

Banquet Training Manual

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for undergraduate culinary and hospitality courses that focus on dining room service training and banquet catering and buffet service training complete coverage of all aspects of dining room service with real life examples and updated information on technology in the industry in the professional server students get an introduction to the many aspects of being a professional server and experienced servers get an excellent reference to consult for various techniques and service situations they face in their day to day work this popular resource features easy to read self contained chapters which flow in a logical sequence and allow flexibility in teaching and learning coverage includes areas such as professional appearance guest communication table settings food wine and beverage service and current technologies restaurant reality stories and step by step photographs give students an insider s look into what makes an effective server

this new textbook provides a complete study of human resource management from the perspective of management and operation in a hospitality environment the hospitality industry continues to grow every day bringing new challenges and opportunities this up to date textbook provides the information on effective human resource management that managers need to know to succeed in today s competitive hospitality business environment

abstract the fundamentals of hotel banqueting sales are presented in this practical guide to conference and function promotion important considerations in planning the following types of events are discussed conferences dinners luncheons cocktail parties product launches and exhibitions aspects of banquet sales that are examined include 1 the initial stages i e client telephoning banqueting books written and personal inquiry 2 sales presentation i e room displays budget menu and side issues follow up 3 promotional material i e specimen menus long lists banquet wine lists presentation books 4 creative banqueting for special events sporting events hobbies and educational events 5 sales training and 6 entertaining potential clients insights are provided into understanding clients underlying motives in choosing to or deciding against buying a product rules for successful advertising and the importance of typeface printing processes artwork paper and copy writing are described the basic fundamentals of public relations including the components of a good press release are outlined personal attributes of a good hotel salesperson i e attitude appearance rapport

persistence sensitivity are discussed an index is included for quick reference aje

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