

## Scheme of Work

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### **OTHM Individual Certificate in Food and Beverage Management**

*Recommended delivery 30 hours*

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<b>Session</b>	<b>Subject/Topic</b>
1	Introduction
2	Service and types of venue
3	Personnel in food and beverage
4	Equipment, layout and systems required in operating a venue
5	Vending, ambience and menus
6	Understanding and managing beverages
7	Service sequence and understanding customer needs and expectations
8	Understanding and using marketing, advertising and merchandising
9	Managing a catering event and outside suppliers
10	Controls, legal aspects, budgeting and inventory

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