

Assessment Specification

Unit	Food Service Sector	TT08.09												
Hand-in date														
Assignment Brief														
<p>You have been short-listed for the job of Assistant Manager (to manage a number of restaurants and eating facilities) in a large city centre Hotel. This is a highly competitive position and as part of the selection process all short-listed candidates have been requested to write a short report outlining a number of aspects of managing the food service sector.</p> <ol style="list-style-type: none"> 1. Identify the staffing requirements in food and drinks service 2. Describe issues involved in staffing in the service of drinks 3. Describe costing and pricing in the provision of food and drinks 4. Discuss the requirements of customers in this service 5. Discuss any other points you consider to be important <p><i>Note: Whenever possible use examples in the food and drink service sector to illustrate your points</i></p>														
Assessment Guidance (Note: these are generic guidelines) <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 2px;">The Report</td><td style="padding: 2px;">Be careful to address all the issues raised in the Assignment Brief specified above. The report should be typed and not exceed 4,000 words. This should be submitted to your Centre for assessment.</td></tr> <tr> <td style="padding: 2px;">Introduction</td><td style="padding: 2px;">There should be a clear summary of the overall aims and objectives of the report together with background information</td></tr> <tr> <td style="padding: 2px;">Problem Area</td><td style="padding: 2px;">A clear summary of any issues identified relevant to the requirements in the assignment brief</td></tr> <tr> <td style="padding: 2px;">Analysis and evaluation</td><td style="padding: 2px;">This is dependent on the assignment requirements but can include the methodology used including a literature review where appropriate together with any analysis or evaluation of your findings</td></tr> <tr> <td style="padding: 2px;">Recommendations</td><td style="padding: 2px;">The findings, solutions and any recommendations where appropriate should be informed by the analysis and evaluation in previous sections of your report.</td></tr> <tr> <td style="padding: 2px;">Other details</td><td style="padding: 2px;">The report will also be marked in presentation, format and relevance to the assignment brief as stated above. Depending on the problem being considered there may be scope for inclusion of Bibliography and/or Appendices if required.</td></tr> </table> <p><i>Marks will be awarded as percentages and grades will be allocated on the following basis: A: 70% and over, B: 60-69%, C: 50-59%, D: 40-49%, E: Below 40%</i></p>			The Report	Be careful to address all the issues raised in the Assignment Brief specified above. The report should be typed and not exceed 4,000 words. This should be submitted to your Centre for assessment.	Introduction	There should be a clear summary of the overall aims and objectives of the report together with background information	Problem Area	A clear summary of any issues identified relevant to the requirements in the assignment brief	Analysis and evaluation	This is dependent on the assignment requirements but can include the methodology used including a literature review where appropriate together with any analysis or evaluation of your findings	Recommendations	The findings, solutions and any recommendations where appropriate should be informed by the analysis and evaluation in previous sections of your report.	Other details	The report will also be marked in presentation, format and relevance to the assignment brief as stated above. Depending on the problem being considered there may be scope for inclusion of Bibliography and/or Appendices if required.
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