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ONLINE FINAL EXAMINATION**

COURSE NAME : F&B PROCUREMENT AND COSTING
COURSE CODE : DHM2073
EXAMINATION : NOVEMBER 2020
DURATION : 6 HOURS

INSTRUCTION TO CANDIDATES

1. This question paper consists of **FOUR (4)** parts :
 - PART A (20 Marks)
 - PART B (10 Marks)
 - PART C (50 Marks)
 - PART D (20 Marks)
2. Please refer to the detailed instructions in this question paper.
3. Students are allowed to refer to resources such as lecture notes, books, internet or any other relevant resources.
4. Answer ALL questions in the answer sheet which is A4 size paper (or other paper with the consent of the relevant lecturer).
5. Write your details as follows in the upper left corner for each answer sheet:
 - i. Student Full Name
 - ii. Identification Card (I/C) No.
 - iii. Class Section
 - iv. Course Code
 - v. Course Name
 - vi. Lecturer Name
6. Each answer sheet must have a page number written at the bottom right corner.
7. Answers should be handwritten, neat and clear.

DO NOT TURN THIS PAGE UNTIL YOU ARE TOLD TO DO SO

*This examination paper consists of **11** printed pages including front page*

PART A

This part contains **TWENTY (20)** questions.

Answer ALL in the Objective Answer Paper.

1. _____ is defined as the quantity of any item that is to be served each time when an item is ordered.
- A Standard yield
 - B Standard recipes
 - C Standard portion size
 - D Standard portion cost

2.

$$Y = \frac{\text{Quantity} \times \text{Yield Percentages}}{\text{Portion Size}}$$

Figure 1.0

The 'Y' formula on Figure 1.0 is referring to _____.

- A quantity
 - B portion size
 - C yield percentanges
 - D number of portions
3. What is the example of volume item in standard portion size?
- A Meat.
 - B Soups.
 - C Shrimp.
 - D Sausage.
4. Which of the following is a disadvantage when using standardized yield?
- A Reduce labour cost.
 - B Help to make decisions in raw food.
 - C Helpful when converting a recipe from AP.
 - D Standardized yield cannot allow establishment to compare vendor price.

5. _____ is defined as the percentages of a whole purchase unit of meat, poultry and fish that is available for portioning after any required in house processing has been completed.
- A Cost percentage
 - B Food percentage
 - C Yield percentage
 - D Sales percentage
6. Which is **NOT** the step of forecasting portion sales?
- A Unpredict total anticipated volume.
 - B Estimate the total business volume.
 - C Judge the affect sales on the particular date.
 - D Forecast the anticipated number of sales of each item on the menu.
7. What is an electronic method that is used in food service operation?
- A Self – service system.
 - B Point of sales system.
 - C Single order sheet system.
 - D Duplicate checking system.
8. _____ is a form where one lists the names and quantities of all the menu items that are to be prepared for a given date.
- A The invoice sheet
 - B The marketlist sheet
 - C The production sheet
 - D The purchased order sheet
9. What is the definition of sale history?
- A Process used by managers to predict the future.
 - B Plan that can be made for purchasing the products.
 - C Written record of the number of portions of each menu item sold.
 - D List of the ingredients and the quantities of ingredients needed to produce an item.

10. One of the functions of records keeping system is to ensure that all the items are always available. What is the name of that record keeping system?
- A Closing inventory.
 - B Average inventory.
 - C Physical inventory.
 - D Perpetual inventory.
11. "Bin card" is also known as _____.
- A stock card
 - B name card
 - C purchase card
 - D storeman card
12. Which of the following is **NOT** a detail information of bin card?
- A Balance.
 - B Unit price.
 - C Date issues.
 - D To whom received.
- 13.

$$\text{Beginning inventory} + \text{Purchases} = \text{'X'}$$

Figure 2.0

The 'X' formula on Figure 2.0 is referring to _____.

- A cost of food used
- B cost of food sales
- C cost of food available
- D cost of food percentage

14. Which is a disadvantage of physical inventories?
- A Calculates desired inventory or stock levels for each item.
 - B It does not indicate what value of products in inventory should be.
 - C It indicates how much each product should be available in storage.
 - D Identify amounts to purchase by subtracting stock levels from desired quantity.
15. LIFO method stands for _____.
- A Last in, first out.
 - B Last into, first own.
 - C Last input, first output.
 - D Last income, first outcome.
16. _____ is a step by step process through which management can evaluate current and future menu pricing, design and content decisions.
- A Menu mix
 - B Menu card
 - C Menu description
 - D Menu engineering
17. What is the critical element in menu engineering?
- A Marketing mix.
 - B Budgeting margin.
 - C Customer demand.
 - D Management concept.
18. Which of the following is **NOT** a principle of basic restaurant design menu and layout?
- A Balance is beauty.
 - B Page size comes first.
 - C Emphasis draws attention.
 - D Columns make a no statement.

19.

Low in popularity, difficult to sell and high profit margin.

Figure 3.0

The statement in Figure 3.0 is referring to _____ of menu engineering concept.

- A dog
 - B star
 - C horse
 - D puzzle
20. Which of the following is a factor affecting the menu pricing?
- A Business.
 - B Historical.
 - C Experience.
 - D Market supply.

[20 MARKS]

PART B

This part contains **TEN (10)** questions.

Answer ALL questions in the Answering Booklet.

License state	Call brand	Reorder point	Post mix	Owner
Stockless purchasing	Optimum prices	Periodic order method	Inventory padding	Storage space

1. A _____ is one used only if the specific brand is requested by a customer.
2. Primary purpose of beverage purchasing control is to ensure that ingredients are purchased at _____.
3. In small operation, owner – operated establishment, the responsibility is normally that of the _____ or manager.
4. _____ available is a principle factors used to establish quantity standards for beverage purchasing.
5. _____, where beverage wholesalers, manufacturers and distributors are permitted to sell alcoholic beverages directly to hotels, restaurants and similar operations.

6. The _____ requires that order dates be fixed so that there are equal operating periods between order dates. Ordering may be done weekly, biweekly or on any other regular schedule.

7. _____ is the number of units to which inventory should decrease before an order is placed. It must take into account the time required to obtain delivery of the order.

8. _____ is reporting a false inventory amount by indicating that there is more inventory on hand. A fraud that is usually committed to make the actual cost of food sold appear to be less than it is.

9. When a buyer purchases a large amount of product, for example a three month supply and arranges for the vendor to store it and deliver a little at a time. This statement is referring to _____.

10. _____ is refers to a non-alcoholic beverage concentrate, such as frozen juice concentrate or soda pop syrup, that must be reconstituted just before serving it to customers.

[10 MARKS]

PART C

This part contains **TEN (10)** questions.

Answer ALL questions in the Answering Booklet.

QUESTION 1

a. What are the **two (2)** techniques that can be used in selecting products?

(2 marks)

b. List down **three (3)** basic choices for production of menu items.

(3 marks)

QUESTION 2

Identify **five (5)** examples of good supplier characteristics.

(5 marks)

QUESTION 3

Give **five (5)** examples of sources of trade exhibits and convention.

(5 marks)

QUESTION 4

Explain **five (5)** importance of food and beverage cost control.

(5 marks)

QUESTION 5

Describe **five (5)** functions of purchase specifications.

(5 marks)

QUESTION 6

Indicate **five (5)** different criteria between duplicate and triplicate checking method in control process.

(5 marks)

QUESTION 7

Clarify **five (5)** advantages of using point of sale system (POS) in food service operation.

(5 marks)

QUESTION 8

Show five **(5)** receiving procedures between buyer and supplier.

(5 marks)

QUESTION 9

Discuss **five (5)** tools or equipments that have been used in the receiving area.

(5 marks)

QUESTION 10

Find out **five (5)** security concerns in the storage area.

(5 marks)

[50 MARKS]

PART D

This part contains **TWO (2)** questions.

Answer ALL questions in the Answering Booklet.

QUESTION 1

Accountants define a cost as a reduction in the value of an asset for the purposes of securing benefit or gain. As we use the term in our discussion of cost control in the food and beverage business, cost is defined as the expenses to a foodservices establishment for goods or services when the goods are consumed or the services are rendered. Food and beverages are considered as consumed when they have been used, wastefully or otherwise and are no longer available for the purposes for which they were acquired.

Briefly explain **five (5)** types of cost concept and give examples to support your answer.

(10 marks)

QUESTION 2

The essential records for the purchasing process are the purchase requisition, purchase order, originating with the buyer and the invoice prepared by the supplier. These purchasing records are different among food service operations but all have the same essential information. The purchase requisition is the first document in the purchasing process and may have originated in any number of units in the food service operation. This document is used by food service managers to request food items from purchasing manager departments.

Briefly describe **five (5)** basic items of information in purchase requisition and give examples to support your answer.

(10 marks)

[20 MARKS]

END OF QUESTION PAPER