

Food and Beverage Guru By Santosh Koripella
Food and Beverage E course
www.foodnbeverageguru.com

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Food and Beverage Guru

Food and Beverage E Course By Santosh Koripella

Start Date: 02nd September 2009

Last Date for Joining : 25th August 2009

(Can close before, if all seats are full)

Course Duration: 3 Months (12 Weeks)

Santosh Koripella

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Food and Beverage Bible- E Book, Sold in 108 Countries

Course Syllabus

- Introduction to Food and Beverage
- Types of Food and Beverage Outlets
- Styles of Service
- Required Qualities to Work in Food and Beverage
- Grooming and Hygiene

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- Food and Beverage Staff and Organization Chart
- Standard Phrases in Food and Beverage
- Telephone Skills
- Introduction and Identification of Equipment :

OS&E

Crockery
Cutlery
Glassware
Others

FF&E

Furniture
Fixtures
Equipment
Others

Linen

Table cloths
Napkins
Others

- Food and Beverage Service Areas
- Food and Beverage Storage Areas

- Product Knowledge

Food

Beverage

Wine
Beer
Spirits
Liqueurs
Cocktails
Non Alcoholic drinks

Cigars

- Introduction to Menu and Menu Design
- Menu Knowledge
- Standard Accompaniments for Different Dishes
- Reading a Wine Label
- Wine and Food Harmony

- Different set ups for Restaurants, Bar and In Room Dining:

Breakfast
Lunch
Dinner

Buffet

Set Meal

Other

- Basic Service Skills
- Cleaning Duties in Restaurants, Bar and In Room Dining.
- Taking Orders in Restaurants, Bar and In Room Dining
- Serving in Restaurants, Bar and In Room Dining

Food

Beverage

Cigar

Coffee

Tea

Wine

Others

- Clearance in Restaurants, Bar and In Room Dining

- Payment and Billing

- Co ordination of Food and Beverage with other Departments:

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Kitchen
Front Office
House Keeping
Purchase
Stores
Accounts
Kitchen Stewarding
Sales and Marketing
Security
Human Resources
Engineering
Information Technology

- Up selling Skills
- Restaurant Reservations
- Cocktails and Non Alcoholic Drinks and Cocktail Making
- Beverage Pick up chart
- Standard Garnishes
- Wine Tasting
- Restaurant Set up and Operations

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- Bar Set up and Operations
- In Room Dining Set up and Operations
- Banquet Set up and Operations
- Fine Dining Restaurant Set up and Operations
- Lounge Set up and Operations
- Executive Floor and Butler Service Set up and Operations
- Mini Bar Set up and Operations
- Pool Side and Beach Side Service Set up and Operations
- Duties and Responsibilities

Restaurant Waiter
Bar Waiter
In Room Dining Waiter
Banquet Waiter
Bartender
Restaurant Supervisor
Bar Supervisor

In Room Dining Supervisor
Banquet Supervisor
Restaurant Manager
Bar Manager
In Room Dining Manager
Banquet Manager
Food and Beverage Manager

- Job Descriptions

- Manpower Planning

Employee Orientation

Employee Induction

Staff Handbook

Buddy System

Disciplinary Procedures

Employee Reward and Recognition Systems

Employee Appraisals and Reviews.

Duty Rosters

Leave and Holiday Planning

- Payroll in Food and Beverage

- Guest Satisfaction Survey Systems

- Purchasing in Food and Beverage

- Receiving and Storage in Food and Beverage

- Issuing in Food and Beverage
- Food and Beverage Par Stock and Inventory Control
- Reports and Files in Food and Beverage
- Forms used in Food and Beverage.
- Innovative and Interesting Dining Concepts
- Legal Considerations in Food and Beverage.
- Making your own Food and Beverage Manual
- Mystery Shopper
- Brand Standards
- What you should know when you first start/Take up a job as a :
 - Waiter/Waitress
 - Bartender
 - Restaurant Manager/Supervisor
 - Bar Manager/Supervisor
 - In Room Dining Manager/Supervisor
 - Banquet Manager/Supervisor
 - Food and Beverage Secretary

Food and Beverage Manager

- 100 detailed Food and Beverage Promotional Ideas.
- Briefings and De briefings
- Communication in Food and Beverage
- Buffet Set Ups

Breakfast

Lunch

Dinner

- Christmas and New Year Planning.
- Usual Guest Complaints and Solutions in Food and Beverage
- Detailed Market List
- Different In Room Dining Amenities
- Food and Beverage Budgets
- Food and Beverage Profit and Loss
- Food and Beverage Costing

Food
Beverage
Tobacco

- Food and Beverage Pricing

Food
Beverage
Tobacco

- Menu Engineering

- Sales and Marketing in Food and Beverage

Sales and marketing plan

SWOT Analysis

Promotions Calendar

- World Food and Beverage Standards

- Golden rules of service

- Food and Beverage Internet Marketing

- Cash Flow Analysis

- Yield Analysis

- Standard Recipes

- Food and Beverage in Resorts
- Food and Beverage in Opening Hotels
- Task Breakdown
- Opening your own Restaurant/Bar
- Standard Operating Procedures
- Food & Beverage Training and Training Plan
- Equipment Operations
- Menus from different Countries of different Cuisines.
- Tips on Reducing Costs and Wastage
- Food and Beverage Sponsorships
- Answers you should know when you take up a new Food and Beverage position.
- Manager Duties and Responsibilities
- Health & Safety
- Food & Beverage Promotions

Activities List
Action Plan

- Plating Guide
- Pronunciation Guide
- Sequence of Service
- Check lists
- Entertainment in Food and Beverage
- Food and Beverage Design
- Meetings
- Discounts in Food and Beverage
- 100 Frequently asked questions answered
- What guests dislike the most in Food and Beverage.
- Planning Weddings
- Planning Theme Nights and Functions

- Modern Technology and Automation in Food and Beverage.
- Modern Concepts and Trends in Food and Beverage.
- Expectations of Guests in Different Countries
- Food and Beverage Quality Classifications
- Introduction to MICE
- Famous Cocktails across the World
- Famous Wines across the World
- Food and Beverage Contracts with Suppliers and others.
- Food and Beverage Products, Supplies & Equipment Sources.
- Food and Beverage Controls
- Popular Food Items on the Menu from all over the World

- Key Terms

Other Extras with this Course

1. **Free Download:** 300 Pages E Book **Food and Beverage Bible**

2. **Free Download:** E Book **Food and Beverage Job Search**

(You will receive this at the completion of the course)

Written with my Food and Beverage Work Experience in 11 different Countries, detailing the Job Sources, Resources, Contacts, Rules and Regulations in various Countries in gaining Food and Beverage Employment.

3. Lots of **Templates** through out this course, relevant to the topics discussed, which can readily be used for various calculations projections like Budgets, Costs, Forecasts etc in Food and Beverage.

4. **Certificate** is awarded after the Successful Completion of Assessment.

Other Services from us

(Please contact us for your requirements and to know about our Charges)

- Short term on Site Food and Beverage projects for Food and Beverage Pre Opening, Food and Beverage Staff Training, Food and Beverage Marketing and also to fill up Operational Emergencies.

- Online Food and Beverage Consultancy for Hospitality Industry.