

SWAMI VIVEKANAND  
**SUBHARTI**  
UNIVERSITY  
UGC Approved Meerut

Date of Academic Council Meeting : 6 May 2025  
Date of Executive Council Meeting : 28 June 2025

## Ordinance No. V-128B

### CERTIFICATE PROGRAMME IN FOOD PRODUCTION & BAKERY (CFPB)



**College of Hotel Management**  
**Faculty of Management and Commerce**

**SWAMI VIVEKANAND SUBHARTI UNIVERSITY,**  
**MEERUT**

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Subharti Institute of Hotel Management  
S.V.S.U., MEERUT

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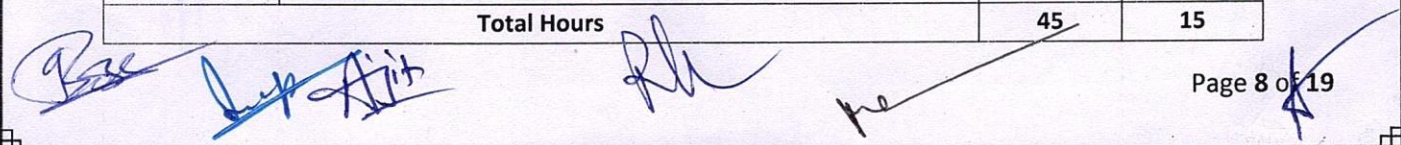
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# SYLLABUS

<b>Food Production</b>			<b>Course Code: CFPB 101</b>
Semester : I	L/T/P (Per week)	3/1/0	

<b>Objective</b>	The objective of this course is to give an introduction to kitchen with all the basic requirements to work in a professional kitchen. This course aims to prepare the students to cater to the needs of the industry. It would inculcate in them sound knowledge of the principles of Food Production so that they can be put to use in an efficient & effective way.		
<b>Course Outline</b>	<b>Topic</b>	<b>Hours</b>	
		<b>Lecture</b>	<b>Tutorial</b>
<b>Unit 1</b>	<b>Introduction</b> a) Origin of hotel industry Importance of kitchen in Hotel & Catering establishments. b) Aims and objectives of Cooking c) Classification of raw materials, d) Preparation of ingredients. e) Methods of mixing foods, f) Effect of heat on various foods g) Culinary terms <b>Staff organization of Kitchen,</b> a) Organizational Structure b) Design the layout of Kitchen c) Coordination with the Departments.	12	4
<b>Unit 2</b>	<b>Methods of cooking</b> with special Application to meat, fish, vegetables, cheese, pulses and egg. Conventional and non-conventional methods of cooking, solar cooking, microwave cooking, fast food operation. <b>Eggs –</b> a) Structure, selection of quality, various ways of cooking eggs with example in each method b) Varieties of fish, meat and vegetables. c) Accompaniments, d) Garnishes e) Rechauffe.	12	4
<b>Unit 3</b>	<b>Regional Cuisine of India</b> a) Cuisines of Kashmir, Himachal & Uttarakhand b) Cuisines of Punjab, Haryana & Delhi c) Cuisines of Andhra Pradesh & Kerala d) Cuisines of Rajasthan & Gujarat e) Cuisines of Maharashtra & Goa f) Cuisines of Awadh & Bengal	12	4
<b>Unit 4</b>	<b>Description and use of the following</b> a) Basic stocks, Aspics & Jellies. b) Sauce– Definition, classification of sauces c) Soup – Definition, classification of soups. d) Vegetables – Effect of heat on different vegetables	9	3
<b>Total Hours</b>		<b>45</b>	<b>15</b>



<b>Reference Books</b>	a) Theory of Cookery: Krishna Arora Publisher: Frank Brothers b) Food Production Operations: Parvinder S Bali, Oxford University Press c) Modern Cookery (Vol- I) By Philip E. Thangam, Publisher: Orient Longman d) Practical Cookery By Kinton & Cessarani e) Practical Professional Cookery by Kauffman & Cracknell f) Professional Cooking by Wayne Gislen, Publisher Le Cordon Bleu g) Purchasing Selection and Procurement for the Hospitality Industry By Andrew Hale Feinstein and John M. Stefanelli
<b>Course outcomes</b>	At the end of the course the Students will be able to: <ol style="list-style-type: none"> <li>1. Explain the Organizational Structure of Food Production Department.</li> <li>2. Design the layout of Kitchen.</li> <li>3. Classify raw materials and their uses.</li> <li>4. Describe the methods of mixing food.</li> <li>5. Draw the structure of egg.</li> <li>6. Explain the balancing of recipes.</li> <li>7. Define and classify sauces and soups.</li> <li>8. Kitchen equipment and its upkeep and interdepartmental coordination</li> </ol>

<b>Food Production (Practical)</b>			<b>Course Code : CFPB 101P</b>
Semester : I	L/T/P (Per week)	0/0/4	

<b>Objective</b>	This course enables students to familiarize with kitchen and prepare very basic items used in different cuisines.	
<b>Course Outline</b>	<b>Topic</b>	<b>Practical Hours</b>
	Introduction to various kitchen equipment, tools and their usage. Safety precaution to be taken while handling equipment. Hygiene & Safety practices to be observed in kitchen, introduction to various commodities.	4
	Demonstration of Food pre-preparation and cooking methods: Preparation Methods –Washing, Peeling, Paring (fruits), Cutting (cuts of vegetables), Grating (Vegetables), Grinding, Mashing, (vegetables & pulses), Sieving (flours), Steeping (cereals, pulses, tamarind, lemon-rind), Evaporation (milk & gravies), Marinating (meat, fish, chicken), Sprouting (pulses & legumes), Blanching, Filleting of fish, Deboning & jointing poultry.	4
	Methods of Mixing –Beating, Blending, Cutting in, Rubbing in, Creaming, Folding, Kneading, Rolling in, Pressing, Stirring Basic Indian masalas & gravies (Dry & wet).	8
	Indian Breakfast/Snack item.	8
	Continental menu consisting of appetizer/soup, main course with starch and vegetables and dessert.	8
	Basic Indian menu consisting of a Meat, Vegetable, Rice, Dal/ Raita, Bread and Sweet Preparation.	28
	<b>Total Hours</b>	<b>60</b>
<b>Course Outcome</b>	At the end of the course the students would be able to: <ol style="list-style-type: none"> <li>1. Demonstrate food pre- preparation and cooking methods.</li> <li>2. Illustrate different methods of mixing</li> </ol>	

	3. Develop basic Indian menu 4. Prepare continental dishes
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<b>Bakery &amp; Confectionery</b>		<b>Course Code: CFPB 102</b>
Semester : I	L/T/P (Per week)	3/1/0

<b>Objective</b>	This module provides theoretical foundation in Baking practices. It includes Selection of ingredients, Proper mixing and Baking techniques.		
<b>Course Outline</b>	<b>Topic</b>	<b>Hours</b>	
		<b>Lecture</b>	<b>Tutorial</b>
<b>Unit 1</b>	<b>Introduction</b> a) Scope of Bakery & Confectionery, b) Bakery terms. c) Organization chart of Bakery <b>Wheat and Flour</b> a) Different types of flours available, b) Constituents of flours, c) pH Value of flour, d) Water absorption power of flour, e) Gluten, diastatic capacity of flour, f) Grade of flour	12	4
<b>Unit 2</b>	<b>Raw material required for bread making:</b> a) Role of flour, water, yeast, salt - Sugar, milk and fats <b>Yeast</b> a) An elementary knowledge of Baker's yeast, the part it plays in the fermentation of dough and conditions influencing it's working. b) Effect of over and under fermentation and under proofing of dough and other fermented goods c) Bread improvers-improving physical quality	12	4
<b>Unit 3</b>	<b>Oven &amp; Baking:</b> a) Knowledge and working of various types of oven. b) Baking temperatures for bread, confectionery goods. <b>Methods of bread making :</b> a) Straight dough method b) Delayed salt method c) No time dough method d) Sponge and dough method <b>Bread faults and their remedies</b> <b>Cake Making Methods</b>	12	4
<b>Unit 4</b>	<b>Bakery layout – The required approvals for setting up of a Bakery – Government procedure and Bye-laws.</b> a) Selection of site b) Selection of equipment. c) Layout design d) Electricity <b>Quality control</b> a) of raw material	9	3

	b) of finished products		
<b>Total Hours</b>		<b>45</b>	<b>15</b>
<b>Reference Books</b>	a) Theory of Cookery: KrishnaArora Publisher: Frank Brothers b) Food Production Operations: Parvinder S Bali, Oxford University Press c) Modern Cookery (Vol- I) By Philip E. Thangam, Publisher: Orient Longman d) Practical Cookery By Kinton & Cessarani e) Practical Professional Cookery by Kauffman & Cracknell f) Professional Cooking by Wayne Gislen, Publisher Le Cordon Bleu g) Purchasing Selection and Procurement for the Hospitality Industry By Andrew Hale Feinstein and John M. Stefanelli		
<b>Learning outcomes</b>	At the end of the course the Students will be able to: <ol style="list-style-type: none"> <li>1. Draw the organization chart and kitchen hierarchy of bakery department</li> <li>2. Explain the different ingredients used in bakery</li> <li>3. Explain the different working temperatures for bakery products</li> <li>4. Define the bread faults and remedies of bakery products</li> <li>5. Draw and explain the layout of a bakery</li> <li>6. Write recipes of different breads, pastries and gateaux</li> </ol>		

<b>Bakery (Practical)</b>			<b>Course Code : DFPB 102P</b>
Semester : I	L/T/P (Per week)	0/0/4	

<b>Objective</b>	This module provides practical foundation in Baking practices. It includes Selection of ingredients, Proper mixing and Baking techniques.	
<b>Course Outline</b>	<b>Topic</b>	<b>Practical Hours</b>
	<b>Introduction to ingredients / Equipment</b> <ol style="list-style-type: none"> <li>a) Identification and uses of equipment – large, small and utilities</li> <li>b) Ingredients – Types of flour, Sugar, Nuts and Dry fruits, Shortenings, leavening etc.</li> </ol>	8
	<b>Quality Checking &amp; Basic Mixing Methods</b> <ol style="list-style-type: none"> <li>a) Flour : W.A.P Test, Gluten Content</li> <li>b) Yeast : Flying fermentation</li> </ol>	8
	<b>Mixing Methods</b> <ol style="list-style-type: none"> <li>a) Basic steps involved in mixing ingredients –Kneading, stirring, whipping, creaming etc.</li> </ol> <b>Simple yeast fermented products</b> <ol style="list-style-type: none"> <li>a) Bread Sticks, Bread Rolls and Soft Rolls</li> </ol>	8
	<b>Flavoured Breads</b> <ol style="list-style-type: none"> <li>a) Basic Buns, Fruit Buns, Hot Cross Buns, Tomato Rolls and Garlic Rolls</li> <li>b) Rich Yeast Fermented Breads Brioche, Fermented Doughnuts, Baba au Rhum, Savarin</li> </ol>	16
	<b>Breads</b> (Bread Rolls- Garlic / Herb, Burgers Buns, Hot Dog Rolls, Bread Loaf, French Bread, Sweet Dough, Brown Bread, Milk Bun, Pizza, Ladi Pav, Bread Sticks) <b>Cakes &amp; Icing</b>	20
	<b>Total Hours</b>	<b>60</b>
<b>Course</b>	At the end of the course the students would be able to:	

<b>Outcome</b>	<ol style="list-style-type: none"> <li>1. Identify and differentiate the small and large equipment in bakery</li> <li>2. Identify and check for quality of different types of ingredients used in bakery</li> <li>3. Prepare and Present yeast fermented products</li> <li>4. Prepare and Present flavoured breads</li> <li>5. Prepare and Present Breakfast breads</li> <li>6. Prepare and Present laminated breads</li> <li>7. Prepare toppings and stuffing for pizza and burgers</li> <li>8. Cakes &amp; icings</li> </ol>
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<b>HYGIENE AND SANITATION</b>			<b>Course Code: CFPB 103</b>
Semester : I	L/T/P (Per week)	3/1/0	

<b>Objective</b>	The course is aimed at familiarizing the students regarding contaminated food, causes of contamination and sanitary techniques to develop ethics towards maintaining hygiene and sanitation in and around the hotel property.		
<b>Course Outline</b>	<b>Topic</b>	<b>Hours</b>	
		<b>Lecture</b>	<b>Tutorial</b>
<b>Unit 1</b>	<b>FOOD MICROBIOLOGY</b> <ol style="list-style-type: none"> <li>a) Introduction</li> <li>b) Microorganism groups important in food microbiology - Viruses - Bacteria - Fungi (Yeast &amp; Molds) - Algae - Parasites</li> <li>c) Factors affecting the growth of microbes</li> <li>d) Beneficial role of Microorganisms</li> </ol>	12	4
<b>Unit 2</b>	<b>FOOD CONTAMINATION AND SPOILAGE</b> <ol style="list-style-type: none"> <li>a) Classification Of Food</li> <li>b) Contamination And Cross</li> <li>c) Contamination Spoilages Of Various Food With The Storing Method</li> </ol> <b>SANITARY PROCEDURE FOLLOWED DURING FOOD HANDLING</b> <ol style="list-style-type: none"> <li>a) Receiving,</li> <li>b) Storage,</li> <li>c) Preparation,</li> <li>d) Cooking</li> <li>e) Holding,</li> <li>f) Service Of The Food</li> </ol>	12	4
<b>Unit 3</b>	<b>SAFE FOOD HANDLER</b> <ol style="list-style-type: none"> <li>a) Personal Hygiene discussing all standard.</li> <li>b) Hand Washing Procedure</li> <li>c) First Aid definition,</li> <li>d) types of cuts, wounds, lacerations with reasons and precautions</li> </ol> <b>HAZARD ANALYSIS CRITICAL CONTROL POINT</b> <ol style="list-style-type: none"> <li>a) Introduction to HACCP</li> <li>b) History</li> <li>c) Principles of HACCP</li> </ol>	12	4
<b>Unit 4</b>	<b>FOOD SAFETY STANDARDS AUTHORITY OF INDIA (FSSAI)</b> <ol style="list-style-type: none"> <li>a) Introduction to FSSAI</li> <li>b) Role of FSSAI</li> <li>c) FSSAI compliance</li> </ol> <b>GARBAGE DISPOSAL</b> <ol style="list-style-type: none"> <li>a) Different Methods</li> <li>b) Advantages and disadvantages</li> <li>c) Municipal Laws and Swachh Abhiyan</li> </ol>	9	3
<b>Total Hours</b>		<b>45</b>	<b>15</b>
<b>Reference Books</b>	a) Hotel Management-Educational and Environmental Aspects-Yogendra K. Sharma		

	b) Food Science and Nutrition - Sunetra Roday c) Food Hygiene- Kavita Ed Marwaha d) Food and Hygiene- William Tibbles e) Elements of Hygiene and sanitation- Theodore Hough
<b>Learning outcomes</b>	At the end of the course the Students will be able to: 1. Understand Food Microbiology, Food Contamination and Spoilage; 2. Follow sanitary procedure during food handling; 3. Understand the importance of personal hygiene 4. Analyse critical control points; and Practice laws governing the food safety and standards

<b>Introduction to Information Technologies</b>			<b>Course Code: CFPB 104</b>
Semester : I	L/T/P (Per week)	3/1/0	Credits : 04

<b>Objective</b>	The subject aims to give a basic knowledge about Computers and its operations. It enables students to operate Computers and its allied Hardware and Software. It also gives insight in Internet, Email and other social media.		
<b>Course Outline</b>	<b>Topic</b>	<b>Hours</b>	
		<b>Lecture</b>	<b>Tutorial</b>
<b>Unit 1</b>	<b>Introduction and Organization of computers:</b> a) Computers – Introduction and Characteristics b) Block Diagram of computer c) Input and Output Units of computer d) Computer Memory, RAM, ROM, PROM, EPROM, EEPROM; Stable and dynamic memory; Primary and Secondary memory e) Magnetic Hard disk, Floppy disk, CD-ROM, Disk Cartridges etc. f) Hardware and Software	12	4
<b>Unit 2</b>	<b>Introduction to Windows &amp; MS Word:</b> a) Windows - Functions and Advantages b) Introduction to Word c) Viewing, Creating, Opening and Saving a Document d) Editing and Formatting Text e) Proofing a Document f) Mail Merge	9	3
<b>Unit 3</b>	<b>MS Excel</b> a) Excel – Nature; Significance and Scope b) Starting Excel c) Working with a Spreadsheet d) Editing the Worksheet e) Formulae in Excel f) Selecting, Inserting and Deleting Sheet	12	4
<b>Unit 4</b>	<b>MS Power point:</b> a) Introduction to 'Power Point'; viewing and creating presentations. b) Entering and Editing Text c) Formatting Text d) Drawing and Rotating Objects  <b>Internet</b> a) Introduction b) Understanding 'www' c) Sending and receiving email; Accessing News groups/Websites d) Downloading Files e) Face book: concept and significance; Establishing Web Presence	12	4
<b>Total Hours</b>		<b>45</b>	<b>15</b>

<b>Reference Books</b>	<ul style="list-style-type: none"> <li>a) ITL, ESL, (2005), Introduction to Infotech, 1st edition, Pearson Education.</li> <li>b) Goyal, Anita, (2010), Computer Fundamentals, 1st Edition, Pearson Education.</li> <li>c) Leon and Leon, (1999) Introduction to Information Technology, Vikas Publishing House.</li> <li>d) Joseph A. Brady and Ellen F Monk, (2007), Problem Solving Cases in Microsoft and Excel, Fourth Annual Edition, Thomson Learning.</li> <li>e) Rajaraman, V., (2009), Introduction to Information Technology, Prentice Hall of India. 4. Deepak Bharihoke, (2009), Fundamentals of Information Technology, 3rd Edition, Excel Book</li> </ul>
<b>Course Outcome</b>	<p>At the end of the course the students would be able to:</p> <ul style="list-style-type: none"> <li>1. Recognize different components of computer and their uses</li> <li>2. Identify different operating system</li> <li>3. Recall importance of MS Office</li> <li>4. Describe the role of internet and social media in hospitality industry</li> </ul>

<b>Communication Skills</b>			<b>Course Code: CFPB 105</b>
Semester : I	L/T/P (Per week)	3/1/0	Credits : 04

<b>Objective</b>	<ul style="list-style-type: none"> <li>a) To develop the skills of the professional undergraduate students for proper self-expression, social communication, spoken English, correct pronunciation, voice modulation and business etiquettes.</li> <li>b) The students should improve their personality, communication skills and enhance their self-confidence.</li> </ul>		
<b>Course Outline</b>	<b>Topic</b>	<b>Hours</b>	
		<b>Lecture</b>	<b>Tutorial</b>
<b>Unit 1</b>	<b>Fundamental of Grammar and their Usage:</b> How To Improve Command Over Spoken and Written English with Stress on Noun, Verb, Tense and Adjective. Sentence Errors, Punctuation, Vocabulary Building to Encourage the Individual to Communicate Effectively, Common Errors in Business Writing.	12	4
<b>Unit 2</b>	<b>Introduction to Business Communication:</b> Basic Forms of Communication, Process of Communication, Principles of Effective Business Communication, 7Cs; Media of Communication: Types of Communication: Barriers of Communication (Practical exercise in communication)	9	3
<b>Unit 3</b>	<b>Business letter writing:</b> Need, Functions and Kinds, Layout of Letter Writing, Types of Letter Writing: Persuasive Letters, Request Letters, Sales Letters, Complaints and Adjustments; Departmental Communication: Meaning, Need and Types: Interview Letters, Promotion. Letters, Resignation Letters, News Letters, Circulars, Agenda, Notice, Office Memorandums, Office Orders, Press Release.	12	4
<b>Unit 4</b>	<b>Business Etiquettes and Public Speaking:</b> Business Manners. Body Language Gestures, Email and Net Etiquettes, Etiquette of the Written Word, Etiquettes on the Telephone, Handling Business Meetings; Introducing Characteristic, Model Speeches, Role Play on Selected Topics with Case Analysis and Real Life Experiences.	12	4
<b>Total Hours</b>		<b>45</b>	<b>15</b>
<b>Reference Books</b>	<ul style="list-style-type: none"> <li>a) ITL, ESL, (2005), Introduction to Infotech, 1st edition, Pearson Education. Krizan, A. C. Buddy, and Merrier, Patricia (2008) Effective Business Communication, 7th Edition, Cengage Learning.</li> <li>b) Lesikar, (2009), Business Communication: Making Connections in a Digital World, McGraw Hill Education.</li> <li>c) McGraw, S. J., (2008) Basic Managerial Skills for All, 8th edition, Prentice Hall of India.</li> <li>d) Wren &amp; Martin, (2008), English Grammar and Composition, Sultan chand &amp; Sons.</li> </ul>		

<b>Course Outcome</b>	At the end of the course the students would be able to: 1. Discuss features and process of communication 2. Classify various types of communication 3. Solve barriers to effective communication 4. Assess their written communication skills 5. Evaluate their oral communication
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<b>COMMODITIES</b>			<b>Course Code: CFPB 106</b>
Semester : II	L/T/P (Per week)	3/1/0	Credits : 04

<b>Objective</b>	The subject aim is to gain basic knowledge of commodities used in Catering industry. Introduction to commodities on the basis of - Sources, types/classification, nature, catering uses, Processing method, By-products of each, Market forms available, Modes of packing, Local market rate, Storage principles & Nutritive value.		
<b>Course Outline</b>	<b>Topic</b>	<b>Hours</b>	
		<b>Lecture</b>	<b>Tutorial</b>
<b>Unit 1</b>	<b>Cereals-</b> a) Wheat rice maize Breakfast cereals like cornflakes, rice flakes, Choco flakes and pressed rice uses and storage b) <b>Pulses</b> –its types and uses c) <b>Fruits and vegetables</b> ; classification and uses d) Tea, coffee, coco and their sources, storage and uses. Food flavours, essences and food colours with brand names.	12	4
<b>Unit 2</b>	a) <b>Fruits and vegetables</b> - classification and uses b) <b>Dairy products</b> - milk –its uses composition and storage, classification and uses of cheese, butter, cream c) <b>Herbs spices and condiments</b> - classification and uses of different types	12	4
<b>Unit 3</b>	<b>SAFE FOOD HANDLER</b> a) Personal Hygiene discussing all standard. b) Hand Washing Procedure c) First Aid definition, d) types of cuts, wounds, lacerations with reasons and precautions  <b>HAZARD ANALYSIS CRITICAL CONTROL POINT</b> a) Introduction to HACCP b) History c) Principles of HACCP	12	4
<b>Unit 4</b>	a) Prevailing food standards in INDIA, food adulterations as public health hazard, and common adulterants, simple tests in detection of common food adulterants, ISI, AGMARK and FSSAI b) Food Preservation – long term and short term methods. Convenience food, sugar preserves and confectionery gums	9	3
<b>Total Hours</b>		<b>45</b>	<b>15</b>
<b>Reference Books</b>	a) The book of Ingredients- Jane Grigson b) Success in Principles of Catering - Michael Colleer & Colin Saussams c) Food Commodities- Bernard Davis d) Theory of Catering- Victor Ceserani& Ronald Kinton, ELBS e) Ingredients – LoukieWerle, Jill Cox		
<b>Course Outcome</b>	At the end of the course the Students will be able to: 1. Classify Cereals and Describe their uses and storage.		

2. Classify Pulses and Describe their uses and storage.
3. Define and Classify Fruits and Vegetables.
4. Classify dairy products and describe the composition and storage of milk, cheese, butter and cream.
5. Find and Test the food adulterants.
6. Fruits and vegetables classification and uses
7. Identification and uses of spices and herbs
8. Define and classify tea, coffee, coco and food colours and flavours.

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## SEMESTER II

<b>Food Production &amp; Bakery (Industry Exposure)</b>			<b>Course Code : CFPB 201</b>
Semester : III	L/T/P (Per week)	0/0/40	Credits : 20

<b>Objective</b>	Objective of doing the Industrial Training is to learn various section and types of Event Management.		
<b>Course Outline</b>	<b>Topic</b>	<b>Practical Hours</b>	
	<b>WHAT TO OBSERVE</b> <ul style="list-style-type: none"> <li>a) Standard operation/ Operating Procedure</li> <li>b) Who is Who- Key people in the Core Group</li> <li>c) Hierarchy Chart</li> <li>d) Key Personnel</li> <li>e) Job Description</li> <li>f) Employee Recruitment/Retaining/Welfare Policies (Break-Timings) Duty hours, Weekly off</li> <li>g) Working Condition</li> <li>h) Situation handling procedures</li> <li>i) Certifications from various Institutions like Licensing/ NoC etc.</li> <li>j) Operation Timings</li> <li>k) Duty Roaster</li> <li>l) Communication Channels</li> <li>m) Uniform codes</li> <li>n) Forms &amp; Formats</li> <li>o) Record Keeping &amp; Systems</li> </ul>		
<b>Total Hours</b>		<b>600</b>	
<b>Course Outcome</b>	At the end of the course the students would be able to: <ol style="list-style-type: none"> <li>1. Get familiarized with various technological trends, approaches and applications.</li> <li>2. Demonstrate understanding of relevant application oriented subjects in a better perspective</li> <li>3. Describe the scope, functions and job responsibilities of various staff in the departments</li> <li>4. Get awareness and exposure to industrial work environment</li> <li>5. Work upon industrial project in a team.</li> </ol>		

<b>Log Book &amp; Presentation</b>			<b>Course Code : CFPB 202</b>
Semester : III	L/T/P (Per week)	0/0/2	Credits : 01

<b>Objective</b>	The concept of maintaining the Log Book & Presentation is to prepare presentation skills in the students who have undergone industrial exposure		
<b>Course Outline</b>	<b>Topic</b>	<b>Practical Hours</b>	

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	<p>Students have to submit the following on completion of on job training to the faculty coordinator at the institute:</p> <ol style="list-style-type: none"> <li>1. Logbook.</li> <li>2. Appraisal</li> <li>3. A copy of the offer letter and industry exposure/ Job Training Certificate.</li> <li>4. Training Report</li> <li>5. Power Point presentation on a CD, based on the report.</li> <li>6. Attendance sheet.</li> <li>7. Leave card.</li> </ol>	
<b>Total Hours</b>		<b>30</b>
<b>Course Outcome</b>	<p>At the end of the course the students would be able to:</p> <ol style="list-style-type: none"> <li>1. Get familiarized with various technological trends, approaches and applications.</li> <li>2. Demonstrate understanding of relevant application oriented subjects in a better perspective</li> <li>3. Describe the scope, functions and job responsibilities of various staff in the departments</li> <li>4. Get awareness and exposure to industrial work environment</li> <li>5. Work upon industrial project in a team</li> </ol>	

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