

SYLLABUS

Basic course data	
Academic unit:	Faculty of Tourism and Environment
Course title:	Hotel Facilities Management
Level:	Bachelor
Course status:	Mandatory
Year of Studies:	III
Number of hours per week:	3
Loan value – ECTS:	4
Time / location:	See Schedule
Course teacher:	Prof.Asoc.Dr. Afrim LOKU
Contact details:	afrim.loku@ushaf.edu
Course Description	
Course Description	<i>This course will introduce students to the key components involved in the design and management of hospitality facilities. The student will acquire knowledge of the following: the nature of hospitality facilities, maintenance needs, the primary facility systems, lodging and food service design and renovation. Today's growing hospitality industry requires managers who understand the basic elements of facility design and renovation. This course provides students the required knowledge to become successful managers in the field of hospitality.</i>
Purpose of the Subject:	<i>Training students about organization and management of events based on aspects such as: functions, social, planning of community activities, types of events, attracting public attention.</i>
Expected learning outcomes:	<p><i>After completing this module, students will be able to:</i></p> <ol style="list-style-type: none"> <i>1. Demonstrate a basic understanding and appreciation of hospitality facilities in relations to their existence, design, associated costs, management tools, and environmental concerns.</i> <i>2. Identify and reason key elements of facilities physical systems, as well as their reasons and application concerns in relation to water, electrical and lighting systems.</i> <i>3. Identify major essential kitchen equipment and their applicable uses and maintaining needs.</i> <i>4. Identify major components of the facility's outer envelope and exterior facilities and relating concerns to maintaining these components.</i> <i>5. Identify and describe major components and concepts of hospitality facility design, with a concentration on food service planning and design.</i> <i>6. Understand and discuss various reasons for and types of renovations within the hospitality industry, including the various stages involved.</i>

Contribution to the student's workload (which should correspond to the student's learning outcomes)			
Activity	Hrs	Day/weeks	Total
Theoretical and practical learning	3	15	45
Practical work			
Contacts with the teacher/ consults	2	2	4
Field exercises			
Tests, seminars	1	2	2
Homework	1	8	8
Required student study time (in library or at home)	2	12	22
Final preparation for the exam	3	5	15
Time spent in assessment (tests, quiz, final exam)	3		3
Projects, presentations ,ect	1		1
Total			100
Note: 1 ECTS credit = 30 hours,commitment, for example; if the subject has 6,ECTS student credit must have,commitment during the semester 180 hours.			
Teaching methods:	<i>Lectures combined with case studies</i>		
Assessment methods:	<i>Test 1: 20%</i> <i>Test 2: 20%</i> <i>Attending lectures, exercises and active activities: 5%+5%=10%</i> <i>Practical work and market research: 10%</i> <i>Final exam: 40%</i>		
Literature			
Basic literature:	1. <i>Stipanuk, David M. (2006). Hospitality Facilities Management and Design. 3rd Edition</i> 2. <i>"Even Managment "në Turizëm , Kulturë, Biznes dhe sport, Autor: Lian van der Vegan;Brenda R Karlos, MATE 2010</i> http://www.chipsbooks.com/hospfac.htm Available to students at www.textnet.ca		
Additional Literature:	3. <i>Gasper, Bierman, Kolari Hise, Smith, Arreola-Risa Titulli origjinal ANINTRODUCTIONTO</i> 4. <i>BUSINESS Botues OXFORD UNIVERSITY,2007</i> <i>„Stategic Management for tourism, hospitality and events”</i> Autor: <i>Levent Altinay, Alexandros Paraskevas and SooCheong (Shawn) Jang ;2016 Third Avenue NY.</i>		
The designed learning plan:			
Weeks	Lecture		
<i>Week one:</i>	<i>The role, cost and management of hospitality facilities</i>		
<i>Week two:</i>	<i>Managing maintenance needs</i>		
<i>Week three:</i>	<i>Water and wastewater systems</i>		
<i>Week four:</i>	<i>Electrical systems</i>		
<i>Week five:</i>	<i>Heating, ventilating and air conditioning systems</i>		
<i>Week six:</i>	<i>Lighting systems</i>		

Week seven:	<i>Safety and security systems</i>
Week eight:	Test 1 – Intermediate assessment
Week nine:	<i>Waste management</i>
Week ten :	<i>Food service equipment</i>
Week eleven:	<i>Energy management</i>
Week twelve:	<i>The building and exterior facilities & Parking areas</i>
Week thirteen:	<i>Lodging planning and design</i>
Week fourteen:	<i>Food service planning and design</i>
Week fifteen:	Testi 2 – assessment

Academic Policies and Rules of etiquette:

Attending lectures and exercises is very important. Students are encouraged to be regular in lectures and exercises. They are encouraged to always seek clarification during lectures. Professors will be available for additional clarifications and student consultations. Students are required to read at least the literature assigned to them after each lecture and to complete the assignments and essays that will be given to them. Students will also be required to take two preliminary exams or the final exam to be organized during the semester. They will be supported at all times to understand the program. Students are encouraged to follow the discussions in the media and ask about developments and economic problems and open discussions about them.