hospitality operation.

Performance Indicators (PI):

g.1 Prepare and present related hospitality reports.

g.2 Handle customer complaints and queries.

g.3 Perform human resource functions.

g.4 Analyze statistical and financial report.

g.5 Conduct employee briefing and meeting.

g.6 Create marketing plan for hospitality business

g.7 Execute the concepts of Total Quality Management System in hospitality industry.

Student Outcome (SO):

SO (h). Conduct research in the field of tourism and hospitality industry and utilize the results for community development.

Performance Indicators (PI):

h.1 Produce researches in the areas of hospitality and tourism industry.

h.2 Present, utilize and publish research.

SO (i). Perform crisis risk mitigation and management activities following proficient use of communication channels.

Performance Indicators (PI):

i.1 Analyze possible risks in the workplace

i.2 Practice the basic principle of food safety and sanitation in handling products.

i.3 Perform risk mitigation activities and ergonomics in the workplace.

Student Outcome (SO):

SO (j). Engage in continuous personal and professional development.

Performance Indicators (PI):

j.1 Attend regional, national and/or international tourism / hospitality MICE

j.2 Perform duties and responsibilities during simulations and internship.

j.3 Participate to domestic and/or international tours.

j.4 Obtain local and/or international certification

Student Outcome (SO):

SO (k). Demonstrate responsible citizenship and pride of being a Filipino.

Performance Indicators:

Performance Indicators (PI):

k.1 Analyze selected readings contextually and in terms of content (stated and implied) covering Philippine history to enable students to understand and appreciate rich past events.

k.2 Analyze crucial qualities of the Filipino moral identity in their own experience and existence at various levels.

k.3 Examine the contemporary world from both Philippine and global perspectives.

k.4 Support and promote Philippine culture, values and practices.

Student Outcome (SO):

SO (l). Demonstrate competitive skills, knowledge and attitude to meet the needs and demand of the hospitality industry in the local, national and international workplace.

Performance Indicators (PI):

l.1 Apply hospitality theories and principles in restaurant

management and kitchen development.

I.2 Stage an actual event applying management, marketing and financial principles and theories.

I.3 Pass the TESDA competency assessment and obtain National Certification in Housekeeping Services, Front Office, and Events Management.

I.4 Execute functions utilizing full range of food and beverage services.

I.5 Apply acquired knowledge, skills and attitude through internship.

I.6 Apply specialized skills in butler and rooms division operations.

BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY MANAGEMENT SPECIALIZED IN CULINARY ARTS AND KITCHEN OPERATIONS

PROGRAM DESCRIPTION

The Culinary Arts and Kitchen Operations Program is a Bachelor of Science degree Program that provides foundation and specialization study in the Culinary Arts and Food Service field through academic, laboratory and field internship experiences. The Program provides the knowledge and skills necessary for the students to ensure efficiency and quality product preparation and service in the food service setting. The program is designed in two depth areas in the culinary field: operations and management, which is to prepare students for employment in a variety of food production and restaurant positions in the growing of food service field.

PROGRAM EDUCATIONAL OBJECTIVES

Three to five years after graduation, graduates of BSIHM-CAKO Program shall:

1. Be gainfully employed or established own business in hospitality and related industries demonstrating holistic competencies required for local and international business operations.

2. Attain chef de partie or sous chef level position in local and international hospitality industry or specialized fields (baking and pastry/ local/ international cuisine).

3. Engage in life-long learning through continuous personal and professional development.

4. Participate in research-related or corporate social responsibility activities that will contribute to the development and promotion of hospitality industry.

STUDENT OUTCOMES (SO) AND PERFORMANCE INDICATORS (PI)

Student Outcome (SO):

SO (a). Apply knowledge of physical, social, natural sciences, and humanities in the practice of the profession

Performance Indicators (PI):

a.1 Demonstrate better understanding of their personality, self and identity and basics skills in managing and caring for the self

a.2 Identify the challenges posed by globalization from a variety of perspectives and its effects on traditional cultures and communities, local, national, and regional economies.

a.3 Appreciate and contribute to artistic beauty.

a.4 Reflect critically on shared concerns and think innovative, creative solutions guided by ethical standards.

a.5 Apply different analytical modes in tackling problems methodically.

Student Outcome (SO):

SO (b). Apply skills in food handling, food production, food presentation, and food and beverage service operations based on international standards.

Performance Indicators (PI):

b.1 Identify the appropriate quality of the ingredients to be used.

b.2 Apply the appropriate cooking methods and techniques in food preparations.

b.3 Pass the TESDA competency assessment and obtain National Certification in Food and Beverage Service and Cookery.

b.4 Exhibit creativity on food plating and presentation.

b.5 Apply skills in food and beverage operations

Student Outcome (SO):

SO (c). Apply knowledge and skills on specialized fields including baking and pastry, local and international cuisines.

Performance Indicators (PI)

- c.1 Identify different ingredients used in local and international cuisines.
- c.2 Apply various cooking and baking techniques.
- c.3 Produce local and international cuisines.
- c.4 Distinguish dietary requirements and cultural needs of guest.
- c.5 Prepare menu for different purposes/ occasions.
- c.6 Pass the TESDA competency assessment and obtain National Certification in Bread and Pastry Production and Commercial Cooking.

Student Outcome (SO)

SO (d). Adapt to technological advancement and services of international standards utilizing the different software and application for hospitality.

Performance Indicators (PI)

- d.1 Operate Micros Opera System and Point of Sales system.
- d.2 Prepare night audit and other rooms division reports.
- d.3 Analyze food and beverage sales report and update inventory using POS

Student Outcome (SO)

SO (d). Demonstrate ethics, professionalism, and respect to cultural diversities in performing duties and responsibilities.

Performance Indicators (PI)

- e.1 Display adaptability and flexibility to any given situation.
- e.2 Organize an event showcasing food and traditions of different cultures
- e.3 Imbibe the importance of respect to multi-cultural diversity in the workplace
- e.4 Manifest ethics and professionalism

Student Outcome (SO)

f) Communicate effectively and express themselves clearly both oral and written.

Performance Indicators (PI)

- f.1 Speak basic foreign languages such as Mandarin/French/Nihonggo.
- f.2 Create business correspondence for different purposes.
- f.3 Use English to deliver and convey expressions clearly in performing hospitality and tourism services.

Student Outcome (SO)

g) Apply innovative management and entrepreneurial functions in service-oriented business organizations.

Performance Indicators (PI)

- g.1 Apply management theories and principles in the formulation of hospitality related business.
- g.2 Analyze business opportunities in the marketplace
- g.3 Conceptualize innovative products and business ideas.
- g.4 Develop and present a business plan.

Student Outcome (SO)

h) Perform administrative and managerial skills in culinary operation

Performance Indicators (PI)

- h.1 Prepare and present related hospitality reports.
- h.2 Handle customer complaints and queries.
- h.3 Perform human resource functions.
- h.4 Analyze statistical and financial report.
- h.5 Conduct employee briefing and meeting.
- h.6 Create marketing plan for hospitality business
- h.7 Execute the concepts of Total Quality Management System in hospitality industry.

Student Outcome (SO):

- i) Conduct research in the field of culinary industry and utilize the results for community development.

Performance Indicators (PI):

- i.1 Produce researches in the areas of hospitality and tourism industry.
i.2 Present, publish and utilize research.

Student Outcome (SO):

- j) Perform crisis risk mitigation and management activities following proficient use of communication channels.

Performance Indicators (PI):

- j.1 Analyze possible risks in the workplace
j.2 Practice the basic principle of food safety and sanitation in handling products.
j.3 Perform risk mitigation activities and ergonomics in the workplace.

Student Outcome (SO):

- k) Engage in continuous personal and professional development.

Performance Indicators (PI):

- k.1 Attend regional, national and/or international tourism / hospitality MICE
k.2 Perform duties and responsibilities during simulations and internship.
k.3 Participate to domestic and/or international tours.
k.4 Obtain local and/or international certification.

Student Outcome (SO):

- l) Demonstrate responsible citizenship and pride of being a Filipino

Performance Indicators (PI):

- l.1 Analyze selected readings contextually and in terms of content (stated and implied) covering Philippine history to enable students to understand and appreciate rich past events.

- l.2. Analyze crucial qualities of the Filipino moral identity in their own experience and existence at various levels.

- l.3. Examine the contemporary world from both Philippine and global perspectives

- l.4 Support and promote Philippine culture, values and practices

Student Outcome (SO):

- m) Demonstrate competitive skills, knowledge and attitude to meet the needs and demand of the hospitality industry in the local, national and international workplace .

Performance Indicators (PI):

- m.1 Apply hospitality theories and principles in restaurant management and kitchen development.
m.2 Stage an actual event applying management, marketing and financial principles and theories.
m.3 Pass the TESDA competency assessment and obtain National Certification in Housekeeping Services, Front Office, and Events Management.
m.4 Execute functions utilizing full range of food and beverage services.
m.5 Apply acquired knowledge, skills and attitude through internship.

**BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY
MANAGEMENT SPECIALIZED IN CRUISELINE OPERATIONS IN
CULINARY ARTS****PROGRAM DESCRIPTION**

The Cruise Line Operations in Culinary Arts Program is a Bachelor of Science Degree Program that provides foundation and specialization study in the culinary arts and food service field through academic, laboratory and field internship experiences. The Program provides the knowledge and skills necessary for the students to ensure efficiency and quality product preparation and service in the the food service setting. The program is designed in two-depth areas in the culinary field: operations and management, which is to prepare students for employment in a variety of food

production and restaurant positions in the growing food service field in the cruise line industry.

PROGRAM EDUCATIONAL OBJECTIVES

Three to five years after graduation, graduates of BSIHM-CLOCA Program shall:

1. Be gainfully employed in cruise line or established own business in culinary and related industries demonstrating holistic competencies required for local and international business operations.
2. Attain chef de partie or sous chef level position in local and international cruise line industry or specialized fields (baking and pastry/ local/ international cuisine).
3. Engage in life-long learning through continuous personal and professional development.
4. Participate in research-related or corporate social responsibility activities that will contribute to the development and promotion of cruise line industry.

STUDENT OUTCOMES (SO) AND PERFORMANCE INDICATORS (PI)

By the time of graduation, the students shall have the ability to:

Student Outcome (SO):

SO (a). Apply knowledge of physical, social, natural sciences, and humanities in the practice of the profession.

Performance Indicators (PI):

- a.1 Demonstrate better understanding of their personality, self and identity and basics skills in managing and caring for the self
- a.2 Identify the challenges posed by globalization from a variety of perspectives and its effects on traditional cultures and communities, local, national, and regional economies.
- a.3 Appreciate and contribute to artistic beauty.
- a.4 Reflect critically on shared concerns and think innovative, creative solutions guided by ethical standards.
- a.5 Apply different analytical modes in tackling problems

methodically.

Student Outcome (SO):

SO (b). Apply skills in food handling, food production, food presentation, and food and beverage service operations based on international standards.

Performance Indicators (PI):

- b.1 Identify the appropriate quality of the ingredients to be used.
- b.2 Apply the appropriate cooking methods and techniques in food preparations.
- b.3 Pass the TESDA competency assessment and obtain National Certification in Food and Beverage Service and Cookery.
- b.4 Exhibit creativity on food plating and presentation.
- b.5 Prepare menu for different purposes/ occasions.

Student Outcome (SO):

SO (c). Adapt to technological advancement and services of international standards utilizing the different software and application for cruise line.

Performance Indicators (PI):

- c.1 Operate Micros Opera System and Point of Sales system.
- c.2 Prepare night audit and other rooms division reports.
- c.3 Analyze food and beverage sales report and update inventory using POS.

Student Outcome (SO):

SO (d). Demonstrate ethics, professionalism, and respect to cultural diversities in performing duties and responsibilities.

Performance Indicators (PI):

- d.1 Display adaptability and flexibility to any given situation.
- d.2 Organize an event showcasing food and traditions of different cultures
- d.3 Imbibe the importance of respect to multi-cultural diversity in the workplace
- d.4 Manifest ethics and professionalism

d.5 Design a cruise package catering multi-cultural market

Student Outcome (SO):

SO (e). Communicate effectively and express themselves clearly both oral and written.

Performance Indicators (PI):

- e.1 Speak basic foreign languages such as Mandarin / French / Spanish / Korean / Nihonggo.
- e.2 Create business correspondence for different purposes.
- e.3 Use English to deliver and convey expressions clearly in performing hospitality and tourism services.

Student Outcome (SO):

SO (f). Apply innovative management and entrepreneurial functions in service-oriented business organizations.

Performance Indicators (PI):

- f.1 Apply management theories and principles in the formulation of hospitality related business.
- f.2 Analyze business opportunities in the marketplace
- f.3 Conceptualize innovative products and business ideas.
- f.4 Develop and present a business plan.

Student Outcome (SO):

SO (g). Perform administrative and managerial skills in culinary and cruise line operation.

Performance Indicators (PI):

- g.1 Prepare and present related hospitality reports.
- g.2 Handle customer complaints and queries.
- g.3 Perform human resource functions.
- g.4 Analyze statistical and financial report.
- g.5 Conduct employee briefing and meeting.
- g.6 Create marketing plan for hospitality business
- g.7 Execute the concepts of Total Quality Management

System in hospitality industry.

g.8 Perform purser and cruise administration

Student Outcome (SO):

SO (h). Conduct research in the field of cruise line and culinary industry and utilize the results for community development.

Performance Indicators (PI):

- h.1 Produce researches in the areas of hospitality and tourism industry.
- h.2 Present and publish research.

Student Outcome (SO):

SO (i). Perform crisis risk mitigation and management activities focused on sea-based hotel operations with emphasis on safety and security, crowd and crisis management.

i) Performance Indicators (PI):

- i.1 Analyze possible risks in the workplace
- i.2 Practice the basic principle of food safety and sanitation in handling products.
- i.3 Perform risk mitigation activities and ergonomics in the workplace.
- i.4 Pass Basic Training Course, SDSD and Crowd Management

Student Outcome (SO):

SO (j). Engage in continuous personal and professional development.

Performance Indicators (PI):

- j.1 Attend regional, national and/or international tourism / hospitality MICE
- j.2 Perform duties and responsibilities during simulations and internship.
- j.3 Participate to domestic and/or international tours.

j.4 Obtain local and/or international certification.

Student Outcome (SO):

SO (k). Demonstrate responsible citizenship and pride of being a Filipino

Performance Indicators (PI):

k.1 Analyze selected readings contextually and in terms of content (stated and implied) covering Philippine history to enable students to understand and appreciate rich past events

k.2. Analyze crucial qualities of the Filipino moral identity in their own experience and existence at various levels.

k.3. Examine the contemporary world from both Philippine and global perspectives.

k.4 Support and promote Philippine culture, values, and practices.

Student Outcome (SO):

SO (l). Demonstrate competitive skills, knowledge and attitude to meet the needs and demand of the cruise line industry in the local, national and international workplace.

Performance Indicators (PI):

l.1 Apply hospitality theories and principles in restaurant management and kitchen development.

l.2 Stage an actual event applying management, marketing and financial principles and theories.

l.3 Pass the TESDA competency assessment and obtain National Certification in Housekeeping Services, Front Office, and Events Management.

l.4 Execute a function utilizing the full range of food and beverage preparation and services.

l.5 Apply acquired knowledge, skills and attitude through internship.

l.6 Familiarize the cruise line industry and its operation

Student Outcome (SO):

SO (m). Apply knowledge and skills on specialized fields including baking and pastry, local and international cuisines.

Performance Indicators (PI):

m.1 Identify different ingredients used in local and international cuisines.

m.2 Apply various cooking and baking techniques.

m.3 Produce local and international cuisines.

m.4 Distinguish dietary requirements and cultural needs of guest.

m.5 Pass the TESDA competency assessment and obtain National Certification in, Bread and Pastry Production and Commercial Cooking.

**BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY
MANAGEMENT SPECIALIZED IN CRUISELINE OPERATIONS IN
HOTEL SERVICES**

PROGRAM DESCRIPTION

The Cruise Line Operations in Hotel Services Program is a Bachelor of Science Degree Program that provides foundation and specialization study in the Hotel Services field through academic, laboratory and field internship experiences. The Program provides the knowledge and skills necessary for the students to ensure efficiency and to prepare the students to be supervisor in the Cruise Line industry. The program is designed in two-depth areas in the Cruise Line Operations: operations and management, which is to prepare students for employment in a variety of hotel positions in the growing cruise line operations.

PROGRAM EDUCATIONAL OBJECTIVES

Three to five years after graduation, graduates of BSIHM-CLOHS Program shall:

1. Be gainfully employed or established own business in cruise line and related industries demonstrating holistic competencies required for local and international business operations.

2. Attain supervisory or managerial level position in local and international cruise line industry.
3. Engage in life-long learning through continuous personal and professional development.
4. Participate in research-related or corporate social responsibility activities that will contribute to the development and promotion of cruise line industry.

STUDENT OUTCOMES (SO) AND PERFORMANCE INDICATORS (PI)

By the time of graduation, the students shall have the ability to:

Student Outcome (SO):

SO (a). Apply knowledge of physical, social, natural sciences, and humanities in the practice of the profession

Performance Indicators (PI):

- a.1 Demonstrate better understanding of their personality, self and identity and basics skills in managing and caring for the self
- a.2 Identify the challenges posed by globalization from a variety of perspectives and its effects on traditional cultures and communities, local, national, and regional economies.
- a.3 Appreciate and contribute to artistic beauty.
- a.4 Reflect critically on shared concerns and think innovative, creative solutions guided by ethical standards.
- a.5 Apply different analytical modes in tackling problems methodically.

Student Outcome (SO):

SO (b). Apply skills in guest relations, food handling, production, food and beverage service operations, and rooms division based on international standards.

Performance Indicators (PI):

- b.1 Identify the appropriate quality of the ingredients to be used.
- b.2 Apply the appropriate cooking methods and techniques

in food preparations.

- b.3 Exhibit creativity on food plating and presentation.
- b.4 Execute different styles of service for different occasions
- b.5 Apply skills in food and beverage operations
- b.6 Pass the TESDA competency assessment and obtain National Certification in Food and Beverage Service, Bread and Pastry Production, Cookery.

Student Outcome (SO):

SO (c). Adapt to technological advancement and services of international standards utilizing the different software and application for hospitality.

Performance Indicators (PI):

- c.1 Operate Micros Opera System and Point of Sales system.
- c.2 Prepare night audit and other rooms division reports.
- c.3 Analyze food and beverage sales report and update inventory using POS

Student Outcome (SO):

SO (d). Demonstrate ethics, professionalism, and respect to cultural diversities in performing duties and responsibilities

Performance Indicators (PI):

- d.1 Display adaptability and flexibility to any given situation.
- d.2 Organize an event showcasing food and traditions of different cultures.
- d.3 Imbibe the importance of respect to multi-cultural diversity in the workplace.
- d.4 Manifest ethics and professionalism.
- d.5 Design a cruise package catering multi-cultural market.

Student Outcome (SO):

SO (e). Communicate effectively and express themselves clearly both oral and written.

Performance Indicators (PI):

- e.1 Speak basic foreign languages such as Mandarin / French / Spanish / Nihonggo.
- e.2 Create business correspondence for different purposes.
- e.3 Use English to deliver and convey expressions clearly in performing hospitality and tourism services.

Student Outcome (SO):

SO (f). Apply innovative management and entrepreneurial functions in service-oriented business organizations.

Performance Indicators (PI):

- f.1 Apply management theories and principles in the formulation of hospitality related business.
- f.2 Analyze business opportunities in the marketplace
- f.3 Conceptualize innovative products and business ideas.
- f.4 Develop and present a business plan.

Student Outcome (SO):

SO (g). Perform administrative and managerial skills in cruise line operation.

Performance Indicators (PI):

- g.1 Prepare and present related hospitality reports.
- g.2 Handle customer complaints and queries.
- g.3 Perform human resource functions.
- g.4 Analyze statistical and financial report.
- g.5 Conduct employee briefing and meeting.
- g.6 Create marketing plan for hospitality business.
- g.7 Execute the concepts of Total Quality Management System in hospitality business.
- g.8 Perform purser and cruise administration.
- g.9 Ability to identify different geographical locations, cruising regions and tourist attractions.

Student Outcome (SO):

SO (h). Conduct research in the field of cruise line industry and utilize the results for community development.

Performance Indicators (PI):

- h.1 Produce researches in the areas of hospitality and tourism industry.
- h.2 Present and publish research.

Student Outcome (SO):

SO (i). Perform crisis risk mitigation and management activities focused on sea-based hotel operations with emphasis on safety and security, crowd and crisis management.

Performance Indicators (PI):

- i.1 Analyze possible risks in the workplace
- i.2 Practice the basic principle of food safety and sanitation in handling products.
- i.3 Perform risk mitigation activities and ergonomics in the workplace.
- i.4 Pass Basic Training Course, SDSD and Crowd Management
- i.5 Ability to perform the safety of life at sea procedure and manage crowd and crisis.
- i.6 Perform risk mitigation strategies for consequences related field failures or in the occurrence of the undesired events on onboard

Student Outcome (SO):

SO (j). Engage in continuous personal and professional development.

Performance Indicators (PI):

- j.1 Attend regional, national and/or international tourism / hospitality MICE
- j.2 Perform duties and responsibilities during simulations and

internship.

j.3 Participate to domestic and/or international tours.

j.4 Obtain local and/or international certification.

Student Outcome (SO):

SO (k). Demonstrate responsible citizenship and pride of being a Filipino

Performance Indicators (PI):

k.1 Analyze selected readings contextually and in terms of content (stated and implied) covering Philippine history to enable students to understand and appreciate rich past events.

k.2 Analyze crucial qualities of the Filipino moral identity in their own experience and existence at various levels.

k.3 Examine the contemporary world from both Philippine and global perspectives.

k.4 Support and promote Philippine culture, values, and practices.

Student Outcome (SO):

SO (l). Demonstrate competitive skills, knowledge and attitude to meet the needs and demand of the cruise line industry in the local, national and international workplace.

Performance Indicators (PI):

l.1 Apply hospitality theories and principles in restaurant management and kitchen development.

l.2 Stage an actual event applying management, marketing and financial principles and theories.

l.3 Pass the TESDA competency assessment and obtain National Certification in Housekeeping Services, Front Office, and Events Management.

l.4 Execute a function utilizing the full range of food and beverage preparation and services.

l.5 Apply acquired knowledge, skills and attitude through internship.

l.6 Apply specialized skills in butler and rooms

division operations.

l.7 Familiarize the cruise line industry and its operation

BACHELOR OF SCIENCE IN INTERNATIONAL TRAVEL AND TOURISM MANAGEMENT

PROGRAM DESCRIPTION

The International Travel and Tourism Management Program is a Bachelor of Science Degree Program that provides foundation and specialization study in tourism management field through academic, laboratory and field internship experiences. The program provides the knowledge and skills necessary for the students, ensuring that their efficiency and quality meets with the world class tourism standard. The program is designed in two depth areas in the tourism field operations and management, which is also to prepare students for future employment in a variety of hospitality and tourism positions in the growing tourism business.

PROGRAM EDUCATIONAL OBJECTIVES

Three to five years after graduation, graduates of BSITTM Program shall:

1. Be gainfully employed or established own business in tourism and related industries demonstrating holistic competencies required for local and international business operations.

2. Attain supervisory or managerial level position in local and international tourism industries.

3. Engage in life-long learning through continuous personal and professional development.

4. Participate in research-related or corporate social responsibility activities that will contribute to the promotion of tourism activities and development.

STUDENT OUTCOMES (SO) AND PERFORMANCE INDICATORS (PI)

By the time of graduation, the students shall have the ability to:

Student Outcome (SO):

SO (a). Apply knowledge of physical, social, natural sciences, and humanities in the practice of the profession.

Performance Indicators (PI):

- a.1 Demonstrate better understanding of their personality, self and identity and basics skills in managing and caring for the self.
- a.2 Identify the challenges posed by globalization from a variety of perspectives and its effects on traditional cultures and communities, local, national, and regional economies.
- a.3 Appreciate and contribute to artistic beauty.
- a.4 Reflect critically on shared concerns and think innovative, creative solutions guided by ethical standards.
- a.5 Apply different analytical modes in tackling problems methodically.

Student Outcome (SO):

SO (b). Apply skills in travel and tour operations, airline operations, guest relations, food handling, production and food and beverage service operations based on international standards.

Performance Indicators (PI):

- b.1 Execute professionally skills in food and beverage services, rooms division and travel and tour operations.
- b.2 Pass the TESDA Competency Assessment and obtain a National Certification in following competencies: Tour Guiding Services, Tourism Promotions, Travel Services, and Food and Beverage Services.
- b.3 Execute the procedures in handling customer's inquiries, concerns, complaints, and request through simulations and practical examinations.
- b.4 Prepare and monitor industry-specific financial transactions and reports.

Student Outcome (SO):

SO (c). Adapt to technological advancement and services of international standards utilizing the different software and application for tourism and hospitality.

Performance Indicators (PI):

- c.1 Demonstrate and perform skills in Amadeus Basic Reservation, Fares and Ticketing and Micros-Opera system.
- c.2 Operate point-of-sale software in front office operations.
- c.3 Prepare night audit reports and other rooms division forms.
- c.4 Analyze food and beverage sales report and update inventory using POS.
- c.5 Pass certification examination for the Amadeus System in Basic Reservation, Fares and Ticketing.

Student Outcome (SO):

SO (d). Demonstrate ethics, professionalism, and respect to cultural diversities in performing duties and responsibilities.

Performance Indicators (PI):

- d.1 Display adaptability and flexibility to any given situation.
- d.2 Organize an event showcasing food and traditions of different cultures
- d.3 Imbibe the importance of respect to multi-cultural diversity in the workplace
- d.4 Manifest ethics and professionalism

Student Outcome (SO):

SO (e). Communicate effectively and express themselves clearly both oral and written.

Performance Indicators (PI):

- e.1 Speak basic foreign languages such as Mandarin/French/Nihongo.
- e.2 Create business correspondence for different purposes.
- e.3 Use English to deliver and convey expressions clearly in performing hospitality and tourism services.
- e.4 Write in different formats and platforms with clarity and efficiency
- e.5 Exhibit responsible use of non-verbal clues, pictures, graphics, and images in oral, written and online communication.

Student Outcome (SO):

SO (f). Apply innovative management and entrepreneurial functions in

service-oriented business organizations.

Performance Indicators (PI):

- f.1 Apply management theories and principles in the formulation of tourism and hospitality related business.
- f.2 Analyze business opportunities in the marketplace
- f.3 Conceptualize innovative products and business ideas.
- f.4 Develop and present a business plan.

Student Outcome (SO):

SO (g). Perform administrative and managerial skills in travel and tour operation business operation.

Performance Indicators (PI):

- g.1 Prepare and present related travel and tourism reports.
- g.2 Handle customer complaints and queries.
- g.3 Perform human resource functions.
- g.4 Analyze statistical and financial report.
- g.5 Conduct employee briefing and meeting.
- g.6 Create marketing plan for hospitality business
- g.7 Execute the concepts of Total Quality Management System in hospitality and tourism industry.

Student Outcome (SO):

SO (h). Conduct research in the field of tourism and hospitality industry and utilize the results for community development.

Performance Indicators (PI):

- h.1 Produce researches in the areas of hospitality and tourism industry.
- h.2 Present, publish, and utilize research.

Student Outcome (SO):

SO (i). Perform crisis risk mitigation and management activities following proficient use of communication channels.

Performance Indicators (PI):

- i.1 Analyze possible risks in the workplace
- i.2 Practice the basic principle of food safety and sanitation in handling products.
- i.3 Perform risk mitigation activities and ergonomics in the workplace.
- i.4 Apply acquired knowledge, skills and attitude through

internship.

Student Outcome (SO):

SO (j). Engage in continuous personal and professional development.

Performance Indicators (PI):

- j.1 Attend regional, national and/or international tourism / hospitality MICE
- j.2 Perform duties and responsibilities during simulations and internship.
- j.3 Participate to domestic and/or international tours.
- j.4 Obtain local and/or international certification.
- j.5 Participate in various trainings and seminars in current trends and standards travel and tourism operations.

Student Outcome (SO):

SO (k). Demonstrate responsible citizenship and pride of being a Filipino

Performance Indicators (PI):

- k.1 Analyze selected readings contextually and in terms of content (stated and implied) covering Philippine history to enable students to understand and appreciate rich past events
- k.2. Analyze crucial qualities of the Filipino moral identity in their own experience and existence at various levels
- k.3. Examine the contemporary world from both Philippine and global perspectives
- k.4 Support and promote Philippine culture, values and practices

Student Outcome (SO):

SO (l). Demonstrate competitive skills, knowledge and attitude to meet the needs and demand of the hospitality industry in the local, national and international workplace

Performance Indicators (PI):

- l.1 Apply hospitality theories and principles in tourism development.
- l.2 Stage an actual event applying management, marketing and financial principles and theories.
- l.3 Pass the TESDA competency assessment and obtain National Certification in Front Office, and Events Management.
- l.4 Apply acquired knowledge, skills and attitude through internship.

Student Outcome (SO):

SO (m). Design mitigation plan adhering to sustainable practices of tourism destination planning, management and promotions.

Performance Indicators (PI):

m.1 Develop research and tourism development plan that is relevant in the society.

m.2 Apply theories and principles in sustainable tourism.

m.3 Demonstrate competencies in the arrangement, delivery, promotions, operations and management of tour and travel related activities and businesses

**BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY
MANAGEMENT SPECIALIZED IN
HOTEL AND RESTAURANT ADMINISTRATION**
Effective AY 2021-2022

FIRST YEAR**First Semester**

Subject Code	Description	lec	lab	Units	Pre-Requisite
HM 1	Risk Management as Applied to Safety and Sanitation	3	0	3	
HM 2	Macro Perspective of Tourism and Hospitality	3	0	3	
HM 3	Philippine Culture and Tourism Geography	3	0	3	
BSC 1	Being Skills Course 1	1.5		1.5	
GEC-MATH	Mathematics in the Modern World	3	0	3	
GEC-UTS	Understanding the Self	3	0	3	
PE 1	Physical Fitness and Gymnastics	2	0	2	
GEC-PCOM	Purposive Communication	3	3		
	TOTAL HOURS / UNITS	21.5	0	21.5	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 1	Kitchen Essentials and Basic Food Preparation	2	2	4	HM 1
Tour 1	Business Communication Protocols in Tourism and Hospitality	3	0	3	
HRA 5	Bar and Beverage Management	2	2	4	HM 1
GEC-ART	Art Appreciation	3	0	3	
NSTP 1	National Service Training Program 1	3	0	3	
PE 2	Rhythmic Activities	2	0	2	PE 1
GEC-RPH	Readings in Philippine History	3	0	3	
BSC 2	Being Skills Course 2	3	0	3	
	TOTAL HOURS / UNITS	19.5	4	23.5	

Summer

Subject Code	Description	lec	lab	Units	Pre-Requisite
HM 4	Micro Perspective of Tourism and Hospitality	3	0	3	HM 2
HRA 4	Housekeeping Operations	2	2	4	
PE 3	Individual / Dual Sports	2	0	2	PE 2
	TOTAL UNITS	7	2	9	

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
HRA 2	Front Office Operations	2	1	3	
CA 3	Introduction to Bakery and Pastry	1	2	3	HM 1
EC 1	Fundamental of Accounting, Business Management and Business Finance	4	0	4	
EPC	English Proficiency	3	0	3	
HM 9	Professional Development and Applied Ethics	3	0	3	
HRA 3	Fundamentals in Food Service Operations	2	2	4	HM 1
NSTP 2	National Service Training Program 2	3	0	3	NSTP 1
PE 4	Team Sports/Games	1	0	2	PE 3
Pre-Prac.	Pre-Practicum Seminar and Workshop	1	0	1	
	TOTAL HOURS / UNITS	21	5	26	

Second Semester

Subject Code	Description	Units	Hours	Pre-Requisite
HRA 10A	Practicum 1 - Food and Beverage / Housekeeping	4	400	Pre-Prac, HRA 3, HRA 4
	TOTAL HOURS / UNITS	4	400	

Note: Completion of 2nd year subjects will be granted Associate in International Hospitality Management specialized in Hotel and Restaurant Administration

THIRD YEAR

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
Tour 5	Applied Business Tools and Technologies in Tourism and Hospitality Industry	2	1	3	HRA 2
HRA 6	Food and Beverage Cost Control	3	0	3	
HRA 9	Rooms Division Management and Analytics	3	0	3	HRA 2, HRA 4
HRA 10	Advance Food and Beverage Service	2	2	4	HRA 3
FL 1	Foreign Language I (French/Spanish/Nihongo/Mandarin/Korean)	3	0	3	
Research 1	Research in Tourism and Hospitality 1	3	0	3	
BME 1	Operation Management	3	0	3	
HM 6	Tourism and Hospitality Marketing	3	0	3	HM 4
Rizal	Life and Works of Jose Rizal	3	0	3	
	TOTAL UNITS	25	3	28	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
FL 2	Foreign Language 2 (French/Spanish/Nihongo/Mandarin/Korean)	3	0	3	FL 1
HRA 7	Restaurant Management and Concept Development	3	0	3	HRA 5
HRA 8	Supply Chain Management in Hospitality Industry	3	0	3	
Research 2	Research in Tourism and Hospitality 2	3	0	3	Research 1
Tour 14	Introduction to Meetings, Incentives, Conferences and Events Management	3	0	3	
BME 2	Strategic Management	3	0	3	
GEC- ETHICS	Ethics	3	0	3	
HM 8	Quality Service Management in Tourism and Hospitality Management	3	0	3	
GEC-TCW	The Contemporary World	3	0	3	
	TOTAL UNITS	27	0	27	

FOURTH YEAR

First Semester

Subject Code	Description	Units	Hours	Pre-Requisite
HRA 10A	Practicum 1 - Food and Beverage / Housekeeping	6	600	Pre-Prac, HRA 9, HRA 10, HRA 10A
	TOTAL HOURS / UNITS	6	600	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
HM 7	Legal Aspects in Tourism and Hospitality	3	0	3	
HM 10	Entrepreneurship in Tourism and Hospitality	3	0	3	
HRA 11	Butler Service	2	1	3	HRA 10
HRA 12	Catering and Banquet Operation	2	2	4	CA 1, HRA 3
HRA 13	Accommodation Management	3		3	
HRA 14	Ergonomics and Facilities Planning for the Hospitality Industry	3	0	3	
EC 2	Applied Economics	3	0	3	
JPL	Life and Works of Jose P. Laurel	3	0	3	
Lit	World Literature	3	0	3	
	TOTAL UNITS	25	3	28	

TOTAL NUMBER OF UNITS: 182

BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY MANAGEMENT SPECIALIZED IN CULINARY ARTS AND KITCHEN OPERATIONS Effective Academic Year 2021-2022

FIRST YEAR

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
HM 1	Risk Management as Applied to Safety, Security and Sanitation	3	0	3	
HM 3	Philippine Culture and Tourism Geography	3	0	3	
HRA 1	Fundamentals of Lodging Operations	2	2	4	
GEC-MATH	Mathematics in the Modern World	3	0	3	
BSC 1	Being Skills Course 1	1.5		1.5	
GEC-UTS	Understanding the Self	3	0	3	
PE 1	Physical Fitness and Gymnastics	2	0	2	
GEC-PCOM	Purposive Communication	3	0	3	
	TOTAL UNITS	20.5	2	22.5	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 1	Kitchen Essentials and Basic Food Preparation	2	2	4	HM 1
CA 3	Introduction to Bakery and Pastry	1	2	3	HM 1
HM 2	Macro Perspective of Tourism and Hospitality	3	0	3	
HRA 3	Fundamentals in Food Service Operation	2	2	4	HM 1
GEC-RPH	Readings in Philippine History	3	0	3	
NSTP 1	National Service Training Program 1	3	0	3	
PE 2	Rhythmic Activities	2	0	2	PE 1
BSC 2	Being Skills Course 2	3	0	3	
Tour 1	Business Communication Protocols in Tourism and Hospitality	3	0	3	
	TOTAL HOURS / UNITS	20.5	6	26.5	

Summer

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 4	Fruit and Vegetable Carving	1	1	2	HM 1
HM 4	Micro Perspective of Tourism and Hospitality	3	0	3	
PE 3	Individual / Dual Sports	2	0	2	PE 2
	TOTAL HOURS / UNITS	6	1	7	

SECOND YEAR**First Semester**

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 7	Cuisine of the Americas	2	2	4	CA 1
CA 6	European Cuisine	2	2	4	CA 1
HM 6	Tourism and Hospitality Marketing	3	0	3	
HM 9	Professional Development and Applied Ethics	3	0	3	
EPC	English Proficiency	3	0	3	
JPL	Life and Works of Jose P. Laurel	3	0	3	
NSTP 2	National Service Training Program 2	3	0	3	NSTP 1
PE 4	Team Sports / Games	2	0	2	PE 3
Pre-Prac.	Pre-Practicum Seminar and Worksho	1	0	1	
	TOTAL HOURS / UNITS	22	4	26	

Second Semester

Subject Code	Description	Hrs	Units	Pre-Requisite
CAKO 10A	Practicum 1 - Kitchen - Hot and Cold / Baking	400	4	Pre-Prac, CA 1, CA 3
	TOTAL HOURS / UNITS	400	4	

NOTE: Completion of 2nd year subjects will be granted Associate in International Hospitality Management specialized in Culinary Arts and Kitchen Operations

THIRD YEAR**First Semester**

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 5	Garde Manger and Special Cuisine	2	2	4	CA 1
HRA 8	Supply Chain Management in Hospitality Industry	3	0	3	
HBO	Human Resource Management and Organizational Behavior	3	0	3	
HRA 6	Food and Beverage Cost Control	3	0	3	
FL 1	Foreign Language 1 (French/Spanish/Nihongo/Mandarin/Korean)	3	0	3	
Research 1	Research in Tourism and Hospitality 1	3	0	3	
BME 1	Operation Management	3	0	3	
GEC-TCW	The Contemporary World	3	0	3	
EC 1	Fundamentals of Accounting, Business Management and Business Finance	4	0	4	
	TOTAL HOURS / UNITS	27	2	29	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 8	Asian Cuisine	2	2	4	CA 1
FL 2	Foreign Language 2 (French /Spanish/ Nihongo/Mandarin/Korean)	3	0	3	FL 1
HM 5	Multicultural Diversity in the Workplace for Tourism Professional	3	0	3	
EC 2	Applied Economics	3	0	3	
HRA 7	Restaurant Management and Concept Development	3	0	3	HRA 6
Research 2	Research in Tourism and Hospitality 2	3	0	3	Research 1
Tour 5	Applied Business Tools and Technologies in Tourism and Hospitality Industry	1	2	3	HRA
Lit	World Literature	3	0	3	
GEC-STC	Science, Technology and Society	3	0	3	
	TOTAL HOURS / UNITS	24	4	2	

FOURTH YEAR

First Semester

Subject Code	Description	Units	Hours	Pre-Requisite
CAKO 10B	Practicum 2 - Kitchen - Hot and Cold	6	600	CAKO 10A, CA 5, CA 8
	TOTAL HOURS / UNITS	6	600	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 9	Advanced Patisserie	1	2	3	CA 3
HM 10	Entrepreneurship in Tourism and Hospitality	3	0	3	
HRA 12	Catering and Banquet Operation	2	2	4	CA 1, HRA 3
HRA 14	Ergonomics and Facilities Planning	3	0	3	
Tour 14	Introduction to Meetings, Incentives, Conferences and Events Management	3	0	3	HM 4
BME 2	Strategic Management with Organizational Management	3	0	3	
HM8	Quality Service Management in Tourism and Hospitality	3	0	3	
GEC-ETHICS	Ethics	3	0	3	
Rizal	Life and Works of Jose Rizal	3	0	3	
	TOTAL HOURS / UNITS	24	4	28	

TOTAL NUMBER OF UNITS: 185

BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY MANAGEMENT SPECIALIZED IN CRUISELINE OPERATIONS IN CULINARY ARTS Effective AY 2021-2022 FIRST YEAR

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
HM 1	Risk Management as Applied to Safety Security and Sanitation	3	0	3	
HM 2	Macro Perspective of Tourism and Hospitality	3	0	3	
HM 3	Philippine Culture and Tourism Geography	3	0	3	
GEC-MATH	Mathematics in Modern World	3	0	3	
GEC-RPH	Readings in Philippine History	3	0	3	
PE 1	Physical Fitness and Gymnastic	2	0	2	
BSC 1	Being Skills Course 1	1.5		1.5	
	TOTAL UNITS	21.5	0	21.5	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 1	Kitchen Essentials and Basic Food Preparation	2	2	4	HM 1
CL 1	Introduction to Cruise Industry	3	0	3	
Tour 1	Business Communication Protocols in Tourism and Hospitality	3	0	3	
EC 1	Fundamental of Accounting and Business Management and Business Finance	4	0	4	
GEC-UTS	Understanding the Self	2	0	2	
NSTP 1	National Service Training Program 1	3	0	3	
PE 2	Basic Swimming	2	0	2	PE 1
BSC 2	Being Skills Course 2	1.5		1.5	
	TOTAL HOURS / UNITS	21.5	2	23.5	

Summer

Subject Code	Description	lec	lab	Units	Pre-Requisite
HM 4	Micro Perspective of Tourism and Hospitality	3	0	3	
HRA 1	Fundamentals of Lodging Operation	2	2	4	
PE 3	Rhythmic Activities	2	0	2	PE 2
	TOTAL UNITS	7	2	9	

Summer

Subject Code	Description	Units	Hours	Pre-Requisite
CLOCA 10C	Practicum 3 - Basic Training	2	200	
	TOTAL HOURS / UNITS	8	800	

SECOND YEAR

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 3	Introduction to Bakery and Pastry	1	2	3	HM 1
CA 4	Fruit and Vegetable Carving	1	1	2	HM 1
HRA 3	Fundamentals of Food Service Operation	2	2	4	HM 1
FL 1	Foreign Language 1 (French /Spanish/ Nihongo /Mandarin /Korean)	3	0	3	
BME 1	Operation Management	3	0	3	
EC 2	Applied Economics	3	0	3	
NSTP 2	National Service Training Program 2	3	0	3	NSTP 1
PE 4	Team Sports /Games	2	0	2	PE 3
GEC-TCW	The Contemporary World	3	0	3	
	TOTAL HOURS / UNITS	21	5	26	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 7	Cuisine of the Americas	2	2	4	CA 1
CL 2	Basic Training, Security and Crowd Control	3		2	CL 1
FL 2	Foreign Language 2 (French /Spanish/ Nihongo /Mandarin /Korean)	3	0	3	FL 1
HM 6	Tourism and Hospitality Marketing	3	0	3	HM 4
EPC	English Proficiency	3	0	3	
HRA 6	Food and Beverage Cost Control System	3	0	3	
HRA 8	Supply Chain Management in Hospitality Industry	3	0	3	FD 2
Tour 5	Applied Business Tools and Technologies in Tourism and Hospitality Industry	2	1	3	HRA 1
	TOTAL HOURS / UNITS	22	3	25	

THIRD YEAR

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 6	European Cuisine	2	2	4	CA 1
CA 9	Advance Patisserie	2	2	3	CA 3
CL 3	Cruiseline Geography and Cultural Diversity	3	0	3	CL 1
HM 8	Quality Service Management in Tourism and Hospitality	3	0	3	
HM 10	Entrepreneurship in Tourism and Hospitality	3	0	3	HM 6, HRA 6
HM 9	Professional Development and Applied Ethics	3	0	3	
HBO	Human Resource Management and Organizational Behavior	3	0	3	
Pre-Prac.	Pre-Practicum Seminar and Workshop	1	0	1	
	TOTAL UNITS	19	4	23	

Second Semester

Subject Code	Description	Units	Hours	Pre-Requisite
CLOCA 10A	Practicum 1 - Kitchen (Hot /Cold/ Baking/ Butchery)	4	400	Pre-Prac, CA 1, CA 3
CLOCA 10B	Practicum 2 - Kitchen (Hot /Cold/ Baking/ Butchery)	4	400	Pre-Prac, CA 6, CA 7
	TOTAL HOURS / UNITS	8	800	

FOURTH YEAR

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 8	Asian Cuisine	2	2	4	CA 1
CL 4	Introduction to Purser and Cruise Administration	3	0	3	CL 1
HRA 14	Ergonomics and Facilities Planning for the Hospitality Industry	2	1	3	CL 1
Tour 14	Introduction to Meetings, Incentives and Conferences and Events Management	3	0	3	HM 4
Research 1	Research in Tourism and Hospitality 1	3	0	3	
GEC-ETHICS	Ethics	3	0	3	
Fil 2	Pagbasa at Pagsulat tungo sa Pananaliksik	3	0	3	Fil 1
Lit	World Literature	3	0	3	
Rizal	Life and Works of Jose Rizal	3	0	3	
	TOTAL HOURS/ UNITS	25	3	28	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 8	Asian Cuisine	2	2	4	CA 1
CL 4	Introduction to Purser and Cruise Administration	3	0	3	CL 1
HRA 14	Ergonomics and Facilities Planning for the Hospitality Industry	2	1	3	CL 1
Tour 14	Introduction to Meetings, Incentives and Conferences and Events Management	3	0	3	HM 4
Research 1	Research in Tourism and Hospitality 1	3	0	3	
GEC-ETHICS	Ethics	3	0	3	
Fil 2	Pagbasa at Pagsulat tungo sa Pananaliksik	3	0	3	Fil 1
Lit	World Literature	3	0	3	
Rizal	Life and Works of Jose Rizal	3	0	3	
	TOTAL HOURS/ UNITS	25	3	28	

TOTAL NUMBER OF UNITS: 186

BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY MANAGEMENT SPECIALIZED IN CRUISELINE OPERATION IN HOTEL SERVICES Effective AY 2021-2022

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CL 1	Introduction to Cruise Industry	3	0	3	
HM 1	Risk Management as Applied to Safety Security and Sanitation	3	0	3	
HM 2	Macro Perspective of Tourism and Hospitality	3	0	3	
GEC-UTS	Understanding the Self	3	0	3	
GEC-MATH	Mathematics in the Modern World	3	0	3	
GEC-ART	Art Appreciation	3	0	3	
PE 1	Physical Fitness and Gymnastics	2	0	2	
BSC 1	Being Skills Course 1	1.5		1.5	
	TOTAL HOURS/ UNITS	21.5	0	21.5	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 1	Kitchen Essentials and Basic Food Preparation	2	0	4	HM 1
HM 3	Philippine Culture and Tourism Geography	3	4	3	
HRA 3	Fundamentals in Food Service Operations	2	0	4	HM 1
GEC-RPH	Readings in Philippine History	3	4	3	
GEC-PCOM	Purposive Communication	3	4	3	
Lit	World Literature	3	0	3	
NSTP 1	National Service Training Program 1	3	0	3	
PE 2	Basic Swimming	2	0	2	PE 1
BSC 2	Being Skills Course 2	1.5		1.5	
	TOTAL HOURS/ UNITS	22.5	4	26.5	

Second Year

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CL 2	Basic Training, Security and Crowd Control	3	0	3	CL 1
HRA 5	Bar and Beverage Management	2	2	4	HM 1
Tour 1	Business Communication Protocols in Tourism Hospitality	3	0	3	
BME 1	Operation Management	3	0	3	
Tour 5	Applied Business Tools and Technologies in Tourism and Hospitality Industry	2	1	3	
NSTP 2	National Service Training Program 2	3	0	3	NSTP 1
PE 4	Team Sports/Games	2	0	2	PE 3
Rizal	Life and Works of Jose Rizal	3	0	3	
	TOTAL HOURS / UNITS	19	2	21	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
HM 6	Tourism and Hospitality Marketing	3	0	3	HM 4
HM 8	Quality Service Management in Tourism and Hospitality	3	0	3	
HM 9	Professional Development and Applied Ethics	3	0	3	
HRA 4	Housekeeping Operations	2	2	4	
JPL	Life and Works of Jose P. Laurel	3	0	3	
EPC	English Proficiency	3	0	3	
EC 1	Fundamentals of Accounting, Business Management and Business Finance	3	0	3	
	TOTAL HOURS / UNITS	21	2	23	

Summer

Subject Code	Description	Hrs	Units	Pre-Requisite
CLOHS 10C	Practicum 3 - Basic Training	200	2	
	TOTAL HOURS / UNITS	200	2	

THIRD YEAR

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CL 3	Cruiseline Geography and Cultural Diversity	3	0	3	CL 1
HM 5	Multicultural Diversity in Workplace for the Tourism Professional	3	0	3	HM 9
HRA 6	Food and Beverage Cost Control	3	0	3	
HRA 9	Rooms Division Management and Analytic	3	0	3	HRA 2 & HRA 4
HRA 10	Advance Food and Beverage Service	2	2	4	HRA 3
EC 2	Applied Economics	3	0	3	
GEC-TCW	The Contemporary World	3	0	3	
Pre-Prac.	Pre-Practicum Seminar and Workshop	1	0	1	
	TOTAL HOURS / UNITS	21	2	23	

Second Semester

Subject Code	Description	Hrs	Units	Pre-Requisite
CLOHS 10A	Practicum 1 - Food and Beverage	400	4	Pre-Prac, HRA 3, HRA 4
CLOHS 10B	Practicum 2 - Rooms Division	400	4	Pre-Prac, HRA 9
	TOTAL HOURS / UNITS	800	8	

FOURTH YEAR

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
FL 1	Foreign Language 1 (French/Spanish/Nihongo/Mandarin/Korean)	3	0	3	
HM 10	Entrepreneurship in Tourism and Hospitality	3	0	3	
HRA 7	Restaurant Management and Concept Development	3	0	3	HRA 6
HRA 8	Supply Chain Management in Hospitality Industry	3	0	3	
Research 1	Research in Tourism and Hospitality 1	3	0	3	
GEC-ETHICS	Ethics	3	0	3	
GEC-STS	Science, Technology and Society	3	0	3	
HRA 11	Butler Service	2	1	3	HRA 10
	TOTAL HOURS / UNITS	26	1	27	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CL 4	Introduction to Purser and Cruise Administration	3	0	3	CL 1
FL 2	Foreign Language 2 (French/Spanish/Nihongo/Mandarin/Korean)	3	0	3	FL 1
HRA 12	Catering and Banquet Operation	2	2	4	CA 1, HRA 3
HM 7	Legal Aspects in Tourism and Hospitality	3	0	3	
HRA 14	Ergonomics and Facilities Planning for the Hospitality Industry	1	2	3	
Tour 14	Introduction to Meetings Incentives, Conferences and Events Management	3	0	3	HM 4
Research 2	Research in Tourism and Hospitality 2	3	0	3	Research 1
BME 2	Strategic Management	3	0	3	
	TOTAL HOURS / UNITS	23	2	25	

BACHELOR OF SCIENCE IN INTERNATIONAL TRAVEL AND TOURISM MANAGEMENT

Effective AY 2021-2022

FIRST YEAR

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
HM 2	Macro Perspective of Tourism and Hospitality	3	0	3	
HM 3	Philippine Culture and Tourism Geography	3	0	3	
GEC-PCOM	Purposive Communication	3	0	3	
GEC-TCW	The Contemporary World	3	0	3	
GEC-UTS	Understanding the Self	3	0	3	
BSC 1	Being Skills Course 1	1.5		1.5	
PE 1	Physical Fitness and Gymnastics	2	0	2	
Tour 2	Tourism in the ASEAN Perspective	3	0	3	
	TOTAL UNITS	21.5	0	21.5	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
HM 1	Risk Management as Applied to Safety, Security and Hospitality	3	0	3	
HRA 2	Front Office Operations	2	1	3	
Tour 4	Travel Agency Operations and Management	2	1	3	
GEC-MATH	Mathematics in the Modern World	3	0	3	
Tour 1	Business Communication Protocols in Tourism and Hospitality	3	0	3	
HM 1	Risk Management as Applied to Safety, Security and Hospitality	3	0	3	
PE 2	Rhythmic Activities	2	0	2	PE 1
NSTP 1	National Service Training Program	3	0	3	
BSC 2	Being Skills Course 2	1.5		1.5	
	TOTAL UNITS	26	24	2	

THIRD YEAR

Summer

Subject Code	Description	lec	lab	Units	Pre-Requisite
HRA 3	Fundamentals of Food Service Operations	2	2	4	HM 1
Tour 3	Essentials of Land and Water Transportation	3	0	3	
PE 3	Individual / Dual Sports (Swimming)	2	0	2	PE 2
	TOTAL UNITS	7	2	9	

SECOND YEAR

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
CA 1	Kitchen Essentials and Basic Food Preparation	2	2	4	HM 1
HM 8	Quality Service Management in Tourism and Hospitality	3	0	3	
EPC	English Proficiency	3	0	3	
Tour 5	Applied Business Tools and Technologies in Tourism and Hospitality Industry	2	1	3	HRA 2
Tour 6	Tour Guiding	3	0	3	
EC 1	Fundamentals of Accounting, Business Management and Business Finance	4	0	4	
PE 4	Individual / Dual Sports (Swimming)	2	0	2	PE 3
NSTP 2	National Service Training Program 2	3	0	3	NSTP 1
Pre-Prac.	Pre-Practicum Seminar and Workshop	1	0	1	
	TOTAL UNITS	23	3	26	

Second Semester

Subject No.	Description	Hrs	Units	Pre-Requisite
Tour 10A	Practicum 1 - Travel Agency / Food and Beverage	400	4	Pre-Practicum, HRA 3, Tour 4
	TOTAL HOURS / UNITS	400	4	

First Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
Tour 7	Tourism Policy Planning and Development	3	0	3	
Tour 11	Global Culture and Tourism Geography	3	0	3	
Tour 13	Tourism Product Development and Destination Management	3	0	3	
FL 1	Foreign Language 1 (French/Spanish/Nihongo/Mandarin/Korean)	3	0	3	
Research 1	Research in Tourism and Hospitality 1	3	0	3	
HM 9	Professional Development and Applied Ethics	3	0	3	
EC 2	Applied Economics	3	0	3	
GEC-RPH	Reading in Philippine History	3	0	3	
BME 1	Operation Management	3	0	3	
	TOTAL UNITS	27		27	

Second Semester

Subject Code	Description	lec	lab	Units	Pre-Requisite
Tour 8	Airline Operations and Service Management	3	0	3	
Tour 9	International Fares and Ticketing	3		3	Tour 4
Tour 10	Tour Operations and Management	3	0	3	Tour 4
Tour 12	Heritage Tourism	3	0	3	
Tour 14	Introduction to Meetings, Incentives, Conferences and Events Management	3	0	3	
FL 2	Foreign Language 2 (French/Spanish/Nihongo/Mandarin/Korean)	3	0	3	FL 1
Research 2	Research in Tourism and Hospitality 2	3	0	3	Research 1
Rizal	Life and Works of Jose Rizal	3	0	3	
BME 2	Strategic Management with Organization Management	3	0	3	
	TOTAL UNITS	27		27	

Summer

Subject Code	Description	lec	lab	Units	Pre-Requisite
HM 5	Multicultural Diversity in Workplace for the Tourism Professionals	3	0	3	
HM 6	Tourism and Hospitality Marketing	3	0	3	
GEC-ART	Art Appreciation	3	0	3	
	TOTAL UNITS	9	0	9	

FOURTH YEAR**First Semester**

Subject Code	Description	Hrs	Units	Pre-Requisite
TOUR 10B	Practicum 2 - Airlines / Tourism Destination / Travel Agency / MICE	600	6	Pre-Prac., Tour 10A, Tour 8, Tour 9, Tour 14
	TOTAL HOURS / UNITS	600	6	

Subject Code	Description	lec	lab	Units	Pre-Requisite
	Second Semester Tourism and Hospitality Industry	3	0	3	
HM 10	Entrepreneurship in Tourism and Hospitality	3	0	3	
Tour 15	Sustainable Tourism	3	0	3	
HBO	Human Resource Management and Organizational Behavior	3	0	3	
GEC-ETHICS	Ethics	3	0	3	
GEC-STS	Science, Technology and Society	3	0	3	
Lit	World Literature	3	0	3	
	TOTAL UNITS	27	0	27	

TOTAL NO. OF UNITS: 178**COURSE DESCRIPTION**
**BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY
MANAGEMENT SPECIALIZED IN HOTEL AND RESTAURANT
ADMINISTRATION**

Course Title : Risk Management as Applied to Safety —and Sanitation

Course Code : HM 1

Course Description

The student will develop knowledge, skills and values on the basic principles of personal hygiene, food safety and sanitation as applied in tourism and hospitality industry. Topics include the following: compliance with work place hygiene procedures, Establishment and maintenance of a safe and secure workplace, Implementation of occupational health and safety procedures and Performing basic First Aid procedures

Course Title : Macro Perspective of Tourism and Hospitality

Course Code : HM 2

Course Description

This course is designed to give a clear and whole overview of Tourism and Hospitality as an ecosystem and goes beyond the usual closed concept of tourism. It introduces the concepts and terms that are common throughout the different sectors. It also intends to develop, update and maintain local knowledge as well as tourism industry knowledge. It shows the structure and scope of tourism as well as the impact of Tourism as an industry in relation to the world economy and society. It also illustrates the effects of the convergence of tourism with the other local industries and let the students appreciate its multiplier effect in various fronts. It discusses the major factors that influence the history and future of tourism in the world and in the Philippines. It also introduces the sustainable goals of tourism and discusses, among others, how to develop protective environments for children in tourism destinations; to observe and perform risk mitigation activities; etc. The students will also learn to appreciate the key global organizations and the roles they play in influencing and monitoring tourism trends.

Course Title : Philippine Culture and Tourism Geography
Course Code : HM 3

Course Description

This course presents comprehensive coverage of the major tourist destinations in the Philippines. Major discussions will be on political structures and subdivisions, geographical characteristics, major attractions, gastronomy, culture and traditions of the various regions of the country leading to the realization of the potentials of the Tourism industry of the Philippines. Students will also have a comprehensive knowledge about the mechanism, logistics, operations and management of the tourism network system in the Philippines with its inherent physical and cultural resources as seen in the various provinces of the country.

Course Title : Being Skills Course 1
Course Code : BSC 1

Course Description

Being Skills 1 lays the groundwork for having the students discover and understand their character, strengths, learn the cognitive neuroscience behind meditation, practicing weekly mindfulness techniques, learning how to identify emotions, discussing acts of kindness and generosity from successful leaders, having real-life discussions on behaviors, talking about love in its various forms and re-learning the value of well-being.

Course Title : Mathematics in the Modern World
Course Code : GEC-MATH

Course Description

Nature of mathematics, appreciation of its practical, intellectual, and aesthetic dimensions, and application of mathematical tools in daily life.

Course Title : Understanding the Self
Course Code : GEC-UTS

Course Description

Nature of identity; factors and forces that affect the development and maintenance of personal identity.

Course Title : Physical Fitness and Gymnastics
Course Code : PE 1
Course Description

Involves learning of basic skills in gymnastics like forward and backward rolls, cartwheel, balancing head and hand stands, head and

handspring, somersault, etc; also includes conditioning exercises that develop the different muscles, bones and organs of the body. Including aerobics (running and walking 3 to 5 kilometers) at least once a week, as well as various types of activities for girls, such as folk dancing, recreational games and self-testing of one's motor and mind-set.

Course Title : Purposive Communication
Course Code : GEC-PCOM

Course Description

Develops students' communicative competence and enhances their cultural and intercultural awareness through multimodal tasks that provide them opportunities for communicating effectively and appropriately to a multicultural audience in a local or global context. It equips students with tools for critical evaluation of a variety of texts and focuses on the power of language and the impact of images to emphasize the importance of conveying messages responsibly.

Course Title : Kitchen Essentials & Basic Food Preparation
Course Code : CA 1

Course Description

The student will learn theoretical knowledge and demonstrate practical skills in basic culinary tasks, basic food preparation and food presentation in a commercial establishment. Topics will include the following: Application of basic techniques of commercial cookery; Application of standard safety procedures for handling foodstuffs; Clean and maintain kitchen equipment and utensils; Organize and prepare food products and meals; Prepare and store food in a safe and *hygienic manner; receive and securely store in-coming goods; Establish and maintain quality control in food production; Identify, prepare and portion various meats; Prepare and store food in a safe and hygienic manner; Prepare appetizers and salads; Prepare soups, stock and sauces ;Prepare vegetables, eggs and farinaceous dishes; Present and display food products.*

Course Title : Business Communication Protocols in Tourism & Hospitality
Course Code : Tour 1

Course Description

This course will train the students to speak English as a second language, with acceptable fluency and proficiency, and use this

skill as a foundation in building a successful career in the local and global tourism and international hospitality industry.

Course Title : Bar & Beverage Management
Course Code : HRA 5

Course Description

The course teaches an introduction to the history of wines, beers and spirits; classifications of beverage, non-alcoholic beverage and alcoholic beverage; bar equipment and tools for bar operations; standard cocktails; beverage service; drink preparation; mixing non-alcoholic beverage and alcoholic beverage; beverage control system; bar management and operations.

Course Title : Art Appreciation
Course Code : GEC-ART

Course Description

Nature, function and appreciation of the arts in contemporary society.

Course Title : National Service Training Program 1
Course Code : NSTP 1

Course Description:

This course aimed at enhancing civic consciousness and defense preparedness in the youth, by developing the ethics of service and patriotism while undergoing training in any of the program components, especially design to enhance the youth's active contribution to the general welfare: Literacy Training Service (LTS) or Civic Welfare Training Service (CWTS).

Course Title : Rhythmic Activities
Course Code : PE 2

Course Description

This course includes group games with social and aesthetic values; native games like sipa and patintero; lead-up games to enable the students to learn basic skills in various sports like basketball, baseball, softball, volleyball, football, and other related sports; also conditioning exercises for physical fitness with emphasis on continued social and recreational activities.

Course Title : Readings in Philippine History
Course Code : GEC-RPH

Course Description

This course aims to expose students to different facts of Philippine history through the lens of eyewitnesses. Rather than rely on secondary materials such as textbooks, which is the usual approach in teaching Philippine history, different types of primary sources will be used – written (qualitative and quantitative), oral, visual, audio-visual, digital – covering various aspects of Philippine life (political, economic, social, cultural). Students are expected to analyze the selected readings contextually and in terms of content (stated and implied). The end goal is to enable students to understand and appreciate our rich past by deriving insights from those who were actually present at the time of the event.

Course Title : Being Skills Course 2
Course Code : BSC 2

Course Description:

Being Skills 2 takes the discussions in Being Skills 1 a step further by encouraging the student to reflect on habits and paradigms that have led to the outcome of his/ her present situation. Classroom discussions aim to empower students to shift perspectives about themselves, about others, and be able to design the future they want to have.

Course Title : Micro Perspective of Tourism and Hospitality
Course Code : HM 4

Course Description

This course is designed to give a clear and whole overview of Tourism and Hospitality as an ecosystem and goes beyond the usual closed-concept of tourism. It introduces the concepts and terms that are common throughout the different sectors. It also intends to develop, update and maintain local knowledge as well as tourism industry knowledge. It shows the structure and scope of tourism as well as the impact of Tourism as an industry in relation to the world economy and society. It also illustrates the effects of the convergence of tourism with the other local industries and let the students appreciate its multiplier effect in various fronts. It discusses the major factors that influence the history and future of tourism in the world and in the Philippines. It also introduces the sustainable goals of tourism and discusses, among others, how to develop protective environments for children in tourism destinations; to observe and perform risk mitigation activities; etc. The students will also learn to appreciate the key global organizations and the roles they play in influencing and monitoring tourism trends.

techniques of French pastry and bakery production. Skills in preparing classic doughs and creams, sherbets, ice-creams, mousses and entremets will be developed and applied in the preparation and presentation of a wide range of classical French patisserie.

Course Title : Housekeeping Operations
Course Code : HRA 4

Course Description

This course introduces the housekeeping department of a hotel and lodging industry: its organizational structure; roles and responsibilities; functions of the department; equipment and tools for housekeeping operations; methods and procedures of cleaning operations including linen, uniform and laundry service; general maintenance and decoration of a hotel; safety and sanitation in housekeeping operations; management of operations and record-keeping; precautionary procedures; guest safety and hotel assets. Laboratory includes actual exposure in the housekeeping operations.

Course Title : Individual/Dual Sports
Course Code : PE 3

Course Description

This course includes track and field, swimming, table tennis, lawn tennis, badminton, archery, weightlifting and other. Individual sports; also martial arts like arnis, judo, boxing, karate.

Course Title : Front Office Operations
Course Code : HRA 2

Course Description

In this course students will gain competence in all front office related operational systems in a hotel. They will learn about the guest cycle, methods to execute and improve the flow of operational procedures in the front office department, use appropriately and in the right context the equipment and tools within front office and the establishing and maintaining the connections and professional communications between front office and the other departments in the hotel, and career ethics.

Course Title : Introduction to Bakery and Pastry
Course Code : CA 3

Course Description

This course enables students with the necessary product knowledge, to develop techniques in the handling and hygienic storage of ingredients and products, including developing skills to prepare and weigh ingredients, bake and finish a range of pastry and baked items to industry standards for food service establishments. The course introduces the basic principles and

Course Title : Fundamentals of Accounting, Business Management and Business Finance
Course Code : EC 1

Course Description

This is an introductory course in accounting, business, and management data analysis that will develop students' appreciation of accounting as a language of business and an understanding of basic accounting concepts and principles that will help them analyze business transactions.

Course Title : English Proficiency
Course Code : EPC

Course Description:

This enhancement program provides students an excellent opportunity to improve their English proficiency and to help them increase their abilities in the four language skills: speaking, listening, reading and writing. This makes use of interactive communicative activities that will help the students learn independently through their participation in self-access learning activities appropriate to their level and developmental needs using distance learning platforms.

Course Title : Professional Development and Applied Ethics
Course Code : HM 9

Course Description

This course presents the importance of business ethics and sustainability through analysis and examination of significant contemporary ethical issues and associated challenges within the hospitality sector. It enables students to gain a thorough understanding of concepts relating to social and moral values and norms, philosophical principles, organizational ethics, corporate social responsibility, the impact of ethical decision making on guests, customers, employees, stakeholders, society, governance and the environment. Increasing tourism is having an ever-increasing effect on the environment, as well as socio-economic and cultural issues and as such the Philippines Department of Tourism has devised the long-term goal of developing an environmentally and socially responsible approach to managing its increasing tourism industry. As future hospitality and tourism leaders, students must have awareness

of the many factors for consideration during their professional decision making, as well as be able to maximize the influence they have over the decisions of fellow colleagues, industry partners, stakeholders and policy makers.

Course Title : Fundamentals in Food Service Operations
Course Code : HRA 3

Course Description

The student will learn the necessary knowledge, develop the various skills and cultivate the proper attitudes needed for the delivery of quality service of food and beverage operations in hotels and restaurants. Topics include the following: Clean and tidy bar and food service areas; Develop and maintain food & beverage product knowledge; Manage the responsible service of alcohol; Prepare and serve cocktails; Prepare and serve non-alcoholic beverages; Provide a link between kitchen and service area; Provide advice to patrons on food and beverage services; Provide food and beverage services; Provide room service; Provide all type of service; Take food orders and provide courteous table service; Handling complains, Provide quality Service , Conduct Food and Beverage Simulations.

Course Title : National Service Training Program 2
Course Code : NSTP 2

Course Description

This course deals with community-based projects related to the care of the environment, health and/or education.

Course Title : Team Sports / Games
Course Code : PE 4

Course Description

This course involves learning fundamentals and the rules and regulations governing at least three (3) team sports football, softball, baseball, or water polo, with the students given a choice of electives.

Course Title : Pre-Practicum Seminar and Workshop
Course Code : Pre-Prac.

Course Description

This course is serve to orient all involved in this field. It is expected that supervisors and students can evaluate each field-based learning experience in terms of its relevance to the stated learning objectives. Provide a program which educates for excellence in social work practice rests on the achievement of the following objectives: Professional Identity, Professional Ethics and Value Dilemmas,

Knowledge, Skill, Student Engagement in the Learning Process, Internal Awareness of Self, Philosophy of Practice, Social Problem Analysis, Social Justice, Anti-Racism Work, Agency-based Practice, Collaboration, Monitoring and Evaluation of Practice, and Critical Thinking. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Practicum 1 – Food and Beverage / Housekeeping
Course Code : HRA 10A

Course Description

This course is aimed at increasing the students' practical skills by providing training within Food and Beverage operation. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

**Course Title : Applied Business Tools and Technologies in
Tourism and Hospitality Industry**
Course Code : Tour 5

Course Description

This course identifies common tools, technology and techniques used in the Tourism and Hospitality industry. It includes an overview of the applications or systems composed of technical processes, methods, software and hardware that have evolved and streamlined certain functions in the workplace. These applications and systems include those used in (1) an organization's internal functions, (2) business-to-business

operations (including operations with suppliers) and (3) business-to-consumer transactions. The goal is to expose students to different applications so he / she can identify, learn, analyze and understand available devices and solutions, from which they can select the one/s that is most appropriate for the business function. Topics covered: how to utilize information technology applications; how to use various communication channels in dealing with guests and colleagues; how to access and retrieve electronic-based data; how to perform administrative and clerical procedures; how to receive and process reservations; how to source and to provide destination information and advice; how to produce applicable travel documentation, etc. the student will also learn to appreciate the impact technological innovations to the economy, the industry, the organization's business model and to specific functions/operations of the organization. This will also ensure that the students will also know the value of including tools and technology in its business strategy.

Course Title : Food and Beverage Cost Control
Course Code : HRA 6

Course Description

This course will enable students to develop knowledge, skills, attitude in food and beverage control systems and to efficiently and effectively plan menus at profitable prices, taking into consideration constraints, preparation and other variables affecting food and beverage outlets. The content covers principles of food and beverage cost control for hotel and restaurant operations; the purpose of food and beverage controls; accounting systems and budgetary allocations in food and beverage operations; analysis of cost and profit; menu analysis and engineering calculations; control systems in the areas of purchasing, receiving, storing, issuing and par stock; techniques in controlling wages and sales; assessment and reporting on food and beverage control.

Course Title : Rooms Division Management and Analytics
Course Code : HRA 9

Course Description

This course presents an understanding of the necessity for controls in Rooms Division and of the requirements to supervise the operations of a hotel front office and housekeeping. The content covers the supervision in rooms division, occupational health, safety and welfare within the rooms division, fire regulations and operating equipment, security and emergency systems, labor cost control and rostering, managing inventories and auditing. The course also explores the usage of revenue management in various service businesses setting and examines they key relevant issues.

Course Title : Advance Food and Beverage Service
Course Code : HRA 10

Course Description

This course will serve as a forum for the analysis of advanced issues in food and beverage management: strategic food service/restaurant management, organizational management, menu planning, food service/restaurant marketing research methodology, financial management, food production management, food source information, sustainability, information technology, and managing multiple restaurant units.

Course Title : Foreign Language 1 (French / Spanish / Nihongo / Mandarin / Korean)
Course Code : FL 1

Course Description

This course aims to train students to develop basic conversational skills using a foreign language.,

Course Title]: Research in Tourism and Hospitality 1
Course Code : Research 1

Course Description:

This course concerns about how business research attempts to supply accurate information that reduces the uncertainty in decision making. Business research covers a wide range of phenomena. For managers, the purpose of research is to provide knowledge regarding the organization, the market, the economy, or another area of uncertainty. Researchers in different functional areas may investigate different phenomena; they are similar to one another because they share research methods. However, every business research issue ultimately boils down to an information problem. A personnel manager may ask, 'what kind of training is necessary for production employee? or What is the reason for the company's high employee turnover? A marketing manager may ask, "How can I monitor my retail sales and retail trade activities?" Each of these questions requires information about how the employees or customers or economy will respond to executives' decisions. Research is one of the principal tools for answering these practical questions. Business research helps decision makers' shift from intuitive information gathering to systematic and objective investigation.

Course Title : Operation Management
Course Code : BME 1

Course Description

This course introduces students to the concepts underlying effective operation and control of manufacturing and service businesses. Approaches to production control, inventory policy, facilities planning, methods improvement and technological assessment are studied.

Course Title : Tourism and Hospitality Marketing
Course Code : HM 6

Course Description

This course will equip students with the necessary skills to develop actual marketing campaigns for a business within the tourism and hospitality industry. Emphasis is on the analysis of the market, its competition and its product preparation of a financial budget and the development of short-term and long-range strategies to achieve desired profit through effective advertising, sales and an effective public relations plan.

Course Title : Life and Works of Jose Rizal
Course Code : Rizal

Course Description

As mandated by Republic Act. 1425, this course covers the life and works of the country's national hero. Jose Rizal. Among the topics covered are Rizal's biography and his writings, particularly the novels *Noli Me Tangere* and *El Filibusterismo*, some of his essays, and various correspondences.

Course Title : Foreign Language 2
(French/Spanish/Nihongo/Mandarin/Korean)
Course Code : FL 2

Course Description

This course aims to train students to develop intermediate conversational skills using a foreign language. Student should be able to understand technical jargon used in the tourism industry.

Course Title : Restaurant Management and Concept Development
Course Code : HRA 7

Course Description

The restaurant business is an important, however also considered by many professionals as the most complicated, sector in the hospitality industry. Restaurants can generate good revenues and profits for owners but can also fail to do so. We can therefore see that many new restaurants pop up, however many close at the same time or remain unsuccessful. The main reason for failure is often a lack of competence to start up the right business and to manage it effectively. This course starts with an in-depth overview and analysis of traditional as well as innovative restaurants concepts in relation to trends in society. The same will be done for larger scale food and beverage service operations, such as banqueting. It continues with an understanding how –in different restaurant and dining room concepts- the guest experience can be enhanced and how the business can be operated in the most effective and efficient manner. Aspects of safety and security, particularly HACCP, and legal and ethical constraints are highly considered in this.

Course Title : Supply Chain Management in Hospitality Industry
Course Code : HRA 8

Course Description

This course describes the skills, knowledge and performance outcomes required to understanding the basic concepts on managing the complete movement of products or services in a supply chain from the suppliers to the customers. It also emphasizes on identifying the effects of current and future trends in supply chain management, and on assessing the processes and performances in a supply chain to optimize processes into a seamless, innovative and most cost – effective way to help companies build a competitive edge.

Course Title : Research in Tourism and Hospitality 2
Course Code : Research 2

Course Description

This course concerns about how business research attempts to supply accurate information that reduces the uncertainty in decision making. Business research covers a wide range of phenomena. For managers, the purpose of research is to provide knowledge regarding the

organization, the market, the economy, or another area of uncertainty. Researchers in different functional areas may investigate different phenomena; they are similar to one another because they share research methods. However, every business research issue ultimately boils down to an information problem. A personnel manager may ask, 'what kind of training is necessary for production employee? or What is the reason for the company's high employee turnover? A marketing manager may ask, "How can I monitor my retail sales and retail trade activities?" Each of these questions requires information about how the employees or customers or economy will respond to executives' decisions. Research is one of the principal tools for answering these practical questions. Business research helps decision makers' shift from intuitive information gathering to systematic and objective investigation.

Course Title : Introduction Meetings, Incentives, Conferences, and Events Management
Course Code : Tour 14

Course Description

This course examines the principles of conceptualizing, planning, managing and evaluating events, conferences, meetings, festivals and other such special activities. Topics include the significance of conventions and events in tourism. Lessons include discussions on event conceptualization, event design, project/event management, methods of monitoring and evaluation, physical requirements, organizing, promotions, sponsorships and handling the financial aspects of such tasks. They will give the students the skills and knowledge to develop business strategies to get MICE business and retain the clients, as well as to identify, understand and overcome the intricate challenges of collective supplier management and engagement. This is an integration course that applies all the principles of management and foundation tourism courses.

Course Title : Strategic Management
Course Code : BME 2

Course Description

The business world today is considerably different and more complex than it was in the previous years. Both the challenges and opportunities facing organizations of all sizes today are greater than ever. Organizations are required to continuously find better ways to compete in the rapidly changing global business environment. Survival and competition have become imperative for organizations in the current global scenario. In this context, the course develops the strategic thinking and decision making abilities of students, especially in relation to understanding the employability of various strategies in different situations.

Course Title : Ethics
Course Code : GEC-ETHICS

Course Description

This course deals with the principles of ethical behavior in modern society at level of the person, society, and in interaction with the environment and other shared resources (CMO 20 s 2013). Morality pertains to the standards of right and wrong that an individual originally picks up from the community. The course discusses the context and principles of ethical behavior in modern society at the level of individual, society, and in interaction with the environment and the other shared resources. The course also teaches students to make moral decisions by using dominant moral frameworks and by applying a seven-step moral reasoning model to analyze and solve moral dilemmas. The course is organized according to the three (3) main elements of the moral experience: (a) agent, including context- cultural, communal, and environmental; (b) the act and (c) reason or frameworks (for the act)

Course Title : Quality Service Management in Tourism and Hospitality
Course Code : HM 8

Course Description:

This course aims to enable the students to recognize and assess quality management processes in a hospitality and tourism related organization and to evaluate departmental processes and planning strategies. Topics include concepts and terminologies of TQM: definition, common element and terminology; vision and reality – bridging the gap; constructive and critical personal reflection: proposed quality, self-assessment and peers assessment; seeking practical feedback for supervisors and continuing improvement, developing a personal management philosophy and personal development plan.

Course Title : The Contemporary World
Course Code : GEC-TCW

Course Description

This course introduces students to the contemporary world by examining the multifaceted phenomenon of globalization. Using the various disciplines of the social sciences, it examines the economic, social, political, technological, and other transformations that have created an increasing awareness of the interconnectedness of peoples and places around the globe. To this end, the course provides an overview of the various debates in global governance, development, and sustainability.

Beyond exposing the student to the world outside the Philippines, it seeks to inculcate a sense of global citizenship and global ethical responsibility.

Course Title : Human Resource Management and Organizational Behavior
Course Code : HBO

Course Description

This course covers human resource management process: application of effective policies and practices in recruitment and selection, training and development, management and organization development, career development, performance management system, compensation, promotion and transfer, establish and maintain a safe working environment, grievance handling and disciplinary actions. Effective manpower planning, emphasizing on greater efficiency and productivity, managing a multicultural workforce and international dimension of human resource management are included.

Course Title : Multicultural Diversity in Workplace for the Tourism Professional
Course Code : HM 5

Course Description

This course describes the skills, knowledge and performance outcomes required to manage multicultural diversity in workplace that covers organization's diversity policy, encouraging diversity within work teams and upholding the benefits of a diverse workplace. It should also develop the ability to communicate with people from a range of social and cultural groups with respect and sensitivity, and to address cross – cultural misunderstanding if it arises. The end goal is for the student to be equipped with social awareness and diverse understanding when serving customers and working with colleagues.

Course Title : Science, Technology, and Society
Course Code : GEC-ST5

Course Description

The course deals with interactions between science and technology and social, cultural, political, and economic contexts that shape and are shaped by them. (CMO No. 20, series of 2013) This interdisciplinary course engages students to confront the realities brought about by science and technology in society. Such realities pervade the personal, the public, and the global aspects of our living and are integral to human development. Scientific knowledge and technological development happen in the context of society with all its socio-political, cultural, economic, and philosophical underpinnings at play. This course seeks to instill reflective knowledge in the

students that they are able to live the good life and display ethical decision making in the face of scientific and technological advancement.

Course Title : Practicum 2 – Food and Beverage / Rooms Division
Course Code : HRA 10B

Course Description

This course is aimed at increasing the students' practical skills by providing training within Rooms Division operation. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Legal Aspects in Tourism and Hospitality
Course Code : HM 7

Course Description

The tourism and hospitality industry operates within a comprehensive domestic, and international, legal and regulatory framework. This course examines this framework and covers the key principles of law applicable to hospitality, tourism and related industries. Various legislation on business organization and several international law issues such as consumer protection, product and service liability, employment and law access to the natural environment will be covered. Topics include: national and international regulation of the travel and hospitality industry; consumer contracts law; the law of carriers and inns; the duties of travel operators and agents; travel insurance law, the law of bailment; the responsibilities of travel agents and tour operators; hotel management law; liquor licensing law; catering law; gaming law; marketing law; consumer rights and complaints; the law regulating payments (including international credit card payments); the finance of carriers and inns; criminal and civil liability of people working in the travel and tourism industry. This course also examines the law regulating the issuance of visa and travel documentation, and considers the liability of the operators, agents, carriers and government instrumentalities in relation to health and safety issues (including acts of terrorism).

sanitation; marketing and sales operation and working with other departments.

Course Title : Entrepreneurship in Tourism and Hospitality
Course Code : HM 10

Course Description

This course describes the skills, knowledge and performance outcomes required to plan and develop a feasible Business Plan by understanding the nature and scope of entrepreneurship, scanning the market of the nature and scope of entrepreneurship, scanning the market of potential entrepreneurial venture opportunities, and identifying and evaluating the methods of venturing into business including but not limited to starting one's own business, buying existing businesses and the process of franchising. It also emphasizes on assessing the possible characteristics and mind set of entrepreneurs, analyzing typical entrepreneurial venture challenges, errors and rewards, identifying effective strategic management, developing product and service innovations and introducing the concepts of environmentally sustainable practices, social entrepreneurship and intellectual property management.

Course Title : Butler Service
Course Code : HRA 11

Course Description

Personal butler services are offered in high end luxury hotels to ensure that the individual and personal needs of high net-worth guests are both met and exceeded to an exceptionally high standard. The role is very multi-disciplinary and requires significant training and commitment to acquire the advanced practical competencies to deliver a world class standard of service. Effective communication skills are a key requirement in providing exceptional service. Guests' personal needs and wants need to be anticipated and exceeded with finesse. Tasks range from household management, security and first aid to table setting and food and beverage service, valet services, event planning as well as housekeeping, laundry and wardrobe management. More specific skillsets will include cigars and coffee, floral design, cooking as well as wine, champagne and mixology.

Course Title : Catering & Banquet Operation
Course Code : HRA 12

Course Description

This course provides an introduction to the historical catering and banqueting industry; catering department organization; roles and responsibilities; types of banquets and catering services; catering menu design; catering equipment; managing an event from introduction to conclusion; managing catering employees; managing quality standard; catering safety and

Course Title : Accommodation Management
Course Code : HRA 13
Course Description

This course is designed to provide students with a comprehensive understanding of fundamentals of hotel management; types of hotels; organizational structure of hotels; roles and responsibility of hotel manager towards hotel guests, staff and organization; asset protection strategies; managing demand and supply; improving employee performance; managing productivity; increasing income; managing quality and managing customer service.

Course Title : Ergonomics and Facilities Planning for the Hospitality Industry
Course Code : HRA 14

Course Description

This course will develop knowledge, skills and attitudes in ensuring the work environment of the organization fits the industry professional. Topics include Planning and designing workstations to create efficient and effective workplaces. Selecting workstation furnishings to provide flexibility and adaptability for workers. Designing lighting for proper illumination on work areas. Creating work areas where noise is controlled for normal operation to be done in the workstation.

Course Title : Applied Economics
Course Code : EC 2 - Eco

Course Description

The objective of this course is provide students with the theoretical and methodological foundations to perform analyses of economic problems in food and agricultural markets that do not conform to the perfectly competitive model. In particular, students will be exposed to the structural and semi-structural supply/demand models in order to analyze firm's behavior and their strategic interactions under the assumptions of various market constructs; e.g., models of homogenous vs. differentiated product markets, entry, and competition in multiple variables.

Course Title : Life and Works of Jose P. Laurel
Course Code : JPL

Course Description

This course deals with the life, works, principles, views and visions of Dr. Jose P. Laurel and his various roles as educator, state man, Legislator, family man and President.

Course Title : World Literature

Course Code : Lit

Course Description

This three-unit course is the study selected literary forms from the Philippines and the world. It includes literary genres such as short story, poetry, essay and drama from the Philippines as well as world's classics and masterpieces.

**BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY
MANAGEMENT SPECIALIZED IN CULINARY ARTS AND
KITCHEN OPERATIONS**

Course Title: Risk Management as Applied to Safety Security and Sanitation

Course Code : HM 1

Course Description

The student will develop knowledge, skills and values on the basic principles of personal hygiene, food safety and sanitation as applied in tourism and hospitality industry. Topics include the following: compliance with work place hygiene procedures, Establishment and maintenance of a safe and secure workplace, Implementation of occupational health and safety procedures and Performing basic First Aid procedures

Course Title : Philippine Culture and Tourism Geography

Course Code : HM 3

Course Description

This course presents comprehensive coverage of the major tourist destinations in the Philippines. Major discussions will be on political structures and subdivisions, geographical characteristics, major attractions, gastronomy, culture and traditions of the various regions of the country leading to the realization of the potentials of the Tourism industry of the Philippines. Students will also have a comprehensive knowledge about the mechanism, logistics, operations and management of the tourism network system in the Philippines with its inherent physical and cultural resources as seen in the various provinces of the country.

Course Title : Fundamentals in Lodging Operations

Course Code : HRA 1

Course Description

This course describes the skills, knowledge and performance outcomes required to explore and analyze the management and practices of lodging operations and related sales activities in the major operating and support departments. It will also expose the students on the unique aspect of managing a service – based lodging establishment delivered by diverse employees and understanding of the business and financial operations of the lodging firm. The course introduces the housekeeping department of a hotel and lodging organization: its organizational structure; roles and responsibilities; functions of the department; equipment and tools for housekeeping operations; methods and procedures of cleaning operations including linen, uniform and laundry service; general maintenance and decoration of a hotel; safety and sanitation in housekeeping operations; management of operations and record-keeping; precautionary procedures; guest safety and hotel assets. Laboratory includes actual exposure in the housekeeping operations.

Course Title : Mathematics in the Modern World

Course Code : GEC-MATH

Course Description

Nature of mathematics, appreciation of its practical, intellectual, and aesthetic dimensions, and application of mathematical tools in daily life.

Course Title : Being Skills Course 1

Course Code : BSC 1

Course Description

Being Skills 1 lays the groundwork for having the students discover and understand their character, strengths, learn the cognitive neuroscience behind meditation, practicing weekly mindfulness techniques, learning how to identify emotions, discussing acts of kindness and generosity from successful leaders, having real-life discussions on behaviors, talking about love in its various forms and re-learning the value of well-being.

Course Title : Understanding the Self
Course Code : GEC-UTS

Course Description

Nature of identity; factors and forces that affect the development and maintenance of personal identity.

Course Title : Physical Fitness and Gymnastics
Course Code : PE 1

Course Description

Involves learning of basic skills in gymnastics like forward and backward rolls, cartwheel, balancing head and hand stands, head and handspring, somersault, etc; also includes conditioning exercises that develop the different muscles, bones and organs of the body. Including aerobics (running and walking 3 to 5 kilometers) at least once a week, as well as various types of activities for girls, such as folk dancing, recreational games and self-testing of one's motor and mind-set.

Course Title : Purposive Communication
Course Code : GEC-PCOM

Course Description:

Develops students' communicative competence and enhances their cultural and intercultural awareness through multimodal tasks that provide them opportunities for communicating effectively and appropriately to a multicultural audience in a local or global context. It equips students with tools for critical evaluation of a variety of texts and focuses on the power of language and the impact of images to emphasize the importance of conveying messages responsibly. The knowledge, skills, and insights that students gain from this course may be used in their other academic endeavors, their chosen disciplines, and their future careers as they compose and produce relevant oral, written, audio-visual and/or web-based output for various purposes.

Course Title : Kitchen Essentials & Basic Food Preparation
Course Code : CA 1

Course Description:

The student will learn theoretical knowledge and demonstrate practical skills in basic culinary tasks, basic food preparation and food presentation in a commercial establishment. Topics will include the following: Application of basic techniques of commercial cookery; Application of standard safety procedures for handling foodstuffs; Clean and maintain kitchen equipment and utensils; Organize and prepare food products and meals; Prepare and store food in a safe

and hygienic manner; Prepare appetizers and salads; Prepare soups, stocks and sauces; Prepare vegetables, eggs and farinaceous dishes; Present and display food products.

Course Title : Introduction to Bakery and Pastry
Course Code : CA 3

Course Description:

This course enables students with the necessary product knowledge, to develop techniques in the handling and hygienic storage of ingredients and products, including developing skills to prepare and weigh ingredients, bake and finish a range of pastry and baked items to industry standards for food service establishments. The course introduces the basic principles and techniques of French pastry and bakery production. Skills in preparing classic doughs and creams, sherbets, ice-creams, mousses and entremets will be developed and applied in the preparation and presentation of a wide range of classical French patisserie.

Course Title : Macro Perspective of Tourism and Hospitality
Course Code : HM 2

Course Description

This course is designed to give a clear and whole overview of Tourism and Hospitality as an ecosystem and goes beyond the usual closed concept of tourism. It introduces the concepts and terms that are common throughout the different sectors. It also intends to develop, update, and maintain local knowledge as well as tourism industry knowledge. It shows the structure and scope of tourism as well as the impact of Tourism as an industry in relation to the world economy and society. It also illustrates the effects of the convergence of tourism with the other local industries and let the students appreciate its multiplier effect in various fronts. It discusses the major factors that influence the history and future of tourism in the world and in the Philippines. It also introduces the sustainable goals of tourism and discusses, among others, how to develop protective environments for children in tourism destinations; to observe and perform risk mitigation activities; etc. The students will also learn to appreciate the key global organizations and the roles they play in influencing and monitoring tourism trends.

Course Title : Fundamentals in Food Service Operations
Course Code : HRA 3

Course Description:

The student will learn the necessary knowledge, develop the various skills and cultivate the proper attitudes needed for the delivery of quality service of food and beverage operations in hotels and restaurants. Topics include the following: Clean and tidy bar and food service areas; Develop and maintain food & beverage

product knowledge; Manage the responsible service of alcohol; Prepare and serve cocktails; Prepare and serve non-alcoholic beverages; Provide a link between kitchen and service area; Provide advice to patrons on food and beverage services; Provide food and beverage services; Provide room service; Provide silver service; Take food orders and provide courteous table service; Manage intoxicated persons.

Course Title : Readings in Philippine History
Course Code : GEC-RPH

Course Description

This course aims to expose students to different facts of Philippine history through the lens of eyewitnesses. Rather than rely on secondary materials such as textbooks, which is the usual approach in teaching Philippine history, different types of primary sources will be used – written (qualitative and quantitative), oral, visual, audio-visual, digital – covering various aspects of Philippine life (political, economic, social, cultural). Students are expected to analyze the selected readings contextually and in terms of content (stated and implied). The end goal is to enable students to understand and appreciate our rich past by deriving insights from those who were actually present at the time of the event.

Course Title : National Service Training Program 1
Course Code : NSTP 1

Course Description:

This course aimed at enhancing civic consciousness and defense preparedness in the youth, by developing the ethics of service and patriotism while undergoing training in any of the program components, especially design to enhance the youth's active contribution to the general welfare: Literacy Training Service (LTS) or Civic Welfare Training Service (CWTS).

Course Title : Rhythmic Activities
Course Code : PE 2

Course Description:

This course includes group games with social and aesthetic values; native games like sipa and patintero; lead-up games to enable the students to learn basic skills in various sports like basketball, baseball, softball, volleyball, football, and other related sports; also conditioning exercises for physical fitness with emphasis on continued social and recreational activities.

Course Title : Being Skills Course 2
Course Code : BSC 2

Course Description:

Being Skills 2 takes the discussions in Being Skills 1 a step further by encouraging the student to reflect on habits and paradigms that have led to the outcome of his/ her present situation. Classroom discussions aim to empower students to shift perspectives about themselves, about others, and be able to design the future they want to have.

**Course Title : Business Communication Protocols
in Tourism & Hospitality**
Course Code : Tour 1

Course Description:

This course will train the students to speak English as a second language, with acceptable fluency and proficiency, and use this skill as a foundation in building a successful career in the local and global tourism and international hospitality industry.

**FIRST YEAR
SUMMER**

Course Title : Fruit and Vegetable Carving
Course Code : CA 4

Course Description:

This course introduces students with the necessary product knowledge related to composition and physical structures, as well as the selection of fruit and vegetables in order to apply design and creative techniques in carving geometric patterns, animal carving techniques, elegant floral forms for plating, arrangements, displays and cocktail presentation. Students will also learn the proper storage and maintenance of carved works.

Course Title : Micro Perspective of Tourism and Hospitality
Course Code : HM 4

Course Description:

This course is designed to give a clear and whole overview of Tourism and Hospitality as an ecosystem and goes beyond the usual closed-concept of tourism. It introduces the concepts and terms that are common throughout the different sectors. It also intends to develop, update and maintain local knowledge as well as tourism industry knowledge. It shows the structure and scope of tourism as well as the impact of Tourism as an industry in relation to the world economy and society. It also illustrates the effects of the convergence of tourism with the other local industries and let the students appreciate its multiplier effect in various fronts. It discusses the major factors that influence the history and future of tourism in the world and in the Philippines. It also introduces the sustainable goals of tourism and discusses, among others, how to develop protective environments for

children in tourism destinations; to observe and perform risk mitigation activities; etc. The students will also learn to appreciate the key global organizations and the roles they play in influencing and monitoring tourism trends.

Course Title : Individual/Dual Sports
Course Code : PE 3

Course Description:

This course includes track and field, swimming, table tennis, lawn tennis, badminton, archery, weightlifting and other. Individual sports; also, martial arts like arnis, judo, boxing, karate.

Course Title : Cuisine of the Americas
Course Code : CA 7

Course Description:

This course reinforces the techniques and skills in the classical culinary kitchen with a study of the cuisines of North and South America. Students will learn about the products and ingredients that are indigenous to the regions and gain hands on experience preparing foods. Emphasis is placed on both the influences and ingredients that create the unique character of selected American cuisines. A historical approach with cultural implications in the preparation, taste, service, and evaluation of traditional and regional dishes will be stressed. Importance will be placed on the development of different cuisines of the Americas through the study of their history, culture and traditions, geographic locations, ingredients, flavor profiles, preparations, techniques, and modern influences representative of these cuisines. Upon completion, students should be able to research and prepare complete menus reflective of the culture and goods of these countries and regions with emphasis on ingredients and authentic preparation methods.

Course Title : European Cuisine
Course Code : CA 6

Course Description:

This course introduces students to the broad range of food ingredients and products being produced in each region based on local tradition, seasonality, nutrition, modernization and presentation. Regional foods of Italy, France, Spain, Germany, Scandinavia as well as Switzerland, Austria and Eastern Europe are introduced and discussed.

Course Title : Tourism and Hospitality Marketing
Course Code : HM 6

Course Description:

This course will equip students with the necessary skills to develop actual marketing campaigns for a business within the tourism and hospitality industry.

Emphasis is on the analysis of the market, its competition and its product preparation of a financial budget and the development of short-term and long-range strategies to achieve desired profit through effective advertising, sales and an effective public relations plan.

Course Title : Professional Development and Applied Ethics
Course Code : HM 9

Course Description:

This course presents the importance of business ethics and sustainability through analysis and examination of significant contemporary ethical issues and associated challenges within the hospitality sector. It enables students to gain a thorough understanding of concepts relating to social and moral values and norms, philosophical principles, organizational ethics, corporate social responsibility, the impact of ethical decision making on guests, customers, employees, stakeholders, society, governance and the environment. Increasing tourism is having an ever-increasing effect on the environment, as well as socio-economic and cultural issues and as such the Philippines Department of Tourism has devised the long-term goal of developing an environmentally and socially responsible approach to managing its increasing tourism industry. As future hospitality and tourism leaders, students must have awareness of the many factors for consideration during their professional decision making, as well as be able to maximize the influence they have over the decisions of fellow colleagues, industry partners, stakeholders and policy makers.

Course Title : English Proficiency
Course Code : EPC

Course Description:

This enhancement program provides students an excellent opportunity to improve their English proficiency and to help them increase their abilities in the four language skills: speaking, listening, reading and writing. This makes use of interactive communicative activities that will help the students learn independently through their participation in self-access learning activities appropriate to their level and developmental needs using distance learning platforms.

Course Title : Jose P. Laurel
Course Code : JPL

Course Description:

This course deals with the life, works, principles, views and visions of Dr. Jose P. Laurel and his various roles as educator, state man, Legislator, family man and President.

Course Title : National Service Training Program 2

Course Code : NSTP 2

Course Description:

This course deals with community-based projects related to the care of the environment, health and/or education.

Course Title : Team Sports / Games

Course Code : PE 4

Course Description:

This course involves learning fundamentals and the rules and regulations governing at least three (3) team sports football, softball, baseball, or water polo, with the students given a choice of electives.

Course Title : Pre-Practicum Seminar and Workshop

Course Code : Pre-Prac

Course Description:

This course is serve to orient all involved in this field. It is expected that supervisors and students can evaluate each field-based learning experience in terms of its relevance to the stated learning objectives. Provide a program which educates for excellence in social work practice rests on the achievement of the following objectives: Professional Identity, Professional Ethics and Value Dilemmas, Knowledge, Skill, Student Engagement in the Learning Process, Internal Awareness of Self, Philosophy of Practice, Social Problem Analysis, Social Justice, Anti-Racism Work, Agency-based Practice, Collaboration, Monitoring and Evaluation of Practice, and Critical Thinking. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Practicum 1 – Baking/ Hot and Cold (400 hrs)

Course Code : CAKO 10A

Course Description:

This course is aimed at increasing the students' practical skills by providing training within Contemporary Bakery and Patisserie/ Restaurant Culinary Operations.

This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, self-management, communication, problem solving and maintaining professional ethics. Students will produce a report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real hospitality establishment.

Course Title : Garde Manger and Special Cuisines

Course Code : CA 5

Course Description:

This course introduces basic cold food preparation techniques and pantry production and presentation. Topics include canapés, hot and cold hors d'oeuvre, appetizers, salads, dressings and sauces, cheeses, forcemeats, pâtés, galantines, terrines, and sausages. Curing and smoking techniques for meat, seafood, and poultry items will be practiced, along with the application of the contemporary styles of basic principles of garnishing, platter presentation, buffet design, food art and sculpted centerpieces.

Course Title : Supply Chain Management in Hospitality Industry

Course Code : HRA 8

Course Description:

This course describes the skills, knowledge and performance outcomes required to understanding the basic concepts on managing the complete movement of products or services in a supply chain from the suppliers to the customers. It also emphasizes on identifying the effects of current and future trends in supply chain management, and on assessing the processes and performances in a supply chain to optimize processes into a seamless, innovative and most cost – effective way to help companies build a competitive edge.

**Course Title : Human Resource Management
and Organizational Behavior**

Course Code : HBO

Course Description:

This course covers human resource management process: application of effective policies and practices in recruitment and selection, training and development, management and organization development, career development, performance management system, compensation, promotion and transfer, establish and maintain a safe working environment, grievance handling and disciplinary actions. Effective manpower planning, emphasizing on greater

efficiency and productivity, managing a multicultural workforce and international dimension of human resource management are included.

Course Title : Food & Beverage Cost Control
Course Code : HRA 6

Course Description:

This course will enable students to develop knowledge, skills, attitude in food and beverage control systems and to efficiently and effectively plan menus at profitable prices, taking into consideration constraints, preparation and other variables affecting food and beverage outlets. The content covers principles of food and beverage cost control for hotel and restaurant operations; the purpose of food and beverage controls; accounting systems and budgetary allocations in food and beverage operations; analysis of cost and profit; menu analysis and engineering calculations; control systems in the areas of purchasing, receiving, storing, issuing and par stock; techniques in controlling wages and sales; assessment and reporting on food and beverage control.

Course Title : Foreign Language 1
-French/Spanish/Nihongo/Mandarin/Korean)
Course Code : FL 1

Course Description:

This course aims to train students to develop basic conversational skills using a foreign language.,

Course Title : Research in Tourism and Hospitality 1
Course Code : Research 1

Course Description:

This course concerns about how business research attempts to supply accurate information that reduces the uncertainty in decision making. Business research covers a wide range of phenomena. For managers, the purpose of research is to provide knowledge regarding the organization, the market, the economy, or another area of uncertainty. Researchers in different functional areas may investigate different phenomena; they are similar to one another because they share research methods. However, every business research issue ultimately boils down to an information problem. A personnel manager may ask, 'what kind of training is necessary for production employee? or What is the reason for the company's high employee turnover? A marketing manager may ask, "How can I monitor my retail sales and retail trade activities?" Each of these questions requires information about how the employees or customers or economy will respond to executives' decisions. Research is one of the principal tools for answering these practical questions. Business research helps decision makers' shift from intuitive information gathering to systematic and objective investigation.

Course Title : Operation Management
Course Code : BME 1

Course Description:

This course introduces students to the concepts underlying effective operation and control of manufacturing and service businesses. Approaches to production control, inventory policy, facilities planning, methods improvement and technological assessment are studied.

Course Title : The Contemporary World
Course Code : GEC-TCW

Course Description:

This course introduces students to the contemporary world by examining the multifaceted phenomenon of globalization. Using the various disciplines of the social sciences, it examines the economic, social, political, technological, and other transformations that have created an increasing awareness of the interconnectedness of peoples and places around the globe. To this end, the course provides an overview of the various debates in global governance, development, and sustainability. Beyond exposing the student to the world outside the Philippines, it seeks to inculcate a sense of global citizenship and global ethical responsibility.

Course Title : Fundamentals of Accounting, Business Management and Business Finance
Course Code : EC 1

Course Description:

This is an introductory course in accounting, business, and management data analysis that will develop students' appreciation of accounting as a language of business and an understanding of basic accounting concepts and principles that will help them analyze business transactions.

Course Title : Asian Cuisine
Course Code : CA 8

Course Description:

This course focuses on various cuisines from countries and regions throughout the ASEAN Region and Asia. Students will be given an overview of the history, culture and foods of ASEAN and Asia, and its influence on culture and foods of the International community. Emphasis will be placed on the culinary traditions, flavor profiles, artistry, and special uses of unusual fruits, vegetables, spices, herbs, and cooking ingredients commonly used in ASEAN and Asian cuisines. Upon completion, students should be able to research and prepare

complete menus reflective of the culture and goods of these countries and regions with emphasis on ingredients and authentic preparation methods.

Course Title : Foreign Language 2
French/Spanish/Nihongo/Mandarin/Korean)
Course Code : FL 2

Course Description:

This course aims to train students to develop intermediate conversational skills using a foreign language. Student should be able to understand technical jargon used in the tourism industry.

Course Title : Multicultural Diversity in Workplace
for the Tourism Professional
Course Code : HM 5

Course Description:

This course describes the skills, knowledge and performance outcomes required to manage multicultural diversity in workplace that covers organization's diversity policy, encouraging diversity within work teams and upholding the benefits of a diverse workplace. It should also develop the ability to communicate with people from a range of social and cultural groups with respect and sensitivity, and to address cross – cultural misunderstanding if it arises. The end goal is for the student to be equipped with social awareness and diverse understanding when serving customers and working with colleagues.

Course Title : Applied Economics
Course Code : EC 2

Course Description:

The objective of this course is providing students with the theoretical and methodological foundations to perform analyses of economic problems in food and agricultural markets that do not conform to the perfectly competitive model. In particular, students will be exposed to the structural and semi-structural supply/demand models in order to analyze firm's behavior and their strategic interactions under the assumptions of various market constructs; e.g., models of homogenous vs. differentiated product markets, entry, and competition in multiple variables.

Course Title : Restaurant Management and Concept Development
Course Code : HRA 7

Course Description:

The restaurant business is an important, however also considered by many professionals as the most complicated, sector in the hospitality industry. Restaurants can generate good revenues and profits for owners but can also fail to do so. We can therefore see that many new restaurants pop up, however many

close at the same time or remain unsuccessful. The main reason for failure is often a lack of competence to start up the right business and to manage it effectively. This course starts with an in-depth overview and analysis of traditional as well as innovative restaurants concepts in relation to trends in the society. The same will be done for larger scale food and beverage service operations, such as banqueting. It continues with an understanding how –in different restaurant and dining room concepts- the guest experience can be enhanced and how the business can be operated in the most effective and efficient manner. Aspects of safety and security, in particular HACCP as well as legal and ethical constraints are highly considered in this.

Course Title : Research 2 in Tourism and Hospitality
Course Code : Research 2

Course Description:

This course concerns about how business research attempts to supply accurate information that reduces the uncertainty in decision making. Business research covers a wide range of phenomena. For managers, the purpose of research is to provide knowledge regarding the organization, the market, the economy, or another area of uncertainty. Researchers in different functional areas may investigate different phenomena; they are similar to one another because they share research methods. However, every business research issue ultimately boils down to an information problem. A personnel manager may ask, 'what kind of training is necessary for production employee? or What is the reason for the company's high employee turnover? A marketing manager may ask, "How can I monitor my retail sales and retail trade activities?" Each of these questions requires information about how the employees or customers or economy will respond to executives' decisions. Research is one of the principal tools for answering these practical questions. Business research helps decision makers' shift from intuitive information gathering to systematic and objective investigation.

Course Title : Applied Business Tools and Technologies
in Tourism and Hospitality Industry
Course Code : Tour 5

Course Description:

This course identifies common tools, technology and techniques used in the Tourism and Hospitality industry. It includes an overview of the applications or systems composed of technical processes, methods, software and hardware that have evolved and streamlined certain functions in the workplace. These applications and systems include those used in (1) an organization's internal functions, (2) business-to-business operations (including operations with suppliers) and (3) business-to-consumer transactions. The goal is to expose students to different applications, so he / she can identify, learn, analyze and

understand available devices and solutions, from which they can select the one/s that is most appropriate for the business function. Topics covered: how to utilize information technology applications; how to use various communication channels in dealing with guests and colleagues; how to access and retrieve electronic-based data; how to perform administrative and clerical procedures; how to receive and process reservations; how to source and to provide destination information and advice; how to produce applicable travel documentation, etc. the student will also learn to appreciate the impact technological innovations to the economy, the industry, the organization's business model and to specific functions/operations of the organization. This will also ensure that the students will also know the value of including tools and technology in its business strategy.

Course Title : World Literature

Course Code : Lit

Course Description:

This three-unit course is the study selected literary forms from the Philippines and the world. It includes literary genres such as short story, poetry, essay and drama from the Philippines as well as world's classics and masterpieces.

Course Title : Science, Technology, and Society

Course Code : GEC-STS

Course Description:

The course deals with interactions between science and technology and social, cultural, political, and economic contexts that shape and are shaped by them. (CMO No. 20, series of 2013) This interdisciplinary course engages students to confront the realities brought about by science and technology in society. Such realities pervade the personal, the public, and the global aspects of our living and are integral to human development. Scientific knowledge and technological development happen in the context of society with all its socio-political, cultural, economic, and philosophical underpinnings at play. This course seeks to instill reflective knowledge in the students that they are able to live the good life and display ethical decision making in the face of scientific and technological advancement.

Course Title : Legal Aspects in Tourism and Hospitality

Course Code : HM 7

Course Description:

The tourism and hospitality industry operates within a comprehensive domestic, and international, legal and regulatory framework. This course examines this framework and covers the key principles of law applicable to hospitality, tourism and related industries. Various legislation on business organization and several international law issues such as consumer protection, product and service liability, employment and law access to the natural environment will be covered. Topics include: national and international regulation of the travel and hospitality industry; consumer contracts law; the law of carriers and inns; the duties of travel

operators and agents; travel insurance law, the law of bailment; the responsibilities of travel agents and tour operators; hotel management law; liquor licensing law; catering law; gaming law; marketing law; consumer rights and complaints; the law regulating payments (including international credit card payments); the finance of carriers and inns; criminal and civil liability of people working in the travel and tourism industry.

This course also examines the law regulating the issuance of visa and travel documentation, and considers the liability of the operators, agents, carriers and government instrumentalities in relation to health and safety issues (including acts of terrorism).

Course Title : Philippine Cuisine

Course Code : CA 2

Course Description:

This course introduces students on the various regional cuisines of the Philippines. Students are molded to develop a deeper understanding of the diverse Philippine food, the style of preparation and the necessary skills and techniques training in preparing Filipino Regional dishes. Students will prepare complete menus reflective of the culture and goods of the Philippines and its regions with emphasis on ingredients and authentic preparation methods.

Course Title : Art Appreciation

Course Code : GEC-ART

Course Description

Nature, function and appreciation of the arts in contemporary society.

Course Title. : Practicum 2 Kitchen Hot and Cold (600 hrs)

Course Code : CAKO 10B

Course Description:

This course is aimed at increasing the students' practical skills by providing training within Hotel Culinary operation. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Advance Patisserie
Course Code : CA 9

Course Description:

This course builds on the previous course in further developing skills and techniques, emphasizing advanced techniques in the production of advance baked and pastry products. Topics include specialty breads, French pastries, hot, cold and frozen desserts, marzipan, chocolate, sugarworks, confections, classic desserts, pastries, and advance cake decorating. Upon completion, students should be able to plan, execute, and evaluate dessert platters, individual plated desserts, and show pieces.

Course Title : Entrepreneurship in Tourism and Hospitality
Course Code : HM 10

Course Description:

This course describes the skills, knowledge and performance outcomes required to plan and develop a feasible Business Plan by understanding the nature and scope of entrepreneurship, scanning the market of the nature and scope of entrepreneurship, scanning the market of potential entrepreneurial venture opportunities, and identifying and evaluating the methods of venturing into business including but not limited to starting one's own business, buying existing businesses and the process of franchising. It also emphasizes on assessing the possible characteristics and mind set of entrepreneurs, analyzing typical entrepreneurial venture challenges, errors and rewards, identifying effective strategic management, developing product and service innovations and introducing the concepts of environmentally sustainable practices, social entrepreneurship and intellectual property management.

Course Title : Catering & Banquet Operation
Course Code : HRA 12

Course Description:

This course provides an introduction to the historical catering and banqueting industry; catering department organization; roles and responsibilities; types of banquets and catering services; catering menu design; catering equipment; managing an event from introduction to conclusion; managing catering employees; managing quality standard; catering safety and sanitation; marketing and sales operation and working with other departments.

**Course Title : Ergonomics and Facilities Planning
for the Hospitality Industry**
Course Code : HRA 14

Course Description:

This course will develop knowledge, skills and attitudes in ensuring the work environment of the organization fits the industry professional. Topics include: Planning and designing workstations to create efficient and effective workplaces. Selecting workstation furnishings to provide flexibility and adaptability for workers. Designing lighting for proper illumination on work areas. Creating work areas where noise is controlled for normal operation to be done in the work station.

Course Title : Introduction to Events and MICE
Course Code : Tour 14

Course Description :

This course examines the principles of conceptualizing, planning, managing and evaluating events, conferences, meetings, festivals and other such special activities. Topics include the significance of conventions and events in tourism. Lessons include discussions on event conceptualization, event design, project/event management, methods of monitoring and evaluation, physical requirements, organizing, promotions, sponsorships and handling the financial aspects of such tasks. They will give the students the skills and knowledge to develop business strategies to get MICE business and retain the clients, as well as to identify, understand and overcome the intricate challenges of collective supplier management and engagement. This is an integration course that applies all the principles of management and foundation tourism courses.

Course Title. : Strategic Management with Organizational Management
Course Code : BME 2

Course Description :

The business world today is considerably different and more complex than it was in the previous years. Both the challenges and opportunities facing organizations of all sizes today are greater than ever. Organizations are required to continuously find better ways to compete in the rapidly changing global business environment. Survival and competition have become imperative for organizations in the current global scenario. In this context, the course develops the strategic thinking and decision-making abilities of students, especially in relation to understanding the employability of various strategies in different situations.

Course Title : Quality Service Management
in Tourism and Hospitality
Course Code : HM 8

Course Description:

This course aims to enable the students to recognize and assess quality management processes in a hospitality and tourism related organization and to evaluate departmental processes and planning strategies. Topics include concepts and terminologies of TQM: definition, common element and terminology; vision and reality – bridging the gap; constructive and critical personal reflection: proposed quality, self-assessment and peers assessment; seeking practical feedback for supervisors and continuing improvement, developing a personal management philosophy and personal development plan.

Course Title : Ethics
Course Code : GEC ETHICS

Course Description :

This course deals with the principles of ethical behavior in modern society at level of the person, society, and in interaction with the environment and other shared resources (CMO 20 s 2013). Morality pertains to the standards of right and wrong that an individual originally picks up from the community. The course discusses the context and principles of ethical behavior in modern society at the level of individual, society, and in interaction with the environment and the other shared resources. The course also teaches students to make moral decisions by using dominant moral frameworks and by applying a seven-step moral reasoning model to analyze and solve moral dilemmas. The course is organized according to the three (3) main elements of the moral experience: (a) agent, including context- cultural, communal, and environmental; (b) the act and (c) reason or frameworks (for the act).

Course Title : Life and Works of Jose Rizal
Course Code : Rizal

Course Description:

As mandated by Republic Act. 1425, this course covers the life and works of the country's national hero. Jose Rizal. Among the topics covered are Rizal's biography and his writings, particularly the novels *Noli Me Tangere* and *El Filibusterismo*, some of this essay, and various correspondences.

**BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY
MANAGEMENT SPECIALIZED IN CRUISELINE OPERATIONS
IN CULINARY ARTS**

Course Title. : Risk Management as Applied to Safety Security and Sanitation
Course Code : HM 1

Course Description

The student will develop knowledge, skills and values on the basic principles of personal hygiene, food safety and sanitation as applied in tourism and hospitality industry. Topics include the following: compliance with work place hygiene procedures, Establishment and maintenance of a safe and secure workplace, Implementation of occupational health and safety procedures and Performing basic First Aid procedures.

Course Title : Macro Perspective of Tourism and Hospitality
Course Code : HM 2

Course Description

This course is designed to give a clear and whole overview of Tourism and Hospitality as an ecosystem and goes beyond the usual closed concept of tourism. It introduces the concepts and terms that are common throughout the different sectors. It also intends to develop, update and maintain local knowledge as well as tourism industry knowledge. It shows the structure and scope of tourism as well as the impact of Tourism as an industry in relation to the world economy and society. It also illustrates the effects of the convergence of tourism with the other local industries and let the students appreciate its multiplier effect in various fronts. It discusses the major factors that influence the history and future of tourism in the world and in the Philippines. It also introduces the sustainable goals of tourism and discusses, among others, how to develop protective environments for children in tourism destinations; to observe and perform risk mitigation activities; etc. The students will also learn to appreciate the key global organizations and the roles they play in influencing and monitoring tourism trends.

Course Title : Philippine Culture and Tourism Geography
Course Code : HM 3

Course Description

This course presents comprehensive coverage of the major tourist destinations in the Philippines. Major discussions will be on political structures and subdivisions, geographical characteristics, major attractions, gastronomy, culture, and traditions of the various regions of the country leading to the realization of the

potentials of the Tourism industry of the Philippines. Students will also have a comprehensive knowledge about the mechanism, logistics, operations, and management of the tourism network system in the Philippines with its inherent physical and cultural resources as seen in the various provinces of the country.

Course Title : Mathematics in the Modern World
Course Code : GEC-MATH

Course Description

Nature of mathematics, appreciation of its practical, intellectual, and aesthetic dimensions, and application of mathematical tools in daily life.

Course Title : Readings in Philippine History
Course Code : GEC-RPH

Course Description:

This course aims to expose students to different facts of Philippine history through the lens of eyewitnesses. Rather than rely on secondary materials such as textbooks, which is the usual approach in teaching Philippine history, different types of primary sources will be used – written (qualitative and quantitative), oral, visual, audio-visual, digital – covering various aspects of Philippine life (political, economic, social, cultural). Students are expected to analyze the selected readings contextually and in terms of content (stated and implied). The end goal is to enable students to understand and appreciate our rich past by deriving insights from those who were actually present at the time of the event.

Course Title : Purposive Communication
Course Code : GEC-PCOM

Course Description

Develops students' communicative competence and enhances their cultural and intercultural awareness through multimodal tasks that provide them opportunities for communicating effectively and appropriately to a multicultural audience in a local or global context. It equips students with tools for critical evaluation of a variety of texts and focuses on the power of language and the impact of images to emphasize the importance of conveying messages responsibly.

Course Title : Physical Fitness and Gymnastics
Course Code : PE 1
No. of Units : 2 units (2 hrs. lec.)

Course Description

Involves learning of basic skills in gymnastics like forward and backward rolls, cartwheel, balancing head and handstands, head and handspring, somersault, etc; also includes conditioning exercises that develop the different muscles, bones

and organs of the body. Including aerobics (running and walking 3 to 5 kilometers) at least once a week, as well as various types of activities for girls, such as folk dancing, recreational games and self-testing of one's motor and mindset.

Course Title : Being Skills Course 1
Course Code : BSC 1

Course Description

BEING Skills 1 lays the groundwork for having the students discover and understand their Character Strengths, learn the cognitive neuroscience behind meditation, practicing weekly mindfulness techniques, learning how to identify emotions, discussing acts of kindness and generosity from successful leaders, having real-life discussions on behaviors, talking about love in its various forms, and re-learning the value of well-being.

Course Title : Kitchen Essentials & Basic Food Preparation
Course Code : CA 1

Course Description

The student will learn theoretical knowledge and demonstrate practical skills in basic culinary tasks, basic food preparation and food presentation in a commercial establishment. Topics will include the following Application of basic techniques of commercial cookery; Application of standard safety procedures for handling foodstuffs; Clean and maintain kitchen equipment and utensils; Organize and prepare food products and meals; Prepare and store food in a safe and hygienic manner; Receive and securely store in-coming goods; Establish and maintain quality control in food production; Identify, prepare and portion various meats; Prepare and store food in a safe and hygienic manner; Prepare appetizers and salads; Prepare soups, stock and sauces; Prepare vegetables, eggs and farinaceous dishes; Present and display food products.

Course Title : Introduction to Cruise Industry
Course Code : CL 1
Course Description

This is an introductory course on the study of the cruise line industry that includes definition of cruise line terminologies and history. It will also touch on the different types of passengers on board cruises, factors that affects today's vacation, pre and post cruise options, marketing strategies and major providers of cruises in the local and international scene. A familiarization of a ships deck plan, comparison of personnel requirements in land-based and sea-based operations will be studied as well.

Course Title : Business Communication Protocols in Tourism and Hospitality
Course Code : TOUR 1

Course Description

This course provides an overview of the Enhancement of communication skills, business comm protocols (oral, written, and electronic) – consideration for addressing peers, superiors and clients.

Course Title : Fundamentals of Accounting and Business Management and Business Finance
Course Code : EC 1

Course Description

This is an introductory course in accounting, business, and management data analysis that will develop students' appreciation of accounting as a language of business and an understanding of basic accounting concepts and principles that will help them analyze business transactions.

Course Title : Understanding the Self
Course Code : GEC-UTS

Course Description

Nature of identity; factors and forces that affect the development and maintenance of personal identity.

Course Title : National Service Training Program 1
Course Code : NSTP 1

Course Description

This course aimed at enhancing civic consciousness and defense preparedness in the youth, by developing the ethics of service and patriotism while undergoing training in any of the program components, especially design to enhance the youth's active contribution to the general welfare: Literacy Training Service (LTS) or Civic Welfare Training Service (CWTS).

Course Title : Basic Swimming
Course Code : PE 2

Course Description

This course is designed to guide the students in the theoretical and practical aspects of basic swimming and the study of the concept of Physical Education and its objectives.

Course Title : Being Skills Course 2
Course Code : BSC 2

Course Description

BEING Skills 2 takes the discussions in BEING Skills 1 a step further by encouraging the student to reflect on habits and paradigms that have led to the outcome of his/her present situation. Classroom discussions aim to empower students to shift perspectives about themselves, about others, and be able to design the future they want to have.

Course Title : Micro Perspective of Tourism and Hospitality
Course Code : HM 4

Course Description

This course is designed to give a clear and whole overview of Tourism and Hospitality as an ecosystem and goes beyond the usual closed concept of tourism. It introduces the concepts and terms that are common throughout the different sectors. It also intends to develop, update and maintain local knowledge as well as tourism industry knowledge. It shows the structure and scope of tourism as well as the impact of Tourism as an industry in relation to the world economy and society. It also illustrates the effects of the convergence of tourism with the other local industries and let the students appreciate its multiplier effect in various fronts. It discusses the major factors that influence the history and future of tourism in the world and in the Philippines. It also introduces the sustainable goals of tourism and discusses, among others, how to develop protective environments for children in tourism destinations; to observe and perform risk mitigation activities; etc. The students will also learn to appreciate the key global organizations and the roles they play in influencing and monitoring tourism trends.

Course Title : Fundamentals of Lodging Operation
Course Code : HRA 1

Course Description

This course describes the skills, knowledge and performance outcomes required to explore and analyze the management and practices of lodging operations and related sales activities in the major operating and support departments. It will also expose the students on the unique aspect of managing a service – based lodging establishment delivered by diverse employees and understanding of the business and financial operations of the lodging firm. The course introduces the housekeeping department of a hotel and lodging organization: its organizational structure; roles and responsibilities; functions of the department; equipment and tools for housekeeping operations; methods and procedures of cleaning operations including linen, uniform and laundry service; general maintenance and decoration of a hotel; safety and sanitation in housekeeping operations; management of operations and record-keeping;

precautionary procedures; guest safety and hotel assets. Laboratory includes actual exposure in the housekeeping operations.

Course Title : Rhythmic Activities
Course Code : PE 3

Course Description

This course includes group games with social and aesthetic values; native games like sipa and patintero; lead-up games to enable the students to learn basic skills in various sports like basketball, baseball, softball, volleyball, football, and other related sports; also conditioning exercises for physical fitness with emphasis on continued social and recreational activities.

Course Title : Introduction to Bakery and Pastry
Course Code : CA 3

Course Description

This course enables students with the necessary product knowledge, to develop techniques in the handling and hygienic storage of ingredients and products, including developing skills to prepare and weigh ingredients, bake and finish a range of pastry and baked items to industry standards for food service establishments. The course introduces the basic principles and techniques of French pastry and bakery production. Skills in preparing classic doughs and creams, sherbets, ice-creams, mousses and entremets will be developed and applied in the preparation and presentation of a wide range of classical French patisserie.

Course Title : Fruit and Vegetable Carving
Course Code : CA 4

Course Description

This course introduces students with the necessary product knowledge related to composition and physical structures, as well as the selection of fruit and vegetables in order to apply design and creative techniques in carving geometric patterns, animal carving techniques, elegant floral forms for plating, arrangements, displays and cocktail presentation. Students will also learn the proper storage and maintenance of carved works.

Course Title : Fundamentals of Food Service Operation
Course Code : HRA 3

Course Description

This course covers the food and beverage operations in hospitality business. It intends to prepare the students in the areas of F & B Service Operations. It focuses its discussion on the organization, structure, roles and responsibilities of F & B

personnel. It develops the skills of the students in proper handling of utensils, restaurant and room service, safety and sanitation. Further, it enhances interpersonal skills of the students.

Course Title : Foreign Language 1
(French/Spanish/Nihongo/Mandarin/Korean)
Course Code : FL 1

Course Description

This course aims to train students to develop basic conversational skills using a foreign language.

Course Title : Operation Management
Course Code : BME 1

Course Description

This course introduces students to the concepts underlying effective operation and control of manufacturing and service businesses. Approaches to production control, inventory policy, facilities planning, methods improvement and technological assessment are studied.

Course Title : Applied Economics
Course Code : EC 2

Course Description

The objective of this course is to provide students with the theoretical and methodological foundations to perform analyses of economic problems in food and agricultural markets that do not conform to the perfectly competitive model. In particular, students will be exposed to the structural and semi-structural supply/demand models in order to analyze firm's behavior and their strategic interactions under the assumptions of various market constructs, e.g., models of homogenous vs. differentiated product markets, entry, and competition in multiple variables.

Course Title : National Service Training Program 2
Course Code : NSTP 2

Course Description

This course deals with community-based projects related to the care of the environment, health and/or education.

Course Title : Team Sports / Games
Course Code : PE 4

Course Description

This course involves learning fundamentals and the rules and regulations governing at least three (3) team sports, football, softball, baseball, or water polo, with the students given a choice of electives.

Course Title : The Contemporary World
Course Code : GEC-TCW

Course Description

This course introduces students to the contemporary world by examining the multifaceted phenomenon of globalization. Using the various disciplines of the social sciences, it examines the economic, social, political, technological, and other transformations that have created an increasing awareness of the interconnectedness of peoples and places around the globe. To this end, the course provides an overview of the various debates in global governance, development, and sustainability. Beyond exposing the student to the world outside the Philippines, it seeks to inculcate a sense of global citizenship and global ethical responsibility.

Course Title : Cuisine of the Americas
Course Code : CA 7

Course Description

This course reinforces the techniques and skills in the classical culinary kitchen with a study of the cuisines of North and South America. Students will learn about the products and ingredients that are indigenous to the regions and gain hands on experience preparing foods. Emphasis is placed on both the influences and ingredients that create the unique character of selected American cuisines. A historical approach with cultural implications in the preparation, taste, service, and evaluation of traditional and regional dishes will be stressed. Importance will be placed on the development of different cuisines of the Americas through the study of their history, culture and traditions, geographic locations, ingredients, flavor profiles, preparations, techniques, and modern influences representative of these cuisines. Upon completion, students should be able to research and prepare complete menus reflective of the culture and goods of these countries and regions with emphasis on ingredients and authentic preparation methods.

Course Title : Basic Training, Security and Crowd Control
Course Code : CL 2

Course Description

This is an introductory course on basic safety and seamanship and personal safety information necessary for those intending to work onboard passenger ships. It

will also provide basic information on the mandatory minimum requirements for familiarization training for all crew onboard. Various life saving techniques, equipment and conduct of safety drills will be tackled as well in this course.

Course Title : Foreign Language 2
(French/Spanish/Nihongo/Mandarin/Korean)
Course Code : FL 2

Course Description

This course aims to train students to develop intermediate conversational skills using a foreign language. Student should be able to understand technical jargon used in the hospitality industry.

Course Title : Tourism and Hospitality Marketing
Course Code : HM 6

Course Description

This course will equip students with the necessary skills to develop actual marketing campaigns for a business within the tourism and hospitality industry. Emphasis is on the analysis of the market, its competition and its product preparation of a financial budget and the development of short-term and long-range strategies to achieve desired profit through effective advertising, sales, and an effective public relations plan.

Course Title : English Proficiency
Course Code : EPC

Course Description

This enhancement program provides students an excellent opportunity to improve their English proficiency and to help them increase their abilities in the four language skills: speaking, listening, reading, and writing. This makes use of interactive communicative activities that will help the students learn independently through their participation in self-access learning activities appropriate to their level and developmental needs using distance learning platforms.

Course Title : Food and Beverage Cost Control System
Course Code : HRA 6

Course Description

This course will enable students to develop knowledge, skills, attitude in food and beverage control systems and to efficiently and effectively plan menus at profitable prices, taking into consideration constraints, preparation and other variables affecting food and beverage outlets. The content covers principles of food and beverage cost control for hotel and restaurant operations; the purpose of food and beverage controls; accounting systems and budgetary allocations in food and beverage operations; analysis of cost and profit; menu analysis and

engineering calculations; control systems in the areas of purchasing, receiving, storing, issuing and par stock; techniques in controlling wages and sales; assessment and reporting on food and beverage control.

Course Title : Supply Chain Management in Hospitality Industry
Course Code : HRA 8

Course Description

This course describes the skills, knowledge and performance outcomes required to understanding the basic concepts on managing the complete movement of products or services in a supply chain from the suppliers to the customers. It also emphasizes on identifying the effects of current and future trends in supply chain management, and on assessing the processes and performances in a supply chain to optimize processes into a seamless, innovative and most cost – effective way to help companies build a competitive edge.

Course Title : Applied Business Tools and Technologies in Tourism and Hospitality Industry
Course Code : TOUR 5

Course Description

This course identifies common tools, technology and techniques used in the Tourism and Hospitality industry. It includes an overview of the applications or systems composed of technical processes, methods, software, and hardware that have evolved and streamlined certain functions in the workplace. These applications and systems include those used in (1) an organization's internal functions, (2) business-to-business operations (including operations with suppliers) and (3) business-to consumer transactions. The goal is to expose students to different applications, so he/she can identify, learn, analyze, and understand available devices and solutions, from which they can select the ones that is most appropriate for the business function. Topics covered: how to utilize information technology applications; how to use various communication channels in dealing with guests and colleagues; how to access and retrieve electronic-based data; how to perform administrative and clerical procedures; how to receive and process reservations; how to source and to provide destination information and advice; how to produce applicable travel documentation, etc. The student will also learn to appreciate the impact of technological innovations on the economy, the industry, the organization's business model and to specific functions/operations of the organization. This will also ensure that the students will also know the value of including tools and technology in its business strategy.

Course Title : Practicum 3 – Basic Training
Course Code : CLOCA 10C

Course Description

PST – Personal Survival Technique

This Personal Survival Techniques course covers the mandatory competences and the required knowledge, understanding and proficiencies prescribed in Section A-VI/1, Table A-VI/1-1 of the STCW Code. This requires a total of sixteen (16) instructional hours to cover the topics enumerated in Part B – Course Outline.

PSSR – Personal Safety and Social Responsibilities

This Personal Safety and Social Responsibilities course covers the mandatory competences and the required knowledge, understanding and proficiencies prescribed in Section A-VI/1, Table A-VI/1-4 of the STCW Code. This requires a total of sixteen (16) instructional hours to cover the topics enumerated in Part B – Course Outline.

EFA – Elementary First Aid

This Elementary First Aid course covers the mandatory competences and the required knowledge, understanding and proficiencies prescribed in Section A-VI/1, Table A-VI/1-3 of the STCW Code. This requires a total of sixteen (16) instructional hours to cover the topics enumerated in Part B – Course Outline.

FPFF – Fire Prevention and Fire Fighting

This Fire Prevention and Fire Fighting course covers the mandatory competences and the required knowledge, understanding and proficiencies prescribed in Section A-VI/1, Table A-VI/1-2 of the STCW Code. This requires a total of sixteen (16) instructional hours to cover the topics enumerated in Part B – Course Outline.

Course Title : European Cuisine
Course Code : CA 6

Course Description

This course introduces students to the broad range of food ingredients and products being produced in each region based on local tradition, seasonality, nutrition, modernization, and presentation. Regional foods of Italy, France, Spain, Germany, Scandinavia as well as Switzerland, Austria and Eastern Europe are introduced and discussed.

Course Title : Advance Patisserie
Course Code : CA 9

Course Description

This course builds on the previous course in further developing skills and techniques, emphasizing advanced techniques in the production of advanced baked and pastry products. Topics include specialty breads, French pastries, hot, cold and frozen desserts, marzipan, chocolate, sugar works, confections, classic desserts, pastries, and advance cake decorating. Upon completion, students should be able to plan, execute, and evaluate dessert platters, individual plated desserts, and show pieces.

Course Title : Cruiseline Geography and Cultural Diversity
Course Code : CL 3

Course Description

This course discusses the different ports of call visited by travelers/cruisers. It also discusses the importance of being familiar with geography and the different attractions and basic facts about a port of call. Cultural diversity will also be tackled in this course.

Course Title : Quality Service Management in Tourism and Hospitality
Course Code : HM 8

Course Description

This course aims to enable the students to recognize and assess quality management processes in a hospitality and tourism related organization and to evaluate departmental processes and planning strategies. Topics include concepts and terminologies of TQM: definition, common element and terminology; vision and reality – bridging the gap; constructive and critical personal reflection: proposed quality, self-assessment and peers' assessment; seeking practical feedback for supervisors and continuing improvement, developing a personal management philosophy and personal development plan.

Course Title : Entrepreneurship in Tourism and Hospitality
Course Code : HM 10

Course Description

The course emphasizes on the concept of entrepreneurship and application in the hospitality and tourism sectors. Topics discussed include the essential keys to operate an increasing competitiveness in international market, innovative plans and strategies, risk and financial management, new product development, company branding, current and future trends, employment, and business ethics for tourism and hospitality business.

Course Title : Professional Development and Applied Ethics
Course Code : HM 9

Course Description

This course presents the importance of business ethics and sustainability through analysis and examination of significant contemporary ethical issues and associated challenges within the hospitality sector. It enables students to gain a thorough understanding of concepts relating to social and moral values and norms, philosophical principles, organizational ethics, corporate social responsibility, the impact of ethical decision making on guests, customers, employees, stakeholders, society, governance and the environment. Increasing tourism is having an ever-increasing effect on the environment, as well as socio-economic and cultural issues and as such the Philippines Department of Tourism has devised the long-term goal of developing an environmentally and socially responsible approach to managing its increasing tourism industry. As future hospitality and tourism leaders, students must have awareness of the many factors for consideration during their professional decision making, as well as be able to maximize the influence they have over the decisions of fellow colleagues, industry partners, stakeholders, and policy makers.

Course Title : Human Resource Management and Organizational Behavior
Course Code : HBO

Course Description

This course covers human resource management process: application of effective policies and practices in recruitment and selection, training and development, management and organization development, career development, performance management system, compensation, promotion and transfer, establish and maintain a safe working environment, grievance handling and disciplinary actions. Effective manpower planning, emphasizing on greater efficiency and productivity, managing a multicultural workforce and international dimension of human resource management are included.

Course Title : Pre – Practicum Seminar and Workshop
Course Code : PRE – PRAC.

Course Description

This course is serving to orient all involved in this field. It is expected that supervisors and students can evaluate each field-based learning experience in terms of its relevance to the stated learning objectives. Provide a program which educates for excellence in social work practice rests on the achievement of the following objectives: Professional Identity, Professional Ethics and Value Dilemmas, Knowledge, Skill, Student Engagement in the Learning Process, Internal Awareness of Self, Philosophy of Practice, Social Problem Analysis,

Social Justice, Anti-Racism Work, Agency-based Practice, Collaboration, Monitoring and Evaluation of Practice, and Critical Thinking. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Practicum 1 – Kitchen (Hot/Cold/Baking/Butchery)
Course Code : CLOCA 10A

Course Description

This course is aimed at increasing the students' practical skills by providing training within Contemporary Bakery and Patisserie/ Restaurant Culinary Operations. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, self-management, communication, problem solving and maintaining professional ethics. Students will produce a report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real hospitality establishment.

Course Title : Practicum 2 – Kitchen (Hot/Cold/Baking/Butchery)
Course Code : CLOCA 10B

Course Description

This course is aimed at increasing the students' practical skills by providing training within Hotel Culinary operation. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Asian Cuisine
Course Code : CA 8

Course Description

This course focuses on various cuisines from countries and regions throughout the ASEAN Region and Asia. Students will be given an overview of the history, culture and foods of ASEAN and Asia, and its influence on culture and foods of the international community. Emphasis will be placed on the culinary traditions, flavor profiles, artistry, and special uses of unusual fruits, vegetables, spices, herbs, and cooking ingredients commonly used in ASEAN and Asian cuisines. Upon completion, students should be able to research and prepare complete menus reflective of the culture and goods of these countries and regions with emphasis on ingredients and authentic preparation methods.

Course Title : Introduction to Purser and Cruise Administration
Course Code : CL 4

Course Description

This module focuses on the administration, accounting, and purser positions onboard with an in-depth review of each department, position, their purpose, and functions. Students also gain an understanding of general operating procedures that all crew must follow in order to effectively and efficiently perform their roles, deliver services and maintain safety and security.

Course Title : Ergonomics and Facilities Planning for the Hospitality Industry
Course Code : HRA 14

Course Description

This course will develop knowledge, skills, and attitudes in ensuring the work environment of the organization fits the industry professional.

Course Title : Introduction to Meetings, Incentives and Conferences, and Events Management (MICE)
Course Code : TOUR 14

Course Description

This course will expose the students to the real world scenario of Intro to MICE – focus on events in general (suggest retention of Events Management --- for social events, seminars and the like): customer service, address protocol requirements, collecting and presenting information, select event venue, co-ordinate guest registration at event, process event registration, process and monitor event registrations, coordination-site registrations and develop event transportation plan...etc. Focus on specialization of MI markets; corporate travel management; international standards for organizing MICE.

This course focuses on the principles of conceptualizing, planning, managing and evaluating meetings, events and festivals management. Topics include the significance of conventions and events in tourism, events design, project management, methods and evaluation, physical requirements, organizing, promotion and sponsorship. This is an integration course that applies all the principles of conceptualization or management.

This course examines the principles of conceptualizing, planning, managing and evaluating events, conferences, meetings, festivals and other such special activities. Topics include the significance of conventions and events in tourism. Lessons include discussions on event conceptualization, event design, project/event management, methods of monitoring and evaluation, physical requirements, organizing, promotions, sponsorships and handling the financial aspects of such tasks. This will give the students the skills and knowledge to develop business strategies to get MICE business and retain the clients, as well as to identify, understand and overcome the intricate challenges of collective supplier management and engagement. This is an integration course that applies all the principles of management and foundation tourism courses.

Course Title : Research in Tourism and Hospitality 1
Course Code : Research 1

Course Description

This course concerns about how business research attempts to supply accurate information that reduces the uncertainty in decision making. Business research covers a wide range of phenomena. For managers, the purpose of research is to provide knowledge regarding the organization, the market, the economy, or another area of uncertainty. Researchers in different functional areas may investigate different phenomena; they are similar to one another because they share research methods. However, every business research issue ultimately boils down to an information problem. A personnel manager may ask, 'what kind of training is necessary for production employee? or What is the reason for the company's high employee turnover? A marketing manager may ask, "How can I monitor my retail sales and retail trade activities?" Each of these questions requires information about how the employees or customers or economy will respond to executives' decisions. Research is one of the principal tools for answering these practical questions. Business research helps decision makers' shift from intuitive information gathering to systematic and objective investigation.

Course Title : Ethics
Course Code : GEC-ETHICS

Course Description

This course deals with the principles of ethical behavior in modern society at level of the person, society, and in interaction with the environment and other shared resources (CMO 20 s 2013). Morality pertains to the standards of right and wrong that an individual originally picks up from the community. The course discusses the

context and principles of ethical behavior in modern society at the level of individual, society, and in interaction with the environment and the other shared resources. The course also teaches students to make moral decisions by using dominant moral frameworks and by applying a seven-step moral reasoning model to analyze and solve moral dilemmas. The course is organized according to the three (3) main elements of the moral experience: (a) agent, including context-cultural, communal, and environmental; (b) the act and (c) reason or frameworks (for the act).

Course Title : World Literature
Course Code : Lit

Course Description

This three-unit course is the study selected literary forms from the Philippines and the world. It includes literary genres such as short story, poetry, essay, and drama from the Philippines as well as world's classics and masterpieces.

Course Title : Life and Works of Jose Rizal
Course Code : Rizal

Course Description

As mandated by Republic Act. 1425, this course covers the life and works of the country's national hero. Jose Rizal. Among the topics covered are Rizal's biography and his writings, particularly the novels *Noli Me Tangere* and *El Filibusterismo*, some of these essays, and various correspondences.

Course Title. : Multicultural Diversity in Workplace for the Tourism Professional
Course Code : HM 5

Course Description

This course is designed to introduce the effective influencing factors of management decision in a multicultural environment. The focus includes cultural diversity of guests and colleagues in hospitality industry, management strategies of a range of different cultures to make a modern workplace of tourism professionals.

Course Title : Legal Aspects in Tourism and Hospitality
Course Code : HM 7

Course Description

The tourism and hospitality industry operates within a comprehensive domestic, and international, legal and regulatory framework. This course examines this framework and covers the key principles of law applicable to

hospitality, tourism and related industries. Various legislation on business organization and several international law issues such as consumer protection, product and service liability, employment and law access to the natural environment will be covered. Topics include: national and international regulation of the travel and hospitality industry; consumer contracts law; the law of carriers and inns; the duties of travel operators and agents; travel insurance law; the law of bailment; the responsibilities of travel agents and tour operators; hotel management law; liquor licensing law; catering law; gaming law; marketing law; consumer rights and complaints; the law regulating payments(including international credit card payments); the finance of carriers and inns; criminal and civil liability of people working in the travel and tourism industry.

This course also examines the law regulating the issuance of visa and travel documentation, and considers the liability of the operators, agents, carriers and government instrumentalities in relation to health and safety issues (including acts of terrorism).

Course Title : Catering and Banquet Operations
Course Code : HRA 12

Course Description

This course provides an introduction to the historical catering and banqueting industry; catering department organization; roles and responsibilities; types of banquets and catering services; catering menu design; catering equipment; managing an event from introduction to conclusion; managing catering employees; managing quality standard; catering safety and sanitation; marketing and sales operation and working with other departments.

Course Title : Research in Tourism and Hospitality 2
Course Code : Research 2

Course Description

The course aims to educate the student in the essential research tools and skills that will be needed as to perform as managers in the tourism and hospitality industry. This course will introduce the research process: from design, data collection, hypothesis testing, to reporting; featuring econometrics and other quantitative applications in business research; and research on a topic related to the tourism and/or hospitality industry. The student shall undertake a study on a topic of his/her own choice through which he/she can develop the necessary skills of planning, researching, reporting as well as the ability for writing a thesis.

Course Title :Strategic Management with Organization Management
Course Code : BME 2

Course Description

The business world today is considerably different and more complex than it was in the previous years. Both the challenges and opportunities facing organizations

of all sizes today are greater than ever. Organizations are required to continuously find better ways to compete in the rapidly changing global business environment. Survival and competition have become imperative for organizations in the current global scenario. In this context, the course develops the strategic thinking and decision-making abilities of students, especially in relation to understanding the employability of various strategies in different situations.

Course Title : Art Appreciation
Course Code : GEC-ART

Course Description

Nature, function, and appreciation of the arts in contemporary society.

Course Title : Science, Technology and Society
Course Code : GEC-STs

Course Description

The course deals with interactions between science and technology and social, cultural, political, and economic contexts that shape and are shaped by them. (CMO No. 20, series of 2013) This interdisciplinary course engages students to confront the realities brought about by science and technology in society. Such realities pervade the personal, the public, and the global aspects of our living and are integral to human development. Scientific knowledge and technological development happen in the context of society with all its socio-political, cultural, economic, and philosophical underpinnings at play. This course seeks to instill reflective knowledge in the students that they are able to live the good life and display ethical decision making in the face of scientific and technological advancement.

Course Title : Life and Works of Jose P. Laurel
Course Code : JPL

Course Description

This course deals with the life, works, principles, views and visions of Dr. Jose P. Laurel and his various roles as educator, state man, Legislator, family man and President.

**BACHELOR OF SCIENCE IN INTERNATIONAL HOSPITALITY
MANAGEMENT SPECIALIZED IN CRUISELINE OPERATIONS
IN HOTEL SERVICES**

Course Title : Introduction to Cruise Industry
Course Code : CL 1

Course Description

This is an introductory course on the study of the cruise line industry that includes definition of cruise line terminologies and history. It will also touch on the different types of passengers on board cruises, factors that affects today's vacation, pre and post cruise options, marketing strategies and major providers of cruises in the local and international scene. A familiarization of a ships deck plan, comparison of personnel requirements in land-based and sea-based operations will be studied as well.

Course Title : Risk Management as Applied to Safety Security and Sanitation
Course Code : HM 1

Course Description

The student will develop knowledge, skills and values on the basic principles of personal hygiene, food safety and sanitation as applied in tourism and hospitality industry. Topics include the following: compliance with work place hygiene procedures, Establishment and maintenance of a safe and secure workplace, Implementation of occupational health and safety procedures and Performing basic First Aid procedures.

Course Title : Macro Perspective of Tourism and Hospitality
Course Code : HM 2

Course Description

This course is designed to give a clear and whole overview of Tourism and Hospitality as an ecosystem and goes beyond the usual closed concept of tourism. It introduces the concepts and terms that are common throughout the different sectors. It also intends to develop, update and maintain local knowledge as well as tourism industry knowledge. It shows the structure and scope of tourism as well as the impact of Tourism as an industry in relation to the world economy and society. It also illustrates the effects of the convergence of tourism with the other local industries and let the students appreciate its multiplier effect in various fronts. It discusses the major factors that influence the history and future of tourism in the world and in the Philippines. It also introduces the sustainable goals of tourism and discusses, among others, how to develop protective environments for children in tourism destinations; to observe and perform risk mitigation activities; etc. The students will also learn to

appreciate the key global organizations and the roles they play in influencing and monitoring tourism trends.

Course Title : Understanding the Self
Course Code : GEC-UTS

Course Description

This course deals with the nature of identity, as well as the factors and forces that affect the development and maintenance of personal identity. It is intended to facilitate the exploration of the issues and the concerns regarding self and identity to arrive at a better understanding of oneself. It strives to meet this goal by stressing the integration of the personal with the academic – contextualizing matters discussed in the classroom and in the everyday experiences of students – making for better learning, generating a new appreciation for the learning process, and in developing a more critical and reflective attitude while enabling them to manage and improve their selves to attain a better quality of life.

Course Title : Mathematics in the Modern World
Course Code : GEC-MATH

Course Description

The course begins with an introduction to the nature of mathematics as an exploration of patterns (in nature and the environment) and as an application of inductive and deductive reasoning. By exploring these topics, students are encouraged to go beyond the typical understanding of mathematics as merely a set of formulas but as a source of aesthetic in patterns of nature, for example, and a rich language in itself (and of science) governed by logic and reasoning.

The course then proceeds to survey ways in which mathematics provides a tool for understanding and dealing with various aspects of present-day living, such as managing personal finances, making social choices, appreciating geometry designs, understanding codes used in data transmission and security, and dividing limited resources fairly. These aspects will provide opportunities for actually doing mathematics in a broad range of exercise that bring out the various dimensions of mathematics as a way of knowing and test the students' understanding and capacity (CMO No. 20, series of 2013).

Course Title : Art Appreciation
Course Code : GEC-ART

Course Description

This course aims to develop students' ability to appreciate, analyze and critique works of art. Through interdisciplinary and multimodal approaches, this course equips students with a broad knowledge of the practical, historical, philosophical, and social relevance of the arts in order to hone students' ability to articulate their understanding of the arts. The course also develops students'

competency in researching and curating art as well as conceptualizing, mounting, and evaluating art productions. The course aims to develop students' genuine appreciation for Philippine arts by providing them opportunities to explore the diversity and richness and their rootedness in Filipino Culture.

Course Title : Physical Fitness & Gymnastics
Course Code : PE 1

Course Description

Involves learning of basic skills in gymnastics like forward and backward rolls, cartwheel, balancing head and handstands, head and handspring, somersault, etc.; also includes conditioning exercises that develop the different muscles, bones and organs of the body. Including aerobics (running and walking 3 to 5 kilometers) at least once a week, as well as various types of activities for girls, such as folk dancing, recreational games and self-testing of one's motor and mind-set.

Course Title : Being Skills Course 1
Course Code : BSC 1

Course Description

BEING Skills 1 lays the groundwork for having the students discover and understand their Character Strengths, learn the cognitive neuroscience behind meditation, practicing weekly mindfulness techniques, learning how to identify emotions, discussing acts of kindness and generosity from successful leaders, having real-life discussions on behaviors, talking about love in its various forms, and re-learning the value of well-being.

Course Title : Kitchen Essentials & Basic Food Preparation
Course Code : CA 1

Course Description

The student will learn theoretical knowledge and demonstrate practical skills in basic culinary tasks, basic food preparation and food presentation in a commercial establishment. Topics will include the following Application of basic techniques of commercial cookery; Application of standard safety procedures for handling foodstuffs; Clean and maintain kitchen equipment and utensils; Organize and prepare food products and meals; Prepare and store food in a safe and hygienic manner; Receive and securely store in-coming goods; Establish and maintain quality control in food production; Identify, prepare and portion various meats; Prepare and store food in a safe and hygienic manner; Prepare appetizers and salads; Prepare soups, stock and sauces; Prepare vegetables, eggs and farinaceous dishes; Present and display food products.

Course Title : Philippine Culture and Tourism Geography
Course Code : HM 3

Course Description

This course presents comprehensive coverage of the major tourist destinations in the Philippines. Major discussions will be on political structures and subdivisions, geographical characteristics, major attractions, gastronomy, culture and traditions of the various regions of the country leading to the realization of the potentials of the Tourism industry of the Philippines. Students will also have a comprehensive knowledge about the mechanism, logistics, operations, and management of the tourism network system in the Philippines with its inherent physical and cultural resources as seen in the various provinces of the country.

Course Title : Fundamentals in Food Service Operations
Course Code : HRA 3

Course Description

This course covers the food and beverage operations in the hospitality business. It intends to prepare the students in the areas of F & B Service Operations. It focuses its discussion on the organization, structure, roles, and responsibilities of F & B personnel. It develops the skills of the students in proper handling of utensils, restaurant and room service, safety, and sanitation. Further, it enhances inter- personal skills of the students.

Course Title : Readings in Philippine History
Course Code : GEC-RPH

Course Description

This course aims to expose students to different facts of Philippine history through the lens of eyewitnesses. Rather than rely on secondary materials such as textbooks, which is the usual approach in teaching Philippine history, different types of primary sources will be used – written (qualitative and quantitative), oral, visual, audio-visual, digital – covering various aspects of Philippine life (political, economic, social, cultural). Students are expected to analyze the selected readings contextually and in terms of content (stated and implied). The end goal is to enable students to understand and appreciate our rich past by deriving insights from those who were actually present at the time of the event.

Course Title : PURPOSEFUL COMMUNICATION
Course Code : GEC-PCOM

Course Description

Develops students' communicative competence and enhances their cultural and intercultural awareness through multimodal tasks that provide them opportunities for communicating effectively and appropriately to a multicultural audience in a local or global context. It equips students with tools for critical

evaluation of a variety of texts and focuses on the power of language and the impact of images to emphasize the importance of conveying messages responsibly. The knowledge, skills, and insights that students gain from this course may be used in their other academic endeavors, their chosen disciplines, and their future careers as they compose and produce relevant oral, written, audio-visual and/or web-based output for various purposes.

Course Title : World Literature
Course Code : LIT

Course Description

This three-unit course is the study selected literary forms from the Philippines and the world. It includes literary genres such as short story, poetry, essay, and drama from the Philippines as well as world's classics and masterpieces.

Course Title : National Service Training Program 1
Course Code : NSTP 1

Course Description

This course aimed at enhancing civic consciousness and defense preparedness in the youth, by developing the ethics of service and patriotism while undergoing training in any of the program components, especially design to enhance the youth's active contribution to the general welfare: Literacy Training Service (LTS) or Civic Welfare Training Service (CWTS).

Course Title : Basic Swimming
Course Code : PE 3

Course Description

This course is designed to guide the students in the theoretical and practical aspects of basic swimming and the study of the concept of Physical Education and its objectives.

Course Title : Being Skills Course 2
Course Code : BSC 2

Course Description

BEING Skills 2 takes the discussions in BEING Skills 1 a step further by encouraging the student to reflect on habits and paradigms that have led to the outcome of his/her present situation. Classroom discussions aim to empower students to shift perspectives about themselves, about others, and be able to design the future they want to have.

Course Title : Micro Perspective of Tourism and Hospitality
Course Code : HM 4

Course Description

This course is designed to give a clear and whole overview of Tourism and Hospitality as an ecosystem and goes beyond the usual closed concept of tourism. It introduces the concepts and terms that are common throughout the different sectors. It also intends to develop, update, and maintain local knowledge as well as tourism industry knowledge. It shows the structure and scope of tourism as well as the impact of Tourism as an industry in relation to the world economy and society. It also illustrates the effects of the convergence of tourism with the other local industries and let the students appreciate its multiplier effect in various fronts. It discusses the major factors that influence the history and future of tourism in the world and in the Philippines. It also introduces the sustainable goals of tourism and discusses, among others, how to develop protective environments for children in tourism destinations; to observe and perform risk mitigation activities; etc. The students will also learn to appreciate the key global organizations and the roles they play in influencing and monitoring tourism trends.

Course Title : Front Office Operations
Course Code : HRA 2

Course Description

In this course students will gain competence in all front office related operational systems in a hotel. They will learn about the guest cycle, methods to execute and improve the flow of operational procedures in the front office department, use appropriately and in the right context the equipment and tools within front office and the establishing and maintaining the connections and professional communications between front office and the other departments in the hotel, and career ethics.

Course Title : Rhythmic Activities
Course Code : PE 3

Course Description

This course includes group games with social and aesthetic values; native games like sipa and patintero; lead-up games to enable the students to learn basic skills in various sports like basketball, baseball, softball, volleyball, football, and other related sports; also conditioning exercises for physical fitness with emphasis on continued social and recreational activities.

Course Title : Basic Training, Security and Crowd Control
Course Code : CL 2

Course Description

This is an introductory course on basic safety and seamanship and personal safety information necessary for those intending to work onboard passenger ships. It will also provide basic information on the mandatory minimum requirements for familiarization training for all crew onboard. Various life saving techniques, equipment and conduct of safety drills will be tackled as well in this course.

Course Title : Bar and Beverage Management
Course Code : HRA 5

Course Description

The course teaches an introduction to the history of wines, beers, and spirits; classifications of beverage, non-alcoholic beverage, and alcoholic beverage; bar equipment and tools for bar operations; standard cocktails; beverage service; drink preparation; mixing non-alcoholic beverage and alcoholic beverage; beverage control system; bar management and operations.

Course Title : Business Communication Protocols in Tourism and Hospitality
Course Code : TOUR 1

Course Description

This course provides an overview of the Enhancement of communication skills, business comm protocols (oral, written and electronic) – consideration for addressing peers, superiors and clients.

Course Title : Operations Management
Course Code : BME 1

Course Description:

This course introduces students to the concepts underlying effective operation and control of manufacturing and service businesses. Approaches to production control, inventory policy, facilities planning, methods improvement and technological assessment are studied.

Course Title : Applied Business Tools and Technologies in Tourism and Hospitality Industry
Course Code : TOUR 5

Course Description

This course identifies common tools, technology and techniques used in the Tourism and Hospitality industry. It includes an overview of the applications or systems composed of technical processes, methods, software and hardware that

have evolved and streamlined certain functions in the workplace. These applications and systems include those used in (1) an organization's internal functions, (2) business-to-business operations (including operations with suppliers) and (3) business-to consumer transactions. The goal is to expose students to different applications so he / she can identify, learn, analyze and understand available devices and solutions, from which they can select the one's that is most appropriate for the business function. Topics covered: how to utilize information technology applications; how to use various communication channels in dealing with guests and colleagues; how to access and retrieve electronic-based data; how to perform administrative and clerical procedures; how to receive and process reservations; how to source and to provide destination information and advice; how to produce applicable travel documentation, etc. The student will also learn to appreciate the impact of technological innovations to the economy, the industry, the organization's business model and to specific functions/operations of the organization. This will also ensure that the students will also know the value of including tools and technology in its business strategy.

Course Title : National Service Training Program 2
Course Code : NSTP 2

Course Description

This course deals with community-based projects related to the care of the environment, health and/or education.

Course Title : Team Sports/Games
Course Code : PE 4

Course Description:

This course involves learning fundamentals and the rules and regulations governing at least three (3) team sports, football, softball, baseball, or water polo, with the students given a choice of electives.

Course Title : Life and Works of Rizal
Course Code : RIZAL

Course Description:

As mandated by Republic Act. 1425, this course covers the life and works of the country's national hero. Jose Rizal. Among the topics covered are Rizal's biography and his writings, particularly the novels *Noli Me Tangere* and *El Filibusterismo*, some of these essays, and various correspondences.

Course Title : Tourism and Hospitality Marketing
Course Code : HM 6

Course Description

This course will equip students with the necessary skills to develop actual marketing campaigns for a business within the tourism and hospitality industry. Emphasis is on the analysis of the market, its competition, and its product; preparation of a financial budget and the development of short-term and long-range strategies to achieve desired profit through effective advertising, sales and an effective public relations plan.

Course Title : Quality Service Management in Tourism and Hospitality
Course Code : HM 8

Course Description

This course aims to enable the students to recognize and assess quality management processes in a hospitality and tourism related organization and to evaluate departmental processes and planning strategies. Topics include concepts and terminologies of TQM: definition, common element and terminology; vision and reality – bridging the gap; constructive and critical personal reflection: proposed quality, self-assessment and peers assessment; seeking practical feedback for supervisors and continuing improvement, developing a personal management philosophy and personal development plan.

Course Title : Professional Development and Applied Ethics
Course Code : HM 9

Course Description

This course presents the importance of business ethics and sustainability through analysis and examination of significant contemporary ethical issues and associated challenges within the hospitality sector. It enables students to gain a thorough understanding of concepts relating to social and moral values and norms, philosophical principles, organizational ethics, corporate social responsibility, the impact of ethical decision making on guests, customers, employees, stakeholders, society, governance, and the environment. Increasing tourism is having an ever-increasing effect on the environment, as well as socio-economic and cultural issues and as such the Philippines Department of Tourism has devised the long term goal of developing an environmentally and socially responsible approach to managing its increasing tourism industry. As future hospitality and tourism leaders, students must have awareness of the many factors for consideration during their professional decision making, as well as be able to maximize the influence they have over the decisions of fellow colleagues, industry partners, stakeholders, and policy makers.

Course Title : Housekeeping Operations
Course Code : HRA 4

Course Description

This course introduces the housekeeping department of a hotel and lodging industry: its organizational structure; roles and responsibilities; functions of the department; equipment and tools for housekeeping operations; methods and procedures of cleaning operations including linen, uniform and laundry service; general maintenance and decoration of a hotel; safety and sanitation in housekeeping operations; management of operations and record-keeping; precautionary procedures; guest safety and hotel assets. Laboratory includes actual exposure in the housekeeping operations.

Course Title : Life and Works of Jose P. Laurel
Course Code : JPL

Course Description:

This course deals with the life, works, principles, views and visions of Dr. Jose P. Laurel and his various roles as educator, state man, Legislator, family man and President.

Course Title : English Proficiency
Course Code : EPC

Course Description

This enhancement program provides students an excellent opportunity to improve their English proficiency and to help them increase their abilities in the four language skills: speaking, listening, reading, and writing. This makes use of interactive communicative activities that will help the students learn independently through their participation in self-access learning activities appropriate to their level and developmental needs using distance learning platforms.

Course Title : Fundamentals of Accounting, Business Management and Business Finance
Course Code : EC 1

Course Description:

This is an introductory course in accounting, business, and management data analysis that will develop students' appreciation of accounting as a language of business and an understanding of basic accounting concepts and principles that will help them analyze business transactions.

Course Title : Practicum 3 – Basic Training
Course Code : CLOHS 10C

Course Description

PST – Personal Survival Technique

This Personal Survival Techniques course covers the mandatory competences and the required knowledge, understanding and proficiencies prescribed in Section A-VI/1, Table A-VI/1-1 of the STCW Code. This requires a total of sixteen (16) instructional hours to cover the topics enumerated in Part B – Course Outline.

PSSR – Personal Safety and Social Responsibilities

This Personal Safety and Social Responsibilities course covers the mandatory competences and the required knowledge, understanding and proficiencies prescribed in Section A-VI/1, Table A-VI/1-4 of the STCW Code. This requires a total of sixteen (16) instructional hours to cover the topics enumerated in Part B – Course Outline.

EFA – Elementary First Aid

This Elementary First Aid course covers the mandatory competences and the required knowledge, understanding and proficiencies prescribed in Section A-VI/1, Table A-VI/1-3 of the STCW Code. This requires a total of sixteen (16) instructional hours to cover the topics enumerated in Part B – Course Outline.

FPFF – Fire Prevention and Fire Fighting

This Fire Prevention and Fire Fighting course covers the mandatory competences and the required knowledge, understanding and proficiencies prescribed in Section A-VI/1, Table A-VI/1-2 of the STCW Code. This requires a total of sixteen (16) instructional hours to cover the topics enumerated in Part B – Course Outline.

Course Title : Cruiseline Geography and Cultural Diversity
Course Code : CL 3

Course Description

This course discusses the different ports of call visited by travelers/cruisers. It also discusses the importance of being familiar with geography and the different attractions and basic facts about a port of call. Cultural diversity will also be tackled in this course.

Course Title : Multicultural Diversity in Workplace for the Tourism Professional

Course Code : HM 5

Course Description

This course is designed to introduce the effective influencing factors of management decisions in a multicultural environment. The focus includes cultural diversity of guests and colleagues in hospitality industry, management strategies of a range of different cultures to make a modern workplace of tourism professionals.

Course Title : Food and Beverage Cost Control System

Course Code : HRA 6

Course Description

This course will enable students to develop knowledge, skills, attitude in food and beverage control systems and to efficiently and effectively plan menus at profitable prices, taking into consideration constraints, preparation and other variables affecting food and beverage outlets. The content covers principles of food and beverage cost control for hotel and restaurant operations; the purpose of food and beverage controls; accounting systems and budgetary allocations in food and beverage operations; analysis of cost and profit; menu analysis and engineering calculations; control systems in the areas of purchasing, receiving, storing, issuing and par stock; techniques in controlling wages and sales; assessment and reporting on food and beverage control.

Course Title : Rooms Division Management and Analytic

Course Code : HRA 9

Course Description

This course presents an understanding of the necessity for controls in Rooms Division and of the requirements to supervise the operations of a hotel front office and housekeeping. The content covers the supervision in rooms division, occupational health, safety and welfare within the rooms division, fire regulations and operating equipment, security and emergency systems, labor cost control and rostering, managing inventories and auditing. The course also explores the usage of revenue management in various service businesses setting and examines their key relevant issues.

Course Title : Advanced Food and Beverage Service

Course Code : HRA 10

Course Description

This course will serve as a forum for the analysis of advanced issues in food and beverage management: strategic food service/restaurant management,

organizational management, menu planning, and food service/restaurant marketing research methodology, financial management, food production management, food source information, sustainability, information technology, and managing multiple restaurant units.

Course Title : Applied Economics
Course Code : EC 2

Course Description:

The objective of this course is provide students with the theoretical and methodological foundations to perform analyses of economic problems in food and agricultural markets that do not conform to the perfectly competitive model. In particular, students will be exposed to the structural and semi-structural supply/demand models in order to analyze firm's behavior and their strategic interactions under the assumptions of various market constructs, e.g., models of homogenous vs. differentiated product markets, entry, and competition in multiple variables.

Course Title : The Contemporary World
Course Code : GEC-TCW

Course Description:

This course introduces students to the contemporary world by examining the multifaceted phenomenon of globalization. Using the various disciplines of the social sciences, it examines the economic, social, political, technological, and other transformations that have created an increasing awareness of the interconnectedness of peoples and places around the globe. To this end, the course provides an overview of the various debates in global governance, development, and sustainability. Beyond exposing the student to the world outside the Philippines, it seeks to inculcate a sense of global citizenship and global ethical responsibility.

Course Title : Pre – Practicum Seminar and Workshop
Course Code : Pre – Prac.

Course Description:

This course serves to orient all involved in this field. It is expected that supervisors and students can evaluate each field-based learning experience in terms of its relevance to the stated learning objectives. Provide a program which educates for excellence in social work practice rests on the achievement of the following objectives: Professional Identity, Professional Ethics and Value Dilemmas, Knowledge, Skill, Student Engagement in the Learning Process, Internal Awareness of Self, Philosophy of Practice, Social Problem Analysis, Social Justice, Anti-Racism Work, Agency-based Practice, Collaboration, Monitoring and Evaluation of Practice, and Critical Thinking. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking,

self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Practicum 1 – Food and Beverage
Course Code : CLOHS 10A

Course Description

This course is aimed at increasing the students' practical skills by providing training within Food and Beverage operation. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Practicum 2 – Rooms Division
Course Code : CLOHS 10B

Course Description

The practicum workload is intended to help undergraduates apply their formal education in a real work environment. By following the instruction given in the training logbook (with an emphasis on working skills), students are required to undertake a 400-hour practicum in various areas of the tourism and hospitality industry.

Course Title : Foreign Language 1
(French/Spanish/Nihongo/Mandarin/Korean)
Course Code : FL 1

Course Description

This course aims to train students to develop basic conversational skills using a foreign language.

Course Title : Entrepreneurship in Tourism and Hospitality
Course Code : HM 10

Course Description

The course emphasizes the concept of entrepreneurship and application in the hospitality and tourism sectors. Topics discussed include the essential keys to operate an increasing competitiveness in international market, innovative plans and strategies, risk and financial management, new product development, company branding, current and future trends, employment, and business ethics for tourism and hospitality business.

Course Title : Restaurant Management and Concept Development
Course Code : HRA 7

Course Description

This course covers the roles of a restaurant, managing and marketing the food and beverage industry, feasibility study for the establishment of a restaurant; selecting, hiring, and training of staff, scheduling, rules and regulations and duties of the restaurant staff; sales promotion and management; menu, pricing, budgeting; restaurant design operation; occupational safety and insurance; and laws affecting restaurant operations.

Course Title : Supply Chain Management in Hospitality Industry
Course Code : HRA 8

Course Description

This course describes the skills, knowledge and performance outcomes required to understanding the basic concepts on managing the complete movement of products or services in a supply chain from the suppliers to the customers. It also emphasizes on identifying the effects of current and future trends in supply chain management, and on assessing the processes and performances in a supply chain to optimize processes into a seamless, innovative and most cost – effective way to help companies build a competitive edge.

Course Title : Human Resource Management and Organizational Behavior
Course Code : HBO

Course Description

This course covers human resource management process: application of effective policies and practices in recruitment and selection, training and development, management and organization development, career development, performance management system, compensation, promotion and transfer, establish and maintain a safe working environment, grievance handling and disciplinary actions. Effective manpower planning, emphasizing on greater efficiency and productivity, managing a multicultural workforce and international dimension of human resource management are included.

Course Title : Research in Tourism and Hospitality 1
Course Code : Research 1

Course Description

The course aims to educate the student in the essential research tools and skills that will be needed as to perform as managers in the tourism and hospitality industry. This course will introduce the research process: from design, data collection, hypothesis testing, to reporting; featuring econometrics and other quantitative applications in business research; and research on a topic related to the tourism and/or hospitality industry. The student shall undertake a study on a topic of his/her own choice through which he/she can develop the necessary skills of planning, researching, reporting as well as the ability for writing a thesis.

Course Title : Ethics
Course Code : GEC-ETHICS

Course Description

This course deals with the principles of ethical behavior in modern society at level of the person, society, and in interaction with the environment and other shared resources (CMO 20 s 2013). Morality pertains to the standards of right and wrong that an individual originally picks up from the community. The course discusses the context and principles of ethical behavior in modern society at the level of individual, society, and in interaction with the environment and the other shared resources. The course also teaches students to make moral decisions by using dominant moral frameworks and by applying a seven-step moral reasoning model to analyze and solve moral dilemmas. The course is organized according to the three (3) main elements of the moral experience: (a) agent, including context- cultural, communal, and environmental; (b) the act and (c) reason or frameworks (for the act).

Course Title : Science, Technology, and Society
Course Code : GEC-STS

Course Description

The course deals with interactions between science and technology and social, cultural, political, and economic contexts that shape and are shaped by them. (CMO No. 20, series of 2013) This interdisciplinary course engages students to confront the realities brought about by science and technology in society. Such realities pervade the personal, the public, and the global aspects of our living and are integral to human development. Scientific knowledge and technological development happen in the context of society with all its socio-political, cultural, economic, and philosophical underpinnings at play. This course seeks to instill reflective knowledge in the students that they are able to live the good life and display ethical decision making in the face of scientific and technological advancement.

Course Title : Butler Service
Course Code : HRA 11
No. of Units : 3 units (2 hrs. lec. and 1 hr. lab)

Course Description

This course introduces the butler service of a hotel and lodging industry: its roles and responsibilities; the essential skills and characteristics of the butler/valet; different types of services being offered; methods and procedures of service delivery including obtaining guest information, requirements and needs, handling guest luggage, guest clothes, and belongings, performing guest requests; management of operations and record-keeping; precautionary procedures and guest safety.

Course Title : Introduction to Purser and Cruise Administration
Course Code : CL 4

Course Description

This module focuses on the administration, accounting, and purser positions onboard with an in-depth review of each department, position, their purpose, and functions. Students also gain an understanding of general operating procedures that all crew must follow in order to effectively and efficiently perform their roles, deliver services and maintain safety and security.

Course Title : Foreign Language 2
(French/Spanish/Nihongo/Mandarin/Korean)
Course Code : FL 2

Course Description

This course aims to train students to develop intermediate conversational skills using a foreign language. Students should be able to understand technical jargon used in the tourism industry.

Course Title : Catering and Banquet Operation
Course Code : HRA 12

Course Description

This course provides an introduction to the historical catering and banqueting industry; catering department organization; roles and responsibilities; types of banquets and catering services; catering menu design; catering equipment; managing an event from introduction to conclusion; managing catering employees; managing quality standard; catering safety and sanitation; marketing and sales operation and working with other departments.

Course Title : Legal Aspects in Tourism and Hospitality
Course Code : HM 7

Course Description

The tourism and hospitality industry operates within a comprehensive domestic, and international, legal, and regulatory framework. This course examines this framework and covers the key principles of law applicable to hospitality, tourism, and related industries. Various legislation on business organization and several international law issues such as consumer protection, product and service liability, employment and law access to the natural environment will be covered. Topics include: national and international regulation of the travel and hospitality industry; consumer contracts law; the law of carriers and inns; the duties of travel operators and agents; travel insurance law; the law of bailment; the responsibilities of travel agents and tour operators; hotel management law; liquor licensing law; catering law; gaming law; marketing law; consumer rights and complaints; the law regulating payments (including international credit card payments); the finance of carriers and inns; criminal and civil liability of people working in the travel and tourism industry.

This course also examines the law regulating the issuance of visa and travel documentation, and considers the liability of the operators, agents, carriers, and government instrumentalities in relation to health and safety issues (including acts of terrorism).

Course Title : Ergonomics and Facilities Planning for the Hospitality Industry
Course Code : HRA 14

Course Description

This course will develop knowledge, skills, and attitudes in ensuring the work environment of the organization fits the industry professional.

Course Title: Introduction to Meetings, Incentives, Conferences, and Events Management
Course Code : TOUR 14

Course Description

This course will expose the students to the real world scenario of Intro to MICE – focus on events in general (suggest retention of Events Management --- for social events, seminars and the like): customer service, address protocol requirements, collecting and presenting information, select event venue, coordinate guest registration at event, process event registration, process and monitor event registrations, coordinate on-site registrations and develop event transportation plan etc.

Focus on specialization of MI markets; corporate travel management; international standards for organizing MICE. This course focuses on the principles of conceptualizing, planning, managing and evaluating meetings, events and

festivals management. Topics include the significance of conventions and events in tourism, events design, project management, methods and evaluation, physical requirements, organizing, promotion and sponsorship. This is an integration course that applies all the principles of conceptualization or management.

This course examines the principles of conceptualizing, planning, managing and evaluating events, conferences, meetings, festivals and other such special activities. Topics include the significance of conventions and events in tourism. Lessons include discussions on event conceptualization, event design, project/event management, methods of monitoring and evaluation, physical requirements, organizing, promotions, sponsorships and handling the financial aspects of such tasks. This will give the students the skills and knowledge to develop business strategies to get MICE business and retain the clients, as well as to identify, understand and overcome the intricate challenges of collective supplier management and engagement. This is an integration course that applies all the principles of management and foundation tourism courses.

Course Title : Research in Tourism and Hospitality 2
Course Code : Research 2

Course Description

The course aims to educate the student in the essential research tools and skills that will be needed to perform as managers in the tourism and hospitality industry. This course will introduce the research process: from design, data collection, hypothesis testing, to reporting; featuring econometrics and other quantitative applications in business research; and research on a topic related to the tourism and/or hospitality industry. The student shall undertake a study on a topic of his/her own choice through which he/she can develop the necessary skills of planning, researching, reporting as well as the ability for writing a thesis.

Course Title : Strategic Management
Course Code : BME 2

Course Description:

The business world today is considerably different and more complex than it was in the previous years. Both the challenges and opportunities facing organizations of all sizes today are greater than ever. Organizations are required to continuously find better ways to compete in the rapidly changing global business environment. Survival and competition have become imperative for organizations in the current global scenario. In this context, the course develops the strategic thinking and decision-making abilities of students, especially in relation to understanding the employability of various strategies in different situations.

BACHELOR OF SCIENCE IN INTERNATIONAL TRAVEL AND TOURISM MANAGEMENT

Course Title : Macro Perspective of Tourism and Hospitality
Course Code : HM 2

Course Description

This course is designed to give a clear and whole overview of Tourism and Hospitality as an ecosystem and goes beyond the usual closed concept of tourism. It introduces the concepts and terms that are common throughout the different sectors. It also intends to develop, update and maintain local knowledge as well as tourism industry knowledge. It shows the structure and scope of tourism as well as the impact of Tourism as an industry in relation to the world economy and society. It also illustrates the effects of the convergence of tourism with the other local industries and let the students appreciate its multiplier effect in various fronts. It discusses the major factors that influence the history and future of tourism in the world and in the Philippines. It also introduces the sustainable goals of tourism and discusses, among others, how to develop protective environments for children in tourism destinations; to observe and perform risk mitigation activities; etc. The students will also learn to appreciate the key global organizations and the roles they play in influencing and monitoring tourism trends.

Course Title : Philippine Culture and Tourism Geography
Course Code : HM 3

Course Description

This course presents comprehensive coverage of the major tourist destinations in the Philippines. Major discussions will be on political structures and subdivisions, geographical characteristics, major attractions, gastronomy, culture and traditions of the various regions of the country leading to the realization of the potentials of the Tourism industry of the Philippines. Students will also have a comprehensive knowledge about the mechanism, logistics, operations and management of the tourism network system in the Philippines with its inherent physical and cultural resources as seen in the various provinces of the country.

Course Title : PURPOSIVE COMMUNICATION
Course Code : GEC-PCOM

Course Description

Develops students' communicative competence and enhances their cultural and intercultural awareness through multimodal tasks that provide them opportunities for communicating effectively and appropriately to a multicultural audience in a local or global context. It equips students with tools for critical evaluation of a variety of texts and focuses on the power of language and the

impact of images to emphasize the importance of conveying messages responsibly. The knowledge, skills, and insights that students gain from this course may be used in their other academic endeavors, their chosen disciplines, and their future careers as they compose and produce relevant oral, written, audio-visual and/or web-based output for various purposes.

Course Title : The Contemporary World
Course Code : GEC-TCW

Course Description

This course introduces students to the contemporary world by examining the multifaceted phenomenon of globalization. Using the various disciplines of the social sciences, it examines the economic, social, political, technological, and other transformations that have created an increasing awareness of the interconnectedness of peoples and places around the globe. To this end, the course provides an overview of the various debates in global governance, development, and sustainability. Beyond exposing the student to the world outside the Philippines, it seeks to inculcate a sense of global citizenship and global ethical responsibility.

Course Title : Understanding the Self
Course Code : GEC-UTS

Course Description

This course deals with the nature of identity, as well as the factors and forces that affect the development and maintenance of personal identity. It is intended to facilitate the exploration of the issues and the concerns regarding self and identity to arrive at a better understanding of one's self. It strives to meet this goal by stressing the integration of the personal with the academic –contextualizing matters discussed in the classroom and in the everyday experiences of students – making for better learning, generating a new appreciation for the learning process, and in developing a more critical and reflective attitude while enabling them to manage and improve their selves to attain a better quality of life.

Course Title : Being Skills Course 1
Course Code : BSC 1

Course Description:

BEING Skills 1 lay the groundwork for having the students discover and understand their Character Strengths learn the cognitive neuroscience behind meditation, practicing weekly mindfulness techniques, learning how to identify emotions, discussing acts of kindness and generosity from successful leaders, having real-life discussions on behaviors, talking about love in its various forms, and learning the value of well-being.

Course Title : Physical Fitness & Gymnastics
Course Code : PE1

Course Description

Involves learning of basic skills in gymnastics like forward and backward rolls, cartwheel, balancing head and handstands, head and handspring, somersault, etc; also includes conditioning exercises that develop the different muscles, bones and organs of the body. Including aerobics (running and walking 3 to 5 kilometers) at least once a week, as well as various types of activities for girls, such as folk dancing, recreational games and self-testing of one's motor and mind-set.

Course Title : Tourism in the ASEAN Perspective
Course Code : TOUR 2

Course Description

This course contextualizes the students' basic understanding of tourism within the ASEAN region. It provides students with basic concepts, backgrounds, cultures of ASEAN countries and characteristics of ASEAN tourism in terms of society, economics, politics, standards of living, and business cultures, tourism development and management in the ASEAN region, as well as discussing the Mutual Recognition Agreement (MRA). Discussed topics are policies, regulations, laws related to tourism, tourist behaviors in ASEAN tourism, key tourist attractions of ASEAN countries, collaboration and role of tourism organizations in ASEAN countries, impacts of ASEAN economic community to tourism industry, and current and future ASEAN tourism's trends.

Course Title : Micro Perspective of Tourism and Hospitality
Course Code : HM 4

Course Description

This course is designed to give a clear and whole overview of Tourism and Hospitality as an ecosystem and goes beyond the usual closed-concept of tourism. It introduces the concepts and terms that are common throughout the different sectors. It also intends to develop, update and maintain local knowledge as well as tourism industry knowledge. It shows the structure and scope of tourism as well as the impact of Tourism as an industry in relation to the world economy and society. It also illustrates the effects of the convergence of tourism with the other local industries and let the students appreciate its multiplier effect in various fronts. It discusses the major factors that influence the history and future of tourism in the world and in the Philippines. It also introduces the sustainable goals of tourism and discusses, among others, how to develop protective environments for children in tourism destinations; to observe and perform risk mitigation activities; etc. The students will also learn to appreciate the key global organizations and the roles they play in influencing and monitoring tourism trends.

Course Title : Front Office Operations
Course Code : HRA2

Course Description

In this course students will gain competence in all front office related operational systems in a hotel. They will learn about the guest cycle, methods to execute and improve the flow of operational procedures in the front office department, use appropriately and in the right context the equipment and tools within front office and the establishing and maintaining the connections and professional communications between front office and the other departments in the hotel, and career ethics.

Course Title : Travel Agencies Operations and Management
Course Code : TOUR 4

Course Description

The course enables student to study the role of travel agencies and tour operators in the tourism industry, leading to a better understanding of the inter-trade and its internal markings, the role of each component in having cost effective and good value for money products for its clients. It also includes tour products, the efficient development and of marketing, as well as a travel agency and tour operators organization and functions. In addition to lecture classes, the students are exposed and exposes students to the skills required in the travel trade, such as interpersonal skills, terminologies, documentations and procedures and systems used.

Course Title : Mathematics in the Modern World
Course Code : GEC-MATH

Course Description

The course begins with an introduction to the nature of mathematics as an exploration of patterns (in nature and the environment) and as an application of inductive and deductive reasoning. By exploring these topics, students are encouraged to go beyond the typical understanding of mathematics as merely a set of formulas but as a source of aesthetic in patterns of nature, for example, and a rich language in itself (and of science) governed by logic and reasoning. The course then proceeds to survey ways in which mathematics provides a tool for understanding and dealing with various aspects of present-day living, such as managing personal finances, making social choices, appreciating geometry designs, understanding codes used in data transmission and security, and dividing limited resources fairly. These aspects will provide opportunities for actually doing mathematics in a broad range of exercise that bring out the various dimensions of mathematics as a way of knowing and test the students' understanding and capacity (CMO No. 20, series of 2013)

Course Title : Business Communication Protocols in Tourism and Hospitality
Course Code : TOUR 1

Course Description

This course provides an overview of the Enhancement of communication skills, business comm protocols (oral, written and electronic) – consideration for addressing peers, superiors and clients

Course Title : Risk Management as Applied to Safety, Security and Sanitation
Course Cod : HM 1

Course Description

The student will develop knowledge, skills and values on the basic principles of personal hygiene, food safety and sanitation as applied in tourism and hospitality industry. Topics include the following: compliance with work place hygiene procedures, Establishment and maintenance of a safe and secure workplace, Implementation of occupational health and safety procedures and Performing basic First Aid procedures.

Course Title : Rythmic Activities
Course Code : PE2

Course Description

This course includes group games with social and aesthetic values; native games like sipa and patintero; lead-up games to enable the students to learn basic skills in various sports like basketball, baseball, softball, volleyball, football, and other related sports; also conditioning exercises for physical fitness with emphasis on continued social and recreational activities.

Course Title : National Service Training Program
Course Code : NSTP 1

Course Description

This course aimed at enhancing civic consciousness and defense preparedness in the youth, by developing the ethics of service and patriotism while undergoing training in any of the program components, especially design to enhance the youth's active contribution to the general welfare: Literacy Training Service (LTS) or Civic Welfare Training Service (CWTS).

Course Title : Being Skills Course 2
Course Code : BSC 2

Course Description:

BEING Skills 2 takes the discussions in BEING Skills 1 a step further by encouraging the student to reflect on habits and paradigms that have led to the outcome of his/her present situation. Classroom discussions aim to empower students to shift perspectives about themselves, about others and be able to design the future they want to have.

Course Title : Fundamentals of Food Service Operations
Course Code : HRA 3

Course Description

This course covers the food and beverage operations in hospitality business. It intends to prepare the students in the areas of F & B Service Operations. It focuses its discussion on the organization, structure, roles and responsibilities of F & B personnel. It develops the skills of the students in proper handling of utensils, restaurant and room service, safety and sanitation. Further, it enhances inter-personal skills of the students.

Course Title : Essentials of Land and Water Transportation
Course Code : TOUR 3

Course Description

This course provides students with knowledge about land and water transportation, modes, systems, organization and planning in relation to tourism operations. It equips them with skills of how to manage transport systems to enhance tourism development, plan effective transportation systems while considering impacts on the environment and society.

Course Title : Team Sports / Games
Course Code : PE 3

Course Description

This course includes track and field, swimming, table tennis, lawn tennis, badminton, archery, weightlifting and other. Individual sports; also, martial arts like arnis, judo, boxing, karate.

Course Title : Kitchen Essentials & Basic Food Preparation
Course Code : CA 1

Course Description:

The student will learn theoretical knowledge and demonstrate practical skills in basic culinary tasks, basic food preparation and food presentation in a commercial establishment. Topics will include the following: Application of basic techniques of commercial cookery; Application of standard safety procedures for handling foodstuffs; Clean and maintain kitchen equipment and utensils; Organize and prepare food products and meals; Prepare and store food in a safe

Course Title : Quality Service Management in Tourism and Hospitality
Course Code : HM 8

Course Description

This course aims to enable the students to recognize and assess quality management processes in a hospitality and tourism related organization and to evaluate departmental processes and planning strategies. Topics include concepts and terminologies of TQM: definition, common element and terminology; vision and reality – bridging the gap; constructive and critical personal reflection: proposed quality, self-assessment and peers assessment; seeking practical feedback for supervisors and continuing improvement, developing a personal management philosophy and personal development plan.

Course Title : English Proficiency
Course Code : EPC

Course Description:

This enhancement program provides students an excellent opportunity to improve their English proficiency and to help them increase their abilities in the four language skills: speaking, listening, reading and writing. This makes use of interactive communicative activities that will help the students learn independently through their participation in self-access learning activities appropriate to their level and developmental needs using distance learning platforms.

Course Title : Applied Business Tools & Technologies in Tourism and Hospitality Industry
Course Code : TOUR 5

Course Description

This course identifies common tools, technology and techniques used in the Tourism and Hospitality industry. It includes an overview of the applications or systems composed of technical processes, methods, software and hardware that have evolved and streamlined certain functions in the workplace. These applications and systems include those used in (1) an organization's internal functions, (2) business-to-business operations (including operations with suppliers) and (3) business-to consumer transactions. The goal is to expose students to different applications, so he / she can identify, learn, analyze and understand available devices and solutions, from which they can select the one's that is most appropriate for the business function. Topics covered: how to utilize information technology applications; how to use various communication channels in dealing with guests and colleagues; how to access and retrieve electronic-based data; how to perform administrative and clerical procedures; how to receive and process reservations; how to source and to provide destination information and advice; how to produce applicable travel documentation, etc. The student will also learn to appreciate the impact of technological innovations to the economy, the industry, the organization's business model and to specific functions/operations of the organization. This will also ensure that the students will also know the value of including tools and technology in its business strategy.

Course Title : Tour Guiding
Course Code : TOUR 6

Course Description

This course is designed to provide students with the qualifications, operational, and managerial skill of tour guides. Discussed topics are role, responsibilities, personality and art of speech of tour guides, tour planning and design, organizations involved in tour guiding along with relevant rules and regulations, local ethics to be practiced by tourist at different destinations, principles of presenting correct destination information, health-hygiene and safety awareness, tour guiding ethics for domestic and international scale, tour guide etiquette, and field operation practice of tour guides.

Course Title : Fundamentals of Accounting, Business Management and Business Finance
Course Code : EC 1

Course Description

This is an introductory course in accounting, business, and management data analysis that will develop students' appreciation of accounting as a language of business and an understanding of basic accounting concepts and principles that will help them analyze business transactions.

Course Title : Individual / Dual Sports (Swimming)
Course Code : PE 4

Course Description

This course involves learning fundamentals and the rules and regulations governing at least three team sports football, softball or Water polo, with the students given a choice of electives.

Course Title : National Service Training Program 2
Course Code : NSTP 2

Course Description

This course deals with community-based projects related to the care of the environment, health and education.

Course Title : (Pre-practicum Seminar and Workshop)
Course Code : Pre – Prac.

Course Description

This course serves to orient all involved in this field. It is expected that supervisors and students can evaluate each field-based learning experience in terms of its relevance to the stated learning objectives. Provide a program which educates for excellence in social work practice rests on the achievement of the following objectives: Professional Identity, Professional Ethics and Value Dilemmas, Knowledge, Skill, Student Engagement in the Learning Process, Internal Awareness of Self, Philosophy of Practice, Social Problem Analysis, Social Justice, Anti-Racism Work, Agency-based Practice, Collaboration, Monitoring and Evaluation of Practice, and Critical Thinking. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Practicum 1 - Travel Agency / Food and Beverage
Course Code : TOUR 10A

Course Description

This course is aimed at increasing the students' practical skills by providing training within Travel Agency operation. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Tourism Policy Planning and Development
Course Code : TOUR 7

Course Description

This course presents an overview of the tourism planning process, contemporary models of tourism planning and development with emphasis on sustainable tourism principles, various levels of tourism planning and the roles and responsibilities of stakeholders, such as government, industry, non-governmental organizations, and local communities. The subject also explores local, national and international tourism policies and stake holding bodies, the impacts of tourism on the natural environment, local and regional economies as well as mitigating strategies.

Course Title : Global Culture and Tourism Geography
Course Code : TOUR 11

Course Description

This course aims to provide a comprehensive introduction to tourism geography and regional cultures. A review of the geographical distribution of tourism destinations, travel patterns, and tourism impacts on natural environments and local populations is provided. Students are required to analyze trends in the worldwide growth of tourism, the socio-economic factors, tourism receipts and expenditures, tourism flows (inbound and outbound) , accommodation and transport industry developments and sustainability.

Course Title : Tourism Product Development and Destination Management
Course Code : TOUR 13

Course Description

This course is designed to provide students with an understanding of the characteristics and components of tourism products, their development and aspects of destination management. Discussed topics are the tourism product classification, tourism value chain, tourism planning and development by using SWOT analysis, main markets and motivations, along with needs and expectations of domestic and international visitors, tourism product's marketing plan and strategies, different tourism distribution channels and efficient digital marketing methods, contemporary trends affecting tourism products, and role of stakeholders involved in the tourism product and destination management.

**Course Title : Foreign Language 1- French/Spanish/Nihongo/Mandarin/
Korean**

Course Code : FL 1

Course Description

This course aims to train students to develop basic conversational skills using a foreign language.

Course Title : Research in Tourism and Hospitality 1
Course Code : Research 1

Course Description

The course aims to educate the student in the essential research tools and skills that will be needed as to perform as managers in the tourism and hospitality industry. This course will introduce the research process: from design, data collection, hypothesis testing, to reporting; featuring econometrics and other quantitative applications in business research; and research on a topic related to the tourism and/or hospitality industry. The student shall undertake a study on a topic of his/her own choice through which he/she can develop the necessary skills of planning, researching, reporting as well as the ability for writing a thesis.

Course Title : Professional Development and Applied Ethics
Course Code : HM 9

Course Description

This course presents the importance of business ethics and sustainability through analysis and examination of significant contemporary ethical issues and associated challenges within the hospitality sector. It enables students to gain a thorough understanding of concepts relating to social and moral values and norms, philosophical principles, organizational ethics, corporate social responsibility, the impact of ethical decision making on guests, customers, employees, stakeholders, society, governance and the environment. Increasing

tourism is having an ever-increasing effect on the environment, as well as socio-economic and cultural issues and as such the Philippines Department of Tourism has devised the long term goal of developing an environmentally and socially responsible approach to managing its increasing tourism industry. As future hospitality and tourism leaders, students must have awareness of the many factors for consideration during their professional decision making, as well as be able to maximize the influence they have over the decisions of fellow colleagues, industry partners, stakeholders and policy makers.

Course Title : Applied Economics
Course Code : EC 2 – Eco.

Course Description

The objective of this course is provide students with the theoretical and methodological foundations to perform analyses of economic problems in food and agricultural markets that do not conform to the perfectly competitive model. In particular, students will be exposed to the structural and semi-structural supply/demand models in order to analyze firm's behavior and their strategic interactions under the assumptions of various market constructs; e.g., models of homogenous vs. differentiated product markets, entry, and competition in multiple variables.

Course Title : Reading in Philippine History
Course Code : GEC-RPH

Course Description

This course aims to expose students to different facts of Philippine history through the lens of eyewitnesses. Rather than rely on secondary materials such as textbooks, which is the usual approach in teaching Philippine history, different types of primary sources will be used – written (qualitative and quantitative), oral, visual, audio-visual, digital – covering various aspects of Philippine life (political, economic, social, cultural). Students are expected to analyze the selected readings contextually and in terms of content (stated and implied). The end goal is to enable students to understand and appreciate our rich past by deriving insights from those who were actually present at the time of the event.

Course Title : Operation Management
Course Code : BME1

Course Description

This course introduces students to the concepts underlying effective operation and control of manufacturing and service businesses. Approaches to production control, inventory policy, facilities planning, methods improvement and technological assessment are studied.

Course Title : Airline Business
Course Code : TOUR 8

Course Description

The course focuses on the knowledge of the airline business, airline organization, airline codes, communication methods, airline networks, IATA regulations, airline services, airports, principles of marketing, passenger target market, aircraft operating strategy, flight crew activities, and airline expenses and revenue management including how airlines establish their relationship with distributors, passengers, travel industries and airport authorities.

Course Title : International Fares and Ticketing
Course Code : TOUR 9

Course Description

This course is designed to enable students to research and sell flights, work with booking files and price an itinerary, carry out e-Ticketing as well as provide bookings for hotels and cars. Topics discussed include air travel accurate information, essential skills for fare quoting from economy to first class, qualifications of business travel agencies and airline reservations, airline business regulations and international standards.

Course Title. : Tour Operation & Management
Course Code : TOUR 10

Course Description

This course focuses on the study of how tour operations and associated activities are managed, planned and developed. Popular theories, models and practices are discussed in both the national and international context. Tourism organizations and local and national governments and other stakeholders involved in policy making and development plans are studied along with themes such as sustainability, socio-economic and environmental management. The functional role and management of tour operators and other related travel and transport organizations, in activities such as itinerary design, costing and marketing are discussed along with the emerging trends in travel and tour operations.

Course Title : Heritage Tourism
Course Code : TOUR 12

Course Description

This course provides students with the understanding of the development and types of heritage tourism resources and the principles of heritage tourism management ranging from local to international viewpoints. Discussed topics are the relationships between heritage sites and tourism, heritage events and festivals, cross-cultural tourist-host contact, current and future heritage trends,

role of organizations and stakeholders involved in heritage tourism, impacts of heritage tourism, historic preservation and aesthetic, artistic, historic values about heritage in different places and culture.

Course Title : Tourism Product Development and Destination Management
Course Code : (TOUR 14)

Course Description

This course is designed to provide students with an understanding of the characteristics and components of tourism products, their development and aspects of destination management. Discussed topics are the tourism product classification, tourism value chain, tourism planning and development by using SWOT analysis, main markets and motivations, along with needs and expectations of domestic and international visitors, tourism product's marketing plan and strategies, different tourism distribution channels and efficient digital marketing methods, contemporary trends affecting tourism products, and role of stakeholders involved in the tourism product and destination management.

**Course Title : Foreign Language 2 – French/Spanish/Nihongo/Mandarin/
Korean**

Course Code : FL 2

Course Description

This course aims to train students to develop intermediate conversational skills using a foreign language. Student should be able to understand technical jargon used in the tourism industry.

Course Title : Research in Tourism and Hospitality 2
Course Code : Research 2

Course Description

The course aims to educate the student in the essential research tools and skills that will be needed as to perform as managers in the tourism and hospitality industry. This course will introduce the research process: from design, data collection, hypothesis testing, to reporting; featuring econometrics and other quantitative applications in business research; and research on a topic related to the tourism and/or hospitality industry. The student shall undertake a study on a topic of his/her own choice through which he/she can develop the necessary skills of planning, researching, reporting as well as the ability for writing a thesis.

Course Title : Life and Works of Rizal
Course Code : Rizal

Course Description

As mandated by Republic Act. 1425, this course covers the life and works of the country's national hero. Jose Rizal. Among the topics covered are Rizal's biography and his writings, particularly the novels *Noli Me Tangere* and *El Filibusterismo*, some of his essays, and various correspondences

Course Title : Strategic Management with Organization Management
Course Code : BME 2

Course Description

The business world today is considerably different and more complex than it was in the previous years. Both the challenges and opportunities facing organizations of all sizes today are greater than ever. Organizations are required to continuously find better ways to compete in the rapidly changing global business environment. Survival and competition have become imperative for organizations in the current global scenario. In this context, the course develops the strategic thinking and decision-making abilities of students, especially in relation to understanding the employability of various strategies in different situations.

**Course Title : Multicultural Diversity in Workplace for the Tourism
Professional**
Course Code : HM5

Course Description

This course is designed to introduce the effective influencing factors of management decision in a multicultural environment. The focus includes cultural diversity of guests and colleagues in hospitality industry, management strategies of a range of different cultures to make a modern workplace of tourism professionals. This also includes the American Hospitality Academy Modules. The Managing Diversity in a Multicultural Workplace (MDC) course. MDC combines an understanding of culture with the development of key management skills so that a manager or prospective manager develops a range of core skills and values that can be applied in many different situations. Develop leadership skills that transcend cultural, religious, educational, gender and economic borders. How to work with people from all over the world in one team or company, treat them all with respect and still inspire them to effective co-operative action towards a common purpose.

Course Title : Tourism and Hospitality Marketing
Course Code : HM 6

Course Description

This course will equip students with the necessary skills to develop actual marketing campaigns for a business within the tourism and hospitality industry. Emphasis is on the analysis of the market, its competition and its product, preparation of a financial budget and the development of short term and long range strategies to achieve desired profit through effective advertising, sales and an effective public relations plan.

Course Title : Art Appreciation
Course Code : GEC-ART
Course Description

This course aims to develop students' ability to appreciate, analyze and critique works of art. Through interdisciplinary and multimodal approaches, this course equips students with a broad knowledge of the practical, historical, philosophical, and social relevance of the arts in order to hone students' ability to articulate their understanding of the arts. The course also develops students' competency in researching and curating art as well as conceptualizing, mounting, and evaluating art productions. The course aims to develop students' genuine appreciation for Philippine arts by providing them opportunities to explore the diversity and richness and their rootedness in Filipino Culture.

Course Title : Practicum 2 - Airlines/Tourism Destination/Tourism Organization (600 hrs.)
Course Code : TOUR 10B

Course Description

This course is aimed at increasing the students' practical skills by providing training within Airlines/Airport operation. These will be staged on a rotational basis. This training will encompass practical operations as well as enabling students to enhance their professional experience and discipline, skills in working with others, critical thinking, self-management, communication, and problem solving and maintaining professional ethics. Students will produce a practicum report and presentation demonstrating the experience gained and learning outcomes achieved from their operations field training. This internship requires a detailed observation and study of aspects of the functional operations. It provides the students with an opportunity to put into practice existing skills, to acquire new skills and to gain first-hand experience within a real tourism establishment.

Course Title : Legal Aspects in Tourism and Hospitality
Course Code : HM 7

Course Description

The tourism and hospitality industry operates within a comprehensive domestic, and international, legal and regulatory framework. This course examines this framework and covers the key principles of law applicable to hospitality, tourism and related industries. Various legislation on business organization and several international law issues such as consumer protection, product and service liability, employment and law access to the natural environment will be covered. Topics include: national and international regulation of the travel and hospitality industry; consumer contracts law; the law of carriers and inns; the duties of travel operators and agents; travel insurance law; the law of bailment; the responsibilities of travel agents and tour operators; hotel management law; liquor licensing law; catering law; gaming law; marketing law; consumer rights and complaints; the law regulating payments(including international credit card payments); the finance of carriers and inns; criminal and civil liability of people working in the travel and tourism industry. This course also examines the law regulating the issuance of visa and travel documentation, and considers the liability of the operators, agents, carriers and government instrumentalities in relation to health and safety issues (including acts of terrorism).

Course Title : Entrepreneurship in Tourism and Hospitality
Course Code : HM10

Course Description

The course emphasizes on the concept of entrepreneurship and application in the hospitality and tourism sectors. Topics discussed include the essential keys to operate an increasing competitiveness in international market, innovative plans and strategies, risk and financial management, new product development, company branding, current and future trends, employment, and business ethics for tourism and hospitality business.

Course Title : Sustainable Tourism
Course Code : TOUR 15

Course Description

This course introduces the concepts and principles associated with sustainable tourism development, emphasizing on their implications for management and planning purposes. Topics to be addressed include: concept, justification and evolution of sustainable development; socio-cultural, economic, and environmental dimensions of sustainable tourism; positive and negative impacts of tourism development; principles conducive to sustainable tourism planning and community development, as well as successful international practices.

Course Title : Human Resource Management and Organizational Behavior
Course Code : HBO

Course Description

This course emphasizes systems analysis and the logical specification of the system. Emphasis is placed on the interactive nature of the analysis and design process. The course involves case studies of computerized systems for students to develop proficiency in systems analysis and design techniques. The course also presents the SDLC –Systems Development Life Cycle leading to the determination of requirements and the development of a general logical design. Also, this will provide students a clear understanding to select, implement, integrate, deploy and administer hardware and software components that is compatible with the current IT infrastructure.

Course Title : Ethics
Course Code : GEC-ETHICS

Course Description

This course deals with the principles of ethical behavior in modern society at level of the person, society, and in interaction with the environment and other shared resources (CMO 20 s 2013). Morality pertains to the standards of right and wrong that an individual originally picks up from the community. The course discusses the context and principles of ethical behavior in modern society at the level of individual, society, and in interaction with the environment and the other shared resources. The course also teaches students to make moral decisions by using dominant moral frameworks and by applying a seven-step moral reasoning model to analyze and solve moral dilemmas. The course is organized according to the three (3) main elements of the moral experience: (a) agent, including context- cultural, communal, and environmental; (b) the act and (c) reason or frameworks (for the act).

Course Title : Life and Works of Jose P. Laurel
Course Code : JPL

Course Description

This course deals with the life, works, principles, views and visions of Dr. Jose P. Laurel and his various roles as educator, state man, Legislator, family man and President.

Course Title : Science, Technology, and Society
Course Code : GEC-STS

Course Description

The course deals with interactions between science and technology and social, cultural, political, and economic contexts that shape and are shaped by them.

(CMO No. 20, series of 2013) This interdisciplinary course engages students to confront the realities brought about by science and technology in society. Such realities pervade the personal, the public, and the global aspects of our living and are integral to human development. Scientific knowledge and technological development happen in the context of society with all its socio-political, cultural, economic, and philosophical underpinnings at play. This course seeks to instill reflective knowledge in the students that they are able to live the good life and display ethical decision making in the face of scientific and technological advancement.

Course Title : World Literature
Course Code : Lit

Course Description

This three-unit course is the study selected literary forms from the Philippines and the world. It includes literary genres such as short story, poetry, essay and drama from the Philippines as well as world's classics and masterpieces.



COLLEGE OF INTERNATIONAL TOURISM & HOSPITALITY MANAGEMENT

Capitol Site, Batangas City 4200 Philippines

Tel No. (043) 723-0706 / 723 2441 loc. 108

Fax No. (043) 723-0595

www.lpubatangas.edu.ph

**LEARN DIFFERENT.
LIVE DIFFERENT.**