

Advance Diploma in Hotel Management (ADHM)

Duration: 2 Years (4 Semesters)**

Semester – I

| S. No. | Paper Numerical Unique | Class & Papers | Paper Name / Subject |
|--------|------------------------|----------------|--|
| 1 | ADHM101 | 1ADHM1 | Fundamentals of Hotel and Tourism Management |
| 2 | ADHM102 | 1ADHM2 | Food Production and Kitchen Management |
| 3 | ADHM103 | 1ADHM3 | Front Office Operations and Guest Relations |
| 4 | ADHM104 | 1ADHM4 | Communication and Hospitality Etiquette |

Course Details (Semester – I)

- **Fundamentals of Hotel and Tourism Management** – Overview of hospitality and tourism linkage.
 - **Food Production and Kitchen Management** – Cooking methods, equipment use, and safety.
 - **Front Office Operations and Guest Relations** – Handling guest queries and complaints.
 - **Communication and Hospitality Etiquette** – Personality grooming and presentation.
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Semester – II

| S. No. | Paper Numerical Unique | Class & Papers | Paper Name / Subject |
|---------------|-------------------------------|---------------------------|---|
| 1 | ADHM201 | 2ADHM1 | Housekeeping and Facility Management |
| 2 | ADHM202 | 2ADHM2 | Food and Beverage Management |
| 3 | ADHM203 | 2ADHM3 | Hotel Accounting and Cost Control |
| 4 | ADHM204 | 2ADHM4 | Computer Applications in Hospitality Industry |

Course Details (Semester – II)

- **Housekeeping and Facility Management** – Room setup, cleaning, and decor.
- **Food and Beverage Management** – Restaurant operations and service standards.
- **Hotel Accounting and Cost Control** – Financial management and budgeting.
- **Computer Applications in Hospitality Industry** – Billing, POS, and CRM systems.

Semester – III

| S. No. | Paper Numerical Unique | Class & Papers | Paper Name / Subject |
|---------------|-------------------------------|---------------------------|--|
| 1 | ADHM301 | 3ADHM1 | Hospitality Marketing and Sales |
| 2 | ADHM302 | 3ADHM2 | Event and Conference Management |
| 3 | ADHM303 | 3ADHM3 | Nutrition, Food Safety, and Hygiene |
| 4 | ADHM304 | 3ADHM4 | Entrepreneurship in Hospitality Industry |

Course Details (Semester – III)

- **Hospitality Marketing and Sales** – Marketing tools and promotional activities.
 - **Event and Conference Management** – Banquets, weddings, and MICE events.
 - **Nutrition, Food Safety, and Hygiene** – Dietary awareness and kitchen cleanliness.
 - **Entrepreneurship in Hospitality Industry** – Starting and managing hospitality ventures.
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Semester – IV

| S. No. | Paper Numerical Unique | Class & Papers | Paper Name / Subject |
|--------|------------------------|----------------|--|
| 1 | ADHM401 | 4ADHM1 | International Hotel Management Practices |
| 2 | ADHM402 | 4ADHM2 | Human Resource Management in Hotels |
| 3 | ADHM403 | 4ADHM3 | Research Project and Dissertation |
| 4 | ADHM404 | 4ADHM4 | Industrial Internship / Field Training |

Course Details (Semester – IV)

- **International Hotel Management Practices** – Global hospitality systems and culture.
- **Human Resource Management in Hotels** – Recruitment, performance, and team management.
- **Research Project and Dissertation** – Project on hotel operations or marketing.
- **Industrial Internship / Field Training** – Work exposure in reputed hotels or resorts.