

(Table 5.2) Course unit description

Study program: Hotel Management and Tourism				
Type and level of studies: Undergraduate academic studies, 1st level				
Course unit: Hotel Management				
Teacher in charge: Vesna Milovanović				
Language of instruction: English				
ECTS: 7				
Prerequisites: No special prerequisites				
Semester: Forth				
Course unit objective				
<ul style="list-style-type: none"> • Teach students about fundamentals of managing process in a hotel company, including management of each department individually as well as the organization as a whole; • Help students develop supervisory skills and management abilities through classroom exercises and practical work. 				
Learning outcomes of Course unit				
After passing this course, students should have developed technical, analytical, and conceptual skills appropriate for the hotel industry and be able to perform tasks at entry level management positions.				
Course unit contents				
Introduction to hotel management and organization				
Front office management				
Housekeeping management				
Food and beverage management				
Purchase management				
Sales and marketing management				
Quality and security management				
Financial control and information management				
Human resources management				
Literature				
O'Fallon, M.J., and Rutherford, D.G. Hotel Management and Operations, John Wiley & Sons, Inc., 2011.				
Number of active teaching hours				Other classes
Lectures:3	Practice: 2	Other forms of classes:	Independent work:	
Teaching methods				
Lectures, practices, case studies				
Examination methods (maximum 100 points)				
Exam prerequisites	No. of points:	Final exam	No. of points:	
Student's activity during lectures	10	oral examination		
practical classes/tests	40	written examination	40	
Seminars/homework	10	Other		
Grading system				
Grade	No. of points	Description		
10	91-100	Excellent		
9	81-90	Exceptionally good		
8	71-80	Very good		
7	61-70	Good		
6	51-60	Passing		
5	0-50	Failing		