

DEPARTMENT OF HOSPITALITY MANAGEMENT AND TOURISM
FACULTY OF MANAGEMENT SCIENCES
UNIVERSITY OF PORT HARCOURT

UNDERGRADUATE BROCHURE

2013 -2016

INTRODUCTION

The Department of Hospitality Management and Tourism provides an undergraduate programme which leads to the award of a Bachelor of Science (B.Sc) degree in Hospitality Management and Tourism. The B.Sc programme is designed to prepare students for the professional and academic careers in all the areas of Hospitality Management and Tourism. The programme is distinctive in its design, integrating practical and theoretical learning to give the knowledge and tools needed to succeed in the rapidly evolving hospitality and tourism environment. This is achieved by providing a broad based, qualitative and analytical background deemed necessary for success in the professional, business and academic spheres of life. The programme aims at contributing significantly to the supply of the needed high-level in the Hospitality and Tourism Industry.

More detailed information on the BSc (Hospitality Management and Tourism) is made available in subsequent pages of this brochure

Dr (Mrs) J. N. Obiora

Ag. Head of Department

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A BRIEF HISTORY OF THE DEPARTMENT OF HOSPITALITY MANAGEMENT AND TOURISM

The idea to establish the Department of Hospitality Management and Tourism in the Faculty of Management Sciences, University of Port Harcourt was cultivated by some Faculty members. The idea was based on the realization that the Hospitality and Tourism industry is fast growing with attractive potentials which creates the need for training of graduates in the discipline. This thought corroborates the Federal Government's initiative to develop the Hospitality and Tourism industry in order to enhance the foreign exchange earning capacity of the economy.

In reaction to this noble idea, the Faculty mandated a Committee to write a proposal for the proposed Department. On the 7th of September, 2007, a committee to develop the programme was constituted. The committee submitted its report which includes the mission, philosophy, objectives and curriculum of the programme. The report was harnessed to form a proposal which the Faculty presented to the Senate for approval. The proposal was approved by the senate on 3rd of December, 2009 at its 353rd meeting (extra-ordinary), authorizing the establishment of the Department of Hospitality Management and Tourism.

On July 16, 2010, the pioneer Co-ordinator, Dr C.A Eketu, was appointed to commence Administrative and Academic activities of the new Department, which is situated at the GoodLuck Jonathan Building, Faculty of Management Sciences.

Philosophy

The philosophy of the Bachelor of Science Degree programme in the Department of Hospitality Management and Tourism, is to educate men and women in order to make them professionals in modern business management in the emerging Hospitality and Tourism industry locally and internationally, through the provision of research based knowledge that will aid in the promotion of the rich potentials in the industry in Nigeria.

Aim

1. To produce a high level manpower for the Nigerian Hospitality and Tourism Industry.
2. To produce graduates capable of imparting knowledge on Hospitality Management and Tourism.

Objectives

1. To produce graduates with distinctive skills and knowledge necessary to pivot the attractive tourism and hospitality industry in Nigeria.
2. To provide applied research based support to government agencies and firms in the tourism and hospitality industry.
3. To equip graduates with the appropriate theoretical know-how to advance the development of tourism and hospitality as an emerging knowledge area.
4. To produce high level man-power for the Nigerian Hospitality and Tourism industry.
5. To produce graduates capable of imparting knowledge on hospitality management and tourism.

Dr. (Mrs) J. N Obiora
Head of Department

DEPARTMENTAL STAFF LIST
ACADEMIC STAFF LIST

S/N	NAMES	QUALIFICATION/AREA OF SPECIALISATION	SCHOOL ATTENDED	RANK
1	OBIORA, J .N.	B.SC, PGD, MBA, PhD Organizational Behaviour and Hospitality Management	NAU, RSUST, RSUST, UNIPOINT	Ag Head of Department Senior Lecturer
2	AYODELE A. I.	B.Sc, M.Sc, PhD Ecotourism	UI	PROFESSOR (SABBATICAL)
3	OKPOKO, P. U.	BA, MA, PhD Cultural Resource Management and Tourism	UI, UNN	PROFESSOR (ADJUNCT)
4	OKOLI C. I.C.	B.Sc, M.ED, M.Sc, PhD Strategic Tourism Management	Colorado State University, US University of Missouri, IMSU	PROFESSOR (ADJUNCT)
5	KALU, S. E.	BSc, BSBA, MBA, DBA Strategic Marketing Management	UE FSM Philippines	PROFESSOR
6	ONUOHA, B. C.	BSc, MBA, MBA, MSc, PhD	IMSU, UNN, ASUT, ABSU, ABSU	PROFESSOR
7	UMOH, G. I.	MSc, PhD, PGD, DIP IDP (Finals) Operations Management/Quantitative Analysis	Aston, UK, Birmingham, UK, Scotland London	Associate Professor
8	EKETU, C. A.	B.SC, MBA, PhD Organizational Behaviour and Tourism Management	RSUST RSUST RSUST	SENIOR LECTURER
9	NNAMDI, I. C.	BSc, MBA, MSC/PhD, PhD Finance	UNIPOINT, UNIPOINT, ABSU	SENIOR LECTURER
10	BELLO, Y. O.	ND, BSc, MSc, PhD Tourism Management	IMSU, IMSU, Malaysia	Senior Lecturer
11	OZURU, N. H.	BBA, MBA, PhD e-marketing	Mercer University, Atlanta; California Coast University, USA, RSUST	SENIOR LECTURER
12	IGBOJEKWE P. A.	B.Sc, M.Sc, MBA, PhD Food Science & Nutrition	University of Winconsin,	SENIOR LECTURER

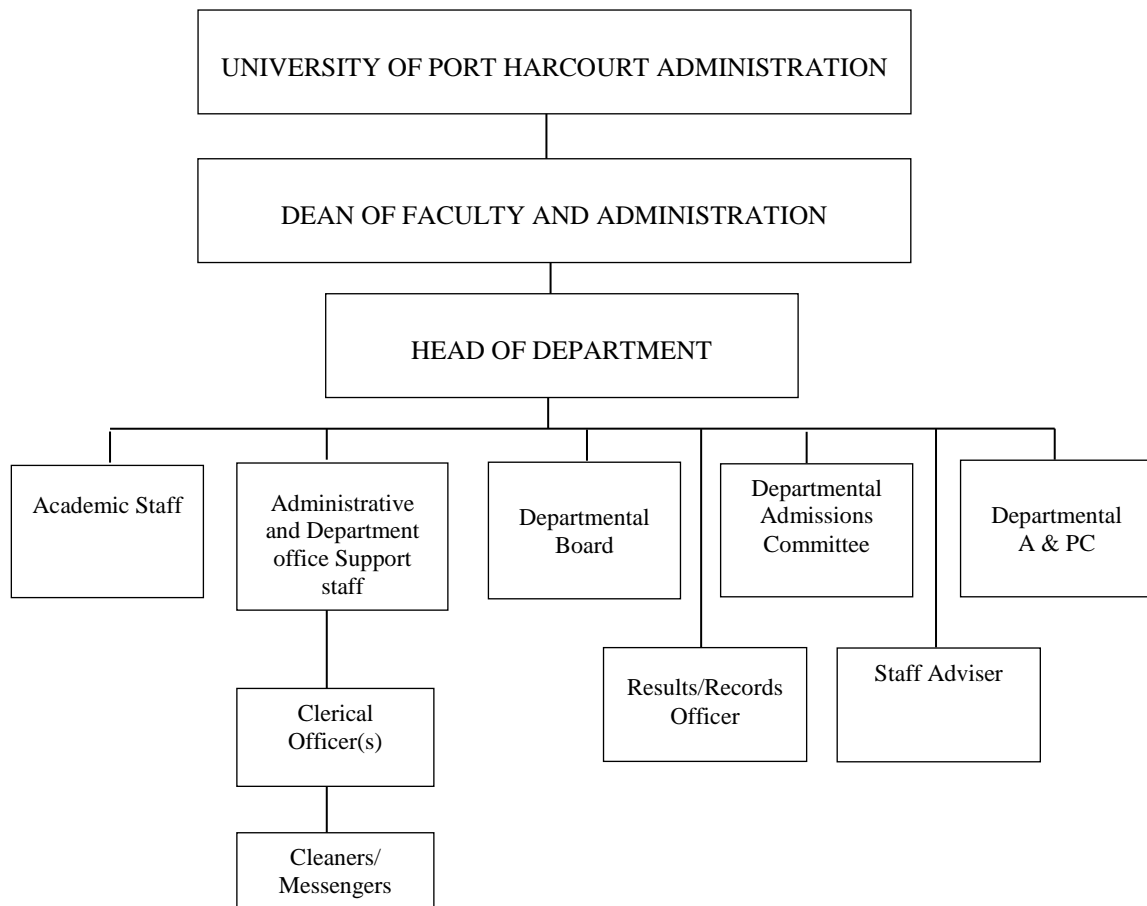
			USA; IMSU, IMSU	(ADJUNCT)
13	UKABILO, E. N.	BSc, MBA, MSc, PhD Hospitality Management	IMSU, IMSU, IMSU, UNN,	SENIOR LECTURER (ADJUNCT)
14	IJEOMAH H. M.	DIP., B.Sc, M.Sc, PhD Ecotourism	UNIUYO, UNIUYO, UI, IMSU	SENIOR LECTURER
15	EJA, I. E.	BSc, MSc, PhD Ecotourism, Recreation, Conservation & Planning	UNICAL, UNICAL, UNICAL	SENIOR LECTURER (ADJUNCT)
16	NDU E .C.	B.SC, PGDM, PGDE, MBA, M.SC, PhD(in progress) Tourism Operations Management/Quantitative Analysis	UNIPORT UNIPORT UNIPORT UNIPORT	LECTURER I
17	UOBOGBULAM G.C.	B.S.C, PGD, MBA, D.Tech M.SC, PhD Marketing	RSUST, Central University of Technology, South Africa UNN	LECTURER I
18	OLLOR, H .Y.	B.SC, M.SC, PhD Food Science and Nutrition	Iowa State University, USA Igbinedion University	Senior Lecturer
19	EKEKE, J. N.	B.SC, M.SC, Ph.D(in progress) Tourism Marketing	ABSU, IMSU, UNN	LECTURER I
20	DAN-JUMBO, C .T.	B.SC,DIP, MBA, PhD(in view) Tourism Management	UNIPORT UNIPORT UNIPORT	LECTURER I
21	ETUK, J. S.	B.SC, MBA, PhD(in progress) Tourism/Hospitality Marketing	UNIPORT, RSUST, UNN	LECTURER II
22	ANWURI P .N.	B.SC, MBA, PhD e-Marketing	UNIPORT, RSUST, UNIPORT	LECTURER II
23	SONARI- OTOBO, V.A.	B.SC, M.SC, Hospitality Management	RSUST, Plymouth University, UK	LECTURER II
24	ASIEGBU, U. A.	B.SC, M.SC, PhD (in progress) Nutrition and Dietetics	Michael Okpara University, UI, UI	LECTURER II
25	Ofoegbu, W. C.	BSc, MSc, PhD (in progress)	UNIPORT, UNIPORT,	Lecturer II

			UNIPOINT	
26	Wegwu, M. E.	BSc, MBA, MSc Management	UNIPOINT UNIPOINT UNIPOINT	Lecturer II
27	OFODU, A.	BSC, MSc Nutrition and Dietetics	UNN IMSU	Assistant Lecturer

NON-TEACHING STAFF

S/N	NAME	QUALIFICATION	RANK
1.	MRS. NWAIGWE, THERESA	SSCE, B.SC, PGDE	ASSISTANT REGISTRAR
2.	MRS. UBAWUIKE, ESTHER	SSCE, B.SC	SENIOR EXEC SEC.
3.	EKPOTU PATIENCE	SSCE	COMPUTER OPRETATOR
4.	MRS EGWU, NNEKA	SSCE, B.SC	PRINCIPAL CATERING OFFICER I
5.	MR IGWE, JOHN	SSCE, B.SC	SENIOR TELEPHONE OFFICER
6.	MR. AGUMAGU, CHARLES	B.SC,PGD, M.SC(in view)	ADMIN ASSISTANT
7.	MR. LETON, PERFECT	SSCE, B.SC	CLERICAL OFFICER
8.	MRS OGBUICHE, ASELE	SSCE	CLERICAL OFFICER
9.	MRS. AFIESIMAMA, BLESSING	FSLC	CARETAKER
10.	MRS. ODOH, COMFORT	FSLC	MESSENGER/CLEANER

ORGANIZATIONAL STRUCTURE OF HOSPITALITY MANAGEMENT AND TOURISM



8. Structure of B.Sc (Hospitality Management and Tourism) Degree programme

The Department runs this programme of four years for its Bachelor's Degree. The Degree programme is designed to meet and exceed the minimum academic standards set by the National Universities Commission (NUC). It has the following provisions:

8.1. General Studies Courses

These are University-wide courses, taken in the first year of the degree programme. They are designed to improve the basic intellectual arm communication skills of the students, and to promote a continuous awareness and understanding of the contemporary society as well as- the historical and cultural origins of the people of Nigeria.

8.2 Foundation Courses

These are basic courses in the Faculty of Management Sciences, that teach the principles and tools of Management problem analysis. These courses include at least one course in each functional area of management plus courses in economics, mathematics, statistics, computer science and data processing. These courses are taken by all students in the Faculty at appropriate levels.

8.3 Community Service Course

This is a field project directed towards service to the community or to the University and is an integral part of all degree programmes. The objective of the project is to involve both staff and students in a practical way with some of the problems of society as well as with efforts to provide solutions to them, and to inculcate and develop *in* staff and students, a consciousness of their responsibilities to Society and the satisfaction of rendering service to others. The project, which is practical in nature, requires

the application of some of the skills being acquired in the degree programme to service the community and generally involve manual work. It is credit-earning and an essential requirement in all degree programmes.

8.4 Departmental Major courses

These are courses in the students major field of interest. The majority of the courses are offered in the last two years of the programme.

9. Undergraduate Admission: Entry Requirements.

9.1 The minimum entry requirement into the Undergraduate Programme of the Department of Hospitality Management and Tourism shall be the General Certificate of Education WASC, NECO SSC (or equivalent) with credit in five subjects obtained at not more than two sittings. These five subjects must include English Language, Elementary Mathematics and Economics. Admission into the programme shall normally be through the Joint Admission and Matriculation Examination (JAMB) and Uniport Screening. There shall normally be no "direct entry" into the second year of the degree programme. The combinations of each department are specified in the JAMB BROCHURE.

10. Registration of Courses

10.1 The period for normal registration is the first week of each academic year, excluding the orientation week.

10.2 The period for late registration is the second week of the first semester of the academic year. Late registration will attract a surcharge penalty.

10.3 Course registration is the responsibility of the student's department. The Head of department signs for all the courses registered.

10.4 In registering students, the parent department ensures that students register for all previously failed courses in which the programme requires a pass, and meet the prescribed requirement for each course registered; Furthermore, that the total credit units registered are not less than 5 or more than 24 per semester

10.5 Any registration completed after the time specified will be null and void and will not be credited to the student even when he/she has taken and passed an examination in the course.

10.6 Students are not allowed to sit for examinations in courses for which they registered. Such actions are fraudulent and culprits will be appropriately disciplined.

10.7 Any genuine request for late registration must be made in writing to the Head of Department, and a late registration fee, whose amount is reviewed each year in line with the cost of living, must be paid to the Bursary. Form for late registration will be given out only when the appropriate receipt is documented on the form.

10.8 A list of students registered for each course should be kept. This list should be displayed for one week immediately after the close of registration for necessary corrections.

10.9 The parent faculty and the parent department retain one copy each of this list and forward three copies to the Teaching Faculty to be distributed as follows: One to the Faculty, one to the Department and one to the Course Lecturer. This list becomes the authentic register for the course examination.

10.10 For all students- the following forms are returned, to the Academic Office: MIS-01 (SF) for fresh student, MIS-02 (Course Registration Form) and MIS-04 (Fee FQ1).

10.11 Students should be encouraged to join their professional associations, but the dues for such association should not be tied to registration forms.

10.12 Application for adding or dropping a course must be 'made on the prescribed ADD/DROP Form and certified by the Registrar after obtaining the approval of the Heads of Department concerned, not later than four weeks before the examination in each semester. Any change of course made by altering the registering form will be null and void.

11a. Deferment of Admission

Candidate who is offered admission and is qualified at the time, but is unable to take-up the offer at the required time may have the admission deferred. This request must be made in writing stating reasons, and forwarded through the Head of Department of the approved course/programme for which admission was offered.

11.1 To qualify for consideration for transfer to the programmes in Management Sciences after the completion of the first Academic Year, a student shall be required to obtain a CGPA of four points above at the time of application.

11b. Auditing of Courses

11 .1 Students may attend a course outside their prescribed programme. The course shall be recorded, in their transcript only if they have registered for it with the approval of the Head of their Department and the Dean of their Faculty and taken the prescribed examination. An audited course shall not be used in calculating the CGPA.

12. Change of Degree Programme

12.1 A student who has been admitted to a degree programme on satisfying minimum requirements for entry into the University as well as course requirements for the Faculty and Department shall not normally, be allowed, to change until he/she has completed the first academic year in the degree programme. A student shall be allowed to change Faculty or department to that in which the programme specified by the Scholarship Award is available, provided that he/she meets the requirements of the Faculty or Department to which a change is desired.

12.2 Application to change Faculty shall formally be made by the student concerned through the Head of the present Department and Faculty, who recommends to the Faculty Board on a prescribed form (in quadruplicate) obtainable from the Faculty. Duly completed copies of the Change of programme Form shall be forwarded to the Committee of provost and Deans for Approval and to the Registrar for certification. Thereafter, the Registrar shall retain a copy and forward a copy each to the two Heads, the respective Deans and the student concerned. Intra-Faculty transfer should be done by the Faculty Board and the Committee of Provost and Deans informed.

12.3 To qualify for consideration to transfer to the professional programmes in Medicine, Engineering and Management Sciences a student shall be required to Obtain a CGPA of 4 points Or above at the time-of application.

13a. Inter-University Transfer

13.1 A student from another University may seek a transfer to any of the programmes of the University of Port Harcourt. Such applicants must write, enclosing relevant credentials and transcripts of academic records, to the Registrar, who shall normally refer the request to the appropriate Head of Department the applicant's official transcript. The Head of Department, after considering the application, shall make an appropriate recommendation - through the Dean to the Committee of provost and Deans. The decision of the Committee of provost and Deans shall be final. All such applications must be processed before the beginning of the academic year.

3.2 All applicants for Inter-University transfer shall be required to be in good standing in their previous University.

13.3 A student who has been expelled or suspended from any University for acts of misconduct shall not be eligible for transfer to the University of Port Harcourt.

13.4 The residency requirement shall be a minimum two years. –

13b. Requirement for a Bachelor's Degree –

In order to obtain a Bachelor of Science (B.Sc. degree in the department of Hospitality Management and Tourism, student shall meet the following requirements:

- i. Complete a program for students approved by the University Senate for the Faculty.
- ii. A score, not below 40% must be attained in the prescribed courses and research project –
- iii. Satisfy all financial obligations to the University, and other requirements relating to attendance and character,
- iv. Be formally recommended by the Faculty Board Studies to the University for the award of degree.

14. Examinations

14.1 Course Examinations

- i. Every Course of instruction shall be assessed, and examined at the time given. The examination is weighed 70%.
- ii. 30% is assigned to continuous assessment weighting by the University in view of the work input expected from students in the various programmes of study.
- iii. Subject only to administration supervision by the Dean's Office the conduct of course examination shall be the responsibility of the Head of Department.
- iv. Continuous assessment of students should be by means of term papers, frequent tests (formal and informal - assessment in workshop / assignments, etc. as may be applicable to respective disciplines.
- v. Part-time teachers, where necessary, may be appointed as Internal Examiners.
- vi. Every course examination (i.e. question papers and grading) shall be moderated normal by one external- Examiner as may be determined by the respective Faculty Boards of the Faculty. Moderation of course examinations shall be limited to the end of the semester examination.
- vii. The results duly signed by the Dean shall be published provisionally within 24 hours after approval by the Faculty Board.
- viii. The Dean shall, thereafter, on behalf of the Faculty Board, present the results to Senate for final approval
- ix. The Registrar shall, after the approval by Senate, take custody of the results and notify the students and their sponsors.

14.2 Absence from Examination

Students are obliged to sit for all examinations with their mates at the same time. No special arrangements shall be made for any student who failed to write the examination with other classmates originally. However, any student who has good and acceptable reasons for not writing a scheduled examination shall apply to the Vice Chancellor through the Dean and Head of Department for senate approval to write the said examination as first attempt at the next available opportunity when subject would be examined.

14.3 Procedure for Review of Scripts of Aggrieved

Students shall be entitled to see their marked examination scripts if they so desire provided appropriate steps are taken to safeguard the security of the scripts.

Any student who is aggrieved about the grading of a course examination may petition his/her Department in the first instance through the Academic Adviser. The Head of Department shall refer the petition to the Dean of the Faculty who shall cause the scripts to be reassessed and the scores presented to the Faculty Board for determination.

A student applying for a review of answer scripts shall be required to pay the following fees to the Bursary before commencement of the review.

Course Examinations — Five Hundred Naira (N500.00) per course. If the petition is upheld, the fee so paid shall be refunded to the student.

14.4 Examination Malpractice (See paragraph 17.1)

14.5 Forgery any student found guilty of forging certificate, transcripts and other official documents shall be expelled from the University.

14.6 Grading System

The following system of Grade Points shall be used for all Faculties.

Mark/Score	Letter Notation	Grade Point
70% and above	A	5.00
60-69	B	4.00
50-59	C	3.00
45-49	D	2.00
40-44	E	1.00
0 - 39	F	0.00

15. Computation of Grade Point Average

15.1 Every course carries a fixed number of Credit Units – (CU), one-Credit Unit being when a class meets for one hour every week for one semester or three hours every week in the laboratory, workshop or field.

15.2 Quality points (QP) are derived by multiplying the Credit Units for the course by the Grade points earned by the students: e.g. in a course with 3 Credit Units in which a student earned a B with 4 Grade points, the Quality points are $3 \times 4 = 12$.

15.3 Grade point Average (GPA) is derived by dividing the Quality points for the semester by the Credit Units for the semester e.g. in a semester where the student earned 56 Quality Points for 18 Credit Units the GPA is $56/18 = 3.1$

15.4 Cumulative Grade point Average (CGPA) is derived by adding the Total Quality Points (TQP) to date and dividing by The Total Credit Units (TCU) to date: e.g. if the TQP is 228 and the TCU is 68, CGPA is $228/68 = 3.35$.

15.5 Detailed example of how to calculate GPA and CGPA:

FIRST YEAR, SEMESTER ONE

Course	Credit Unit	Letter Grade	Grade Point	Quality Point Average	Grade Point	Cumulative Grade Point Average(CGPA)

APC 100.1	3	B	4	12	QP=66	QP=66
APC 101.1	2	C	3	6	CU=17	CU=17
APC 102.1	1	C	3	3	CGPA=66/17	CGPA=66/17
APC 103.1	4	B	4	16	=3.88	=3.88
APC 104.1	5	A	5	25		
APC 105.1	3	P	2			
	17		66			

FIRST YEAR, SECOND SEMESTER

Course	Credit Unit	Letter Grade	Grade Point	Quality Point Average	Grade Point	Cumulative Grade Point Average(CGPA)
APC 106.2	5	E	1	5	QP=48	TQP=114
APC 107.2	4	D	2	8	CU=20	TCU=37
APC 108.2	5	B	4	20	CGPA=48/20	CGPA=114/37
APC 109.2	3	F	0	0	=2.40	=3.08
APC 110.2	3	A	5	15		
	20			48		

SECOND YEAR, SEMESTER ONE

Course	Credit Unit	Letter Grade	Grade Point	Quality Point Average	Grade Point	Cumulative Grade Point Average(CGPA)
APC 210.1	2	E	1	5	QP=48	TQP=175
APC 211.1	3	C	3	8	CU=20	TCU=55
APC 212.1	5	B	4	20	CGPA=61/18	CGPA=175/55
APC 213.1	5	C	3	15	=3.38	=3.18
APC 214.1	3	A	5	15		
TOTAL	18		61			

SECOND YEAR, SECOND SEMESTER

Course	Credit Unit	Letter Grade	Grade Point	Quality Point Average	Grade Point	Cumulative Grade Point Average(CGPA)
APC 215.2	3	B	4	12	QP=59	TQP=234
APC 216.2	4	C	3	12	CU=20	TCU=75
APC 217.2	5	B	4	20	CGPA=59/20	CGPA=234/75
APC 218.2	2	F	0	0	=2.95	=3.12
APC 219.2	3	C	3	9		
APC 109.2	3	D	2	6		
TOTAL	20			59		

Observe how the course APC 109 was failed in Year One, semester two and computed with F=0 in Year One. It was registered and computed with D=2 in Year Two, semester Two. The old grade is not replaced by the new one.

THIRD YEAR, SEMESTER ONE

Course	Credit Unit	Letter Grade	Grade Point	Quality Point Average	Grade Point	Cumulative Grade Point Average(CGPA)
APC 300.1	3	B	4	12	QP=59	TQP=285
APC 301.1	3	C	3	9	CU=20	TCU=92
APC 302.1	3	F	0	0	CGPA=51/17	CGPA=285/92
APC 303.1	4	B	4	16	=3.00	=3.10
APC 304.1	2	A	5	10		
APC 305.1	2	D	2	4		
TOTAL	17			51		

THIRD YEAR, SECOND SEMESTER

Course	Credit Unit	Letter Grade	Grade Point	Quality Point Average	Grade Point	Cumulative Grade Point Average(CGPA)
APC 310.2	3	D	2	6	QP=59	TQP=175
APC 311.2	3	C	3	9	CU=20	TCU=55
APC 312.2	3	E	1	3	CGPA=55/21	CGPA=285/92
APC 313.2	4	B	4	16	=2.62	=3.01
APC 314.2	3	A	5	15		
APC 315.2	3	F	0	0		
APC 318.2	2	C	3	6		

TOTAL	21			55		
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FOURTH YEAR, SEMESTER ONE

Course	Credit Unit	Letter Grade	Grade Point	Quality Point Average	Grade Point	Cumulative Grade Point Average(CGPA)
APC 400.1	3	A	5	15	QP=63	TQP=403
APC 401.2	3	C	3	9	CU=20	TCU=133
APC 402.2	3	B	4	12	CGPA=63/20	CGPA=403/133
APC 403.2	4	C	3	12	=3.15	=3.03
APC 404.2	2	E	1	2		
APC 405.2	2	D	2	4		
APC 302.1	3	C	3	9		
TOTAL	20			63		

FOURTH YEAR, SEMESTER ONE

Course	Credit Unit	Letter Grade	Grade Point	Quality Point Average	Grade Point	Cumulative Grade Point Average(CGPA)
APC 400.1	3	A	5	15	QP=63	TQP=403
APC 401.2	3	C	3	9	CU=20	TCU=133
APC 402.2	3	B	4	12	CGPA=63/20	CGPA=403/133
APC 403.2	4	C	3	12	=3.15	=3.03
APC 404.2	2	E	1	2		
APC 405.2	2	D	2	4		
APC 302.1	3	C	3	9		
TOTAL	20			63		

FOURTH YEAR, SECOND SEMESTER

Course	Credit Unit	Letter Grade	Grade Point	Quality Point Average	Grade Point	Cumulative Grade Point Average(CGPA)
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APC 410.1	3	B	4	12	QP=63	TQP=491
APC 411.2	3	D	2	6	CU=20	TCU=158
APC 412.2	3	C	3	9	CGPA=88/20	CGPA=491/158
APC 413.2	4	B	4	16	=3.52	=3.12
APC 414.2	3	A	5	15		
APC 415.2	6	B	4	24		
APC 315.2	3	D	2	6		2 nd Class
TOTAL	20			88		Lower

15.6 Grades obtained in all approved courses of a student's prescribed programme excluding audited courses, shall be used to compute the CGPA.

15.7 Where a student registered more than the allowed number of free elective courses, only the grades obtained in the number of elective courses chosen in the order of registration will be used in computing the CGPA. Other elective courses will be treated as audited courses and will not be used in calculating the CGPA.

15.8 Where a student was registered for a course but the result is unavailable, due to no fault of the student, no result will be recorded for that course and the student will be registered for the course in the next academic year.

15.9 When a student transfers from one Faculty to another, only the grades obtained in the courses in the new prescribed programme of study will be used to compute the CGPA. Courses which were completed before the change of programme and which are not parts of the new prescribed programme will be treated as audited Courses.

16. Continuation, Probation and Withdrawal

16.1 Continuation Requirement

The Continuation requirement in the University is CGPA of 1.00 at the end of every academic year.

16.2 Probation

Probation is a status granted to a student whose academic performance falls below an acceptable standard. A student whose Cumulative **Grade Point Average** is below 1.00 at the **end of a particular year of study earns a** period of probation for **one academic session**.

16.3 Limitation of Registration

Students on probation may not register for more than 18 units per semester. The purpose of the registration is to give 1e student chance to concentrate on improving their performance and thus raising their CGPA.

16.4 Warning of Danger of Probation

Students should be warned by their Department if at the end of **any semester their GPA falls below 1.00**.

16.5 Repeating Failed Course Unit(s)

Subject to the conditions for withdrawal and probation, a student must repeat the failed course Unit(s) at the next available opportunity, provided that the total number of credit units carried during that semester does not exceed 24 and the Grade Points earned at all attempts shall count towards the CGPA.

16.6 Temporary withdrawal from study

A student may apply for a period of one year, which may be renewed up to a maximum of 2 years.

17.1 Classification of Degrees

17.1 The degree shall be aware with first class honours, second class honours (upper division), second class honors (lower division), or 3rd class honours. The cumulative Grade Point Averages for these classes shall be.

Class of Degree	Cumulative Grade Point Average	
	New	Old
1st (First) Cass	4.50 – 5.00	4.60 – 5.00
2 nd (Second) Class Upper	3.50 – 4.49	4.00 – 4.59
2 nd (Second) Class Lower	2.40-3.49	3.00 – 3.99
3 rd (Third) Class Pass	1.50- 2.39	2.60 - 2.99

18. Dean's List

The Faculty of Management sciences maintains and publishes a Dean's List of outstanding students based on the results of each semester's examinations. For a student to have his/her name on the list, the student shall have achieved a grade point average of 4.00 or better in the semester examinations.

20. GUIDELINES FOR PROJECT / THESIS DISSERTATION IN THE DEPARTMENT OF HOSPITALITY MANAGEMENT AND TOURISM

UNIVERSITY OF PORT HARCOURT
Department of Hospitality Management and Tourism
Faculty of Management Sciences

PROJECT/THESIS/DISSERTATION FORMAT

Title Page

This must specify the title of the-Project/Thesis Dissertation, author's name (Surname first), location (i.e Department, Faculty, University).

Example:

<p>IMPLICATIONS OF THE INTERNET ON THE GROWTH OF ECOTOURISM</p> <p>By</p> <p>EDBE, JOHN Edge</p> <p>U2007/0635020</p> <p>DEPARTMENT OF HOSPITALITY MANAGEMENT AND TOURISM</p> <p>Faculty of management Sciences</p> <p>University of Port Harcourt</p> <p>Port Harcourt, Nigeria.</p> <p>MARCH 2011</p>
--

PAGE(i) Immediately after the title page

Title of the project/thesis / dissertation, author's name (Surname first), other identify pertinent information, supervisor's name and date.

Example:

**IMPLICATIONS OF THE INTERNET ON
THE GROWTH OF ECOTOURISM**
By
EDBE, JOHN Edge
U2007/0635020

Submitted in partial fulfillment of the
requirements of the Degree of Bachelor of
Science (B.Sc) in Hospitality Management and
Tourism.

UNIVERSITY OF PORT HARCOURT
© Edbe, John Edge
All Right reserved

March, 2014

Supervisor: Nnegi, Beatrice N. (Ph.D)

**Page (ii)
DECLARATION PAGE**

I hereby declare that this project is my original work and has not be previously presented wholly or in part for the award of any other degree.

Student's Name:

Signature and Date

Page (iii) CERTIFICATION PAGE

**UNIVERSITY OF PORT HARCOURT
DEPARTMENT OF HOSPITALITY MANAGEMENT AND
TOURISM**

IMPLICATIONS OF THE INTERNET ON THE GROWTH OF ECOTOURISM

BY

**EDBE, JOHN EDGE
U2007/0635020**

The Based of Examiners certifies as follows:

That to the best of our knowledge, this is the original work of the candidate. That the thesis is accepted in partial fulfillment of the requirements for the ward of the degree of Bachelor of Science (B.Sc) in Hospitality Management and Tourism.

NAME	SIGNATURE	DATE
Supervisor
Head of Department
External Examiner
Chairman, Board of Examiners

Page (iv) Dedication
Page (v) Acknowledgements

Page (vi) ABSTRACT

The Abstract should normally, not be more than one page single line spacing on A4 paper, that is between 200 - 300 words. It should include the following:

Purpose of Study

Methodology

Findings

Conclusion

Recommendations

Page (vi) TABLE OF CONTENTS

This should show the topic around which the study has written, and in the order they appear. It should include abstract, acknowledgment, list of tables, bibliography and appendix (es), with the page number of each.

LIST OF TABLES

LIST OF FIGURES

CHAPTER ONE

INTRODUCTION

1.1 Background to the Study

This should acquaint the reader with the problem to be dealt with. It provides the background of the study. That is, what you think is the problem that needs to be investigated.

1.2 Statement of Problem

Under statement of the problem, the researcher should transform the problem from general and usually vague terms to clearly defined and focused form amendable to analysis. This is done by taking the original problem, breaking it down into separate and meaningful parts, making each of these parts as clearly as possible, indicating possible solutions or hypotheses for each part. In effect, this is an iterative process whereby the researcher seeks to understand the fundamental nature of the problem, to detect its components, and to place the problem within operational framework. The problem statement should identify the variables of study in their conceptual form rather than in their operational form. It should ask about their relationship.

1.3 Purpose of the Study

This should state the specific aims of the study

1.4 Research questions

This is part of the statement of the problem. The research questions should form the basis of the statement of the

1.5 Hypotheses

Here, hypotheses can be drawn from the research question

1.6 Significance of the Study

This should provide justification for doing the study.

1.7 Scope of the Study

1.8 Limitations of the Study

1.9 Definitions of terms

State the limitations which you believe have restrictions interpretation of the findings.

1.10 Organization of the Study

Highlight what each chapter of the study contains.

References

This should include all the references cited in chapter one in alphabetical order.

The surname of the author first, followed by the year of publication and all other pertinent information.

Example: Joel B.F. (1985)

CHAPTER TWO

REVIEW OF RELATED LITERATURE

If you find any material you wish to quote in the course, of reviewing the literature, such materials when cited should appear as follows: (Burgelman, 1983). Note that there is comma after the author's last name, followed by year of publication, followed by a colon and then page number.

CHAPTER THREE

RESEARCH METHODOLOGY

3.1 Research Design

3.2 Population of the Study

3.3 Sampling Procedure/Sample Size Determination

3.4 Data Collection Method

3.5 Operational Measures of the variables. State how the dependent and independent variable(s), are measure operationally.

3.6 Validity and Reliability Test

3.7 Data Analysis Technique(s)

CHAPTER FOUR

PRESENTATION AND ANALYSIS OF DATA

CHAPTER FIVE

DISCUSSION, CONCLUSIONS AND RECOMMENDATIONS

References: List all the references cited in the study in alphabetic order.

21. Examination Malpractice

21.1 Procedure for Investigation of Examination Malpractice Definition of Examination Malpractice

Examination malpractice shall be defined as all forms cheating which directly or indirectly falsify the ability of the student. These shall include cheating within examination hall, cheating outside an examination hall, and any involvement in all illegal examination-related offence Forms of cheating are categorized as follows:

A. Cheating within an examination hall/room. They include:

Copying from one another, exchanging question/answer sheets, Bringing in prepared answers, copying from textbooks, notebooks, laboratory specimens or other instructional aids smuggled into the examination hail, use of any form of electronic media.

Collaborating with an invigilator/lecturer 'where it involves the lecturer providing written/oral answers to a student the examination hall; Oral/written communication between/amongst students; Bringing in prepared answers written on any part of the body; Receiving information whether written or oral, from any person(s) outside an examination hall; Refusal to stop writing at the end, within half a minute of the examination, Impersonation; Non-submission of answer scripts at the end of an examination; Illegal removal of answer scripts from the examination.

Plagiarism is a form of examination malpractice and should be investigated and punished in the same way as cheating in the examination hall. Plagiarism is the use of another person's work without appropriate acknowledgement both in the text and in the references at the end. These include: Copying laboratory and fieldwork reports and/or term papers of others; Colluding with a member of staff to obtain or on his own initiative obtaining set question or answers beforehand; Colluding with a member of staff to modify/or on his/h own initiative modifying student's score card, answer scripts and/or mark sheets; Colluding with a member of staff to submit a new answer script, substitute for the original script after an examination.

Writing of projects, laboratory and/or field report on behalf of a student by a member of staff.

Other forms of malpractice include secretly breaking into a staff office or departmental off in order to obtain question papers, answer scripts, or marking sheet, or submitting of fresh answer script for the original script; Refusing to co-operate with the Faculty Investigating Panel or the Senate Committee on Examination Malpractices in the investigation of alleged examination malpractice.

C: Related Offences

Manipulation of registration forms in order to sit for examination for which the student is not qualified. Sitting for an examination for which the student is qualified as a result of manipulation of registration forms.

Colluding with a medical doctor in order to obtain excuse duty/medical certificate on grounds of feigned illness; Assault and intimidation of the invigilator within or outside the examination hall; Attempting to destroy and/or destroy evidences of examination malpractice; Intimidation/threats to extort money/other favours from students by a member of staff in exchange for grades.

Any unauthorized material found in the possession of a student shall be seized by the investigator after the student has signed it is acknowledge that it was retrieved from him/her. Refusal to sign is tantamount to acceptance of guilt. Where the student refuses to sign, the Invigilator should make a statement on the

answer sheet and sign. The student shall, however not be prevented from finishing the examination.

The Invigilator shall immediately after the examination, submit a written report to the Head of the Department conducting the examination. The report shall include all necessary information, following the format given in section 23B below. The Department conducting the examination shall set up a committee/panel to examine the merit of the case.

If the Departmental Board feels that a prima facie case has been established, the case shall be presented to the Faculty. If the Faculty is satisfied that a case has been establish then the case should be reported to the Senate Committee on Examination Malpractice (SCEM). The Senate Committee on Examination (SCEM) shall investigate the case and report decision.

The investigation of examination malpractice should take as much time as it takes to dispose of the matter, but must not go beyond the end of the semester following the one in which the offence was allegedly committed. Meanwhile, the student allegedly involved in examination malpractice shall be allowed to register courses and take examinations in them but results of the courses shall not be released by the parent Faculty or other department until investigation has been completed and his/her innocence established by Senate.

22.0 Punishment for Examination Malpractice

Any student found guilty of examination malpractice after due process would be expelled from the University. Decision would be communicated to all students and the sponsors before the commencement of each session. Information should be pasted on all notice boards throughout the University and would also be contained in each Faculty prospectus so as to give it the widest publicity. The decision would take effect immediately after the publication.

Members of staff involved in aiding and abetting students in examination malpractice would be made to appear before an investigation panel. If the member of staff is found guilty the report would be sent to the appropriate Disciplinary Committee.

For students involved in an examination malpractice and proved guilty, Senate takes the ultimate decision, while for staff; the appropriate Disciplinary Committee (as specified in the conditions of service should forward its recommendation to council).

23. Secret Societies/Cults

Secret societies/cults are anti-social and are banned by the University. Any student proved to belong to a secret society will be expelled.

B. Format For Reporting Examination Malpractice

Name of student/Staff:.....

Student’s registration/ Matriculation Number

Students/Staff Department:

Course No/Title being taken (if applicable)

.....

Venue of Examination (if applicable).....

Date and Time of Examination (if applicable). Examination

Offence (attach evidence if any)

Chief Invigilator / Invigilator’s Signature

Witness Signature (if any)

Measures against examination Malpractice

The Department maintains an album of students photographs for each year of study. This is to ensure that the student appearing for an examination is the same person who registered for the course at the beginning of the session. In addition, the department produces a list of students dully registered for courses they offer.

All examinations involving large number of students takes place at the faculty level where invigilation can be done by members of

staff of the faculty. Any student found guilty of examination malpractice after due process should be dismissed from the University.

This decision should be communicated to all students and their sponsor before the commencement of each session. The information should be pasted on all notice boards throughout the University and should also be contained in each faculty Prospectus so as to give it the widest possible publicity.

The decisions should take effect immediately and should be duly publicized as soon as students return to classes.

Members of staff involved in aiding and abetting students in examination malpractice should be made to appear before an investigation panel. If found guilty, such staff should be summarily dismissed.

24.0 Ethics Committee Code of Conduct for Students

These include:

Obey the laws and regulations of the university including the matriculation oath.

Respect the statutory rights of staffs and students.

Must not engage in or be a member of any secret cult.

Must not sell/lease university hostel accommodation and other property to other students or persons.

Must not use classrooms and university property for unauthorized activities including religious meetings and parties.

Must register for all courses and attend not less than 75% of the lectures/practicals/workshops/clinical to qualify to write semester examinations.

Be punctual to lectures / practical /workshop/clinicals/ examinations and switch off all cell phones.

Must not be involved in any form of examination malpractice including impersonation or aid/abet other in doing same.

Must not offer money, sex or other enticement in exchange for higher grades or alteration/forgery of records/documents.

Must not collect money, sell books/handouts on behalf of staff.

Obey copyright laws and must not photocopy textbooks without permission from authors/publishers.

Dress decently and be polite to all staff and the general public.

Should not do anything that will tarnish the image of the University.

COURSE STRUCTURE OF B.SC PROGRAMME IN THE DEPARTMENT OF HOSPITALITY MANAGEMENT AND TOURISM

The course structure for the full time programme is as follows:

YEAR ONE

FIRST SEMESTER

S/N	COURSE CODE	COURSE TITLE	CREDIT UNIT
1.	MGT 150.1	BUSINESS MATHEMATICS I(FC)	3
2.	ECO 102.1	PRINCIPLES OF ECONOMICS I(FC)	3
3.	GES 102.1	HISTORY AND PHILOSOPHY OF SCIENCE(GES)	2
4.	MGT 151.1	INTRODUCTION TO BUSINESS(FC)	3
5.	SOC 102.1	SOCIAL SYSTEM	3
6.	GES 103.1	NIGERIAN PEOPLES AND CULTURE(GES)	2
7.	MGT 153.1	BUSINESS COMMUNICATION(FC)	3
TOTAL			19

SECOND SEMESTER

S/N	COURSE CODE	COURSE TITLE	CREDIT UNIT
1.	MGT 152.2	BUSINESS MATHEMATICS II(FC)	3
2.	CSC 180.2	INTRO.TO COMPUTER SCIENCE(FC)	3
3.	GES 100.2	COMMUNICATION SKILLS IN ENGLISH(GES)	4
4.	GES 102.2	INTRO TO LOGIC AND PHILOSOPHY(GES)	2
5.	GES 101.2	COMPUTER APPRECIATION & APPLICATION(GES)	2

6.	ECO 102.2	PRINCIPLES OF ECONOMICS II	3
7.	POL 101.2	POLITICAL ANALYSIS	3
TOTAL			20

**YEAR TWO
FIRST SEMESTER**

S/N	COURSE CODE	COURSE TITLE	CREDIT UNIT
1.	MGT 254.1	BUSINESS STATISTICS I(FC)	3
3.	MKT 270.1	PRINCIPLES OF MARKETING (FC)	3
4.	ECO 201.1	ECONOMIC THEORY(MICRO & MACRO)	3
5.	FIN 232.1	PRINCIPLES OF FINANCE	3
6.	HMT 211.1	INTRO TO HOSPITALITY MANAGEMENT & TOURISM	2
7	HMT 230. 1	ECO-TOURISM MANAGEMENT	2
8.	CSC 280.1	COMPUTER PROGRAMMING & APPLICATION	2
TOTAL			18

SECOND SEMESTER

S/N	COURSE CODE	COURSE TITLE	CREDIT UNIT
1.	MGT 255.2	BUSINESS STATISTICS II (FC)	3
3.	MKT 259.2	INTRO TO BUSINESS PSYCHOLOGY	3
4.	FMS. CSC 201.2	COMMUNITY SERVICE(FMS)	1
5.	HMT 227.2	Leisure and tourism in a diverse society	3
6.	HMT 213.2	HOUSEKEEPING MANAGEMENT	3

7.	HMT 212.2	RECREATION/ TOURISM ATTRACTION MANAGEMENT	3
TOTAL			16

**YEAR THREE
FIRST SEMESTER**

S/N	COURSE CODE	COURSE TITLE	CREDIT UNIT
1.	GES 300.1	FUNDAMENTALS OF ENTREPRENEURSHIP	3
2.	MGT 357.1	PRINCIPLES OF MANAGEMENT (FC)	3
3.	MGT 356.1	BUSINESS RESEARCH METHODS(FC)	3
4.	MGT 355.1	BUSINESS LAW(FC)	3
5.	MGT358.1	HUMAN RESOURCES MANAGEMENT(FC)	3
6.	HMT 314.1	FOOD & BEVERAGE MANAGEMENT	3
TOTAL			18

SECOND SEMESTER

S/N	COURSE CODE	COURSE TITLE	CREDIT UNIT
1.	MGT 363.2	PRODUCTION/OPERATIONS MANAGEMENT	3
2.	HMT 317.2	ETHICS IN TOURISM & HOSPITALITY INDUSTRY	3
3.	HMT 318.2	TOURISM PLANNING & DEVELOPMENT	2
4.	HMT 313.2	CATERING SERVICES	3
5.	HMT 314.2	LODGING OPERATIONS MANAGEMENT	2
6.	FIN333.2	FINANACIAL MANAGEMENT(FC)	3

7.	HMT 311.2	E-TICKETING/TRANSPORT MANAGEMENT	3
8.	HMT 312.2	NEGOTIATION, MEDIATION & CONFLICT MANAGEMENT	2
TOTAL			21

**YEAR FOUR
FIRST SEMESTER**

S/N	COURSE CODE	COURSE TITLE	CREDIT UNIT
1.	MGT 453.1	MANAGEMENT INFORMATION SYSTEMS	3
2.	HMT 412.1	TOURISM/HOSPITALITY MARKETING	3
3.	HMT 419.1	NIGERIAN TOURISM & HOSPITALITY MANAGEMENT.	3
4.	MGT 450.1	BUSINESS POLICY (FC)	3
5.	HMT 410.	TRAVEL & TOURISM MANAGEMENT	3
6.	MKT 481.1	MARKETING MANAGEMENT	2
7.	HMT 411.1	RESERVATION/FRONT DESK MANAGEMENT	2
TOTAL			19

SECOND SEMESTER

S/N	COURSE CODE	COURSE TITLE	CREDIT UNIT
1.	MGT 422.2	SEMINAR IN HOSPITALITY MANAGEMENT& TOURISM	2
2.	HMT 421.2	ORGANIZATIONAL BEHAVIOUR IN TOURISM/HOSPITALITY FIRMS	2
3.	HMT 416.2	EVENT MANAGEMENT.	2
4.	HMT 450.2	RESEARCH PROJECT	6

5.	HMT 418.2	INTERNATIONAL TOURISM/HOSPITALITY MANAGEMENT	2
6.	GES 400.2	ENTREPRENEURSHIP PROJECT	2
TOTAL			16

COURSE DESCRIPTION

1. THM211.1 INTRODUCTION TO HOSPITALITY MANAGEMENT AND TOURISM

This course is designed to define and classify tourism and hospitality, analyse the values of contemporary tourism and hospitality industries, institutions, career opportunities, institutional arrangement and policies of domestic and international setting, historical development, key factors and events in the development of tourism, definition of Tourism and hospitality industries, significance of tourism, structure and organization, growth of tourism and hospitality industries, growth and demand for tourism and hospitality industries in Nigeria; planning and development; travel and travelling pattern; procedure for booking and ticketing routing, travel agents and their roles in tourism and hospitality industries career opportunities/arrangement and policies of domestic and international setting.

2. THM 230.1 ECO-TOURISM MANAGEMENT

This course introduces the students to the concept, origin, and understanding of eco-tourism, objectives and forms of Eco-tourism, as well as relationship between eco-tourism and culture. The scope of the course also includes: Management strategies in eco-tourism centers, conditions for eco-tourism, types of eco-tourism and environmental sustainability.

3. THM 227.2 LEISURE AND TOURISM FOR A DIVERSE SOCIETY

Role of tourism within the broader context of leisure. Developing an appreciation of theoretical perspectives. Concepts and techniques used in the study of tourism. Factors which determine demand for tourism and identification of those which are of particular importance in the Nigerian context. Analysis of significance of tourism to Nigerian economy and ways in which the net contribution can be maximized. Assessment of measures taken by government worldwide to balance the growth of tourism with the necessity for adequate conservation.

4. THM 213.2 HOUSE KEEPING MANAGEMENT

This course is designed to explore the principles of housekeeping management, the role of managers and supervisors in the human resource planning and development, and issues facing tourism and hospitality human resource development; especially as it applies to the efficient and effective utilization of human and material resources in achieving standard housekeeping operations. House-keeping organization; house-keeping staff; relationship with other Departments; head housekeeping; his duties, recruitment of staff, duty rosters for commercial hotel housekeeping; seasonal hotels, motels etc. Duties and responsibilities of other housekeeping staff; assistant housekeeper, chamber maids, staff maids, cleaners, cloak-room attendants, house porters, valets etc. Sitting and large rooms, linen, beds and beddings, keys, safety and fire precautions, health, hygiene, and first aid. Storage containers, towels-different sizes/types, kitchen rubbers, oven clothes, dusters, death of a guest, control of rodents and pests, bed bugs, cloth moths and their control.

5. THM 212.2 RECREATION/TOURISM ATTRACTION MANAGEMENT

Classification and definition of recreation and tourism attraction and the important components of typology, categories, scope of attraction and most importantly, the historical development, product of attraction, visitor attractions, factors influencing the success of attraction, financing visitor attraction project, designing visitor attraction, special service and product, role of tourism within the broader context of leisure, concepts and techniques used in the study of tourism, factors determining the demand for tourism and those important in the Nigerian context, significance of tourism to Nigerian economy, special consideration for planning and development of tourism.

6. THM 314.1 FOOD AND BEVERAGE MANAGEMENT

An introduction to culinary techniques and ingredients. Students gain familiarity with basic cooking methods, baking fundamentals, recipe comprehension, kitchen tools and equipment and safe food handling principles; introduction to Food science technology;

definitions; food constituent properties, properties and significance, quality factor in food, colour, maturity etc; activities of food scientist, government regulations etc; fundamentals of nutrition and dietetics; food and energy; protein quality; vitamins and minerals; nutrient requirements and nutritive aspects of food constituents etc; principles of food purchase; food accounts: menu planning and writing, balance of costs etc; Food marketing; developing market strategies; stimulated commercial operations to be used to develop management skills and evaluate systems in a realistic scenario; food analyses and sensory evaluation; liquor study and management; food production; food preparation management; purpose of cooking food, use of heat, effect of various methods of heat application on physical, nutritional and aesthetic aspect of food, measuring techniques etc.

7. THM 317.2 ETHICS IN TOURISM/ HOSPITALITY INDUSTRY

Ethical behaviour in tourism/hospitality industry, implications of basic concepts of laws-common civil, criminal cases, survey of domestic and international laws applied in the industry relevant provision of ECOWAS. payment of salaries, health, safety and welfare, conditions at work.

8. THM318.2 TOURISM/HOSPITALITY PLANNING AND DEVELOPMENT

Introduction to Tourism planning, reasons for tourism planning in destination areas, concepts of tourism planning and process, tourism planning and policies; tourism development strategies, tourism development and legislation, tourism policies and instrument, approaches to tourism planning, objectives and agents of tourism development, sustainable contemporary trends in tourism development, design and maintenance of building, factors affecting selection and location of food services, laundry water and surface parking systems; operational efficiency, environmentally friendly operations for solid waste reduction and disposal, business and management concepts to conceptualize holistic views of Hospitality operations, elements of strategic management process in Hospitality organizations, environmental awareness and impact of tourism in an area. Special consideration for planning and development. The process of planning. Planning the facilities-floor layout of the different areas. Major recreational

facilities and activities; personnel organizations and human relations.

9. THM 313.2 CATERING SERVICES

Students will become familiar with a variety of catering services, topics include; classification, operation, training and management of catering services. History of catering in Nigeria, types of catering institutions; transport catering, contract, welfare, hospital etc; career opportunities, restaurant and hotel industry, clubs etc; management leadership; peoples food habits; culture; introduction to ethnic cookery; religious influence etc; quality of food production and services; hygiene: Definition' purpose and importance; food and kitchen hygiene, personal hygiene etc; kitchen design and equipment; food laws/legislation; food safety; legislation and the caterer; catering technology; food services; restaurant and bar operation management.

10. THM 314.2 LODGING OPERATION'S MANAGEMENT

Types of accommodation, cost and control of material, labour, overheads, total and unit cost of cleaning, prices, types of tariffs, calculation, charges based on breakdown/cost basis of cost plus profit basis, Gross and net profit control techniques, performance analysis-sales/expenditure statements, internal and external audit, daily and periodic summaries of function e.g guests/room/bed of performance relating to different sectors of the industry using standards and comparisons. Reception terms-reception and receptionist. Functions of staff of reception. Personnel qualities and qualification of receptionists, duties. Reservations-advance, reservation diary, description and use. Guidance notes on advance reservations. Communication and counselling, social skills, selling and marketing techniques, legal aspects. Ancillary services checking in, checking point, night clerk.

11. THM311.2 E-TICKETING/ TRANSPORT MANAGEMENT

Students must learn and understand the techniques of e- ticketing and how to plan, book and issue tickets to travellers. Use of computer for managing schedule for travellers. Assessing information essential for competent operations in a travel agency. Operations of computer reservation systems and technological

development in retail travel industry. Travel terminology, costing, documentation, ancillary services, tourism destination studies. Specific office systems.

12. THM312.2 NEGOTIATION, MEDIATION AND CONFLICT MANAGEMENT

This course is designed to acquaint students with the nature and causes of conflict in human relations. It will expose students to understanding various methods of negotiations, mediation and conflict management. Particular attention will be given to modern negotiation, mediation and conflict management approaches, nature and challenges of personnel management, organization of the personnel unit, planning and controlling fair employment practices, individual and organizational development, performance, appraisal and management by objectives, career development, motivation, status of labour union; communication and counselling, personnel research and change.

13. THM 412.1 TOURISM AND HOSPITALITY MARKETING

Introduction to Tourism and Hospitality marketing, importance, importance of marketing in Tourism and Hospitality industry, understanding market place and customer need, designing customer-driven marketing strategy, promotional mix, market segmentation, direct sales for lodging properties, meeting facilities, student presentation of marketing plans for hotel/restaurant or attraction destination, marketing strategy and marketing mix, elements and organization of Hospitality Marketing and sales; theoretical concepts of marketing, marketing research and improvement techniques, communication techniques, business analysis for marketing, strategic marketing.

14. THM 419.1 NIGERIA TOURISM/HOSPITALITY MANAGEMENT

Classification of hospitality/tourism industry in Nigeria, Challenges in managing tourism/hospitality facilities in Nigeria, cultural influences on tourism/hospitality and inter-cultural communication in tourism and hospitality services, impact of hospitality/tourism on the Nigerian economy.

15. THM 410.1 TRAVEL AND TOURISM MANAGEMENT

Basic principles of Travel, regional travel, early ages, middle ages, history and components of travel industry; operation of computer reservation systems and technological development in retail travel industry. Travel technology, costing documentations, ancillary services. Growth of tour package market and the design, development and management of the travel product through the stages of research, planning, negotiations and pricing, marketing and operations.

16. THM 411.1- RESERVATION/FRONT DESK MANAGEMENT

Students will be familiar with categories, scope, classification and the services of the front desk manager. Reception terms – Reception and Receptionist. Functions and staff of reception. Personal qualities and qualifications of receptionist, duties. Reservations – advance, reservation diary, description and use. Guidance notes on advance reservation. Communication and counselling, social skills, selling and marketing techniques, legal aspects. Ancillary services checking in, checking out, night clerk.

17. THM 422.2- HOSPITALITY MANAGEMENT & TOURISM SEMINAR

An exploration of a wide range of current and emerging issues in the hospitality and tourism industry, Presented as a series of discussion-based seminars, the course uses a combination of recent magazine articles, current news reports, Internet websites and book experts to illustrate the range of challenges to be faced by tourism and hospitality managers in the near future. Students participate in both the selection of topics and presentation of material, and gain experience. Each student will present an oral report based on library research on current problems and development in the hospitality management and tourism industry.

18. THM 421.2 ORGANIZATIONAL BEHAVIOR FOR HOSPITALITY/TOURISM FIRMS

The course covers knowledge of individual, group and organizational behavior in the tourism and hospitality firms, analysis of how individual, group and organization characteristics

influence employee behaviours. It also examines the influence of managerial policies and practices on work attitudes and behaviours. Other topics include organizational socialisation, power and influence etc

19. THM 416.2 EVENT MANAGEMENT

This course will cover the planning, organization and execution of group events and conferences. The first part of the course will involve group sales activities. Include market and trend analysis, strategic planning and advertising and promotion and direct-sales activities. The other major area to be covered comprises the fulfilment of customer needs, such as site selection, preparing contracts, and room and set-up A/V requirements and a variety of other activities necessary to ensure a smooth event. Students complete a site evaluation and a hand-on field project working with a conference/meeting/sporting event organizer.

20. THM 418.2 INTERNATIONAL TOURISM /HOSPITALITY

This course introduces and broadens the students' knowledge of the international aspects of tourism and hospitality. Specifically it covers areas like overview/historical development of international tourism and hospitality; reasons/motivations for international tourism; the role of hospitality in international tourism; basic components of international hospitality/accommodation types and classification; the impact/benefits of tourism/hospitality; international tourism statistics and information; Impact of technology on international tourism/hospitality; International tourism/hospitality organizations; Globalization and international tourism/hospitality; Challenges of international tourism/hospitality; International tourism/hospitality marketing.

21. THM 450.2 RESEARCH PROJECT

This course involves a research study in different areas of tourism and hospitality management. Usually, students are assigned to supervisors in the first semester of the fourth year of the programme. The students are expected to follow the faculty project guidelines and supervisor's advice in carrying out their project; until completion and submission.

GES 400.2 Entrepreneurship Project

Every student taking this course will be required to complete and submit a business plan (feasibility study) in any chosen area within the Hospitality and Tourism Industry.