COURSE SYLLABUS

Academic Year: 2020/2021

Identification and characteristics of the course				
Code	502237	ECTS Credits		6
Course title (English)	**Catering and Foodservice**			
Course title (Spanish)	Catering y restauración			
Degree programs	Degree in Food Science and Technology			
Faculty/School	School of Agricultural Engineering			
Semester	7ª	Course type (compulsory/optional)	Optional course	
Module	Optional courses			
Subject matter	Catering and Foodservice			
Lecturer/s				
Name	Room	E-mail		Web page
María de Guía Córdoba Ramos	D705 Edificio Valle del Jerte	mdeguia@unex.es		
Alicia Rodríguez Jiménez	D710 Edificio Valle del Jerte	aliciarj@unex.es		
Subject Area	Nutrition and Food Science.			
Department	Animal Production and Food Science			
Coordinator (Only if there is more than one lecturer)	**Alicia Rodríguez Jiménez**			

Competencies*
Basic Competencies
CB1 - That the students have demonstrated to possess and understand knowledge in an area of study that relied on those obtained from the general secondary education, and it is usually found at a level that, although supported by advanced textbooks, some aspects involving knowledge from the forefront of their field of study are also included. CB2 - That students know how to apply their knowledge to their work or vocation in a professional way, and possess the competencies that are usually demonstrated through the elaboration and defense of arguments and the resolution of problems within their area of study. CB3 - That students have the ability to collect and interpret relevant data (usually within their area of study) to make judgments including reflections on relevant social, scientific or ethical issues. CB4 - That students can transmit information, ideas, problems, and solutions to both specialized and non-specialized audiences. CB5 - That students have developed those learning skills necessary to undertake further studies with a high degree of autonomy.

* The sections concerning competencies, course outline, teaching activities, teaching methodology, learning outcomes and assessment methods must conform to those included in the ANECA verified document of the degree program.

General Competencies
CG1 - In the field of quality and process management and control, capacity to establish quality control procedures and manuals; implementation and management of quality systems; analysis of food, raw materials, ingredients, additives and issue of the corresponding reports; evaluation and improvement of the quality of the analysis methods applied to food control. CG2 - In the field of food safety, acquiring knowledge to assess the hygienic-sanitary and toxicological risk of a process, food, ingredient, packaging; identification of possible causes of food spoilage and establishment of traceability mechanisms. CG6 - In the field of collective catering, knowing how to manage collective catering services; proposing adequate feeding programs for the different groups; ensuring the quality and food safety of managed food; providing adequate training to personnel involved. CG8 – In the field of legal, scientific and technical advice, capacity of studying and interpreting the reports and administrative files in relation to a product, in order to be able to respond reasonably to the arisen question; knowing the current legislation; defending the needs to modify a regulation related to any product in the administration.
Cross Competencies
CT2 - Knowledge of a foreign language (English). CT3 – To provide knowledge and teaching-learning methodologies at different levels; collect and analyze existing information. CT5 - Capacity for critical reasoning, analysis and synthesis. CT7 –Self-learning capacity and concern about learning and ongoing training. CT8 - Knowledge of the principles and methods of scientific and technical research. CT9 - Capacity for teamwork. CT10 - Permanent concern about quality and the environment, the prevention of occupational risks and social and corporate responsibility.
Specific skills
CECTA2: To know and understand the basic foundations and the appropriate technological processes for the production, packaging and preservation of food. CECSA2: To know and evaluate the hygienic-sanitary and toxicological hazards in food and its effects on consumer health. CECSA3: To promote safety and quality in the food chain, from the production of raw materials to consumption. CECGA2: Ability to implement and manage quality systems applied to food processes and collective foodservice programs. CECNS3: Assess individual and community nutritional status, design and interpret food surveys.
Contents
Course outline*
Evaluate, control and manage food quality in collective catering. Installations and their design. Equipment, utensils and auxiliary machinery. Its operation. Raw materials, compositional characteristics and quality attributes. Technological processes. Preparation of menus and diets for communities. Economic viability of catering industries. Legislation and regulations applicable to collective catering industries.

Course contents
SECTION 1
Title of unit 1: Introduction to the Catering industry. Contents of unit 1: Catering industry. Definition. Types of establishments related to the catering industry. Description of practical activities for unit 1: Practical sessions 1 and 5.
Title of unit 2: Staff of the Catering industry. Contents of unit 2: Management. Supervision. Kitchen and pastry. Bar. Cleaning. Customer service. Storage. Description of practical activities for unit 2: Practical sessions 1 and 5.
Title of unit 3: Health and safety in the Catering industry. Contents of unit 3: Health and safety. Definition. Accidents, first aid, work methods. Description of practical activities for unit 3: Practical sessions 1 and 5.
Title of unit 4: Staff hygiene. Contents of unit 4: Health and personal hygiene standards. Health and hygiene surveillance. Staff training and education. Description of practical activities for unit 4: Practical sessions 1 and 5.
SECTION 2
Title of unit 5: Characteristics of the construction and in establishments related to the Catering. Contents of unit 5: Characteristics of construction materials. Description of practical activities for unit 5: Practical sessions 1 and 5.
Title of unit 6: Planning and design of facilities. Contents of unit 6: Zones of a catering facility. Description of practical activities for unit 6: Practical sessions 1 and 5.
Title of unit 7: Equipment and utensils in the Catering industry Contents of unit 7: Large equipment. Mechanical equipment. Small equipment. Utensils. Description of practical activities for unit 7: Practical sessions 1, 2 and 5.
Title of unit 8: Hygiene and direction of facilities, plants and teams Contents of unit 8: Operating needs. Maintenance and cleaning cycles, contamination levels of plants and equipment. Cleaning methods. Description of practical activities for unit 8: Practical sessions 1, 2 and 5.
Title of unit 9: Management and quality control in the Catering industry. Contents of unit 9: Quality control and management. Risk analysis and control of critical points, quality control. Legislation. Description of practical activities for unit 9: Practical sessions 1, 2 and 5.
SECTION 3
Title of unit 10: Menu planning. Contents of unit 10: Menu types. Variables that influence the choice of menu: prices, season of the year, people to whom it is addressed Description of practical activities for unit 10: Practical sessions 2, 3, 4 and 5.
Title of unit 11: Food purchase, storage and control. Contents of unit 11: Food acquisition. Control of rations. Purchase methods. Storage. Description of practical activities for unit 11: Practical sessions 2, 3, 4 and 5.
Title of unit 12: Effect of conservation techniques on foods. Contents of unit 12: Conservation of ingredients and elaborated dishes. Description of practical activities for unit 12: Practical sessions 1, 2, 3, 4 and 5.
Title of unit 13: Culinary processes in the Catering industry. Contents of unit 13: Cooking methods and effects on food. Techniques to keep food warm. Food hygiene. Diseases transmitted through food. Microorganisms and parasites Description of practical activities for unit 13: Practical sessions 2, 3, 4 and 5.
PRACTICAL ACTIVITIES
Title of practical activity 1: Visit to a Catering industry. Contents: Students will be taken to visit a Catering industry to check on site what they are and possible deficiencies and improvements. Implementation of a HACCP system in a Catering industry.

Title of practical activity 2: Evaluation of a healthy menu. Contents: Planning and evaluation of a healthy menu taking into account the variables that influence the choice for the elaboration of a nutritionally balanced menu prepared during the seminar of the subject (for 15-20 diners).
Title of practical activity 3: Food purchase and storage of the ingredients to create a healthy menu. Contents: Purchase and acquisition of ingredients for the preparation of a healthy menu. Control of purchase rations. Purchase methods. Storage of ingredients and raw materials before preparing the menu.
Title of practical activity 4: Control of the ingredients and dishes prepared. Contents: Quality control of ingredients and raw materials used in the elaboration of a menu. Control of dishes made with new culinary techniques and applications.
Title of practical activity 5: Practice in the facilities of the School of FoodService of Mérida. Contents: Elaboration of a complete menu in facilities that simulate industrial kitchens. Culinary techniques, forms of food preservation, Catering, equipment, etc. will be used. that are used regularly in the Catering industry
SEMINARS
Title of the seminar 1: Design of a healthy week-long menu for a specific type of Catering Contents: students will have to design a healthy one-day menu applying the theoretical and practical knowledge learned from the course. In a power point document, they must make a presentation where they must describe the total caloric content of the healthy menu, as well as the distribution of the immediate principles and those of the lipid profile of the menu meals, as well as include the cooking techniques used, the type of establishment and population to which it is directed, the equipment and utensils used. The selected menu will be prepared in the facilities of the School of FoodService of Mérida. Type and place: Seminar (L-77, A-25, A32) Material and instruments to use: Computers, web access and nutrition programs that allow knowing the dietary profile of the menu prepared.
Title of the seminar 2: Evaluation of menus of different types of restaurants Contents: students will have to evaluate the suitability of different menus using computer applications depending on the type of establishment and population to which it is addressed. Type and place: Seminar (L-77, A-25, A32) Materials and instruments to use: Computers, web access and computer applications that allow the evaluation of the design of different menus.

Educational activities *

Student workload (hours per lesson)		Lectures	Practical sessions				Monitoring activity	Homework
Lesson	Total	L	HI	LAB	COM	SEM	SGT	PS
1	7,5	2					1	4.5
2	6	2						4
3	7	2						5
4	4,5	1						3.5
5	5	1						4
6	6,5	2					0,5	4
7	9	2						7
8	5	1						4
9	6	1						5
10	6	1						5
11	7,5	1					1,5	5
12	9,5	1					1,5	7
13	6,5	1,5						5
Practical sessions								
1	6			3				3
2	6			3				3

3	6			3				3
4	6			3				3
5	8			4				4
Seminars								
1	22					12		8
2	8					4		6
Assessment **	2	2						
TOTAL ECTS	150	20,5		16		16	4,5	93

L: Lectures (100 students)
HI: Hospital internships (7 students)
LAB: Lab sessions or field practice (15 students)
COM: Computer room or language laboratory practice (30 students)
SEM: Problem-solving classes, seminars or case studies (40 students)
SGT: Scheduled group tutorials (educational monitoring, ECTS type tutorials)
PS: Personal study, individual or group work and reading of bibliography

Teaching Methodology*

1. Lectures and discussion of theoretical content
2. Development of problems
3. Lab, pilot plants and field practices and activities
6. Development and presentation of seminars
7. Use of the virtual classroom
9. Study of the course
10. Search and management of scientific bibliography
11. Exams

Learning outcomes *

1. To know the facilities and equipment available for collective catering services.
2. To know the most common technological processes in foodservice.
3. To know how to prepare menus and diets for communities.
4. To have knowledge of marketing strategies, thus knowing the economic management of these industries.
5. To know the applicable regulations.
6. To acquire a global vision of the most relevant quality aspects for the proper management of the catering industries.

Assessment methods *

CONTINUOUS ASSESSMENT

Course will be evaluated as follows:

- Practical knowledge
The learning of the practical part of the course will be continuously evaluated, by monitoring attendance at practical sessions and their participation in them. Likewise, their use will be evaluated by taking a practical exam by solving short questions related to the practical activity carried out (fundamentals, procedure, etc.) and / or by preparing a practical sessions notebook. This part will be compulsory to pass the course. To pass this part, it is necessary to obtain a grade equal to or greater than 5 points. These activities will represent **10% of the final grade for the course**.

- Seminars
The seminars will be evaluated by carrying out monographic works that will be exposed

** Indicar el número total de horas de evaluación de esta asignatura.

throughout the course in a large group. It will be continuously evaluated, by monitoring attendance at the sessions and the student participation in them. This part will be compulsory to pass the subject. To pass this part, it is necessary to obtain a grade equal to or greater than 5 points in each part. These activities will represent **20% of the final grade for the course**.

- Theoretical knowledge
It will be evaluated continuously by solving questions through online questionnaires and short questions in class taking into account class attendance, class participation, participation in the virtual classroom, etc. which represent **10% of the final grade for the course**. In addition, theoretical knowledge will be assessed by means of a final exam that may consist of short and test questions, or oral questions. To pass the theoretical part, it is necessary to obtain a grade equal to or greater than 5 points on this exam. The theoretical knowledge will account for **60% of the final grade for the course**.

Each part will represent a percentage of the final grade:
- Theoretical knowledge (final exam): 60%
- Attendance to class, participation in class and virtual campus, resolution of questions and short questions in class: 10%
- Preparation and presentation seminars: 20%
- Practical sessions work: attendance and knowledge: 10%

The calls, grades and claim periods of the exams will be exposed on the corresponding boards and through the virtual classroom of the subject in time and form as established by the regulations approved by the Governing Board and published by Resolution 9/03/2012, DOE nº 59 of March 26, modified by Resolution 27/11/2012, DOE nº 242, of December 17 and Resolution 17/03/2014, DOE 62, of March 31, and RESOLUTION of November 25, 2016, DOE nº 236 of December 12, 2016.

UNIQUE ASSESSMENT

1. In the first three weeks of the semester, the student who takes this type of assessment must notify the course coordinator in writing of the intention to take this type of assessment.

2. There will be an exam corresponding to the practical contents and the seminar part, both tests may be oral or written, in which case they will follow the same criteria for passing each part as for the continuous evaluation.

3. To pass the course it will be necessary to pass the test regarding practical knowledge. For this, a practical exam will be carried out, which may also consist of an oral and written test on the practical contents. It will be necessary to achieve a minimum of five points in the practical knowledge exam.

Each part will represent a percentage of the final grade:
- Theoretical knowledge 60%
- Seminars: preparation and presentation 20%
- Practical sessions work: assistance and knowledge 20%

Bibliography (basic and complementary)

Basic bibliography

Lara Muñoz, P. y Olaya Abad, J. (2016). Cocina y Restauración. Volumen I: Cocina. Ed. Síntesis S.A.

Kinton, R. y Ceserani, V. (1995) Teoría del Catering. Ed. Acribia S.A.

Tricket, J. (1986) The Prevention of Food poisoning. Stanley Thornes (Publishers) Ltd.

Dudley, S.R. (1988) Master in catering science. Macmillan Education LTD. London.

Castro, J.J.; Sancho, J. y Bota, E. (1996) Autodiagnóstico de la calidad higiénica en las instalaciones agroalimentarias. Ediciones Mundi-prensa. Madrid.

Coenders, A. (1996) Química culinaria. Editorial Acribia, S.A. Zaragoza.

Johns, N. (1999) Higiene de los Alimentos. Directrices para profesionales de hosteleria, restauración y catering. Editorial Acribia, S.A. Zaragoza.

Complementary bibliography

López, J.L. (1999). Calidad Alimentaria: riesgos y controles en la agroindustria. Ediciones Mundi-Prensa. Madrid.

Other resources and complementary materials

Prior to the exhibition, they will be provided with a summary of the topic that includes the main contents to be taught. These contents may be in PowerPoint, Word or any of them transformed into pdf format. In addition, they can rely on video tutorials of these. For its disposal, it will be deposited within each thematic block in AVUEX and TEAMS, for which it will be necessary to briefly explain its use and how to register in the first weeks of class. In those cases, where it is possible, practical assumptions or relevant news that appear and that allow greater applicability of the topic will be analyzed. In addition, scientific articles related to each of the topics will be provided to contrast scientific studies with the contents seen in class.