GEORGE MASON UNIVERSITY  
School of Recreation, Health, and Tourism

Tour 230 – Introduction to Hospitality Management (001)  
Fall 2015

DAY/TIME: T&R 9:00 a.m – 10:15 a.m.  
Class Room: Robinson Hall A106, Fairfax Campus

PROFESSOR: Dr. Naehyun (Paul) Jin
EMAIL ADDRESS: njin@gmu.edu

OFFICE LOCATION: Bull Run Hall 202, Science & Tech Campus
PHONE NUMBER: 703-993-7785

OFFICE HOURS: T & R1:15 p.m. – 2:15 p.m.  
Or by appointment  
FAX NUMBER: 703-993-2025

PREREQUISITES/COREQUISITES
None

COURSE DESCRIPTION:
This course is an introduction to hospitality management, including an overview of management in the hospitality and professional opportunities. The concepts and practices of hospitality management are examined and discussed. The scope and forms of hospitality organizations are reviewed, as well as trends within these organizations.

COURSE OBJECTIVES:
1. understand a basic knowledge of the hospitality industry;  
2. identify segments of the hospitality industry and their similarities and differences;  
3. understand management’s role within the hospitality industry;  
4. learn professions within the hospitality industry; and  
5. develop interest in the hospitality industry

COURSE OVERVIEW:
Instructional techniques include lectures, readings, class activities, homework assignments, a semester project, and midterm and final examinations.

NATURE OF COURSE DELIVERY:
Teaching and learning will be done using the combination of the traditional face-to-face instruction formats, a field trip, and hands-on group and individual projects. Students are required to spend time studying individually, but are encouraged to work collaboratively with other students on assignments, projects and other learning activities.

REQUIRED READINGS (Recommended but Not Required):
ISBN: 978-0-13-295994-0

CLASS ATTENDENCE AND PARTICIPATION:
Attendance will be taken at the beginning of each class meeting. It is your responsibility to sign the class attendance sheet, even if you are late to class. My record of attendance is official and final. I will take attendance for all class meetings, not including exam dates or other dates noted on the schedule. Arrivals 15 min after the beginning of the class and early departures (15 and more min. before the class end) will be considered a half absence.
I will give you two freebie (no questions asked). This one excused absence CANNOT be used on the following days: exams, quizzes, your presentations (including others’ group project presentations), and hotel visit. After that, 10 points of the 50 points for attendance and participation will be lost for each day missed. Each missing class will result in 10 points off of your total grade points after your loss of all 50 points of your attendance and participation grade. Also be advised that beyond any specific grading point penalties for unexcused absence or habitual tardiness, the instructor may issue “F” grade if, after written warning, the student’s absence or tardiness continues at a level that constitutes “non-participation”.

The only acceptable reasons for missing class are the same as those of the exam (so, use freebies wisely). Students missing class due to severe illness and family emergency should contact the instructor ahead of time and provide him with verification document. No points can be made up for an absence.

Participation in this class is strongly requires as this will contribute to the content quality of the class as well as your intellectual benefit from it. Please prepare for class by reading the assigned material as well as the cases. Also, many of you are working in service firms. Please share your experiences with the class. Your grade for class will be based on my judgment of the consistency with which you participate constructively and show leadership in class discussion and activity. Please note that class discussion includes interacting with your classmates.

ATTITUDE:

Cell phones must be turned off or silenced during class. Unless required due to documented disability, laptop computers may NOT be used or turned on during class meetings. The use of communication and entertainment devices such as iPads, iPods, and similar devices is also prohibited. Students receiving telephone calls or texting will get zero for attitude grade. Eating should not be allowed in the classroom. It is a distraction to the teaching and learning process and results in a mess in the classroom. Students should be allowed to bring water bottles in the classroom though. Violation of basic rules above will result in zero for attitude grade.

EVALUATION:

The course will be graded on a percentage system, with a total of 100 possible percentage points.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Total Score (Percentage)</th>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>485-500 (97.0-100%)</td>
<td>C+</td>
<td>385-399 (77.0-79.9%)</td>
</tr>
<tr>
<td>A</td>
<td>470-484 (94.0-96.9%)</td>
<td>C</td>
<td>370-384 (74.0-76.9%)</td>
</tr>
<tr>
<td>A-</td>
<td>450-469 (90.0-93.9%)</td>
<td>C-</td>
<td>350-369 (70.0-73.9%)</td>
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<tr>
<td>B+</td>
<td>435-449 (87.0-89.9%)</td>
<td>D</td>
<td>300-349 (60.0-69.9%)</td>
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<tr>
<td>B</td>
<td>420-434 (84.0-86.9%)</td>
<td>F</td>
<td>Below 300 (Below 60%)</td>
</tr>
<tr>
<td>B-</td>
<td>400-419 (80.0-83.9%)</td>
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COURSE REQUIREMENTS:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Point</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance &amp; Participation</td>
<td>50</td>
<td>10%</td>
</tr>
<tr>
<td>Attitude</td>
<td>25</td>
<td>5%</td>
</tr>
<tr>
<td>Two Exams (100 points each)</td>
<td>200</td>
<td>40%</td>
</tr>
<tr>
<td>One Group Project (Industry News)</td>
<td>100</td>
<td>20%</td>
</tr>
<tr>
<td>Moment of Truth Experience Report</td>
<td>50</td>
<td>10%</td>
</tr>
<tr>
<td>One Individual Assignment</td>
<td>25</td>
<td>5%</td>
</tr>
<tr>
<td>Five In-Class Quizzes</td>
<td>50</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>500</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

- The quizzes will be given at any time during class. The purpose of the quizzes is to check your preparation of class (if given at the beginning of class) and your understanding of class (if given at the end of class). The quizzes will be graded but the worst score will be dropped (will not be used in calculating your final quiz grade). There will be NO makeup quizzes.

The instructor reserves the right to change this syllabus in order to improve the quality of the overall learning experience. Changes may include scheduled activities, classroom policies, and future grading criteria, and will be communicated to all students in a revised syllabus document.

Course Material:
Here is a brief list of some Internet resources you may find useful for your individual assignment and group project:
- Hotel World Network (HMM): www.hotelworldnetwork.com
- Hotel Business: www.hotelbusiness.com
- Hospitality Publications: www.ahlei.org/content.aspx?id=21632
- Smith Travel Research: www.strglobal.com
- PriceWaterhouseCoopers: www.pwc.com/gx/en/hospitality-leisure/index.jhtml
- National Restaurant Association: www.restaurant.org
- Meetings and Conventions: www.meetings-conventions.com/
- American Gaming Association: www.americangaming.org/industry-resources/
TENTATIVE COURSE SCHEDULE:

<table>
<thead>
<tr>
<th>WEEK</th>
<th>DATE</th>
<th>TOPIC</th>
<th>READING</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sep. 1</td>
<td>Introduction – Syllabus Review, Team Selection</td>
<td></td>
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<tr>
<td></td>
<td>Sep. 3</td>
<td>Hospitality Industry Overview</td>
<td>Chapter 1</td>
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<tr>
<td>2</td>
<td>Sep. 8</td>
<td>Tourism Industry Overview</td>
<td>Chapter 9</td>
</tr>
<tr>
<td></td>
<td>Sep. 10</td>
<td>Lodging – The Hotel Business</td>
<td>Chapter 2</td>
</tr>
<tr>
<td>3</td>
<td>Sep. 15</td>
<td>Lodging – Room Division Operations</td>
<td>Chapter 3</td>
</tr>
<tr>
<td></td>
<td>Sep. 17</td>
<td>Lodging Industry</td>
<td></td>
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<tr>
<td>4</td>
<td>Sep. 22</td>
<td>Lodging Industry – Food &amp; Beverage and various topics</td>
<td>Chapter 4</td>
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<tr>
<td></td>
<td>Sep. 24</td>
<td>Lodging Industry</td>
<td></td>
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<tr>
<td>5</td>
<td>Sep. 29</td>
<td>Individual Project Presentation</td>
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<tr>
<td></td>
<td>Oct. 1</td>
<td>Mid-term Exam Review Session</td>
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<tr>
<td>6</td>
<td>Oct. 6</td>
<td>Mid-term Exam</td>
<td></td>
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<tr>
<td></td>
<td>Oct. 8</td>
<td>Cost control in hospitality industry</td>
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<tr>
<td>7</td>
<td>Oct. 13</td>
<td>No class (Columbus Day Recess)</td>
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<tr>
<td></td>
<td>Oct. 15</td>
<td>Cost control in hospitality industry</td>
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<tr>
<td>8</td>
<td>Oct. 20</td>
<td>Group Project Work Session – Interim Report (Presentation)</td>
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<td></td>
<td>Oct. 22</td>
<td>Individual Project Presentation</td>
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<tr>
<td>9</td>
<td>Oct. 27</td>
<td>Restaurant Industry – The Restaurant Business</td>
<td>Chapter 6</td>
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<tr>
<td></td>
<td>Oct. 29</td>
<td>Restaurant Industry – Restaurant operation</td>
<td>Chapter 7</td>
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<tr>
<td>10</td>
<td>Nov. 3</td>
<td>Restaurant industry</td>
<td></td>
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<tr>
<td></td>
<td>Nov. 5</td>
<td>Menu Engineering</td>
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<tr>
<td>11</td>
<td>Nov. 10</td>
<td>Individual Project Presentation</td>
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<td></td>
<td>Nov. 12</td>
<td>Gaming Entertainment</td>
<td>Chapter 11</td>
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<tr>
<td>12</td>
<td>Nov. 17</td>
<td>Meeting and Convention</td>
<td>Chapter 12</td>
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<td>Nov. 19</td>
<td>Hospitality Service Marketing</td>
<td>Chapter 8</td>
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<tr>
<td>13</td>
<td>Nov. 24</td>
<td>Special Topic</td>
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<td></td>
<td>Nov. 26</td>
<td>Thanksgiving recess</td>
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<tr>
<td>14</td>
<td>Dec. 1</td>
<td>Consumer Behavior &amp; Psychology</td>
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<td></td>
<td>Dec. 3</td>
<td>Group Project Work Session</td>
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<tr>
<td>15</td>
<td>Dec. 8</td>
<td>Group Project Presentation 1</td>
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<td></td>
<td>Dec. 10</td>
<td>Group Project Presentation 2 &amp; Final Exam Review</td>
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<tr>
<td>16</td>
<td>Dec. 17</td>
<td>Final Exam – Exam Time: 7:30 am – 10:15am (Thursday)</td>
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</tbody>
</table>

Student Expectations

- Students must adhere to the guidelines of the George Mason University Honor Code [See http://oai.gmu.edu/honor-code/].
- Students with disabilities who seek accommodations in a course must be registered with the George Mason University Office of Disability Services (ODS) and inform their instructor, in writing, at the beginning of the semester [See http://ods.gmu.edu/].
- Students must follow the university policy for Responsible Use of Computing [See http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/].
- Students are responsible for the content of university communications sent to their George Mason University email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students solely through their Mason email account.
- Students must follow the university policy stating that all sound emitting devices shall be turned off during class
unless otherwise authorized by the instructor.

_Campus Resources_

- The George Mason University Counseling and Psychological Services (CAPS) staff consists of professional counseling and clinical psychologists, social workers, and counselors who offer a wide range of services (e.g., individual and group counseling, workshops and outreach programs) to enhance students’ personal experience and academic performance [See http://caps.gmu.edu/].

- The George Mason University Writing Center staff provides a variety of resources and services (e.g., tutoring, workshops, writing guides, handbooks) intended to support students as they work to construct and share knowledge through writing [See http://writingcenter.gmu.edu/].

- For additional information on the College of Education and Human Development, School of Recreation, Health, and Tourism, please visit our website [See http://rht.gmu.edu].

PROFESSIONAL BEHAVIOR: Students are expected to exhibit professional behaviors and dispositions at all times.

CORE VALUES COMMITMENT: The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles.