

(Bachelor of Vocation) – Front Office Operations

Duration: 3 Years (6 Semesters)

Program Type: Undergraduate Degree Program

Total Credits: 120–140 (varies by university)

Note: Subject codes are provided in a standard university-style format and may vary by institution.

Semester I

Subject Code	Subject Name
FOO101	Introduction to Front Office Operations
FOO102	Communication Skills
FOO103	Computer Fundamentals
FOO104	Hospitality Industry Overview
FOO105	Personality Development
FOO106	English for Hospitality
FOO107P	Front Office Practical – I

Semester II

Subject Code	Subject Name
FOO201	Front Office Procedures
FOO202	Customer Service Management
FOO203	Business Communication
FOO204	Reservation Management

Subject Code	Subject Name
FOO205	Hospitality Accounting Basics
FOO206	Soft Skills Development
FOO207P	Front Office Practical – II

Semester III

Subject Code	Subject Name
FOO301	Hotel Operations Management
FOO302	Guest Relations Management
FOO303	Housekeeping Coordination
FOO304	Tourism and Travel Management
FOO305	Event Management Basics
FOO306	Environmental Studies
FOO307P	Industrial Training – I

Semester IV

Subject Code	Subject Name
FOO401	Advanced Front Office Management
FOO402	Revenue Management
FOO403	Hospitality Sales & Marketing
FOO404	Human Resource Management

Subject Code	Subject Name
FOO405	Hotel Information Systems
FOO406	Entrepreneurship Development
FOO407P	Front Office Practical – III

Semester V

Subject Code	Subject Name
FOO501	Strategic Front Office Management
FOO502	Hospitality Law and Ethics
FOO503	Quality Management in Hospitality
FOO504	Leadership and Team Management
FOO505	Customer Relationship Management
FOO506	Research Methodology
FOO507P	Industrial Training – II

Semester VI

Subject Code	Subject Name
FOO601	International Hospitality Management
FOO602	Hospitality Entrepreneurship
FOO603	Hotel Security and Safety Management
FOO604	Tourism Marketing

Subject Code	Subject Name
FOO605	Project Management
FOO606	Major Project Report
FOO607P	Viva Voce & Internship Evaluation