

Applied Learning Course (2022-24Cohort)(S5)

Timetables Note 1

Updated as at 26 October 2023

Course: Hotel Operations  
 Class: KC  
 Venue: Hotel and Tourism Institute -  
 7/F VTC Kowloon Bay Complex, 46 Tai Yip Street, Kowloon Bay  
 Time: Every Saturday 9:00am - 1:00pm, 4 hours per lesson



Secondary Five											
Lesson	Date	Module	Lesson	Date	Module	Lesson	Date	Module	Lesson	Date	Module
1	17 September 2022	One	10	26 November 2022	Three	19	25 February 2023	Two	28	06 May 2023	Two*
2	24 September 2022	One	11	03 December 2022	Three	20	04 March 2023	Two	29	13 May 2023	Two*
3	08 October 2022	One	12	10 December 2022	Three	21	11 March 2023	Two	30	20 May 2023	Four
4	15 October 2022	One	13	17 December 2022	Three	22	18 March 2023	Two	31	27 May 2023	Six
5	22 October 2022	One	14	07 January 2023	Three	23	25 March 2023	Four	32	03 June 2023	Five
6	29 October 2022 (2pm-6pm)	Five	15	14 January 2023	Five	24	01 April 2023	Two	33	10 June 2023	Five
7	05 November 2022	One*	16	04 February 2023	Three	25	15 April 2023	Four			
8	12 November 2022	Three	17	11 February 2023	Three	26	22 April 2023	Two			
9	19 November 2022	Three	18	18 February 2023	Three*	27	29 April 2023	Two			

Secondary Six											
Lesson	Date	Module	Lesson	Date	Module	Lesson	Date	Module	Lesson	Date	Module
34	02 September 2023 Class suspension due to Typhoon 09 September 2023	Four	37	07 October 2023	Six	40	<del>28 October 2023</del> 04 November 2023	Six*(AT6 Report Introduction)	43	25 November 2023	Six
35	16 September 2023	Four	38	14 October 2023	Four	41	11 November 2023	ApL Skills Exploration Day	44	02 December 2023	Six*(AT6 Report submission)
36	23 September 2023	Four	39	21 October 2023	Four*(AT5 Written Assessment)	42	18 November 2023	Four*(AT5 Practical Assessment)	45	09 December 2023	Six*(AT6 Oral Presentation)

Module	Learning Topic (Note 2)	Module	Learning Topic (Note 2)	Module	Learning Topic (Note 2)	Module	Learning Topic (Note 2)
One	Course introduction Rules and regulations, training venue & facilities, uniform arrangement <b>Introduction to Hotel Operations</b> •Basic grooming and courtesy training in hotel industry •Overview of the hospitality industries •Hotel organisation and services •Ethical and cultural issues *Assessment Task (1): Written Test on Hospitality Industry (Note 3 & Note 4)	Two	<b>Front Office Services</b> •Functions of Front Office Department •Room reservations and forecast •Front desk services •Guest safety and emergency handling •Quality service recovery •Green hotel – Front Office *Assessment Task (2): Practical Assessment on Front Office Services (Note 3 & Note 4) *Assessment Task (4): Written Test on Front Office and Housekeeping Services (Note 3 & Note 4)	Three	<b>Housekeeping Services</b> •Functions of Housekeeping Department •Guestroom make up •Public area maintenance •Chemicals and equipment •Laundry operations and inventory control •Green hotel – Housekeeping *Assessment Task (3): Practical Assessment on Housekeeping Services (Note 3 & Note 4)	Four	<b>Food &amp; Beverage Services</b> •Functions of Food and Beverage Department •Service styles and sequences •Events and catering •Costing and supply chain •Cocktails and coffee making •Green hotel – Food & Beverage *Assessment Task (5): Integrated Assessment on Food and Beverage Services (Note 3 & Note 4)
Five	<b>Study Tours in Hotels</b> Industrial Visit (Note 3)	Six	<b>Future Development of the Hotel Industry</b> •Key trends and challenges •Artificial Intelligence (AI) in enhancing guest experience •Sustainable green hotels *Assessment Task (6): Project on Future Development of the Hotel Industry (Note 3 & Note 4)				

Note 1: Students download the updated timetables on their VTC email addresses or from VTC ApL website.  
 Note 2: Learning topics and lessons are to be changed subject to students' learning progress.  
 Note 3: Advanced notices for Industrial Visits and Assessment Tasks would be informed by Class Tutors and on emails.  
 Note 4: \*In case of class suspensions, scheduled assessments are to be deferred for one lesson.