

DIPLOMA IN FOOD OPERATIONS MANAGEMENT

Qualification code: DPFM19 - NQF Level 6 (360 credits)

SAQA ID: 101752, CHE NUMBER: H/H16/E021CAN

Campus where offered:

Pretoria Campus

REMARKS

a. *Admission requirement(s) and selection criteria:*

- **FOR APPLICANTS WHO OBTAINED A SENIOR CERTIFICATE BEFORE 2008:**

Admission requirement(s):

A Senior Certificate or an equivalent qualification, with an E symbol at Higher Grade or a C symbol at Standard grade for English, and an E symbol at Higher Grade or a D symbol at Standard Grade for Mathematics.

Recommended subject(s):

Food and Beverage Management, Home Economics, Hospitality Management and Hotel and Catering.

Selection criteria:

Selection for admission is based on a TUT potential assessment and a personal interview with the departmental selection panel.

- **FOR APPLICANTS WHO OBTAINED A NATIONAL SENIOR CERTIFICATE IN OR AFTER 2008:**

Admission requirement(s):

A National Senior Certificate with a bachelor's degree or a diploma endorsement, or an equivalent qualification, with an achievement level of at least 3 for English (home language or first additional language) and 3 for Mathematics or Mathematical Literacy.

Selection criteria:

To be considered for this qualification, applicants must have an Admission Point Score (APS) of at least 20.

Recommended subject(s):

None.

Assessment procedures:

Applicants with a final APS of 24 and more will be admitted to the programme. Applicants with a score of 20 to 23 will be required to do the TUT potential assessment.

- **FOR APPLICANTS WITH A NATIONAL CERTIFICATE (VOCATIONAL):**

Admission requirement(s):

A National Certificate (Vocational) with a bachelor's degree or a diploma endorsement, with at least 50% for English (home language or first additional language) and 50% for Mathematics or Mathematical Literacy, 50% for Life Orientation (excluded for APS calculation), 60% for any other three compulsory vocational subjects and 50% for the fourth subject.

The certificate must be in any of the following fields: accounting, computer science, economics, finance, hospitality, information technology, management, marketing, office administration or tourism.

Selection criteria:

To be considered for this qualification, applicants must have an Admission Point Score (APS) of at least 27.



- b. *Minimum duration:*
Three years.
- c. *Presentation:*
Day classes.
- d. *Intake for the qualification:*
January only.
- e. *Exclusion and readmission:*
See Chapter 2 of Students' Rules and Regulations.
- f. *Textbooks:*
Students are required to purchase textbooks.
- g. *Other requirements:*
The following must be submitted before the diploma will be issued:
- First-Aid Certificate.
 - Opera Short Course Certificate.
 - Preliminary Wine Course Certificate.
 - Wine Service Certificate.
 - Wines of the World Certificate.
- h. *Modules and practicals:*
Students will be required to attend certain activities and practicals in the evenings and on Saturdays and Sundays. Owing to the unique character and requirements of the hospitality industry, it is compulsory for students to work for a required number of weeks, according to the official timetable, at any of the practical training facilities of the Department, regardless of weekends, University holidays or public holidays. Students have to arrange their own transport to and from training facilities that are not situated at the Pretoria and Soshanguve campuses.
- i. *Promotion:*
Students who do not pass all the modules set for a particular year of registration will be obliged to register strictly in accordance with the departmental class timetable, and with the approval of the Head of the Department, in the following academic year.
- j. *Recognition of Prior Learning (RPL), equivalence and status:*
See Chapter 30 of Students' Rules and Regulations.
- k. *WIL in Food Operations Management II and III:*
Students are not allowed to register for WIL in Food Operations Management II if all the subjects of the first year have not been completed. Students are not allowed to register for WIL in Food Operations Management III if all the subjects of the second year have not been completed. See Chapter 5 of Students' Rules and Regulations for further information.
- l. *Module credits:*
Module credits are shown in brackets after each module.

CURRICULUM

FIRST YEAR

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
CAP105X	Communication for Academic Purposes	(5)	(10)	
CPL105X	Computer Literacy	(5)	(10)	
INL125D	Information Literacy (block module)	(5)	(2)	
LFS125X	Life Skills (block module)	(5)	(2)	



FIRST SEMESTER

FOB115D	Food Operations Microbiology I	(5)	(10)	
FOG115D	Food Operations Management I	(5)	(10)	
FOP115D	Food Operations I (Practical)	(5)	(10)	
FOT115D	Food Operations I (Theory)	(5)	(5)	

SECOND SEMESTER

FCP115D	Culinary Skills I (Practical)	(5)	(15)	
FCT115D	Culinary Skills I (Theory)	(5)	(10)	
FNU115D	Nutrition I	(5)	(10)	
FOF115D	Food Operations Financial Management I	(5)	(15)	

TOTAL CREDITS FOR THE FIRST YEAR: **109**

SECOND YEAR

Modules are offered in semesters as determined by the Department.

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
FIRST OR SECOND SEMESTER				
FBQ215D	Banqueting I	(5)	(10)	
FCP216D	Culinary Skills II (Practical)	(6)	(15)	Culinary Skills I (Practical)
FCT216D	Culinary Skills II (Theory)	(6)	(5)	Culinary Skills I (Theory) Culinary Skills I (Practical)
FIP215D	Food Operations Industrial Psychology I	(5)	(10)	Culinary Skills I (Theory)
FNU216D	Nutrition II	(6)	(10)	Nutrition I
FOF216D	Food Operations Financial Management II	(6)	(15)	Food Operations Financial Management I
FOG216D	Food Operations Management II	(6)	(10)	Food Operations Management I
FOP216D	Food Operations II (Practical)	(6)	(10)	Food Operations I (Practical)
FOT216D	Food Operations II (Theory)	(6)	(5)	Food Operations I (Theory) Food Operations I (Practical)
FOX216D	WIL in Food Operations Management II (on completion of all first-year modules)	(6)	(30)	Food Operations I (Theory)
FSC215D	Food Operations Supply Chain Management I	(5)	(10)	
TOTAL CREDITS FOR THE SECOND YEAR:			130	

THIRD YEAR

Modules are offered in semesters as determined by the Department.

CODE	MODULE	NQF-L	CREDIT	PREREQUISITE MODULE(S)
FIRST OR SECOND SEMESTER				
FBQ316D	Banqueting II	(6)	(16)	Banqueting I
FOF316D	Food Operations Financial Management III	(6)	(15)	Food Operations Financial Management II
FOG316D	Food Operations Management III	(6)	(15)	Food Operations Management II
FOP316D	Food Operations III	(6)	(15)	Food Operations II (Theory) Food Operations II (Practical)



FOX316D	WIL in Food Operations Management III (on completion of all first- and second-year modules)	(6)	(60)
TOTAL CREDITS FOR THE THIRD YEAR:			121
TOTAL CREDITS FOR THE QUALIFICATION:			360

MODULE INFORMATION (OVERVIEW OF SYLLABUS)

The syllabus content is subject to change to accommodate industry changes. Please note that a more detailed syllabus is available at the Department or in the study guide that is applicable to a particular module. On 12 September 2018, the syllabus content was defined as follows:

B

BANQUETING I (FBQ215D) 1 X 3-HOUR PAPER

(Module custodian: Department of Hospitality Management)

Knowledge of chef's responsibility, corkage, serving of different beverages, organisation, planning, executing and marketing of a variety of functions. Equip students with knowledge, understanding and skills to plan and execute functions according to the principles of professional catering. (Total tuition time: ± 10 hours)

BANQUETING II (FBQ316D) CONTINUOUS ASSESSMENT

(Module custodian: Department of Hospitality Management)

Knowledge in planning, organising and executing a variety of functions to invited guests, ranging from breakfasts, high teas, brunches and cultural meals. Specialised starter dishes, sugar and chocolate work will also be demonstrated and practiced. (Total tuition time: ± 160 hours)

C

COMMUNICATION FOR ACADEMIC PURPOSES (CAP105X) 1 X 3-HOUR PAPER

(Module custodian: Department of Applied Languages)

A workable knowledge of English is an essential skill for any graduate who is required to conduct themselves successfully in a professional working environment. This module will equip students with the competencies required to compose a selection of written texts related to communicating both internally and externally within a professional environment. In addition, the module includes strategies that are essential for the effective communication in various situations, including small groups to avoid unproductive conflict, a multicultural context, etc. (Total tuition time: not available)

COMPUTER LITERACY (CPL105X) CONTINUOUS ASSESSMENT

(Module custodian: End User Computing Unit)

Students have to acquire foundational knowledge in computing fundamentals, essential digital skills in key applications based on MS Office Suite and network basics (i.e. MS Outlook and Internet). Students will do online exams that are mapped with SAQA. (Total tuition time: not available)

CULINARY SKILLS I (PRACTICAL) (FCP115D) CONTINUOUS ASSESSMENT

(Module custodian: Department of Hospitality Management)

Practice techniques of the preparation and presentation of a variety of foods and meals to customers. (Total tuition time: ± 100 hours)

CULINARY SKILLS II (PRACTICAL) (FCP216D) CONTINUOUS ASSESSMENT

(Module custodian: Department of Hospitality Management)

Plan and prepare balanced, trend setting advanced recipes and menus using a wide range of food commodities and equipment. (Total tuition time: ± 150 hours)

CULINARY SKILLS I (THEORY) (FCT115D) 1 X 3-HOUR PAPER

(Module custodian: Department of Hospitality Management)

Knowledge and skills in order to master techniques of the preparation and presentation of a variety of foods and meals to customers. (Total tuition time: ± 100 hours)



CULINARY SKILLS II (THEORY) (FCT216D)**1 X 3-HOUR PAPER***(Module custodian: Department of Hospitality Management)*

Provide the students with information and understanding of intermediary gastronomic preparation range of food for fine dining and large scale operation production unit. (Total tuition time: ± 50 hours)

F**FOOD OPERATIONS I (PRACTICAL) (FOP115D)****CONTINUOUS ASSESSMENT***(Module custodian: Department of Hospitality Management)*

Knowledge and understanding of the principles of food in a large scale food service establishment. (Total tuition time: ± 100 hours)

FOOD OPERATIONS II (PRACTICAL) (FOP216D)**CONTINUOUS ASSESSMENT***(Module custodian: Department of Hospitality Management)*

Practice of the preparation of food in a large scale food service establishment. (Total tuition time: ± 50 hours)

FOOD OPERATIONS I (THEORY) (FOT115D)**1 X 3-HOUR PAPER***(Module custodian: Department of Hospitality Management)*

Advanced knowledge and skills of the food industry in terms of current trends, writing recipes, nutritional principles, menu planning principles and table setting principles. (Total tuition time: ± 50 hours)

FOOD OPERATIONS II (THEORY) (FOT216D)**1 X 3-HOUR PAPER***(Module custodian: Department of Hospitality Management)*

Students are introduced to personal and professional ethics. (Total tuition time: ± 100 hours)

FOOD OPERATIONS III (FOP316D)**PRACTICAL EXAMINATION***(Module custodian: Department of Hospitality Management)*

Apply competence for the preparation of food in a large scale food service establishment and product development for mass catering outlets. (Total tuition time: ± 150 hours)

FOOD OPERATIONS FINANCIAL MANAGEMENT I (FOF115D)**1 X 3-HOUR PAPER***(Module custodian: Department of Hospitality Management)*

Train students to manage operational calculations and activities in food operations units. (Total tuition time: ± 150 hours)

FOOD OPERATIONS FINANCIAL MANAGEMENT II (FOF216D)**1 X 3-HOUR PAPER***(Module custodian: Department of Hospitality Management)*

Apply a range of financial principles to support appropriate management decisions for a sustainable and profitable hospitality enterprise. (Total tuition time: ± 150 hours)

FOOD OPERATIONS FINANCIAL MANAGEMENT III (FOF316D)**1 X 3-HOUR PAPER***(Module custodian: Department of Hospitality Management)*

Applied knowledge in the company as a business structure; linking the budgeting process to the business strategic plans, planning, implementing and controlling operational budgets. (Total tuition time: ± 150 hours)

FOOD OPERATIONS INDUSTRIAL PSYCHOLOGY I (FIP215D)**1 X 3-HOUR PAPER***(Module custodian: Department of Hospitality Management)*

Introduce knowledge in training and development of employees and increasing workplace productivity. (Total tuition time: not available)

FOOD OPERATIONS MANAGEMENT I (FOG115D)**1 X 3-HOUR PAPER***(Module custodian: Department of Hospitality Management)*

Equip students with knowledge and understanding of basic business management skills for effective management of a food operations unit. (Total tuition time: ± 100 hours)

FOOD OPERATIONS MANAGEMENT II (FOG216D)**1 X 3-HOUR PAPER***(Module custodian: Department of Hospitality Management)*

Provide knowledge, understanding and application of human resources management skills for effective management of employees in a food service unit. (Total tuition time: ± 100 hours)



FOOD OPERATIONS MANAGEMENT III (FOG316D)**1 X 3-HOUR PAPER****(Module custodian: Department of Hospitality Management)**

Plan and execute business plans according to the principles of business management for small businesses (entrepreneurship). (Total tuition time: ± 150 hours)

FOOD OPERATIONS MICROBIOLOGY I (FOB115D)**1 X 3-HOUR PAPER****(Module custodian: Department of Hospitality Management)**

Provide knowledge, understanding and skills on how to comply with South African Health and Safety legislation and regulations in food operations without risks on health and safety to people, machinery or within the work environment. (Total tuition time: ± 100 hours)

FOOD OPERATIONS SUPPLY CHAIN MANAGEMENT I (FSC215D)**1 X 3-HOUR PAPER****(Module custodian: Department of Hospitality Management)**

Introduce the concept of supply chain management in its widest sense and to some of the general practices that are important in every part of the hospitality working environment. (Total tuition time: ± 100 hours)

I**IINFORMATION LITERACY (INL125D)****CONTINUOUS ASSESSMENT****(Module custodian: Directorate of Library and Information Services)**

Introduction of information literacy. Development of a search strategy and application of a search string to search engines and academic databases. Evaluation of information sources. Ethical and legal use of information. (Total tuition time: not available)

L**LIFE SKILLS (LFS125X)****CONTINUOUS ASSESSMENT****(Module custodian: Directorate of Student Development and Support)**

Academic, personal and socioemotional skills development for students in higher education. Personal and social dimensions address: effective planning and self-management (goal setting and time management); Adjusting to university life (student life, diversity and change); Intra- and interpersonal skills development (conflict management, self-esteem, relationship management); Effective living (healthy living, HIV education, substance abuse); Academic dimension addresses: academic skills for university (e.g. critical thinking, creativity, managing assignments and assessments). (Total tuition time: not available)

N**NUTRITION I (FNU115D)****1 X 3-HOUR PAPER****(Module custodian: Department of Hospitality Management)**

Provide students with knowledge to be able to evaluate dietary intakes and feeding programmes throughout the human life cycle and familiarise themselves with nutritional principles and physiological health problems. (Total tuition time: ± 100 hours)

NUTRITION II (FNU216D)**1 X 3-HOUR PAPER****(Module custodian: Department of Hospitality Management)**

Provide knowledge to enable the ability to evaluate dietary intakes and feeding programmes throughout the human life cycle and familiarise themselves with nutritional principles and physiological health problems. (Total tuition time: ± 100 hours)

W**WIL IN FOOD OPERATIONS MANAGEMENT II (FOX216D)****WORK-INTEGRATED LEARNING****(Module custodian: Department of Hospitality Management)**

Provide students with food operations work-integrated knowledge and prepare them with skills application of related to food operations practices. (Total tuition time: ± 300 hours)

WIL IN FOOD OPERATIONS MANAGEMENT III (FOX316D)**WORK-INTEGRATED LEARNING****(Module custodian: Department of Hospitality Management)**

Work-integrated learning offers students with an opportunity to partake in front office cooking and related procedures in the restaurant. An opportunity to perform more supervisory duties should be provided in the work environment and learn the application of applicable industry related laws, regulations and rules. (Total tuition time: ± 600 hours)

