

SRINIVASAN COLLEGE OF ARTS AND SCIENCE

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PERAMBALUR-62121

DEPARTMENT OF HOTEL MANAGEMENT AND
CATERING SCIENCE

COURSE: B.sc

YEAR: I

SEMESTER: II

COURSE MATERIAL ON

FOOD & BEVERAGE SERVICE

COURSE CODE:II (CC)

SUBJECT CODE:16SCCHM2

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UNIT I INTRODUCTION TO FOOD & BEVERAGE SERVICE :

- 1) Introduction and Evolution Of Hotel Industry
- 2) Different Types of Catering Establishments a) Commercial b) Non-commercial
- 3) Different Outlets Of F&B Service a) Coffee shop, restaurant, bar, room service, discotheque, barbeque, night clubs, banquets, outdoor catering.
- 4) Staff Hierarchy Of F&B Outlets a) Duties and responsibilities of each level of staff b) Attributes of service personnel c) Safety, hygiene, and attitudes(positive &negative)
- 5) Inter Departmental Relation Ship a) Co-operation and co-ordination

UNIT II RESTAURANT OPERATIONS:

1) SERVICE EQUIPMENTS: a) Cutlery, crockery and glass ware (dimensions and uses) b) Special table ware (asparagus tongs, corn on the cob holder, snail tongs, snail dish, lobster pick, caviar knife, nut cracker, grape scissors) c) Silver ware d) Silver cleaning methods i) Burnishing ii) Polivit iii) Silver dip iv) Plate powder

2) COVER: a) Definition and size b) Size of table clothes, baize, serviettes, napperons and their uses. c) Rules for laying a table

3) MISE-EN-PLACE & MISE-EN-SCENE

4) TYPES OF SERVICE

a) English b) Silver c) Russian d) American & e) Others

FOOD SERVICE

a) Rules for waiting at a table (receiving, order taking, service & settlement)

b) Operation of K.O.T.

c) Significance of kitchen stewarding.

UNIT III ANCILLARY DEPARTMENTS:

1) Still Room

2) Plate Room

3) Pantry

4) Hot Section

5) Significance Of Kitchen Stewarding

UNIT IV MENU AND MENU PLANNING

1) DEFINITION

2) TYPES OF MENU

- a) Ala carte
- b) Table d' hote
- c) Banquet menu

3) TYPES OF MEALS Break fast, brunch, lunch, hi-tea, dinner, supper.

4) FRENCH CLASSICAL MENU 11 courses and its accompaniments, cover, service.

5) MENU PLANNING

- a) Points to be considered while planning a menu
- b) Menu engineering

UNIT V NON-ALCOHOLIC BEVERAGES

- a) Stimulating
- b) Refreshing
- c) Nourishing

TOBACCO

- a) Cigar
- b) Cigarette
- c) Pipe tobacco
- d) Chewing tobacco

REFERENCE BOOKS : 1. Modern Restaurant Service – John Fuller.

2. Food & Beverage Service – Lillicrap & John Cousins

3. Food & Beverage Service Training Manual – Sudhir Andrews (Tata Mc.Graw Hill Publications)

4. Food & Beverage Service – Vijay Dhawan.

UNIT I INTRODUCTION O FOOD& BEVERAGE SERVICE:

1)Evolution and Growth of the Hotel Industry in India

The origin of the hotel industry in India cannot be traced to a definitive point of time, there is evidence of its presence even during the Indus Valley Civilization and Vedic Era.

In olden days, travel was predominantly undertaken for pilgrimage and trade. The concept of char *dham* (i.e., visiting religious places located in the four corners of India) among the Hindu community is an important indicator of significance accorded to pilgrimage by their ancestors.

The country stands dotted with many such shrines, some of which are frequented by people of all faiths. Ancient texts and literature, as also Hindu mythology, have many references to travel and the provision of accommodation facilities for traveling pilgrims and traders by the authorities of those days.

Ancient India was well known for its silk, spices, gold, and gemstones. Record of famous travelers of the yore speaks of Indians trading with countries like Greece, Italy, Indonesia, Malaysia, China, and Japan, among others. The main mode of transport were animals on land, and boat and ships that crisscrossed rivers and seas for connectivity with distant lands.

2) TYPE OF CATERING ESTABLISHMENTS

CATERING ESTABLISHMENTS

The food service industry (catering industry in British English) encompasses those places, institutions and companies that provide meals eaten away from home. This industry includes hotels, restaurants, schools and hospital cafeterias, catering operations, and many other formats, including ‘on-premises’ and ‘off-premises’ caterings. Catering is a multifaceted segment of the food service industry. There is a niche for all types of catering businesses within the segment of catering. The food service industry is divided into two general types: commercial segment and non-commercial segment. Catering management may be defined as the task of planning, organizing, controlling and executing. Each activity influences the preparation and delivery of food, beverage, and related services at a competitive, yet profitable price. These activities work together to meet and exceed the customer’s perception of

value for his money.

CLASSIFICATION OF CATERING ESTABLISHMENT

A) Primary or Commercial Catering

These are the establishments whose main aim is to earn profit by providing food and beverage to the guests as per their demand. Hence, they are also referred as commercial catering, establishments. Such as hotels, restaurants, fast food outlets, bars, pubs, etc.

1) Residential- These type of establishment provides food n beverage along with accommodation. Such as hotels, motels, resorts etc

2) Non-Residential- These type of establishment provides only Food & beverage. Such as restaurants, pubs, night clubs etc.

B) Secondary or Non Commercial Catering

These are the establishments that provide food and beverage as a part of another business. Their aim is not to earn money. Instead, the establishments are there to provide welfare services at affordable prices, such as industrial canteens, hospital canteens, school/college canteens, railways caterings, airline caterings, ship or cruise lines, etc. The quality and the quantity of the food should be equally good, through this type of menu offered in this type of catering might be different from another. May be deemed as those operations in which making a profit from catering facility is not the outlet's main concern. Since the operations are completely or partially subsidized by a parent body, such establishments' primary obligation is in the well being or care of their guests/ customers/ patients.

1) **Institutional Catering**

Institutional catering includes school, colleges, universities, hospitals, orphanages, old age homes, prisons etc. In some of these establishments no charge is made to certain group of customers to for the provision of food & beverage services as they are completely or partially subsidized by various government funds.

2) **Transport Catering**

The provision of food and beverages to passengers, before, during and after

a journey on trains, aircraft and ships and in buses or private vehicles is termed as transport catering. These services may also be utilized by the general public, who are in the vicinity of a transport catering unit. The major forms of modern day transport catering are airline-catering, railways catering, ship catering and surface catering in coaches or buses which operate on long distance routes.

- **Airline Catering**

Catering to airline passengers on board the air craft, as well as at restaurants situated at airport terminals is termed as airline catering. Modern airports have a variety of food and beverage outlets to cater to the increasing number of air passengers. Catering to passengers end route is normally contracted out to a flight catering unit of a reputed hotel or to a catering contractor or to the catering unit operated by the airline itself as an independent entity.

- **Railway Catering**

Catering to railway passengers both during the journey as well as during halts at different railway stations is called railway catering. Travelling by train for long distances can be very tiring; hence a constant supply of a variety of refreshment choices helps to make the journey less tedious. On-board meal services are also provided on long distance trains.

- **Ship Catering**

Ship catering is catering to cargo crew and passenger ship passengers. Ships have kitchens and restaurants on board. The quality of service and facilities offered depends on the class of the ship and the price the passengers are willing to pay. There are cruises to suit every pocket. They range from room service and cocktail bars to speciality dining restaurants.

- **Surface Catering**

Catering to passengers traveling by surface transport such as buses and private vehicles is called surface catering. These eating establishments are normally located around a bus terminus or on highways. They may be either government run restaurants, or privately owned establishments. Of late there has been a growing popularity of Punjabi style eateries called dhabas on the highways.

3) Industrial Catering

The provision of food and beverages to ‘people at work,’ in industries and factories at highly subsidized rates is called industrial catering. It is based on the assumption that better fed employees at concessional rates are happy and more productive. Catering for a large workforce may be undertaken by the management itself, or may be contracted out to professional caterers. Depending on the choice of the menu suggested by the management, catering contractors undertake to feed the workforce for a fixed period of time at a predetermined price.

3. Types of Food and Beverage Outlets

FOOD AND BEVERAGE OUTLETS	
Speciality restaurants	These restaurants deal in a particular type of cuisine like Italian, Mexican and Chinese. The décor, atmosphere, theme are all typical of the cuisine and the country from where it originates. These restaurants may be attached to hotels or may be of stand-alone variety. The service is usually exclusive silver service and the average cost of dishes is high. The hours of operations are specific and usually such restaurants are open only for lunch and dinner.
Multicuisine restaurants	These restaurants deal with more than one cuisine and in smaller hotels they often act as the coffee shop also. They are not as exclusive as speciality restaurants, have a menu, which is usually lesser priced than the speciality restaurant. Most often they open for breakfast and remain open till dinner closing down during the night shift.
Bar	These are food and beverage service outlets where the emphasis is on sale of alcoholic beverages. They require special permits and their operation is governed by the state law. They may be attached to hotels or independent outlets. The menu has a large variety of alcoholic beverages like spirits, wine, beer

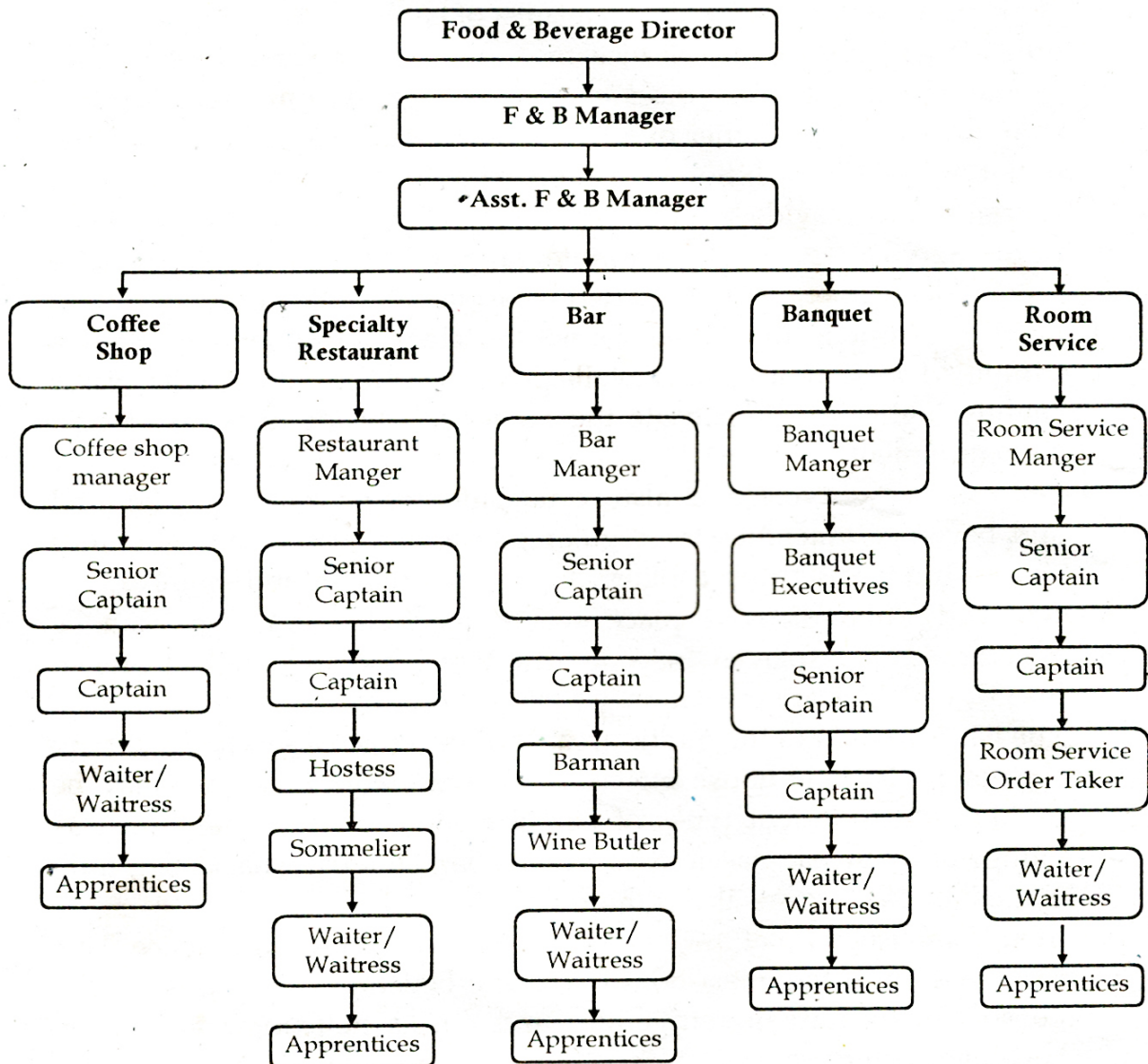
	<p>and cocktails which are supplemented with some non alcoholic beverages like juices, soft drinks, soda waters and also some cocktail snacks.</p> <p>The types of bars commonly found are:</p>
Executive bars	<p>These bars are created exclusively as outlets for customers who can have drinks only with a choice of may be tobacco and cocktail snacks. The atmosphere, ambience are all suited to the guest who wish to have a drink with friends or alone.</p>
Dispense bar	<p>These are bars attached to restaurants. They may be inside a restaurant or located in the back area depending on the type of restaurant and permit taken. Dispense bars provide the guest the choice of having an alcoholic drink with their food .The drink list here might not be as extensive as an executive bar especially in hotels which have both bars in the same premise.</p>
Pubs	<p>Derived from the English word public house, they most often are places frequented by youngsters. Pubs offer a wide variety of beers, limited cocktails and liquor. Music and dance floor may also be found in most pubs. Pubs however are not open through the night and should not be confused with nightclubs.</p>
Room service and mini bar	<p>Room service is the food and beverage service outlet in hotels, which provides the facility of serving the guest food and beverage in his room. Service is done on trays or trolleys. In a large hotel, room service is usually extensive and found round the clock. The cost of food in room service is higher and time for service is longer. However it is very useful for long stay, elderly and sick guests who do not wish to go down to the restaurant for having their meal.</p> <p>Also coming under room service is the mini bar. Most large hotels provide a small refrigerator with miniature spirits, beer and non-alcoholic beverages in the guest room. Also supplied are some packed snacks. The billing, replenishment and maintenance of the mini</p>

	bar is another function of the room service department which places a mini bar rate card, a bottle opener with glasses on a tray atop the mini bar for guest use.
Banquets	<p>Another food and beverage area mostly attached to hotels, these are large halls or spaces suited to cater to large gathering of guests for social or official purposes. Conferences, meeting, seminars, birthday party, marriages etc are all taken up in banqueting area. Banquet terraces, conference halls, meeting rooms all come under banqueting department which may also take up lawns or poolside on special occasions for hosting large parties. A banquet usually caters to large gathering of people within a limited period of time. The menu is usually decided in advance and the style of service is most often buffet, although sit down service can also be provided on request. A banquet is one of the largest revenue earning section among the food and beverage outlets.</p> <p>Outdoor catering (ODC) if taken up by a hotel also comes in the purview of banquets department. Here, the hotel provides food and beverage service to a guest at an off premises venue decided by the guest.</p>
Coffee shop	This is a concept borrowed from the United States. It offers guests an outlet to grab a quick meal at affordable prices. The decor is informal and brightly lit. Coffee shops are most often open 24 hrs and the type of service is preplated. Most large hotels today provide a breakfast buffet in the coffee shop, which allows the guest to choose his meal and not wait for service. It also takes the pressure off room service, which is otherwise flooded with breakfast orders. Coffee shops have an extensive beverage menu both hot and cold. In larger hotels it is another 24-hour outlet besides room service. Most often coffee shop prices are the least among restaurants in a hotel.
Cafeteria	These are food and beverage service outlets found in

	hotels, hospitals and industrial houses where the staff of the organization are provided food and beverage. They open for limited time during each mealtime. Cafeteria's usually have counter service. The employees buy coupons/token in advance and are provided wholesome, simple food at subsidised rates in the cafeteria. Most often they have comfortable seating bright light and channel music. The guests are dispensed food from counters where it is displayed. The menu is usually cyclic in nature.
Vending machines	These are independent units, which may be placed at airports, railway stations, offices, cafeteria, hotel lounges, poolside etc. They dispense a metered quantity of beverage or a packed unit of food in exchange for a token or a currency. This makes service fast, hygienic, cheap and standardized.
Grillroom	This is another type of a restaurant, which specializes, in grilled food. The restaurant is separated from the kitchen by glass partition. The guest can choose his meat to be grilled and watch his food being cooked before it is served to him. This increases eye appeal and provides higher levels of guest satisfaction. Service is mostly preplated or silver service. Grill rooms are usually expensive outlets.
Nightclub	Normally attached to hotels, nightclubs are outlets open only for members, their bonafide guests and for room guests. Night clubs are open for a limited period usually from evening till late night. A dance floor, live music and dance are usually associated with a nightclub. They require special government permit .The menu is extensive especially the beverages, snacks and cocktail snacks menu.
Permit room	These are beverage outlets attached to hotels in states or regions, which do not allow consumption or sale of alcohol. This is the only area in the hotel allowed to sell alcohol. Special permission has to be sought for a permit room. Alcohol cannot be dispensed in any other area of the hotel in such

	cases.
Coffee bar	A comparatively new concept, it has become popular with the youth. The coffee bar dispenses a variety of coffee both alcoholic and non-alcoholic. Alcoholic coffee are also known as “LACED COFFEE”. Light snacks may also be available. Channel music, bright lighting and trendy settings are usually a feature. Most often these are independent outlets though some smaller hotels may have attached coffee bars.

4 .staff hierarchy of f & b out outlets



Restaurant Manager

Reports To: Food and Beverage Manager

General Manager

Job Summary: To recommend and meet budgets and goals by leading a service “1” with personalized guest attention.

Duties and Responsibilities

- Recommend and monitor a budget and plan for the year.
- Lead, train and motivate a service team.
- Conduct daily briefings ensuring two-way communication, training and policy information
- Check mise-en-scène and mise-en-place done by the team.
- Control expenses of the restaurant.
- Develop innovative ways to create sales of the restaurant by up-selling menu items, food promotion merchandising, etc.
- Meet and greet guests and develop a personal guest database to ensure continued patronage.
- Schedule staff rotations and duties and organize extra hands when required.
- Ensure the safety and hygiene of the restaurant.
- Maintain discipline and conduct staff appraisals
- Coordinate with the chef for menu offers and operational coordination.
- Coordinate with other departments for the smooth supply of operational supplies.
- Responsible for proper billing and cash recovery for services rendered.
- Resolve guest and staff complaints and grievances
- Represent the restaurant in Food and Beverage meetings.
- Conduct periodic competition analysis
- Coordinates with
 - Kitchen: on food preparation matters.
 - Kitchen Stewarding: for the supply of clean service-ware.
 - Housekeeping: for cleanliness and supply of linen and flowers.
 - Accounts: for budgets and depositing daily sales.
 - Engineering: on matters of maintenance and safety.
 - Security: on matters of security and safety.

Marketing: on matters of sales and promotions.

Stores: for the supply of alcoholic beverages, operational supplies.

- Supervises:- Senior captain, captain, hostess, Servers, and apprentices

Senior Captain (Restaurant Supervisor)

Reports To: Restaurant Manager

Food and Beverage Manager

Job Summary: To organize, supervise and train all service personnel in the restaurant with a view to providing quick and personalized food and beverage service to guests.

Duties and Responsibilities

- Deputize in the absence of the Restaurant Manager and ensure the smooth functioning of the restaurant.
- Schedule weekly/fortnightly staff duty shifts with the approval of the Restaurant Manager ensuring that work exigencies are met and the staff is rotated fairly.
- Allot daily duties to subordinate staff to meet work exigencies ensuring equity of work.
- Conduct daily briefing using it as a vehicle for two-way communication, training and corrective action.
- Attend to guest complaints and ensure guest satisfaction through immediate action.
- Inspect the mise-en-scene and mise-en-place to ensure the smooth flow of operations.
- Ensure the maintenance and aesthetic upkeep of the restaurant in close coordination with engineering and housekeeping.
- Organize the training of staff for meeting the standards of service.
- Develop restaurant sales through upselling, guest contacts and ensuring good service.
- Ensure that the restaurant is free from work hazards.
- Supervise food service with a view to ensuring speed, quality of service and personalization
- Appraise staff performance and recommend rewards to the restaurant
- Control costs by applying food control principles.
- Serve wines and beverages according to international practice.
- Motivate staff through fair leadership.
- Prepare flambe items, if applicable to the restaurant, with showmanship and

authenticity.

- Maintain and control the par stocks of cutlery, crockery, linen, supplies, and equipment.
- Assist the accounts department in stocktaking.
- Hand over lost and found properties to the Housekeeping as per rules.
- Supervises: Restaurant Captains, Hostess, Servers and Apprentices.

Captain (Head Waiter)

Reports To:- Senior Captain

Restaurant Manager

Job Summary:- To organize and supervise an assigned restaurant station with a view to providing fast and efficient food and beverage service.

Duties and Responsibilities

- Train and supervise restaurant servers to give high standards of service in terms of time, quality and personalization.
- Supervises the mise-en-place of the assigned station to ensure a smooth service during operation.
- Inspect table layouts in the station ensuring that they meet the standards set.
- Check and ensure the serviceability of equipment and furniture.
- Sell food and beverage so as to meet restaurant budgets.
- Take food and beverage orders correctly.
- Give wine service according to international practices.
- Prepare flambe items, if offered by the restaurant, with showmanship and authenticity in preparation
- Control the inventory of cutlery and service equipment allotted to the station.
- Assign duties ensuring equity of work.
- Ensure that staff meets hygiene and discipline standards.
- Ensure that the station is free from dust.

Steward (Waiter)

Reports to: Captain

Senior Captain

Job Summary: To provide quick and personalized food and beverage service to guests at allotted tables as per standards service laid down and according to guest satisfaction.

Duties and Responsibilities

- Attend briefings prior to the restaurant opening, well-groomed and equipped with the basic aids of operations such as bottle openers, pens, pads, and matches.
- Learn the du jour items, not-available items, menu preparations, and their presentation.
- Complete mise en scène and mise-en-place before the restaurant opens.
- Check all the equipment and furniture at the station for their serviceability and maintenance requirements.
- Clean and polish allotted silverware, cutlery, glassware, and chinaware.
- Stock the sideboard with proprietary sauces, jams, salt and pepper shakers, butter dishes, linen, and other service ware.
- Lay table covers as per standards set.
- Fold napkins as per prescribed attractive styles.
- Requisition fresh linen and flowers from housekeeping.
- Air the restaurant and ensure that the station is clean.
- Receive, greet, and seat guests.
- Present wine-lists and menu cards and take orders.
- Serve food and beverage by the standards of the restaurant.
- Upsell food and beverages.
- Present the bills and receive payment correctly.
- Supervises:- Assistant Waiters, Busboys and Trainees

Restaurant Hostess

Reports To: Senior Captain

Restaurant Manager

Job Summary: To receive and record table reservations requested for the restaurant.

To extend warm and courteous welcome and hospitality to guests visiting the restaurant and allot them a table.

Duties and Responsibilities

- Collect the restaurant reservation register from the overnight caretaker and mail from Food and Beverage Office.
- Receive and post table reservations in the register ensuring equity of load between stations.
- Clean and arrange the hostess desk and menus cards.

- Attend briefings before the restaurant opening.
- Attend to all telephone calls of the restaurant in the shift.
- Receive guests and lead them to their reserved tables.
- Handout Wine Lists/Menu Cards to the guests.
- Take orders from guests if required.
- Provide guests with hotel information.
- Go to the guest and enquire whether the food and service are up to their satisfaction.
Handle any complaints
- Wish greetings to every guest when leaving and invite them to come again.
- Record the names of guests in the daily cover register.
- Page guests if phone calls or messages come for them.
- Maintain guest history

Wine Butler (Sommelier)

Reports To: Senior Captain

Restaurant Manager

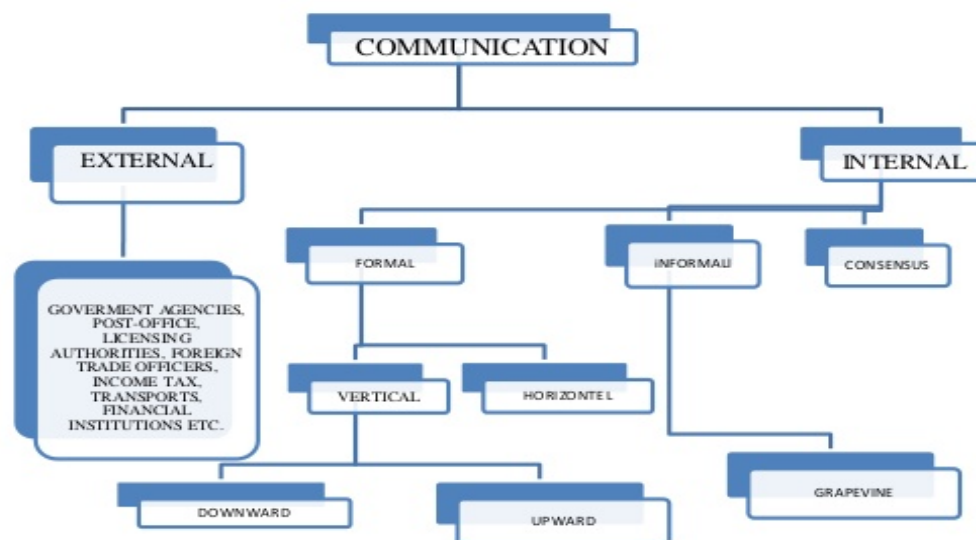
Job Summary: To present and serve wine and spirits to guests as per the standards of the establishment

Duties and Responsibilities

- Requisition of the wines and spirits from the bar.
- Display wines and spirits on the trolley.
- Stock the trolley with the accessories
- Present trolley to the seated guests and upsell the wines and
- Prepare and serve ordered beverages as per international
- Replenish orders and remember guest preferences.
- Raise Order Tickets for the cashier

Food and Beverage Service communication: Intra and Inter Departmental Relationships:

No hotel can develop in the absence of effective communication- both internal as well as external communications.



1. EXTERNAL COMMUNICATION:

It includes the communications of hotel with external sources and officers that may be government agencies, post-office, licensing authorities, foreign trade officers, income tax, transports, financial institutions etc.

2. INTERNAL COMMUNICATION:

It includes communication within the hotel itself, i.e. transmitting information within the organization, its departments, sections etc. and between the same chain.

Internal communication can be formal (or official), informal or consensus.

- a) **Formal or official:** this line of communication is used to transmit the official messages or information within or outside the organization. These communication flows along prescribed channels, which the staff members wanting to communicate are obliged to follow. Formal channels can be horizontal or vertical.

UNIT II RESTAURANT OPERATION

A) Food and Beverage Service Equipment

Various types of Food and Beverage Service Equipment used in hotels and restaurants by Food and Beverage Service department.

Crockery



Different types of crockery and their sizes

1. **A soup plate** :- 20 cms in diameter and used for the service of thick soups.
2. **B and B plate (Side plate)** :- 15 cms in diameter use for the service of bread and butter.
3. **A Fish plate** :- 20 cms in diameter used for service of fish items and hors d'oeuvres.
4. **A Dessert plate (Sweet plate)** :- 18 cms in diameter and used for the service of desserts.
5. **A Meat plate (Joint plate / dinner plate / main course plate)** :- 25 cms in diameter and used for the service of main courses only.
6. **A Cereal Bowl** :- 13 cms in diameter used for the service of cereals

(cornflakes, wheat flakes, chocoflakes, etc), puddings, compotes.

7. **Cheese plate** :- 16 cms in diameter used for the service of cheese and biscuits.
8. **Consommé cup** :- Used for the service of thin soups only.
9. **Coffee cup** :- It has a capacity of 10 cl and is used for the service of black coffee only. It is also referred to as a demi – tasse cup.
10. **Tea cup** :- 19 cl capacity used for the service of tea and coffee with
11. Joint Plat:- 10" diameter
12. Demitasse Cup:- 3 1/2 oz

Food and Beverage Service Equipment Glassware



Types of #Glasses

1. **Cocktail glass** :- These are stemmed glasses because the drinks to be served in this glass has to be served chilled and hence the stem avoids the hands from heating the glass quickly. The sizes can range from 7 to 17 cl.
2. **Pony Tumbler / Juice glass / 4 ounce glass** :- This is a small glass used sometimes for the service of small juices.
3. **High Ball Glass** :- It is the most commonly used glass in a bar. They are long and straight sided. They can range from 14 – 30 cl. But 24 cl is the most commonly used.
4. **Tom Collins** :- They are tall and thin and usually have a capacity of 12 ounce / 36 cl.
5. **Old fashioned glass** :- These are used to serve “spirits on the Rocks” (served on cube ice). They range from 14 – 25 cl and the most commonly used is 17 cl.
6. **Liqueur Glass** :-They are available in a variety of design and shapes having a capacity of 2 – 3 cl.
7. **Delmonico glass** :- They are straight sided and have a capacity of 11 – 20 cl.
8. **Pilsner Glass** :- They are glasses which are used to serve Pilsners (a type of Beer). It holds approximately 34 cl.
9. **Beer Tankard** :- These glasses are most commonly used for the service of Draft beers. It has a capacity of around 34 cl.
10. **Sherry glass** :- This is a glass to serve sherry (a fortified wine) and has a capacity of 7 cl.
11. **Vermouth glass** :- These are glasses used for the service of vermouths or any other aperitif. These glasses can vary in size but it usually has a capacity of 14 cl.
12. **Brandy Balloon** :- Always has the same shape with a short stem so that the hand can heat the glass and allow the brandy / cognac to heat up and release its aroma.
13. **Champagne saucer / Champagne tulip** :- It is the glass which is used for the service of Champagne.
14. **A Punched Cup** :- It is used mostly at cocktail parties to serve punch which is often hot hence the handle like cup.
15. **Whisky or short glass** :- It is used for the serving of whiskey without ice.
16. **Port wine Glass** :- Used for the service of port wine. It has a capacity of 7 cl.
17. **Red wine glass** :-It has got the capacity of 22 cl and the red wine is served only half the glass. The tulip shaped glass holds the aroma.
18. **White wine Glass** :- This is used for the service of white wine and has the capacity of 17 cl.
19. **Decanter** :- This is used to carry mixes or can be used as a wine carafe.
20. **A Martini Jug or a Mixer** :- It can come in a variety of shapes and it is used for mixing drinks.

2) COVER:

[Learn all about different Food and Beverage Sector ..here](#)

Food and Beverage Service Equipment Linens

Tablecloths:-

137 cm X 137 cm (54 in X 54 in) to fit a table 76 cm (2 ft 6 in) square or a round table 1 m (3 ft) in diameter

183 cm X 183 cm (72 in X 72 in) to fit a table 1 m (3 ft) square

183 cm X 244 cm (72 in X 96 in) to fit rectangular shaped tables

183 cm X 137 cm (72 in X 54 in) to fit rectangular shaped tables

Slipclotfis:-

1 m X 1 m (3 ft X 3 ft) used to cover a 'grubby' tablecloth



Serviette

46-50 cm (18-20 in) square if linen 36-42 cm (14-17 in) square if paper

Buffet cloths:-

2 m X 4 m (6 ft X 12 ft) – this is the minimum size; where there are longer tables there may be longer cloths

Trolley cloths and sideboard cloths:-

These are usually made from tablecloths well worn and not suitable for use on *tables*, mended by the housekeeping department and folded to fit a sideboard *or* trolley

Waiter's cloths or service cloths:-

These are used by every waiter as protection against heat and to keep uniforms

clean

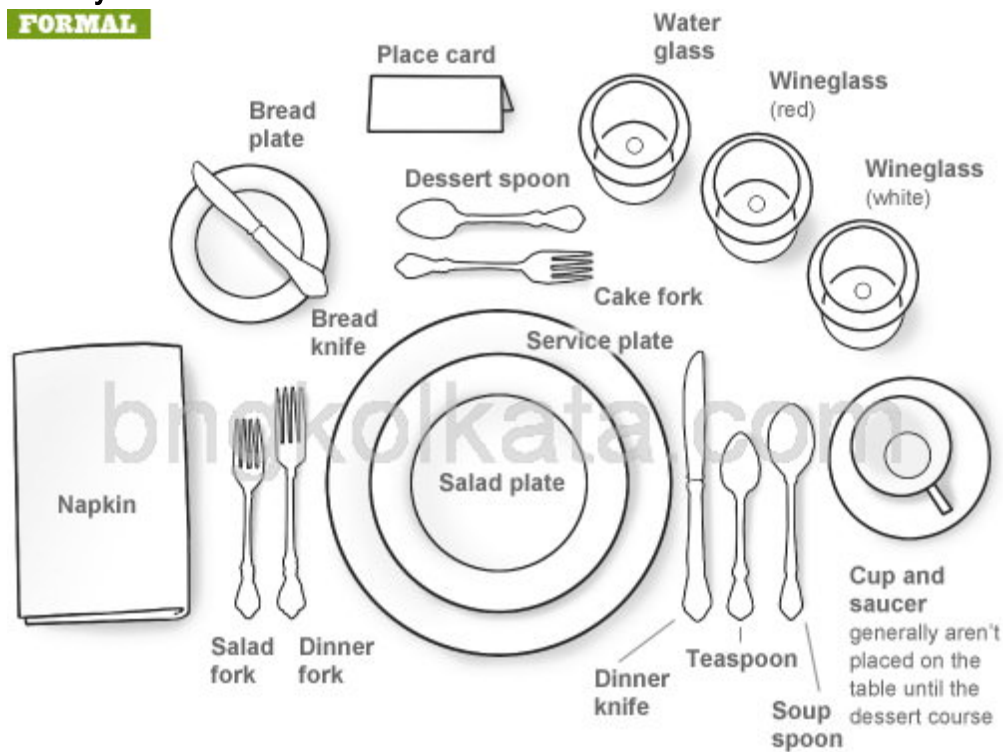
Tea and glass cloths:-

The best are made of linen or cotton

Food and Beverage Service Equipment Tableware

Cutlery

FORMAL



1. Tableware is a Food and Beverage Service Equipment term used to denote flat cutlery and hollowware. It may be analyzed as follows:-
2. Flatware :- all forms of spoons and forks.
3. Cutlery – all knives and other cutting Food and Beverage Service Equipment.
4. Hollowware – any item made from silver apart from flatware and cutlery eg :- teapots , milk creamers, entr e dishes etc
5. Stainless steel is the most used metal in the making of cutleries because it is the most durable and does not need any special cleaning methods.
6. After being washed in the machine each individual piece of cutlery must be checked and polished.
7. When storing silverware cutlery make sure that it is stored properly (usually in baize lined drawers) because they tend to scratch very easily.
8. A normal cover consists of the following
9. a large knife and a large fork
10. a fish knife and a fish fork

11. a dessert spoon and a dessert fork
12. a soup spoon
13. a bread and butter knife.

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The best are made of linen or cotton

1. a bread and butter knife.

3) Mise en Place

Mise-en-Place means preparing the Restaurant prior to service.

Basically, "**Mise-en-Place** refers to prepare the restaurant or F&B department properly to serve the guest and clients. In order to ensure service and is as smooth as possible".

This preparation will vary from Restaurant to Restaurant and Country to Country, but in general, the points listed below can used as a comprehensive guide.

You can say that Mise en Place is the great way to Preparing service area.

MISE-EN-SCENE

Mise-en-scene, the French term means to prepare the environment of the outlet before service in order to make it pleasant, comfortable, safe and hygeinic. Before each service session, the restaurant should be made presentable enough to receive t h e guests. The supervisor or team of waiters should ensure the following mise-en-scene:

- Carpets are well brushed or hovered.
- All tables and chairs are serviceable.
- Table lights or wall lights have functioning bulbs.
- Menu cards are presentable and attractive.
- Tent carts or other sales material are presentable.
- Doors and windows are thrown open for sometime to air the restaurant. This should be followed by closing the

windows and doors and setting the air-conditioning or heating to a comfortable temperature.

- Exchange dirty linen for fresh linen.
- Table cloths and mats are laid on the tables.
- Replace wilted flowers with fresh flowers.

F & B Services - Types Of Service

Table Service

In this type of service, the guests enter the dining area and take seats. The waiter offers them water and menu card. The guests then place their order to the waiter. The table is covered in this service. It is grouped into the following types.

English or Family Service

Here, the host contributes actively in the service. The waiter brings food on platters, shows to the host for approval, and then places the platters on the tables. The host either makes food portions and serves the guests or allows the waiter to serve. To replenish the guests' plates, the waiter takes the platters around to serve or to let the guests help themselves. This is a common family service in specialty restaurants where customers spend more time on premise.

American or Plate Service

The food is served on guest's plate in the kitchen itself in predetermined portion. The accompaniments served with the food, the color, and the presentation are determined in the kitchen. The food plates are then brought to the guest. This service is commonly used in a coffee shop where service is required to be fast.

French Service

It is very personalized and private service. The food is taken in platters and casseroles and kept on the table of guests near their plates. The guests then help themselves. It is expensive and elaborate service commonly used in fine dining restaurants. This service has two variants -

- Cart French Service - The food is prepared and assembled at tableside. The

guests select food from the cart while sitting at their tables and are later served from the right. It is offered for small groups of VIPs.

- Banquet French Service – The food is prepared in the kitchen. The servers serve food on each individual's plate from guest's left side. For replenishment, the servers keep the food platters in front of the guests.

Gueridon Service

In this service, partially cooked food from the kitchen is taken to the Gueridon Trolley for cooking it completely. This partial cooking is done beside the guest table for achieving a particular appearance and aroma of food, and for exhibiting showmanship. It also offers a complete view of food. The waiter needs to perform the role of cook partially and needs to be dexterous.

Silver Service

In this service, the food is presented on silver platters and casseroles. The table is set with sterling silverware. The food is portioned into silver platters in the kitchen itself. The platters are placed on the sideboard with burners or hot plates. At the time of serving, the waiter picks the platter from hot plate and presents it to the host for approval and serves each guest using a service spoon and fork.

Russian Service

It is identical to the Cart French service barring the servers place the food on the platters and serve it from the left side.

Assisted Service

Here, the guests enter the dining area, collect their plates, and go to buffet counters and help themselves. The guests may partially get service at the table or replenish their own plates themselves.

Buffet Service

In this type of service, the guests get plates from the stack and go to buffet counter where food is kept in large casseroles and platters with burners. The guests can serve themselves or can request the server behind the buffet table to serve. In sit-down buffet restaurants, the tables are arranged with crockery and cutlery where guests can sit and eat, and then replenish their plates.

D) silver cleaning method in hotel

WORK TO BE DONE: Cleaning of silver article.

STATE OF THE SURFACE: very dirty.

EQUIPMENTS REQUIRED: aluminum basin, tooth brush, rags & dusters, mug.

AGENTS REQUIRED: hot boiling water, washing soda, whiting powder(precipitated CaCO_3), ammonia drops, fresh water.

PROCEDURE: Commonly used silver in hotels is EPNS i.e electro plated nickel silver & cleaning is done by the following methods-

- **SILVER DIP METHOD**

This is a very drastic method. In this a commercial solution of strong chemical is used EPNS article to be cleaned is first immersed in soapy solution & later in boiling solution of industrial cleaner for 3-5 minutes. It is then rinsed thoroughly in fresh water, dried & buffed.

- **BURNISHING METHOD**

In this method we use highly polished steel balls immersed in a solution of water & detergent kept in a special type of container. The article to be cleaned is set in the container. Hollow ware silver articles should be positioned in the container to prevent possible damage. The rotation of the container enables the steel balls to roll against the surface of silver to restore its bright shine. The article after being removed from the machine should be rinsed & dried thoroughly.

Note that the steel balls should always be kept immersed in water to prevent them from rusting.

- **POLYVIT METHOD**

1. Prepare a solution of washing soda & boiling water in an aluminum basin.
2. Dip the silver article in this solution for about 2-3 minutes & rotate it well(the reaction of water & washing soda will produce nascent hydrogen & aluminum acts as a catalyst for this reaction to take place. This acts on the tarnish which is in the form of silver sulphide or silver oxide).
3. Take out the article, rinse & dry.
4. Make a paste of whiting powder with water & a few drops of ammonia.
5. Apply this paste on surface of silver article, scrub it well, and use a tooth brush on the curved areas. Scrub well to remove the tarnished spots.
6. Dry the paste.
7. Using a rag remove the complete dried paste & buff it well with a clean dry duster.
8. Rinse the article fresh water & wipe it dry with a clean dry duster.

WINDING UP

1. Clean the worktable & the containers used.
2. Deposit the rags & dusters in laundry for washing. Replace the agents & equipments in their respective places.

APPROXIMATE TIME TAKEN 30-45 MINUTES

PRECAUTIONS/ SUGGESTIONS

1. Silver articles should be kept under dry conditions.
2. Silver article should not be exposed to tarnishing foods.
3. Sharp edged equipments should not be used for cleaning of silver surface.

UNIT III

ANCILLARY AREAS AND SERVICES

Pantry: Pantry is the area situated between the Kitchen and Restaurant. It consists of the following sections. Hot plate or food pick up area, Place to keep dirty plates and glasses, Place or box to keep soiled linens, Place to keep clean plates and cups, A sink to wash small equipments such as glasses and cups, A dispense Bar.

Still room: It is one of the very important supporting areas in the food and beverage department of the hotel. It provides the food and beverages for the service of meals which are not provided by the kitchen. The still room makes all the hot and cold non-alcoholic beverages needed for the restaurant.

Silver room: Silver room is the place where all the silver wares are stored and cleaned. Still room holds the complete stock of all the silverware such as flatware, cutlery, hollowware etc. separate storage areas would be allotted to store different types equipments. It is very important area that the silver room should contain space for silver cleaning.

Linen Room: The linen room is important back of the house service area in a hotel. The linen room should stock minimum linen and uniform required to meet the daily demands so as to ensure smooth operations. Linen is changed daily in the restaurant and it is exchanged one on one basis from the linen room.

Hot plate: Hot plate is the food pick up area of the pantry. The service personnel is not allowed to enter the kitchen nor wait till food is being prepared. The waiter is hands over the KOT to the Aboyer, who is in-charge of hot plate and in-turn aboyer announces the order to the kitchen. Once the order is being prepared kitchen staff keeps the cooked food in the hot plate.

Wash-up area: The wash-up area comprises of wash sinks, dish washing machines, rack to keep cleaned dishes, and tables. All the utensils are washed, cleaned, dried and keep here for further use.

Kitchen stewarding: This department primarily controls the storage and issue of cutlery, crockery, hollowware, chinaware, glassware to the different F & B outlets

and kitchens. Kitchen stewarding department supplies all cleaned service equipment to waiter. This department is also responsible for washing solid service ware and subsequently furnishing clean items.

UNIT IV Menu Planning

Menu planning means to compose a series of dishes for a meal. Composing a menu is an art and needs careful selection of dishes for the different course, so that each dishes harmonies with others. The planning meals in commercial catering establishments are based on economic considerations and reputation then on the desire to provide nutritionally 'balance diets'. The dishes must be palatable as well as please the eye. The Menu planning for school feeding, industrial canteen, hotel etc. has a different aspect, where nutritious and balance diet compiled.

There are some rules in gastronomic laws which must be observed if one is to obtain success in menu planning, as a badly compiled menu will spoil the complete meal. Menu should provide nutritious food, tempt the appetite and satisfy the guest. It is essential to have knowledge about the sequence of courses. The modern trend is to give about 4 to 5 courses in a sequence.

Sequence of course for better Menu planning may contain:

1. Hors d'oeuvres
2. Soup
3. Fish
4. Entrée
5. Releves
6. Sorbet
7. Roast/Grill
8. Vegetables/ Salad
9. Sweet
10. Dessert
11. Coffee

2) Different types of menu planning:

There are different types of menus: Table d'hôte, Catre de jour, A la carte and special party menu for Banquet, Buffet, and Cocktail parties—formal and informal.

- **Table d'hôte:** A fixed menu planned for complete meal at a fixed price. It is a meal of three to four courses with a limited choice of dishes, and it is cooked in advance. It is change daily or change in rotation. Leftovers food could be used in this type of menu as it helps to economize.
- **A la carte:** It means the presentation of a long sequence of course and dish in menu. Each dish is individually priced. Dishes are cooked to order and the portion are large then Table d'hôte menu. The guest has a wide choice and should be prepared to wait for this.

- **Catre de jour:** these are some time insert in A la carte menu, which comprises a few special dishes of the day to vary a la carte menu regular customer. Some establishments have a set pattern for this menu, example- Roast Chicken: – Monday, Fish & chips: – Tuesday, Curry & Rice: – Wednesday etc.
- **Banquet:** Usually the menu composed for a number of people and necessary to know the reason for the banquet. It is usually a formal affair and dishes should be compiled to suit the occasion. The menu is elaborate and high-class quality. It is a fixed menu with no choice.
- **Buffet:** There are two type of buffet, one is Light buffet another is Fork buffet (lunch & dinner). The buffet tables are attractively decorated. The foods are served also colorful and Eye appealing. Light buffet are give for various reasons to augment along function. That is late in the evening, also given for tea dance and supper dance. Fork buffet provide a variety of dishes and food can easily eaten by spoon or fork, while standing. And the dishes are cold or hot canapés sandwich, tarrines salads, cheese, game chips, smoked salmon, chicken moose, egg, ham, sausages, jellies, fruit salad, gateaux pastry, ice-cream etc.
- **Cocktail:** The main ingredients are actually beverage. Very tiny savory snacks are served such as stuffed olives, gherkins, walnuts, game chips, salted almonds, bacon rolls cheese fritter canapés etc.

3) Meals

The types of meals and the applicable menus vary as per the tendency of food service customers to eat when hungry. Meals are taken at times and in a style, which do not fully accord with “traditional” ones. Following are the various types of meals that may be offered in different types of catering establishments:



- **Continental Breakfast :-** Café complet, i.e., coffee or tea complemented(or completed) with rolls, butter, conserve.
- **Breakfast:-** Petit déjeuner, the French term includes both Continental and English / American breakfasts.
- **Brunch:-** A meal between breakfast and luncheon.
- **Eleveses (or snack):-** Goûter (literally ‘to taste’), the French term is used particularly for light food offered to children mid-morning (or late afternoon).

- **Luncheon:-** Déjeuner or Lunch is a meal with a shorter menu and with fewer courses than a dinner menu, with emphasis on stews, roast joints, grilled meats, cold buffet and hot puddings.



- **Afternoon Tea:-** Tea or coffee taken usually at Five o'clock, with biscuits or cookies.
- **High Tea:-** A tea meal including hot or cold cooked items.
- **Dinner:-** Diner in French, is regarded as the principal meal, and affords an opportunity for artistry in menu composition. At dinner, guests come for relaxation, to enjoy food, dining rituals and the atmosphere. Customers appreciate a longer menu with a choice of more exotic or esteemed dishes.
- **Supper:-** Super is a less formal evening meal, taken for example, after the theatre. At suppers, there are fewer courses and dishes are lighter than those served at dinner. Normally, set supper menus consist of three courses only, with many choices in the second or main course.

4) French Classical Menu

17 FRENCH CLASSICAL MENU

1. HORS D'OEUVRE:- (Appetizer)



Dish:-

1. Melon frappe (chilled melon)
2. Les huitre(oyster)
3. Saumon fume(smoked salmon)

Accompaniment :-

1. Castor sugar
2. Chilled vinegar, Lemon wedge, Brown Bread & Butter
3. Brown Bread & Butter, pepper & Lemon.

Cover:-

1. Sweet spoon, fork and Dessert knife.
2. Oyster fork & knife and Finger bowl.
3. Fish plate, Fish knife & fork.

2. POTAGE:-(Soup)



Dish:-

1. Minestrone (Italy)
2. Gazpacho (Spain)

Accompaniment :-

1. Grated parmesan cheese on under liner.
2. white bread crumbs

Cover:-

1. Hot soup plate, underliner & soup spoon.
2. Cold consommé cup, saucer, under liner, dessert spoon.

3. OEUFs:-(EGG)



Dish:-

- 1.Oeufs poche(poached egg)
- 2 Omelette

Accompaniment :-

- 1.Grilled tomatoes & Mashed brown potatoes
- 2.Grilled tomatoes & Mashed brown potatoes

Cover:-

- 1.Baking dish, under liner, Dessert spoon & fork.
- 2.Baking dish, under liner, Dessert spoon & fork.

4. FARINEUX:-(Rice&pasta)



Dish:-

- 1.Gnochi, Ravioli, Macaroni.
2. Spaghetti

Accompaniment :-

- 1.Grated parmesan cheese on underliner & Tea spoon.
- 2.Grated parmesan cheese on underliner & Tea spoon

Cover:-

- 1.Hot fish plate, Dessert spoon & fork.
- 2.Hot soup plate on cold underliner, Large fork.

5. POISSON:-(Fish)



Dish:-

1. Sole Meuniere(sole, shallow fry in Butter)

Accompaniment :-

1. Tartare sauce

Cover:-

- 1.Fish plate, fish fork and knife

6.ENTRÉE :-(Meat course)



Dish:-

1. Cote de porc grille(grilled pork)

2. Chateaubriand (double filled steak)

Accompaniment :-

1. Bearnaise sauce & French or English Mustard
2. Bearnaise sauce & French or English Mustard

Cover:-

1. Joint knife, fork & hot joint plate.
2. Joint knife, fork & hot joint plate

7. SORBET :- (Rest course)



Dish:-

1. Sorbet Au citron (lemon ice water)
2. Sorbet Au orange (orange ice water)

Accompaniment :-

1. Lemon
2. Castor sugar

Cover:-

1. Hi-Ball, underline, doilly paper, spoon, sundae.
2. Hi-Ball, underline, doilly paper, spoon, sundae.

8. RELEVÉ:-(Meat joint)



Dish:-

1. Poulet grillé (grilled chicken)
2. Gigot d' agneau roti (roasted leg of Lamb)

Accompagnement :-

1. Devil sauce
2. Mint sauce

Cover:-

Large knife, large fork, large plate, Dessert spoon for rice.

9. ROTI:-(Roast)



Dish:-

1. Poulet Roti(roasted chicken)
2. Caneton Roti(roasted duck)

Accompaniment :-

1. Bread sauce, Roast grave, parsley.
2. Sage & onion stuffing, apple sauce & roast gravy.

Cover:-

1. Joint knife & fork, Hot joint plate.
2. Joint knife & fork, Hot joint plate.

10. LEGUMES:(Vegetable)



Dish:-

1. Champignon grillee (grilled mushrooms)
2. Puree De pommes (creamed potatoes)

Accompaniment :-

"Hollandaise sauce"

Cover:-

Small knife, small fork & half plate.

11. SALADE:-(Salad)



Dish:-

1. Salad verte (lettuce, watercress, cucumber & green pepper)

2. Salad Nicoise (French beans, tomato, potato, anchovy, olives with vinegarett dressing)

Accompaniment:-

Mayonnaise, seasoning

Cover:-

Small knife, small fork, half plate.

12. BUFFET FROID:-(cold buffet)



Dish:-

1. Caneton Roti(roast duck)
2. Poulet Roti (roast chicken)

Accompaniment :-

Chicken flavoured sauce

Cover:-

Small knife, small fork, half plate.

13. ENTREMET DE SUCRE:-(sweet)



Dish:-

1. Banana flambé (flamed banana)
2. Crepe suzette (flamed pancake)

Cover:-

Sweet spoon, fork & sweet plate.

14. SAVOUREAUX:-(savoury)



Dish:-

1. Beignets au fromage (cheese fritters)
2. Welsh rarebit(cheese mixture)

Accompaniment :-

1. Pepper mill, Worcestershire sauce
2. Toast

Cover:-

Side knife, sweet fork, fish plate, creut set.

15. FROMAGE:-(Cheese)



Dish:-

1. Fromage a la Crème (cream cheese)

2. Gouda

Accompaniment :-

1. Castor sugar, assorted cheese.
2. Cruet set mustard, butter celery.

Cover:-

Side plate, side knife, dessert fork.

16. DESSERT :- (Fresh fruits & Nuts)



Dish:-

Fresh fruit & Nuts

Accompaniment :-

Castor sugar

Cover:-

Fruit knife & fork, fruit plate, finger bowl.

Nut cracker

17. CAFÉ :- (Beverage)



Dish:-

1. Coffee, Espresso, Cappuccino, Irish coffee.
2. Tea- Ceylon, jasmine

Accompaniment :-

Castor sugar

Cover:-

Tea cup, saucer, T-spoon

Coffee cup, saucer, coffee spoon

5) Menu planning

Menu Planning/Menu contents/Breakfast

[Menu Planning](#)

Breakfast is the most important meal of the day for many people, because it gives the carbohydrates needed for energy throughout the day; thus, it should ideally be the largest. Included in it should be a grain, fruit, meat, dairy product, and a starch. Simple breakfasts (as with donuts and coffee or a slice of toast, etc.) are not suitable for long-term fueling.

A traditional Western breakfast might include:

- Pancakes or waffles
- Grits, oatmeal, or other cereals
- Biscuits and gravy
- Cinnamon rolls
- Burritos (egg, sausage, cheese, optional chopped onions and green peppers, etc.)

- A variety of fruit juices or milk

Menu Planning/Menu contents/Lunch

[Menu Planning](#)

[Jump to navigation](#)[Jump to search](#)

Included in a lunch should be a protein, grains, a fruit and a vegetable. Lunch offers a midday break during work hours, and it can thus be leisurely or very fast. What works best for your establishment should be determined on how long workers have to eat during their lunch breaks. Regardless of the speed required, however, quality should not come down.

Lunch ideas include:

- [Sandwiches](#); plain, toasted, deep-fried or grilled
- Chicken, beef or seafood (grilled, roasted, broiled, baked, etc.)
- [Rice](#)
- Salads (Cesar, Greek, chef, coleslaw, chicken, fruit, antipasto, others)
- Various kinds of fruits, especially ones that can be knocked about if the meal is going out of the restaurant
- Soups
- Tacos

Menu Planning/Menu contents/Dinner

[Menu Planning](#)

[Jump to navigation](#)[Jump to search](#)

Dinner is often the time when families come together at restaurants to be together for some time, and have a leisurely meal after the day's work has ended. Therefore, be prepared to have intriguing menu options for your customers. However, care should be taken not to exclude those who do not wish for a large, elaborate meal at the end of their day (who might have already had it at lunch—be cognizant of shift changes and how that affects which meal of the day they will want to eat the most at).

Common dinner options include:

- Steak
- Potatoes
- Cheesecake

- Cake

Menu Planning/Menu contents/Snack

[<Menu Planning](#)

[Jump to navigation](#)[Jump to search](#)

A snack is to be something light, with sufficient caloric/nutritional value to bolster the nutrition benefits if the preceding meal. Additionally water is an important element to be considered when preparing snacks

UNIT V NON ALCOHOLIC BEVERAGES

Introduction

-Caffeine

- [How much caffeine?](#)
- [structure](#)
- [CNS](#)
- [nerve transmission animation](#)
- [neurotransmitters](#)
- [mechanism of action](#)

-caffeine is structurally similar to neurotransmitter adenosine

-adenosine promotes sleep

-when present caffeine binds to adenosine receptor

-at the same time, another neurotransmitter, dopamine stimulates pleasure centers

in brain

- [effects](#)

II. Examples of Stimulating Beverages

A. Coffee

-Family [Rubiaceae](#)

- Coffea genus: *C. arabica* or *C. robusta*
- [Old World crop](#)

-Plant Characteristics

- [vegetative](#)
- [white flowers in leaf axils](#) (*C. robusta*)
- fruit; [seeds](#)
- climate for growth: [preservation of biodiversity marketing](#)

-[Coffee processing 1](#) [Coffee Processing2](#)

-[Is coffee drinking harmful or beneficial?](#)

B. Cacao

-Family [Sterculiaceae](#)

- *Theobroma cacao*
- [New World Crop](#)

-Plant Characteristics

- [vegetative](#)
- [fruits](#) [fruits/seeds](#) [seeds](#)

-[Cacao Processing](#)

-[Is chocolate good for you?](#)

C. Tea

-Family [Theaceae](#) (Camelliaceae)

- *Camellia sinensis*
- [Old World Crop](#)

- [tea party](#)

-Plant Characteristics

- vegetative

-[Tea Processing](#): [green](#), [black](#), etc. tea

-[Is tea harmful or beneficial?](#)

D. Other Stimulating Beverages

1. Mate

- *Ilex paraguariensis* (Aquifoliaceae)
- plant characteristics
- processing
- [consumption](#)

2. Guaran◆

- *Paullinia cupana* (Sapindaceae)
- plant characteristics: [climbing shrub](#) [caffeine-rich seeds borne in capsule](#)
- [seeds](#) processing
- [products](#) [products2](#) [products3](#)

3. Kola

- Cola nitida (Sterculiaceae)
- plant characteristics: [evergreen trees](#) [fruit with 8 seeds](#) [kola nut dried](#)
- Fred Kilmer of Johnson and Johnson: [Kola nut sherry wine](#)
- [Remove cellulite?](#) [research study?](#)

TOBACCO

Cigar

current rating is 3.58/5

- [1](#)
- [2](#)
- [3](#)
- [4](#)

Cigarette

current rating is 2.76/5

- [1](#)
- [2](#)
- [3](#)
- [4](#)

Cigar

[5](#)
(394 ratings)



Cigarette

[5](#)
(319 ratings)



Wrapper	A cigar is a tobacco product wrapped in leaf tobacco	Cigarettes are tobacco products wrapped in paper.
Time to smoke	30 - 60 minutes	5-10 minutes
Nicotine content	100-200mg	10mg
Filters	No	Yes
Secondhand smoke	Yes	Yes
Cost	\$2 - \$28 per cigar	Average \$7.50 per pack of 20
Health risks	Cancer, nicotine addiction	Cancer, nicotine addiction
Inhale?	No	Yes
Risk of lung	Yes	Yes

Cigar

Cigarette

cancer

A **cigar** is a rolled bundle of dried and fermented [tobacco leaves](#) made to be [smoked](#). They are produced in a wide variety of sizes and shapes. Since the 20th century, almost all cigars are made of three distinct components: the filler, the binder leaf which holds the filler together, and a wrapper leaf, which is often the best leaf used. Often there will be a [cigar band](#) printed with the cigar manufacturer's logo. Modern cigars often come with 2 bands, especially Cuban Cigar bands, showing Limited Edition (*Edición Limitada*) bands displaying the year of production

B) Cigarette

A **cigarette** is a narrow cylinder containing [psychoactive](#) material, typically [tobacco](#), that is rolled into [thin paper](#) for [smoking](#). Most cigarettes contain a "reconstituted tobacco" product known as "sheet", which consists of "recycled [tobacco] stems, stalks, scraps, collected dust, and floor sweepings", to which are added glue, chemicals and fillers; the product is then sprayed with [nicotine](#) that was extracted from the tobacco scraps, and shaped into curls.^[1] The cigarette is ignited at one end, causing it to smolder; the resulting smoke is orally inhaled via the opposite end. Most modern cigarettes are [filtered](#), although this does not make them safer. Cigarette manufacturers have described cigarettes as a drug administration system for the delivery of nicotine in acceptable and attractive form.^{[2][3][4][5]} Cigarettes are addictive (because of nicotine) and cause [cancer](#), [chronic obstructive pulmonary disease](#), [heart disease](#), and other [health problems](#).

Main article: [Tobacco pipe](#)



A selection of various pipes on a circular pipe rack

Pipes have been fashioned from an assortment of materials including [briar](#), [clay](#), [ceramic](#), [corncob](#), [glass](#), [meerschaum](#), [metal](#), [gourd](#), [stone](#), [wood](#), [bog oak](#) and various combinations thereof, most notably, the classic English [calabash pipe](#).

The size of a pipe, particularly the bowl, depends largely on what is intended to be smoked in it. Large western-style [tobacco pipes](#) are used for strong-tasting, harsh tobaccos, the smoke from which is usually not inhaled. Smaller pipes such as the [midwakh](#) or [kiseru](#) are used to inhale milder tobaccos such as [dokha](#) and *kizami* or other substances such as cannabis and opium.

Water pipes[\[edit\]](#)

Water pipes bubble smoke through water to cool and wash the smoke. The two basic types are stationary [hookahs](#), with one or more long flexible drawtubes, and portable [bongs](#).

Spoon pipes[\[edit\]](#)

Spoon pipes (glass pipes or glass bowl pipes) have become increasingly common with the rise of [cannabis](#) smoking. Spoon pipes are normally made of [borosilicate glass](#) to withstand repeated exposure to high temperatures. They consist of a bowl for packing material into, stem for inhaling, and a carbureter (carb) for controlling suction and airflow into the pipe. These pipes utilize a two step process. First, the user inhales while lighting the smoking material and holding down the carb, allowing smoke to fill the stem. Then, the user releases the carb while inhaling to allow air to enter the stem and smoke to be pulled into the user's mouth.



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