

## **Course Description**

### **FSS1100 | Foodservice purchasing | 3.00 credits**

This is an introductory course where students will learn the principals of menu planning for various types of facilities and service as well as menu layout, selection, development and pricing structures. Students will learn the principals and practices concerned with the purchase and receipt of food, supplies and equipment for various food service operations. Prerequisites: FSS1200, FSS1202L

## **Course Competencies:**

**Competency 1:** The student will learn how to acquire the materials required in today's food service operations by:

1. Identifying the types of purveyors available in the local area
2. Visiting food distribution facilities and linen/uniform operations to illustrate the importance of sustainability and related commercial processes
3. Identifying local farms for locally grown produce and organic products
4. Implementing green purchasing specifications for procurement and storage
5. Discussing storage strategies
6. Understanding and developing HACCP guidelines
7. Learning the importance of purchasing, receiving, requisitioning, and inventory functions in the food service operation
8. Identifying product procurement from other countries and the ethical and cultural impact of using international products

**Competency 2:** The student will be able to utilize purchasing knowledge in the food service setting by:

1. Participating in field trips and discussing through digital video-conferencing with guest purchasing directors from around the country about the importance of understanding the purchasing process
2. Hands-on experience with point of sale/inventory interface and report generation
3. Maintaining accounting and information systems
4. Planning and maintaining purchasing and receiving procedures
5. Demonstrating mathematical concepts and completing purchase orders, invoices, packing slips, and shipping and handling charges

**Competency 3:** The student will be able to utilize cost controls in the food service business by:

1. Analyzing standard industry formulas relative to the discount date and due date to determine the payment amount on an invoice
2. Identifying the break-even point
3. Maintaining accounts payable and accounts receivable
4. Calculating and reviewing labor costs
5. Reviewing and analyzing the balance sheet
6. Monitoring all guest services' accounting, cashiering, and billing
7. Computing the average amount spent by guests
8. Operating inventory software, telephone communications, calculating machines, computer terminal inputs, and readouts

## **Learning Outcomes:**

- Use quantitative analytical skills to evaluate and process numerical data
- Solve problems using critical and creative thinking and scientific reasoning
- Formulate strategies to locate, evaluate, and apply information