

ACCOMMODATION MANAGEMENT -II (THEORY)

UNIT - I

FIBRES AND FABRICS

- ❖ Fibre- introduction
- ❖ Classification of Fibre
- ❖ Origin & characteristics of Fibres
- ❖ Methods of construction : Knitting, Weaving (Plain weave, Twill weave, Satin weave, Figured weave, Pile weave, Cellular weave)
- ❖ Finishes given to Fabrics

UNIT - II

LAUNDRY , LINEN & UNIFORM

2.1 LAUNDRY

- ❖ Introduction
- ❖ Duties & Responsibilities of laundry personnel
- ❖ Flow process of Industrial Laundry
- ❖ Equipments & layout of laundry
- ❖ Dry cleaning & Guest laundry

2.2 LINEN & UNIFORM

- ❖ Classification & sizes of various Linen (Bed, Bath & Table linen)
- ❖ Duties & responsibilities of linen & uniform personnel
- ❖ Layout of linen / uniform room
- ❖ Storage condition , inspection & issuing of linen
- ❖ Stock taking, par stock, inventory & condemned linen maintenance
- ❖ Sewing room
- ❖ Budget

UNIT- III

STAIN REMOVAL

3.1 STAIN REMOVAL

- ❖ Definition, importance & classification of stains
- ❖ General rules & identification of stains
- ❖ Different types of stain removing agents with examples

3.2 PEST CONTROL

- ❖ Definition of pest
- ❖ Area of infestation, prevention & control of pest

3.3 FIRST AID & FIRE PREVENTION

UNIT – IV

INTERIOR DECORATION

- ❖ Importance of Interior Design
- ❖ Principle of design
- ❖ Role of colours in interior design
- ❖ Lighting & lighting system in hotels
- ❖ Floor & floor covering
- ❖ Wall & window treatment
- ❖ Furniture & Fixtures
- ❖ Role of accessories in interior decoration
- ❖ Factors affecting interior design
- ❖ Decoration on special occasion
- ❖ Re decoration & re furnishing of guest room

UNIT-V FLOWER ARRANGEMENT

- ❖ Purpose of Flower Arrangement
- ❖ Level of placement with relevant example
- ❖ Equipments & materials to use
- ❖ Conditioning of plant materials
- ❖ Styles of flower arrangement(western, Japanese,free style)
- ❖ Principles of flower arrangement
- ❖ Decoration during various occasions

REFERENCE BOOKS

1. Hotel ,Hostel & Hospital house keeping- Joan .C.Branson & Margaret Lennox
2. House keeping supervision volume 1 & 2 – Jane Fellows
3. The professional house keeper – Georgina tucker & Madeleri schneider
4. Professional management of house keeping operations- Robert .J.Martin