

**J. Sargeant Reynolds Community College  
Course Content Summary**

**Course Prefix Number:** HRI 159

**Credits:** 3

**Course Title:** Introduction to Hospitality Industry Computer Systems

**Course Description:** Familiarizes students with computerized information technology to manage information, support decision-making and analysis, improve processes, increase productivity and enhance customer service in the hospitality industry. Lecture 2 hours. Laboratory 2 hours. Total 4 hours per week.

**General Course Purpose:** This course consists of the study of computer applications used in food service and lodging operations, providing laboratory practice in the use of computers and application software that provides integration of applicable uses and leverages of the products.

**Course Prerequisites and Co-requisites:**

None

**Student Learning Outcomes:**

Upon completing the course, the student will be able to

- a. Respect computer systems as business tools and evaluate the applicability of automated data processing in business settings;
- b. Discuss the general logic of computerized data processing;
- c. Identify and operate personal computer system hardware;
- d. Use operating system software on personal computer hardware;
- e. Use multitasking graphical user interface platforms to execute commands and complete tasks;
- f. Use personal information management software to manage information and time;
- g. Use word processing software to create business documents;
- h. Use presentation graphics software for business applications;
- i. Use spread sheeting software to obtain information from statistical data;
- j. Describe concepts and applications of data communication achieved through computer networking; and
- k. Use integrated multitasking hospitality management computer systems to manage data and transactions.

**Major Topics to Be Included**

- a. Computer Systems as Business Tools for the Hospitality Industry
- b. Computer Concepts and Operating Systems
- c. Internet/E-mail
- d. Spreadsheets
- e. Databases
- f. Presentations
- g. Word Processing
- h. Information Literacy

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