

James Clemens High School

11306 County Line Road
Madison, AL 35756



Phone: 256-216-5313

Extension: 95253

Email: mmmontgomery@madisoncity.k12.al.us

**Course Syllabus
Introduction to
Hospitality and Tourism
Instructor: Coach Montgomery**

Dear Parent/Guardian,

I look forward to having a great year! I feel fortunate to have your student in my class this semester and hope that you will contact me should you have any concerns about the progress of your student or any aspect of the instruction. With your student, please read the attached policies, then sign and date this signature page and have your student return this form. Please provide a current email address and phone number at which I can contact you should the need arise. Please contact me at school with any concerns.

**Thank you,
Coach Montgomery
mmmontgomery@madisoncity.k12.al.us**

Syllabus Affirmation:

Signing below indicates that you have read the syllabus and agree to all policies and procedures found therein. Please contact the instructor with any questions or concerns.

Student Name (Print) _____ Date _____

Student Signature _____ Date _____

Parent/Guardian Name (Print) _____ Date _____

Parent/Guardian Signature _____ Date _____

Email Address(es) _____

Phone number(s) _____
Cell Home Work



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Course Description:

Introduction to Hospitality and Tourism is the prerequisite for all other courses in the cluster. Major topics include sports, recreation, and attractions; management of hotels, resorts, and lodgings; travel and tourism; restaurants and food and beverage services; and customer relations and quality services. Although a full kitchen is not required for this course, students should have access to small appliances to prepare foods in various ways.

Course Objectives:

Students will:

Sports, Recreation, and Attractions

1. Summarize the history of the sports, recreation, and attractions industries.
2. Identify and describe sectors of the sports and recreation industry, including indoor, outdoor, youth, collegiate, amateur, and professional levels.
3. Describe types of venues used for sporting events, recreation, and attractions.
 - a. Explain major provisions of the American with Disabilities Act (ADA) and how it affects venues for the sports, recreation, and attractions industries.
4. Discuss the role of sports organizations at youth, collegiate, and professional levels, indicating how each organization impacts the sports industry.
5. Explore and share the benefits of participation in sports, recreation, and attractions activities.

Example: Design an advertising campaign encouraging residents to participate in a community's amateur sports leagues.

Hotel, Resort, and Lodging Management

6. Identify types of lodging properties.

Examples: motels, hotels, resorts, recreational vehicles, hostels, campgrounds
7. Compare and contrast functions of various departments of a property, including accounting, security, engineering, front desk, concierge, housekeeping, food and beverage services, maintenance, human resources, and sales and marketing.
8. Explain the ways the lodging industry impacts a community's economy.
9. Describe the impact of current trends and issues on new and established businesses within the lodging Industry.

Examples: effects of short-term rentals on the hotel industry, environmental issues faced by the lodging industry, considerations for choosing a location for a new property

Food and Beverage Services

10. Describe the functions of various departments and personnel of a foodservice operation, including management, executive chef, sous chef, pastry chef, line cook, prep cook, service staff, and dishwasher.
11. Examine and evaluate foods for quality and appeal, including taste, appearance, color, and texture.
12. Explain important components of dietary science, including the roles of major nutrients and potential Allergens.
 - a. Interpret food nutrition labels to determine nutritional values, serving size, and ingredients.
13. Set up and demonstrate various styles of food service, including table settings and service etiquette.

Examples: French, American, buffet, seated dinner
14. Produce foods using a variety of preparation methods.

Travel and Tourism

15. Compare types of travel and tourism events and venues.

Examples: amusement parks, museums, sporting events, destination vacations, cruises, resorts, tours, attractions, theaters, reunions
16. Describe methods and procedures involved in planning various events, including class reunions, conventions, and weddings.



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17. Explain how tourism boosts the revenue of a community and creates jobs through varied products for work and leisure travel.

Example: Compare the economic impacts of leisure travel and business travel.

18. Explain how sporting events, recreational venues, and attractions affect demand for lodging and food and beverage services.

Customer Services

19. Demonstrate first aid procedures, including CPR and the Heimlich maneuver.

20. Describe service skills and procedures used in the hospitality and tourism industries, including welcoming and processing guests, overseeing customer comfort, and handling customer complaints.

Classroom Rules and Expectations:

General: Students are expected to come to class fully prepared to participate in and contribute to the scheduled activities and to adhere to the following:

1. **Be ready** for class each day.
2. **Be respectful** of yourself, others, the teacher, and the classroom.
3. **Be responsible** for your own attitude, actions, and assignments

Classroom Management Plan

- Verbal reprimand
- Conference with student with parent contact
- Withdrawal of privilege(s) with parent contact
- Other consequences determined to be reasonable and appropriate by the school administration.

Wireless Communication Devices

Please refer to the Madison City Schools Code of Student Conduct and Madison City Schools policy manual concerning wireless communication devices

Concerning Laptop Utilization: Student laptops should not be hard-wired to the network or have print capabilities. 2. Use of discs, flash drives, jump drives, or other USB devices will not be allowed on Madison City computers. 3. Neither the teacher, nor the school is responsible for broken, stolen, or lost laptops. 4. Laptops and other electronic devices will be used at the individual discretion of the teacher.

Accommodations: Requests for accommodations for this course or any school event are welcomed from students and parents.

Turnitin Notice: The majority of writing assignments in this course will be submitted to Turnitin via the Schoology learning platform. The primary focus of this software is to help students become better writers and scholars. Turnitin generates a report on the originality of student writing by comparing it with a database of periodicals, books, online content, student papers, and other published work. This program will help students discern when they are using sources fairly, citing properly, and paraphrasing effectively - skills essential to all academic work.

Students will have the opportunity to review their Turnitin originality report and will have the opportunity to make revisions before submitting their work for grading. Once their work is submitted, teachers have the opportunity to view the student's originality report and grade accordingly.



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Grading Policy:

Test grades will account for 70% of the 9-weeks grade, with the remaining 30% being determined by quiz/daily grades. The grading scale is as follows: A (90-100%), B (80-89), C (70-79), D (65-69), and F (below 65).

Grades will be a reflection of mastery of the standards. Make sure all absences are excused as class work can be made up and graded for excused absences only. The final exam counts for 20% of the final grade. **All missing assignments will be entered into the gradebook as a zero until late work has been graded.**

Missed Assignments: If you are present in class but do not turn in an assignment by the due date, I will put a 0 in the gradebook. **Excused** absences will be granted 3 days to complete and turn in any missed assignments. After 3 days, the assignment will be counted as late unless extenuating circumstances are discussed with me. Assignments missed due to an **unexcused** absence will be given a 0 in accordance to Madison City Schools policy. Please make sure to turn in an excuse for every absence within 3 days!

Make-Up Work Policy:

Make-up tests are only allowed for excused absences. Students with excused absences should make arrangements with me to take any missed assessments.

Embedded Literacy, Numeracy, and Anchor Assignment:

In class students will create a meal plan following for various types of people. In order for students to complete this Anchor assignment students will read, analyze and comprehend a variety of simple to complex articles and case studies pertaining to the Food and Nutrition. They will also be able to half and double recipes and calculate BMI based on their assigned client.

Course Materials:

Class fee \$60
School issued Chromebook
Pen/Pencil
1" or 2" Binder
Appropriate Kitchen Attire

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18 - WEEK PLAN*

WEEK 1	Intro To Course and Incorporate CTSO.
WEEK 2	Foundational Standards
WEEK 3	Foundational Standards
WEEK 4	Sports, Recreation, and Attractions
WEEK 5	Sports, Recreation, and Attractions
WEEK 6	Sports, Recreation, and Attractions
WEEK 7	Hotel, Resort, and Lodging Management
WEEK 8	Hotel, Resort, and Lodging Management
WEEK 9	Hotel, Resort, and Lodging Management
WEEK 10	Food and Beverage Services
WEEK 11	Food and Beverage Services
WEEK 12	Food and Beverage Services
WEEK 13	Travel and Tourism
WEEK 14	Travel and Tourism
WEEK 15	Customer Service and Safety
WEEK 16	Customer Service and Safety
WEEK 17	Customer Service and Safety
WEEK 18	Finals Review

* This syllabus serves as a guide for both the teacher and student; however, during the term it may become necessary to make additions, deletions or substitut