

Course Title	Purchasing Commodities				
Course Code	CCUL-113				
Course Type	Required				
Level	Diploma				
Year / Semester of study	1 st Year/2 nd Semester				
Lecturer's Name	TBA				
ECTS	4	Lectures/Week	2	Laboratories/Week	N/A
Course Aim	Purchasing methods, food and beverage control, costing and specifications in a modern foodservice operation are the topics treated in this course. Students gain realistic experience by writing foodservice specifications, based on general purchasing methods, requirements, procedures, and ethics.				
Learning Outcomes	By the end of the course, students are expected to: • be able to compare alternative methods of purchasing, buying, and ordering, and select the appropriate method for a business; • be able to write specifications for products they would need to purchase in a foodservice establishment and to recognize what makes for a “good” product; • be able to discuss the principles of general purchasing methods and systems • be able to determine the needed types of food, by analyzing a menus and developing order lists of needed products.				
Prerequisites	NONE	Corequisites	NONE		
Course Content	1. Material: Define the Common Procurement Terms; Define the Terms and Describe How Each Relates to Purchasing; Purchasing; Forecasting; Purchase System; Receiving Specifications; One Stop Buying Contract; Warranties; Discuss and Define Related Areas: Ethics, Morality, Money in Purchasing; Define Work Simplification and State How Each Relates to Purchasing; Futures Seasonal Supply and Demand Service Requisitions; Create a Purchasing Manual; Explain the Goals of a Purchaser; Define the "Task of Purchasing"; Describe the Role of a Broker and a Distributor; Identify the Methods of Supplier Selection; List the Documents in Purchasing. 2. Define How the Five Senses are Related to Purchasing; Develop Specifications; Identify How to Determine Quality in Purchasing; Explain How to Properly Store Food to Increase the Purchase				

Define Shelf Life and How to Control it (Dry and Cold Storage); Describe Inventory Control;
Describe How Purchasing is Related to Quality Production.

3. Purchasing Fruits and Vegetables: Choose the Correct Specification for Each Fruit and Vegetable Covered;
State why Fresh Vegetables are Available Year Around;
Identify Standards and Grades for All Vegetables and Fruits (Fresh, Frozen, Processed);
Define the Common Terms in Vegetable and Fruit Purchasing; Identify Pack Sizes and Boxes, Common Counts;
State the Reason for Government Regulations;
Define Fruit and Vegetable; Describe Labeling; Write Vegetable Specifications.
4. Purchasing Grains, Canned and Miscellaneous Food: Define Cereal and Grain; Explain the Grades of Cereals and Grains; List the Kinds of Wheat Flour and the Uses of Each; Identify the Packaging of All Food Covered; Determine Specifications for Cereals, Grains, and Other Food Stuffs Covered; Define the Common Terms Used; Write Specifications for These Items.
5. Dairy, Poultry, Eggs Purchasing: Write Specifications for Dairy Products, Poultry and Eggs; Determine Packaging Standards for All Products; Define Common Terms in Dairy, Poultry and Egg Purchasing; List Processed Poultry, Eggs, and Dairy Products and the Uses of Each;
6. Meat Purchasing: Define the Common Terms of Meat Purchasing; Write Specifications For Meat Buying; List the Basic Cuts of Meat and the Uses of Each; Identify Common Packs and Sizes; Recall the Reasons for Government Regulations; Define Wholesomeness, Grades, Yield Grades, and Common Cuts (in Foodservice Use); Describe Labeling and Labeling Terms; Determine the Process of Ordering Meat Products; Describe the Forms of Processed Meats; Determine the Method of Ordering Meat.
7. Fish Purchasing: Define the Common Terms of Fish Purchasing; Write Specifications For Fish Buying; List the Basic Cuts of Fish and the Uses of Each; Identify Common Packs and Sizes; Recall the Reasons for Government Regulations; Define Wholesomeness, Grades and Common Cuts (in Foodservice Use); Describe Labeling and Labeling Terms; Determine the Process of Ordering Fish Products; Describe the Forms of Processed Fish; Determine the Method of Ordering Fish; Determine How to Distinguish Fresh and Properly Frozen Fish.
8. Non Food Purchase: Define the Common Terms in Buying Chemicals in Insecticides, Equipment, Paper and Small Wares; Write Specifications for Purchasing Non Food Items; Identify Grades, Standards, and Chemical or Aesthetic Problems; Identify Packs and Sizes of Each Item Available; Describe Labels and Their Uses and Precautions; State the Difference Between a Capital Item and a Supply.

Lecturing Methodology	The course is delivered through lectures, discussion, assignments, presentations, case studies and laboratory applications.			
Bibliography	Required: Title: Quantity Food Purchasing Author(s): Richard Donnelly Publisher: Prentice Hall Edition: Latest ISBN: 0-13-095881-6			
Assesment Policy		50 %	Final Exam	
		40 %	Mid –Term / Tests / Quizzes	
		10 %	Class Attendance & Participation	
ECTS Allocation	Estimated student's work time distribution in hours:			
	Contact hours		Student's private time	
	Lecture	23	Private study	40
	Mid-Term Test	1	Homework / Assignments / Projects	27
	Final Exam	2	Test preparation	9
			Final Exam Preparation	18
	Total:	26	Total:	94
Language	ENGLISH			