Food & Beverage Cost Control Module 1
Overview of the Industry

• The Food Service Industry
• The Role of the Food & Beverage Manager
• Cost-effective Initiatives
• Inventory Management & Valuation
• Menu Development
• Customer and Competition Knowledge
• Menu Planning & Type
• Menu Nutrition & Design
• Saving Money
• The Responsibility of the Purchasing Agent
• Legal Issues and Contracts
• Technology in the Purchasing Department

Food & Beverage Cost Control Module 2
Purchasing Standards

• Purchase Specifications
• Product Information
• Quality Specification and Product Testing
• Quantity Specifications
• Price and the Vendor
• Market Basket Analysis
• The Relationship Between Price & Value
• Type of Pricing Arrangements
• Vendor Selection
• Purchasing Controls
• Receiving Controls
• Storeroom Procedures

Food & Beverage Cost Control Module 3
Beverage Standards

• Introduction to Beverages
• Beverage Basics
• The History of Beverages
• Pricing and the Clientele
• Beverage Procedures
• Purchasing Beverages
• Receiving & Storing Beverages
• Proper Beverage Requisition Procedures
• Beverage Controls & Service Procedures
• Portion Size Control (PSC)
• Standard Drink Recipes (SDRs)
- Banquet Beverage Storeroom Procedures
- Beverage Cost Variance

**Food & Beverage Cost Control Module 4**

**Cost Control Standards**

- Planning for Food Profit & Control
- Food Profitability
- Targeted Ideal Cost
- Actual Food Cost
- Monthly Physical Inventory
- Monthly Food Cost Calculations
- Inventory Valuation Methods
- Inventory Turnover Ratio
- Revenue & Cash Handling Control
- Guest Check Controls
- Cash Handling Controls
- Menu Analysis & Planning for Sales
- Strategies for Menu Pricing
- Menu Engineering

**Food & Beverage Cost Control Module 5**

**Staffing, Analyzing & ROI**

- Salary and Wages
- Rules & Regulations Governing Labor Costs
- Employee Benefits & Deductions
- The Payroll System
- Labor Cost Standards
- Analyzing Cost-Volume-Profit (CVP) Relationships
- Marginal Contribution Break-Even (MCB)
- MCB Applied to Uncertainty
- Forecasting & Budget Preparation
- Approaches to Budgeting
- Choosing a Budget Type
- Management Performance Review Using ROI
- Application of ROI