

COURSE OUTLINE

HMG-222 Hospitality Purchasing 3 Semester Hours

HOWARD COMMUNITY COLLEGE

Description

This course introduces the student to the study of product selection, purchase, and storage of hospitality supplies with special emphasis on foods. Students will learn to survey purveyors, write specifications, place orders, evaluate quality vs. cost and keep purchasing financial records. (3 hours weekly)

Overall Course Objectives

Upon completion of this course, the student will be able to:

1. Explain the history of the purchasing in the hospitality industry.
2. Describe the Patron Sphere.
3. Analyze various purchasing markets.
4. Write a specification for a food order.
5. Explain the steps in the purchasing process.
6. Explain the procedures for receiving goods.
7. Demonstrate the ability to use the computer in the purchasing process.
8. Select proper procedures for the purchase and reception of meat, poultry and eggs, marine products, fresh produce, processed foods, dairy products, groceries, alcoholic beverages and non-food supplies.
9. Compare and contrast various purchasing contract services.

Major Topics

- I. History of purchasing
- II. Patron sphere
- III. The markets
- IV. Specification, suppliers
- V. Receiving
- VI. Technology

- VII. Meat
- VIII. Poultry and eggs
- IX. Marine products
- X. Processed foods
- XI. Dairy foods
- XII. Groceries
- XIII. Alcoholic beverages
- XIV. Non-food supplies
- XV. Purchasing contracts
- XVI. Laws
- XVII. Storage
- XVIII. Economic order quantity

Course Requirements

Grading/exams: Grading procedures will be determined by the individual faculty member but will include the following: final grades will be calculated on the basis of exams, purchasing lab work, quizzes, and class projects.

Other Course Information

This course is a Hospitality Management core course.