# HFT: HOSPITALITY MANAGEMENT

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credit(s)</th>
<th>Contact</th>
<th>Lab</th>
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<tbody>
<tr>
<td>HFT 1000. INTRODUCTION TO HOSPITALITY AND TOURISM INDUSTRY.</td>
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<tr>
<td>INTRODUCTION TO HOSPITALITY AND TOURISM INDUSTRY</td>
<td>Introduction to many facets of hotel-motel and food services industries. Includes study of history, scope and innovations in industry as well as orientation visits to local establishments.</td>
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<tr>
<td>HFT 1300. MANAGING HOUSEKEEPING OPERATIONS.</td>
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<td>MANAGING HOUSEKEEPING OPERATIONS</td>
<td>Systematic approach to managing housekeeping operations in hospitality industry. Emphasis on role of housekeeping department and understanding managerial skills necessary to efficiently operate department.</td>
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<tr>
<td>HFT 1410. FRONT OFFICE MANAGEMENT.</td>
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<td>FRONT OFFICE MANAGEMENT</td>
<td>This course is designed to acquaint the student with Front Office Management. The course encompasses theory plus classroom computerized property management system exercises and simulations including reservations, arrival and departure of guests, night audit reports and procedures, yield management, and exception handling and reporting.</td>
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<td>HFT 1820. FOOD AND BEVERAGE PURCHASING.</td>
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<td>FOOD AND BEVERAGE PURCHASING</td>
<td>Provides a basic study of information on purchasing food and beverages. Students will learn to create estimates of needed materials, safety and sanitation standards development, and food receiving and storage techniques.</td>
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<td>HFT 2210. HOSPITALITY MANAGEMENT AND LEADERSHIP.</td>
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<td>HOSPITALITY MANAGEMENT AND LEADERSHIP</td>
<td>Relates managerial functions to hospitality industry and trains student to become effective manager by applying management theories. Much emphasis on human relations and how to work efficiently with peers, superiors and subordinates.</td>
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<td>HFT 2223. HOSPITALITY HUMAN RESOURCE MANAGEMENT.</td>
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<td>HOSPITALITY HUMAN RESOURCE MANAGEMENT</td>
<td>Provides basic skills and knowledge of supervision with specific examples in the hospitality industry. It details the characteristics and responsibilities of an efficient and effective supervisor with emphasis placed on such management skills as solving problems, motivating employees and improving employee performance.</td>
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<td>HFT 2254. LODGING OPERATIONS.</td>
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<td>LODGING OPERATIONS</td>
<td>This course will acquaint the student with Front Office and Housekeeping Management. The course encompasses theory plus classroom computerized property management system exercises and simulations including reservations, arrival and departure of guests, night audit reports and procedures, yield management and exception handling. Emphasis on the role of housekeeping department and understanding managerial skills necessary to efficiently operate the department. Laundry operations.</td>
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<td>HFT 2500. MARKETING AND SALES IN THE HOSPITALITY INDUSTRY.</td>
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<tr>
<td>MARKETING AND SALES IN THE HOSPITALITY INDUSTRY</td>
<td>Students develop actual marketing campaign for business within hospitality industry. Emphasis on (a) analysis of market, competition and product, (b) planning financial budget and (c) developing short-term and long-range strategies to achieve desired profit through effective advertising, sales and public relations plan.</td>
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<td>HFT 2600. HOSPITALITY LAW.</td>
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<td>HOSPITALITY LAW</td>
<td>Provides awareness of rights and responsibilities that law grants to or imposes upon a hotelkeeper, and illustrates possible consequences of failure to satisfy legal obligations. Specific attention to innkeeper-guest relationship, contracts, torts, civil and property rights and insurable risks.</td>
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<td>HFT 2630. SECURITY ISSUES IN THE HOSPITALITY INDUSTRY.</td>
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<tr>
<td>SECURITY ISSUES IN THE HOSPITALITY INDUSTRY</td>
<td>This course explores hospitality security issues and crime prevention. Students will learn how to create and implement lodging and restaurant security programs that reduce and deter criminal activity.</td>
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<td>HFT 2750. THE EVENT INDUSTRY.</td>
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<td>THE EVENT INDUSTRY</td>
<td>Defines scope and segmentation of convention and group business market, describes marketing and sales strategies to attract markets with specific needs, and explains techniques to meet sales goals as part of meeting and convention services. Introduction to HOTs (Hotel Operations Training Simulation), a computer based management tool that stimulates the management of a service business.</td>
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<td>HFT 2840. TABLE SERVICE ETIQUETTE.</td>
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<td>TABLE SERVICE ETIQUETTE</td>
<td>Students learn acceptable procedures in serving foods, including display techniques. Special emphasis is given to learning to evaluate food service operation.</td>
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<td>HFT 2867C. WINE ESSENTIALS.</td>
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<td>WINE ESSENTIALS</td>
<td>Prerequisite: Department Approval A survey of the renowned old and new world wine regions, their evolution in western culture, and their role in contemporary society. Grape varieties and celebrated vineyards, classification systems, international trends in wine consumption and restaurant marketing, along with the influence of media on wine consumption, will be studied. Hospitality and Culinary students will be given preference in enrolling in this course. Must be at least 18 years of age at the time of enrollment. Professional wine tasting protocol requires that all student taste the wine and spit. (Special Fee: $50.00).</td>
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<td>HFT 2930. SELECTED TOPICS IN HOSPITALITY MANAGEMENT.</td>
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<td>SELECTED TOPICS IN HOSPITALITY MANAGEMENT</td>
<td>Prerequisites: Departmental approval For students interested in discussion, exploration and observation of special topics in lodging, restaurant, tourism, attractions, and food management. May be repeated for credit, but grade forgiveness cannot be applied.</td>
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HFT 2941. INTERNSHIP EXPLORATION IN HOSPITALITY AND TOURISM
1-4 variable
Prerequisite: Satisfactory completion of all mandated courses in Reading, Mathematics, English, and English for Academic Purposes; and 12 credits including HFT 1000. The Program Director/Program Chair/Program Coordinator or Internship Placement Office has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses. This course is a planned work-based experience that provides students with supervised career exploration activities and/or practical experiences to assist in confirming their education plans. Each earned credit of internship requires a minimum of 80 clock hours. Multiple credit course. May be repeated for credit, but grade forgiveness cannot be applied. (Internship Fee: $10.00).

HFT 2942. INTERNSHIP IN HOSPITALITY AND TOURISM
1-4 variable
Prerequisites: Satisfactory completion of all mandated courses in reading, mathematics, English, and English for Academic Purposes; 12 credits, including HFT 1000 and either HFT 1410 or HFT 2254 or FSS 2251. The Program Director/Program Chair/Program Coordinator or Internship Placement Office has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses. This course is a planned work-based experience that provides students with an opportunity to fine-tune skill sets learned in coursework and enhance workplace skills through supervised practical experiences related to their career objectives. Multiple credit course. May be repeated for credit, but grade forgiveness cannot be applied. (Internship Fee: $10.00).

HFT 2943. INTERNSHIP IN RESTAURANT MANAGEMENT
1-4 variable
Prerequisites: Satisfactory completion of all mandated courses in reading, mathematics, English, and English for Academic Purposes; 12 credits including HFT 1000 and FSS 2251. The Program Director/Program Chair/Program Coordinator or Internship Placement Office has the discretion to provide override approval as it relates to the waiver of required program/discipline-related courses. This course is a planned work-based experience that provides students with an opportunity to fine-tune skill sets learned in coursework and enhance workplace skills through supervised practical experiences related to their career objectives. Each earned credit hour of Internship requires a minimum of 80 clock hours of work. Multiple credit course. May be repeated for credit, but grade forgiveness cannot be applied. Each earned credit hour of Internship requires a minimum of 80 clock hours of work. (Internship Fee: $10.00).