

# COURSE SYLLABUS

COURSE TITLE: HMG1 185 Beverage Management  
essentials

SECTION: 001 TERM: Fall 2022 COURSE CREDITS: 3  
Credits

DELIVERY METHOD(S): In- person



Camosun College campuses are located on the traditional territories of the Ləkʷəŋən and W SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here. Learn more about Camosun's [Territorial Acknowledgement](#).

For COVID-19 information please visit <https://camosun.ca/about/covid-19-updates>

---

*Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.*

## INSTRUCTOR DETAILS

---

### Instructor Information

(a) Instructor	<b>Bradford Boisvert</b>	
(b) Office hours	<b>Tuesday 12:30-2pm</b> <b>Thursday 9:30-11:30</b>	
(c) Location	<b>D240</b>	
(d) Phone	250- 370-3914	Alternative:
(e) E-mail address	<b>BoisvertB@camosun.bc.ca</b>	
(f) Instructor Website	<a href="https://online.camosun.ca/d21/home">https://online.camosun.ca/d21/home</a>	

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

## CALENDAR DESCRIPTION

This course introduces students to the world of mixology and beverage management. Students will gain a fundamental understanding of common beverage products, as well as basic bartending skills. In addition, a number of operational issues unique to the selling of alcohol will be introduced.

### Prerequisites

One of:

- C in [English 10](#)
- C in [Camosun Alternative](#)

## COURSE LEARNING OUTCOMES / OBJECTIVES

---

### Intended Learning Outcomes

**Upon successful completion of this course the student will be able to:**

1. Demonstrate the level of beverage product knowledge required to function as an entry-level bartender.
2. Identify current key trends in the beverage industry.
3. Identify common physical components of a beverage operation including bar layout, common equipment and small wares.
4. Demonstrate the bar set-up skills, use of common garnishes, pouring techniques, and mixing methods required in order to be an entry-level bartender.
5. Identify and describe the unique elements and challenges of a beverage operation including financial controls, government regulations, liabilities and design.

## REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

---

(a) Texts

1. **Mulligans Bar Guide;** *Shawn M. Mulligan*  
*Available from the Lansdowne Bookstore.*

(b) Other

In Addition to the text is required, there is material you will be required to access for this course through either Desire to Learn (D2L) or the course website. This requires you to have regular access to a computer and the internet.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

**Schedule is subject to change at the discretion of the instructor.**

September 12	Course Orientation Introduction to spirits Introduction to Bar setup	<b>Purchase your Mulligan's Drink Book</b>	<i>All Students</i>
September 19	Intro to Fermentation; The Making of Beer. Guest speaker Hoyne Brewery, beer tasting Drink List #1 Lab	Group A and B 8:30-10:45 All students from 11-1pm guest speaker	
September 26	Intro to Distillation; - Guest speaker Pill Ecours from Victoria Spirits- Drink List #1	Group C and D 8:30-10:45 All students from 11-1pm guest speaker	
October 3	Whisky, Whiskey & Tequila. Drink List #2 Lab	Quiz #1	<i>Group A and B</i>
October 10	No Class Thanksgiving		
October 17	Whisky, Whiskey & Tequila Drink list #2 Lab	Quiz # 1	<i>Group C and D</i>
October 24	Clive's Shawn Soole, Harry Tham -Bar Inventory Selections, Responsibility and Controls.	<b>Field School</b>	<i>All Students Arrive at 10:00am</i>
October 31	Gin, Rum & Vodka. Drink List #3 Lab	Quiz #2	<i>Group A and B</i>
November 7	Gin, Rum & Vodka. Drink List #3 Lab	Quiz #2	<i>Group C and D</i>
November 17	Group Project review	No Quiz or Assignments Due	See time slot
November 24	Course Wrap-up – Final Bar Practice	Quiz #3	<i>Group A and B</i>



## COURSE GUIDELINES & EXPECTATIONS

---

**Assignment formatting.** The School of Business uses **APA style** for formatting assignments and citing references. Proper citations and formatting using APA style will be required. See Camosun College (2021) Library Citation Guides retrieved from: <http://camosun.ca.libguides.com/apa7>.

- Where required by your instructor, submit all assignments into the D2L assignments by your last name.
- In text citations for quotes, paraphrasing, and references must be consistent with APA standards.
- Grammar, spelling, style and APA formatting, citations and referencing will be assessed in your mark.
- All submitted work must be properly referenced to sources where required by your instructor.
- Unless otherwise specified, you are to submit your own work, any work collaborated (unless permitted by the course) will be considered in violation of the college's Academic Integrity policy. See Camosun College (2021) [Academic Integrity Policy](#)

**Deadlines and exams.** You must submit your assignments on the due date or as announced. A grade of zero will be assigned to late submissions. There are no additional assignments or make-up exams of any kind if you performed poorly on an assignment, midterm or final exam.

## SCHOOL OR DEPARTMENTAL INFORMATION

---

Hospitality Management School of Business

## STUDENT RESPONSIBILITY

---

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

## SUPPORTS AND SERVICES FOR STUDENTS

---

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

---

Support Service	Website
Academic Advising	<a href="http://camosun.ca/advising">http://camosun.ca/advising</a>

---

Accessible Learning	<a href="http://camosun.ca/accessible-learning">http://camosun.ca/accessible-learning</a>
Counselling	<a href="http://camosun.ca/counselling">http://camosun.ca/counselling</a>
Career Services	<a href="http://camosun.ca/coop">http://camosun.ca/coop</a>
Financial Aid and Awards	<a href="http://camosun.ca/financialaid">http://camosun.ca/financialaid</a>
Help Centres (Math/English/Science)	<a href="http://camosun.ca/help-centres">http://camosun.ca/help-centres</a>
Indigenous Student Support	<a href="http://camosun.ca/indigenous">http://camosun.ca/indigenous</a>
International Student Support	<a href="http://camosun.ca/international/">http://camosun.ca/international/</a>
Learning Skills	<a href="http://camosun.ca/learningskill_____s">http://camosun.ca/learningskill_____s</a>
Library	<a href="http://camosun.ca/services/library/">http://camosun.ca/services/library/</a>
Office of Student Support	<a href="http://camosun.ca/oss">http://camosun.ca/oss</a>
Ombudsperson	<a href="http://camosun.ca/ombuds">http://camosun.ca/ombuds</a>
Registration	<a href="http://camosun.ca/registration">http://camosun.ca/registration</a>
Technology Support	<a href="http://camosun.ca/its">http://camosun.ca/its</a>
Writing Centre	<a href="http://camosun.ca/writing-centre">http://camosun.ca/writing-centre</a>

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

## COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

---

### Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

### Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

### Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

### Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

### Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies and Procedures" (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

### Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-servicesand-support/e-2.9.pdf> and [camosun.ca/sexual-violence](http://camosun.ca/sexual-violence). To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-3703841

### Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun

also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

**Changes to this Syllabus:** Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.