



MABALACAT CITY COLLEGE

INSTITUTE OF HOSPITALITY AND TOURISM MANAGEMENT

First Semester A.Y. 2023-2024

Outcome-Based Teaching and Learning Plan and Module Guide for FOOD AND BEVERAGE COST CONTROL-FBCC



VISION: Mabalacat City College envisions itself to be the top choice in the community it serves for quality education and training by 2025.

MISSION: The Mission of Mabalacat City College is to meet the needs of its community as a center for learning aiming for open admission policy.

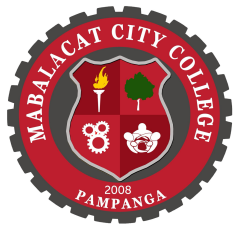
COURSE DESCRIPTION:

This course examines control functions in food and beverage operations affecting profitability. Definition, planning, design, standards and analysis of food and beverage cost controls are studied. Topics include control of sales, income, inventory and labor costs, cost-volume-profit relationships, menu engineering and the use of technology in food and beverage planning and control

PROGRAM INTENDED LEARNING OUTCOMES (PILO) (BASED ON CMO):

1. Demonstrate knowledge of tourism industry, local tourism products and services
2. Interpret and apply relevant laws related to tourism industry
3. Observe and perform risk mitigation activities
4. Utilize information technology applications for tourism and hospitality
5. Manage and market a service-oriented business organization
6. Demonstrate administrative and managerial skills in a service-oriented business organization
7. Prepare and monitor industry specific financial transactions and reports
8. Perform human capital development functions of a tourism-oriented organization
9. Utilize various communication channels proficiently in dealing
10. Produce food products and services complying with enterprise standards
11. Apply management skills in F & B service and operations.
12. Perform and provide full guest cycle services for front office
13. Perform and maintain various housekeeping services for guest and facility operations
14. Plan and implement a risk management program to provide a safe and secure workplace
15. Provide food & beverage service and manage the operation seamlessly based on industry standards





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PRE-REQUISITE: NONE

NUMBER OF UNITS: 3 Units

LEARNING OUTCOMES:

1. Understand and explain the financial roles and responsibilities of a food and beverage manager in the success of the food and beverage business;
2. Discuss the importance of menu item (recipe) standardization in controlling costs;
3. Utilize menu engineering techniques to analyze menu sales and increase profitability;
4. Describe and evaluate best practices in sourcing, purchasing, receiving, storing & issuing of food and beverage items; •
5. Compare and discuss the difference between cost control and cost reduction as applicable to a food and beverage business;
6. Identify internal control methods and summarize how these could effect the financial viability of the food and beverage business;
7. Propose internal and external control methods to implement in an attempt to prevent theft and fraud;
8. Evaluate labour optimization strategies to improve scheduling and operational productivity; and

COURSE OUTLINE

Week	Topic	<p style="text-align: center;">Learning Materials (with references following OER plagiarism and IPR policies)</p>	<p style="text-align: center;">Intended Learning Outcomes (ILO)</p>	<p style="text-align: center;">Assessment Tasks (Requirements with schedule or time allotment)</p>	<p style="text-align: center;">Sustainable Development Goals (SDG) Coherence</p>
NATIONAL KNOWLEDGE					





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3	<p>COURSE ORIENTATION</p> <p>MCC Vision MCC Mission MCC Core Values Class Policies Course Overview Grading System</p>	<ul style="list-style-type: none"> <input type="checkbox"/> MCC handbook: MCC Vision, Mission, and core values <input type="checkbox"/> Course Outline 	<ul style="list-style-type: none"> <input type="checkbox"/> To familiarize the Mabalacat City College's Vision, Mission, and Core Values <input type="checkbox"/> Discuss and Understand the Course outline including the topics, policies, and grading system 		<p>4- Quality Education</p> <p>8-Decent Work and Economic Growth</p> <p>17- Partnerships for Goals</p>
3	<p>Overview of the Industry and Manager Roles</p> <p>Philippines Tourism and its contribution to food and beverage sales</p>	<p>PowerPoint Presentation : 60 minutes approximately Abridged Lecture Notes (PDF): 60 minutes approximately</p> <p>Chapter 1: Overview of Food and Beverage Industry Role of Food and Beverage Manager</p> <p>Website Supplemental Resources: Food and Beverage biggest expense in Philippine Tourism https://businessmirror.com.ph/2023/06/16/food-beverage-biggest-expenses-of-phl-tourists-in-2022-says-psa/ What does a Food and Beverage do?</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Discussing the goals of food and beverage operation <input type="checkbox"/> Discussing the role of food and beverage manager <input type="checkbox"/> Effect of tourism influx 	<p>Recitation, Quiz (identification and multiple choices),</p>	<p>4- Quality Education</p> <p>8-Decent Work and Economic Growth</p> <p>9-Industry, Innovation and Infrastructure</p>





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		<p>https://www.zippia.com/beverage-manager-jobs/what-does-a-beverage-manager-do/?src=chatbot_popout_displayed</p> <p>Book resources: <i>Clement, Ojugo (2011) Food and Beverage Cost Control.</i> <i>Dittmer, Paul R (2008) Principle of Food, Beverage and Labor Cost Controls</i></p>	to hospitality business		<p>10-Reduced Inequalities</p> <p>17-Partnerships for Goals</p>
GLOBAL KNOWLEDGE					
4-5	<p>Menu Development:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Menu Planning <input type="checkbox"/> Menu Design and Menu Nutrition 	<p>PowerPoint Presentation : 60 minutes approximately</p> <p>Abridged Lecture Notes (PDF): 60 minutes approximately</p> <p>Chapter 2: Menu Development</p> <p>Website Supplemental Resources: A guide to designing a Menu https://www.coreldraw.com/en/tips/menus/design/ The importance of menu planning https://www.unileverfoodsolutions.com.ph/free-courses-academy/menu-planning/the-importance-of-menu-planning.html</p> <p>Book resources: <i>Clement, Ojugo (2011) Food and Beverage Cost Control.</i> <i>Dittmer, Paul R (2008) Principle of Food, Beverage and Labor Cost Controls</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Discussing the standard designing and preparing menu <input type="checkbox"/> Discussing the standard menu costing and pricing 	<p>Recitation, Quiz (identification and multiple choices),</p>	<p>3- Good health and well being</p> <p>4- Quality Education</p> <p>5- Gender Equality</p> <p>8-Decent Work and Economic Growth</p> <p>9-Industry, Innovation</p>





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					and Infrastructure 10-Reduced Inequalities 17- Partnerships for Goals
6-7	<p>Purchasing:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Buying Guide Purchasing 5R's <input type="checkbox"/> Yield Analysis and Yield Test 	<p>PowerPoint Presentation : 60 minutes approximately Abridged Lecture Notes (PDF): 60 minutes approximately</p> <p>Chapter 3: Purchasing Chapter 4: Yield Analysis</p> <p>Website Supplemental Resources: Create a buying guide for business https://www.elegantthemes.com/blog/marketing/how-to-create-a-product-buying-guide-for-your-business-and-why-you-d-want-to</p> <p>Book resources: <i>Clement, Ojugo (2011) Food and Beverage Cost Control.</i> <i>Dittmer, Paul R (2008) Principle of Food, Beverage and Labor Cost Controls</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Identifying different purchasing guide in food and beverage <input type="checkbox"/> Discussing the standard way in computing yield analysis 	<p>Recitation, Quiz (identification and multiple choices),</p>	<p>3- Good health and well being</p> <p>4- Quality Education</p> <p>8-Decent Work and Economic Growth</p> <p>9-Industry, Innovation and Infrastructure</p>





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					17- Partnerships for Goals
MIDTERM EXAM					
11-12	Food costing Ratio and revenue in food and beverage	PowerPoint Presentation : 60 minutes approximately Abridged Lecture Notes (PDF) : 60 minutes approximately Chapter 5: Food Costing Website Supplemental Resources: Food Costing 101 for Restaurants https://www.unileverfoodsolutions.com.ph/free-courses-academy/cost-management/the-importance-of-counting-costs/food-costing.html Book resources: <i>Clement, Ojugo (2011) Food and Beverage Cost Control.</i> <i>Dittmer, Paul R (2008) Principle of Food, Beverage and Labor Cost Controls</i>	<input type="checkbox"/> Explaining the standard procedure in recipe costing and how to compute the selling price		3- Good health and well being 4- Quality Education 5- Gender Equality 8-Decent Work and Economic Growth 9-Industry, Innovation and Infrastructure 10-Reduced Inequalities





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13	<p>Introduction Beverage</p> <ul style="list-style-type: none"> <input type="checkbox"/> Beverage Standard <input type="checkbox"/> Beverage procedure from start to finish 	<p>PowerPoint Presentation : 60 minutes approximately Abridged Lecture Notes (PDF): 60 minutes approximately</p> <p>Chapter 7: Introduction to Beverage Chapter 9: Beverage Standard</p> <p>Website Supplemental Resources: Beverage Procedure from start to finish https://nscpolteksby.ac.id/ebook/files/Ebook/Hospitality/Practical</p> <p>Book resources: <i>Clement, Ojugo (2011) Food and Beverage Cost Control.</i> <i>Dittmer, Paul R (2008) Principle of Food, Beverage and Labor Cost Controls</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Familiarizing the standard purchasing, receiving and storing beverage <input type="checkbox"/> Explaining the beverage pricing strategies 	<p>Recitation, Quiz (identification and multiple choices),</p>	<p>3- Good health and well being</p> <p>4- Quality Education</p> <p>5- Gender Equality</p> <p>8-Decent Work and Economic Growth</p> <p>9-Industry, Innovation and Infrastructure</p> <p>10-Reduced Inequalities</p>





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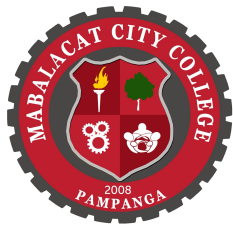
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					17- Partnerships for Goals
14	Beverage Control	<p>PowerPoint Presentation : 60 minutes approximately Abridged Lecture Notes (PDF): 60 minutes approximately</p> <p>Chapter 11: Beverage control and service procedure</p> <p>Website Supplemental Resources: Controlling loss and wastage in food and beverage operation https://setupmyhotel.com/train-my-hotel-staff/securityandloss/171-fudbevdept.html Food and Beverage standard: Documented Process https://blog.gwhospitalityconsult.com/food-and-beverage-standards/</p> <p>Book resources: <i>Clement, Ojugo (2011) Food and Beverage Cost Control.</i> <i>Dittmer, Paul R (2008) Principle of Food, Beverage and Labor Cost Controls</i></p>	<input type="checkbox"/> Discussing the Beverage portion size control <input type="checkbox"/> Familiarizing the beverage service standard	Recitation, Quiz (identification and multiple choices),	3- Good health and well being 4- Quality Education 5- Gender Equality 8-Decent Work and Economic Growth 9-Industry, Innovation and Infrastructure 10-Reduced Inequalities





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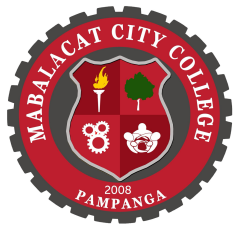
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					17- Partnerships for Goals
LOCAL KNOWLEDGE					
15	Managing the cost of labor focusing in Region 3	<p>PowerPoint Presentation : 60 minutes approximately Abridged Lecture Notes (PDF): 60 minutes approximately</p> <p>Website Supplemental Resources: Labor code of the Philippines https://blr.dole.gov.ph/2014/12/11/labor-code-of-the-philippines/ National Wage and Productivity Commission https://blr.dole.gov.ph/2014/12/11/labor-code-of-the-philippines/</p> <p>Book resources: <i>Clement, Ojugo (2011) Food and Beverage Cost Control.</i> <i>Dittmer, Paul R (2008) Principle of Food, Beverage and Labor Cost Controls</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Familiarizing with the different labor expense <input type="checkbox"/> Discussing the labor wage in region 3 including the minimum wage and labor laws 	Student Activity Output Report	4- Quality Education 8-Decent Work and Economic Growth 9-Industry, Innovation and Infrastructure 17- Partnerships for Goals
FINAL EXAM					





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SUMMARY OF REVISIONS:

Revision	Date	Updated by	Short Description of Changes
1.0	August 22, 2023	Joven G. Ocampo	Version 1 with SDG Coherence and Inclusion of Global, National and Local Knowledge

GENERAL GUIDELINES AND POLICIES:

As the College currently follows Hybrid Delivery of Learning on its instruction, the following general guidelines and policies are set by the School to be followed by the faculty-in-charge and the students of the course.

Attendance

Checking of attendance during face-to-face classes is a requirement and will be strictly observed.

Academic Integrity

Observance of the outmost academic integrity shall be observed by the students of the course. Plagiarism, cheating, and other forms of academic dishonesty shall not be tolerated by the faculty-in-charge nor the Institute.

Accomplishment of Requirements

All requirements given by the instructor/faculty-in-charge of the course to the students shall be called/referred to/addressed as “work output”. Each work output must be accomplished by the students until the schedule set by the instructor/faculty-in-charge. Final student’s output must also be accomplished by the schedule set by the instructor of the course.

Line of Communication

The course’s official line of communication shall be through the following:

1. MS Teams/Outlook: joven.ocampo@mcc.edu.ph
2. Faculty number: 0928-503-9463





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Time: 8:00-5:00 pm from Monday-Friday

The outmost respect and courtesy must be observed by students in communicating to their instructor/faculty-in-charge of the course and to their classmates and vice versa. Any form of disrespectful and discourteous way of communication shall not be tolerated by the school.

Instructional Materials (IMs)

Working students may avail of the modular type of teaching. MS Teams on-line platform may be utilized by the instructor/faculty-in-charge of the course to the students – adapting the flexible learning scheme.

Grading System:

Midterm: 50 %

Final: 50 %

-Formative & Summative Assessments (Quiz, Recitation, Laboratory Output)

60%

-Major Examination (Midterm and Finals)

40%

100%

References:

MCC Library Book resources: *Clement, Ojugo (2011) Food and Beverage Cost Control..*

Other resources: *Dittmer, Paul R (2008) Principle of Food, Beverage and Labor Cost Controls*


Prepared by:

Reviewed by:

Approved by:

cc:


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