

Course Objectives/Course Outline
Spokane Community College

Course Title: Banquet Service

Prefix and Course Number: CUL 127

Course Learning Outcomes:

By the end of this course, a student should be able to:

- Use an assortment of service styles and settings for a given type of function.
- Use a banquet function sheet to set up a variety of banquets.

Course Outline:

- I. Banquet Business and the Banquet Manager
 - A. Banquets
 - B. Staffing
 - C. Role of the Banquet Manager
 - D. Styles of Banquets
 - E. Types of Banquets Service
- II. How to Book Functions
 - A. Basic Principles of Functions
 - B. Room Availability and Capacity
 - C. Room Setups
 - D. Available Equipment
- III. The Banquet Function Sheet
 - A. Menu Planning
 - B. Time Management
 - C. Planning the Details
- IV. Managing the Function
 - A. Staffing
 - B. Organizing
 - C. Serving
 - D. Controlling the Function