

NATIONAL COUNCIL FOR HOTEL MANAGEMENT
AND CATERING TECHNOLOGY, NOIDA
ACADEMIC YEAR 2025-2026
(Re-appear-IGNOU)

COURSE : 2nd Semester of 3-year B.Sc. in H&HA
SUBJECT : Foundation Course in Food Production - II
TIME ALLOWED : 03 Hours MAX. MARKS: 100

(Marks allotted to each question are given in brackets)

- Q.1. Classify soup with examples and enlist 5 international soups.
OR
Write the recipe of 1 L consommé. List 10 consommé with garnishes. (5+5=10)
- Q.2. Define sauce. Explain different thickening agents used in preparing sauce.
OR
Write 5 derivatives of béchamel and espagnole sauce with ingredients. (10)
- Q.3. Draw a labelled diagram of cuts of lamb. (10)
- Q.4. Write short notes on **(any ten)**:
i) Lard ii) Chateaubriand iii) Slurry iv) Offals
v) Pesto vi) Aioli vii) Au jus viii) Osso bucco
ix) Chinois x) Mirepoix xi) Fricasse xii) Meringue (10x1=10)
- Q.5. Classify rice and discuss different varieties of rice. (10)
- Q.6. Explain the following specialities in detail:
i) Risotto ii) Sushi iii) Paella iv) Chowder (4x2½=10)
- Q.7. List the role of various ingredients used in bread making. (10)
- Q.8. Define cream. Explain different cream varieties in detail.
OR
Define cheese. Explain the processing and types of cheese. (10)
- Q.9. Discuss the role of Indian spices in Indian cookery. List five Indian dry masalas with their speciality ingredients.
OR
Draw a general layout of the kitchen in a 5 star hotel. (10)
- Q.10. Differentiate between **(any two)**:
i) Choux pastry and Puff pastry
ii) Pastry cream and Bavarian cream
iii) Lean bread and Rich bread (2x5=10)

NATIONAL COUNCIL FOR HOTEL MANAGEMENT
AND CATERING TECHNOLOGY, NOIDA
ACADEMIC YEAR 2025-2026
(Re-appear-IGNOU)

COURSE : 2nd Semester of 3-year B.Sc. in H&HA
SUBJECT : Foundation Course in Front Office - II
TIME ALLOWED : 03 Hours MAX. MARKS: 100

(Marks allotted to each question are given in brackets)

Q.1. What are the different basis of charging adopted by hotels while fixing room tariffs? Explain each basis in detail with suitable examples.

OR

Explain how the type of room plan, competition in the market, type of customers, and facilities provided by the hotel affect the room price.

(10)

Q.2. How is reservation beneficial for both the service provider (hotel) and the service receiver (guest)? Explain in detail.

OR

Explain the importance of reservations in hotels. Discuss various types and systems of reservations.

(10)

Q.3. Describe various stages of the guest cycle and explain the activities carried out at each stage.

OR

Explain the complete procedure of message and mail handling of guests in a hotel.

(10)

Q.4. Write any five major sources of reservation in a hotel and explain each source with suitable example.

(10)

Q.5. Write short notes on **(any two)**:

i) Guest Registration Card (GRC)

ii) Complaints handling procedure

iii) Over booking

iv) Guest history

(2x5=10)

Q.6. Answer in brief **(any five)**:

i) Hubbart formula

ii) FIT

iii) Guest cycle

iv) Skipper

v) No-show

vi) Errand card

vii) Add-on reservation

viii) Pre-registration

(5x2=10)

Q.7. Explain front office coordination with:

i) Food & Beverage department

ii) Accounts department

(5+5=10)

Q.8. Explain in one or two sentences **(any five)**:

i) CRS

ii) GDS

iii) OOO

iv) FIT

v) CIP

vi) PMS

vii) BAR

viii) GIT

(5x2=10)

Q.9. A. Define the following terms related to room selling techniques:

i) Up-selling

ii) Discount

iii) Rack rate

iv) Promotional rate

v) Package

(5x1=5)

B. Give one word for the following:

i) Cancellation of a reservation by the hotel due to excess bookings.

ii) Change made in the details of an existing reservation.

iii) A situation where the number of confirmed reservations exceeds available rooms.

iv) Cancellation made by the guest before the expected date of arrival.

v) The highest published standard price for a hotel room before any discount.

(5x1=5)

Q.10. A. State True or False:

- i) A confirmed reservation ensures accommodation for the guest.
- ii) Upselling increases room revenue.
- iii) Hubbart formula calculates food cost.
- iv) Overbooking is always illegal.
- v) Guest history helps in personalized service.

(5x1=5)

B. Match the following:

- | | |
|-------------------|---------------------------|
| i) Concierge | a) Assist in tour booking |
| ii) Guest history | b) Record of preferences |
| iii) Floor limit | c) Credit limit |
| iv) Amendment | d) Change in reservation |
| v) GDS | e) Global booking network |

(5x1=5)

NATIONAL COUNCIL FOR HOTEL MANAGEMENT
 AND CATERING TECHNOLOGY, NOIDA
ACADEMIC YEAR 2025-2026
(Re-appear-IGNOU)

COURSE : 2nd Semester of 3-year B.Sc. in H&HA
 SUBJECT : Foundation Course in Accommodation Operations - II
 TIME ALLOWED : 03 Hours MAX. MARKS: 100

(Marks allotted to each question are given in brackets)

- Q.1. Draw a neat layout of a suite room in a five-star hotel and label the areas.
OR
 Explain the area cleaning of "Front of the House" and "Back of the House". (10)
- Q.2. Write step-by-step procedure for an evening service room cleaning in a hotel.
OR
 Briefly explain the problems faced during public area cleaning and their solution. (10)
- Q.3. Draw the format of a guest room inspection report and explain its use.
OR
 List any ten precautions you would take as a GRA on the guest floor. (10)
- Q.4. What are pests? Name five pests encountered in hotels. Enumerate the importance of pest control. (10)
- Q.5. Explain various parts of bed. Discuss the types of mattresses used in hotel. (10)
- Q.6. Draw and describe the formats for the following forms (**any two**):
 i) Room assignment sheet ii) Maintenance work order iii) Floor supervisor checklist (2x5=10)
- Q.7. Explain the types of keys used in hotels. Discuss the procedure to handle lost and found articles in hotels. (10)
- Q.8. Write two guest room amenities each, placed in the following areas (**any five**):
 i) Wardrobe ii) Vanity counter iii) Bedside table
 iv) Study table v) Credenza vi) Minibar (5x2=10)
- Q.9. Define the following terms briefly:
 i) Sauna ii) Loofah iii) Shoe horn iv) Bidet
 v) Seersucker vi) Vanity unit vii) SICO bed viii) e-key
 ix) Jacuzzi x) Sani bin (10x1=10)
- Q.10. A. Expand the following (**any five**):
 i) FF&E ii) DND iii) SPATT iv) SB v) HWC vi) c/o (5x1=5)
- B. Fill in the blanks:
 i) _____ is a very light service given to a room that has been given a full service earlier in the day; when it was occupied, but is now vacated.
 ii) _____ are the guest supplies not normally found in a guestroom, but available upon request.
 iii) _____ is known as nerve centre of housekeeping department.
 iv) Each floor in the hotel will have _____ to store linen and cleaning equipment.
 v) A two-storey suite with parlour and bedrooms connected by a stairway is called _____.
(5x1=5)

NATIONAL COUNCIL FOR HOTEL MANAGEMENT
AND CATERING TECHNOLOGY, NOIDA
ACADEMIC YEAR 2025-2026
(Re-appear-IGNOU)

COURSE : 2nd Semester of 3-year B.Sc. in H&HA
SUBJECT : Principles of Food Science
TIME ALLOWED : 03 Hours MAX. MARKS: 100

(Marks allotted to each question are given in brackets)

- Q.1. Illustrate the basic structure of protein. Explain coagulation of proteins with examples. (10)
- Q.2. List down the parameters for the sensory assessment of food quality. Explain the five sensory evaluation methods of food. (10)
- OR**
- Discuss the role & interrelationship of food science with other scientific fields like food microbiology, food chemistry & food processing. Justify with examples. (10)
- Q.3. Discuss various objectives of food processing. Explain any five preservation methods. (10)
- OR**
- What are the effects of processing on food nutritive value? Mention any five ways of avoiding loss of nutrients. (10)
- Q.4. Briefly list down and explain the types of colloids with suitable examples. (10)
- OR**
- A. Classify carbohydrates categorically citing suitable examples.
B. State the factors affecting gelatinization of starch. (10)
- Q.5. Write short notes on **(any five)**: (5x2=10)
- | | | | |
|----------------------|---------------|-------------------|---------------------|
| i) Sol | ii) Sous Vide | iii) Inversion | iv) Polymerization |
| v) Maillard Reaction | vi) Reversion | vii) Fermentation | viii) Food Rheology |
- Q.6. Define rancidity of fats. Describe the role of fats & oils as shortening agents. (10)
- OR**
- What is refining of fats? Explain step by step process in detail. (10)
- Q.7. Differentiate between the following **(any five)**: (5x2=10)
- i) Class I and Class II preservatives
 - ii) Natural sweeteners and Artificial sweeteners
 - iii) Enzymatic and Non-enzymatic browning
 - iv) Amylose and Amylopectin
 - v) Microwave and Irradiation
 - vi) Starch and Dextrin
 - vii) Fats and oils
- Q.8. A. Define emulsion & its types. State the factors affecting emulsion. (5+5=10)
B. State the role of emulsifying agents in food preparations. (5+5=10)
- OR**
- Mention the flavours in the following food items:
- | | | | | |
|---------|-----------|------------|------------|-----------|
| i) Mint | ii) Thyme | iii) Onion | iv) Butter | v) Orange |
|---------|-----------|------------|------------|-----------|

- vi) Chicken soup vii) Garlic viii) Apple ix) Banana x) Vanilla

(10x1=10)

Q.9. Give reasons for the following (**any five**):

- i) Enzymatic browning can be stopped by dipping the cut fruits and vegetables in water.
- ii) Mixture of oil and vinegar separates on standing.
- iii) It is not advisable to add rice and sugar to milk at the same time in making kheer.
- iv) Scum is formed over milk.
- v) Danger zone temperature for food products is 4 Degree to 63 Degree Celsius.
- vi) Weeping of Jelly.

(5x2=10)

Q.10. Fill in the blanks:

- i) LTH stands for _____. (Low Temperature Holding / Light Temperature Height)
- ii) Masticometer is a device used to measure the _____ of a product. (Flow/ Chewiness/ Color)
- iii) Triangle test is a _____ test. (Descriptive test / Discrimination test)
- iv) Cream is an example of _____. (Aerosol / Emulsion / Solid foam)
- v) Enzyme responsible for undesirable browning _____. (Amylase / Papain / Phenol Oxidase)
- vi) Water oozing out of starch gel _____. (Hydrogenation / Syneresis / Gelatinization)
- vii) _____ is the bond that unites two amino acids in proteins. (Glycosidic / Peptide)
- viii) A flavour in wine which breaks down during aging is _____. (Nicotine / Caffeine / Tannin)
- ix) Iodine number is the measure of the extent of _____ fatty acids present in fats and oils. (Saturated / Unsaturated)
- x) The gum and free fatty acids present in fats are removed by _____. (Neutralization / Bleaching)

(10x1=10)

NATIONAL COUNCIL FOR HOTEL MANAGEMENT
AND CATERING TECHNOLOGY, NOIDA
ACADEMIC YEAR 2025-2026
(Re-appear-IGNOU)

COURSE : 2nd Semester of 3-year B.Sc. in H&HA
SUBJECT : Accountancy
TIME ALLOWED : 03 Hours MAX. MARKS: 100

(Marks allotted to each question are given in brackets)

- Q.1. Fill in the blanks:
- Assets – Liabilities = _____. (Capital/Drawings)
 - The person who owes money to the business is known as _____. (Debtor/Creditor)
 - _____ records only credit sales of goods. (Purchases book/Sales Book)
 - _____ is called the secondary book. (Journal/Ledger)
 - An example of non-tangible asset is _____. (Machinery/Goodwill)
 - _____ statement shows financial position of a business on a particular date. (Profit & loss Account/Balance sheet)
 - Prepaid salary is a _____ asset. (Current/Fixed)
 - Bank account is a _____ account. (Real/Personal)
 - “Debit-The receiver and Credit-The giver” is the rule of _____ accounts. (Nominal/Personal)
 - Sales – Cost of goods sold = _____. (Gross Profit/Net Profit)
- (10x1=10)

- Q.2. Write short notes on **(any five)**:
- | | | | |
|------------|---------------------|---------------------|--------------------|
| i) Journal | ii) Posting | iii) Balancing | iv) Creditor |
| v) Debtor | vi) Direct expenses | vii) Contra entries | viii) Gross profit |
- (5x2=10)

- Q.3. Pass journal entries of the following transactions in the books of Khosla brothers:

Date 2024	Transactions
Oct 1	Commenced business with cash Rs.50,000
Oct 2	Opened a bank account by depositing Rs.8,000
Oct 5	Purchased machinery worth Rs.5,000 for cash
Oct 10	Bought goods of Rs.10,000 in cash
Oct 15	Sold goods for cash Rs.9,000
Oct 20	Paid wages Rs.1,000
Oct 25	Withdrew from bank Rs.1,500 for personal use
Oct 27	Received cash Rs. 2,900 from Karan
Oct 29	Received commission Rs.400
Oct 30	Depreciation provided on machinery Rs.1,000

OR

What is journal? Draw a format of journal and explain its importance.

(10)

- Q.4. Distinguish between **(any two)**:
- Current assets and Fixed assets
 - Debit note and Credit note
 - Capital expenditure and Revenue expenditure
 - Journal and ledger
- (2x5=10)

- Q.5. Prepare a three-column cash book in the books of a hotel from the following transactions:

Date 2024	Transactions
Jan 1	Opening cash balance Rs.1,80,000 and bank balance Rs.50,000
Jan 2	Deposited cash Rs.30,000 into bank

Jan 7	Cash purchases Rs.15,000
Jan 11	Sold goods by cheque Rs.15,000
Jan 18	Received from Karim Rs.17,000 cash and allowed him discount Rs.500
Jan 22	Paid to Krishna Rs.15,000 by cheque and received discount Rs.600
Jan 25	Bought furniture in cash from Khan & co. Rs.18,000
Jan 28	Withdrew from bank Rs.5,000 for domestic use
Jan 30	Paid for stationery Rs.5,000
Jan 31	Interest received Rs.1,000

OR

Discuss the various subsidiary books. Explain the advantages of maintaining the subsidiary books.

(10)

Q.6. Define account. Discuss the various types of accounts along with their respective rules.

(10)

Q.7. What is Bank Reconciliation Statement? State the various reasons for difference between the bank balances as per cash book and as per pass book.

(10)

Q.8. State in which subsidiary books the following transactions will be recorded:

- i) Paid for repairs of furniture in cash
- ii) Sold goods on credit to customers
- iii) Purchased goods on credit from the vendor
- iv) Paid for advertisement by cheque
- v) Sold goods for cash
- vi) Purchased goods for cash
- vii) Purchased machinery on credit
- viii) Goods returned by customer
- ix) Goods returned to vendor
- x) Goods withdrawn by the proprietor for his personal use

(10x1=10)

Q.9. Prepare a trial balance from the following balances in the books of Ramesh & Sons:

Capital	2,70,000	Purchases	4,32,000
Interest allowed	10,000	Sales	7,02,000
Drawings	27,000	Cash	54,000
Freight outward	21,600	Bills payable	27,000
Return inward	16,200	Creditors	32,400
Return outward	5,400	Debtors	54,000
Commission received	2,700	Furniture	27,000
Discount allowed	1,620	Kitchen equipment	2,16,000
Bank loan	43,200	Building	1,62,000
Repair & maintenance	59,400	Rent	1,880

OR

Discuss capital and revenue expenditure with relevant examples.

(10)

Q.10. From the following trial balance of Kishore Advani, as on 31st March, 2025, prepare a trading and profit & loss account and a balance sheet:

Trial Balance
As on 31.03.2025

Particulars	Debit Balance	Credit Balance
Capital		36,000
Creditors		8,000
Bills Payable		2,528
Sales		78,182
Bank loan		12,000
Commission received		720
Debtors	3,885	
Salaries	4,000	
Discount allowed	1,000	
Postage	273	
Bad-debts	287	

Interest	1,295	
Insurance	417	
Machinery	10,000	
Opening stock	9,945	
Purchases	62,092	
Wages	4,300	
Buildings	23,780	
Furniture & fittings	16,156	
Total	1,37,430	1,37,430

Additional information:

- i) Closing stock on 31.03.2025 valued at Rs.30,000.
- ii) Charge depreciation on Machinery @ 20% and on buildings @10%.
- iii) Outstanding wages amounts to Rs.1,600.

OR

Define a trial balance. Discuss the various objectives and limitations of preparing a trial balance.

(10)
