

# Sault College of Applied Arts and Technology sault ste. marie

## Course Outline

ROOMS MANAGEMENT

HMG 102-4

revised

~~JANUARY 1978~~

*Revised  
Jan 1981*

ROOMS MANAGEMENT  
HMG 102-4

TEXT: ' Housekeeping Set - AHMA

REFERENCES: Housekeeping - Brigham - Ahrens

OBJECTIVE:

1. to place Housekeeping Department in its role in a hotel.
2. to give students a thorough background and working knowledge
  - <sup>0</sup> \* a) planning the department
  - b) supplies and equipment used
  - c) specifications for purchasing
  - d) the guest room
  - e) public areas
  - f) the linen room
  - g) care and repair of furniture
  - h) treatment of various types of flooring
  - i) the maid - hiring, motivating, training
  - j) forms and controls
  - k) laundries and laundering

METHOD:

The course will include lectures, films, practical making of beds and hotel visits.

STUDENT EVALUATION:

Students will be evaluated as follows:

attendance, neatness, punctuality	10%
practical work	20
3 term tests	30
final examination	<u>40</u>
	100%

Make-up will be considered a privilege granted only when the instructor determines that circumstances beyond the students control precluded the conclusion of the course outlined.