



Executive Intensive Training Courses



About BCA College

BCA College is an educational institution that combines the quality, extroversion, and prospects of the British university education while living in Greece.

It offers undergraduate and postgraduate studies, which lead to the acquisition of British degree awarded by the University of West London, the same ones awarded to students studying in London. BCA College has been awarded as the Best College of the year 2020. It has also been awarded as the best Hotel Education Provider for 2021.

BCA College incorporates the concepts of evaluation and excellence in all its operations, as only these concepts and practices create successful people and creative societies. The history of BCA and its educational strategies confirm its commitment to the values it stands for: it offers exclusively studies in the broader area of business.

BCA aspires to be a leader in this field and has achieved it. Generations of successful executives with great careers in Greece and abroad used BCA as a springboard to pursue their professional goals.



Why this programme

Today the standards for a successful career path in Yachting have been very high, calling for the professionals to combine an excellent training background with practical on -the-job experience in Yachting and Hospitality.

Professionals need to have specialised knowledge on Yachting as well as Hospitality sector with both theoretical and practical know-how.

The purpose of the programme is to offer excellent training, both theoretical and practical, on Hospitality and Tourism, Cruise Management, Food & Beverages, Housekeeping and Service Management. Our goal is to reach the highest standards of success by offering a high-quality training to the participants so as to upskill their knowledge and qualifications in order to offer the best service with the highest quality standards.

	MODULES	DESCRIPTION	GOAL
	Drinks Knowledge	Recapitulation of knowledge and in-depth training on what is a distillate and what the difference are in order to better manage them and then upgrade the provision of services of the Bartender Trainee, Proper recognition of labels and Brands as well as different types of alcoholic beverages.	Identification and in-depth knowledge of all alcoholic preparations as well as their management.
	Bartender as an informed host and seller	Responsible provision of alcoholic preparations and beverages, analysis of market trends and consumer preferences, training in the identification of guests in order to better approach their preferences.	Training in the excellent provision of hospitality services in the field of Bartending, with impeccable information and up-to-date knowledge to satisfy and exceed the expectations of every taste palette and culture.
	Impeccable and attractive presentations of drinks & Cocktails and their importance	Training in the execution and presentation of preparations with alcoholic and non-alcoholic beverages, general knowledge on matching garnish, equipment and choices of techniques as well as glassware.	Knowledge on Essentials in how to set up a Bar and provide Bartending services from scratch.
	In-depth technical analysis, equipment & glassware presentation	Training and information on techniques, necessary equipment and glassware at an advisory level and references to the Essentials of a Bartender.	Proper management of resources and consumables in order to minimize possible damage without exposing the quality of services in the slightest.
	Mixology	Ladies of mixing techniques, analysis of trends and modern methods but also Industry Standards.	This guide is a starting point to help you stock your bar and create the greatest variety of cocktails.
	Classic Cocktails	Proper preparation and execution of classic drinks with infallible recipes in harmony with the modern market, as well as training in key recipes "Crowd Pleasers".	The best classic cocktails include timeless favorites that have tantalized and whetted the palates of generations of drinkers. They require just a few ingredients and basic bartending skills and deserve the best your liquor cabinet has to offer.
	Speed Bartending, Efficiency & Productivity	Training in the execution of grouped orders and order of manufacture, organization of backbar and updated cellar and consumables always based on trends and Industry Standards, as well as from prior information of our Clientele.	In order to reach maximum productivity and efficiency, you'll need a method for prioritizing and arranging both your inputs and outputs. Proper assessment and organization of inputs leads to greater effectiveness, and proper organization of outputs leads to greater efficiency. This method of organization is known as planning—the foundation of productivity.



MODULES	DESCRIPTION
Wine & Champagne Service	Proper opening and serving of wine and champagne at the table, Serving temperatures, Decanting, etc.
Fine Wines	Management of high prestige and price wines.
Serving Protocol	Wine serving protocols according to Savoir Vivre.
Storage & Cellaring	Instructions for the proper storage, preservation and aging of wines.
Wine Glasses	Management and selection of glasses for the relevant wines.
Vintage Charts	Information on world harvests.
Wine Presentation	Proper presentation of wines to the customer.
Wine Label Recognition	Identification of wines by the label.
Wine Faults	Error recognition in wines, TCA fellowe, Oxidation, British-fungus, Reductionisms.
Food Pairing	General rules for combining wines with food.
Champagne Sabrage	Instructions for opening Champagne with the Sabrage method.
Fine Wine History & Classification	Special course on history and categorization of Fine Wines from Bordeaux and Burgundy.
Scenarios / role play	



Food and Beverages Training

Training course of implementing practical steps of HACCP



The success of a HACCP system depends on the continuous training of the employees on the importance of their role in producing and serving safe foods. This also includes information of foodborne hazards related to all stages of the food chain including serving; thus, it is important to recognize that employees must first understand what HACCP is.

The practical steps of HACCP deal with issues of thorough cooking, cooling and serving which are the major causes of foodborne illness, and they are the objective evidence that the HACCP principles are met.

Practical steps of HACCP are to:

1. Review menu and highlight potentially hazardous foods.
2. Review recipes that include potentially hazardous foods and highlight problem ingredients.
3. Define critical temperatures and times in the recipes/procedures.
4. Define food temperatures during preparation, holding, cooking and cooling.
5. Safe food serving practices.



Recommended Time: 8 hours



Customer Service

Training on Customer Service

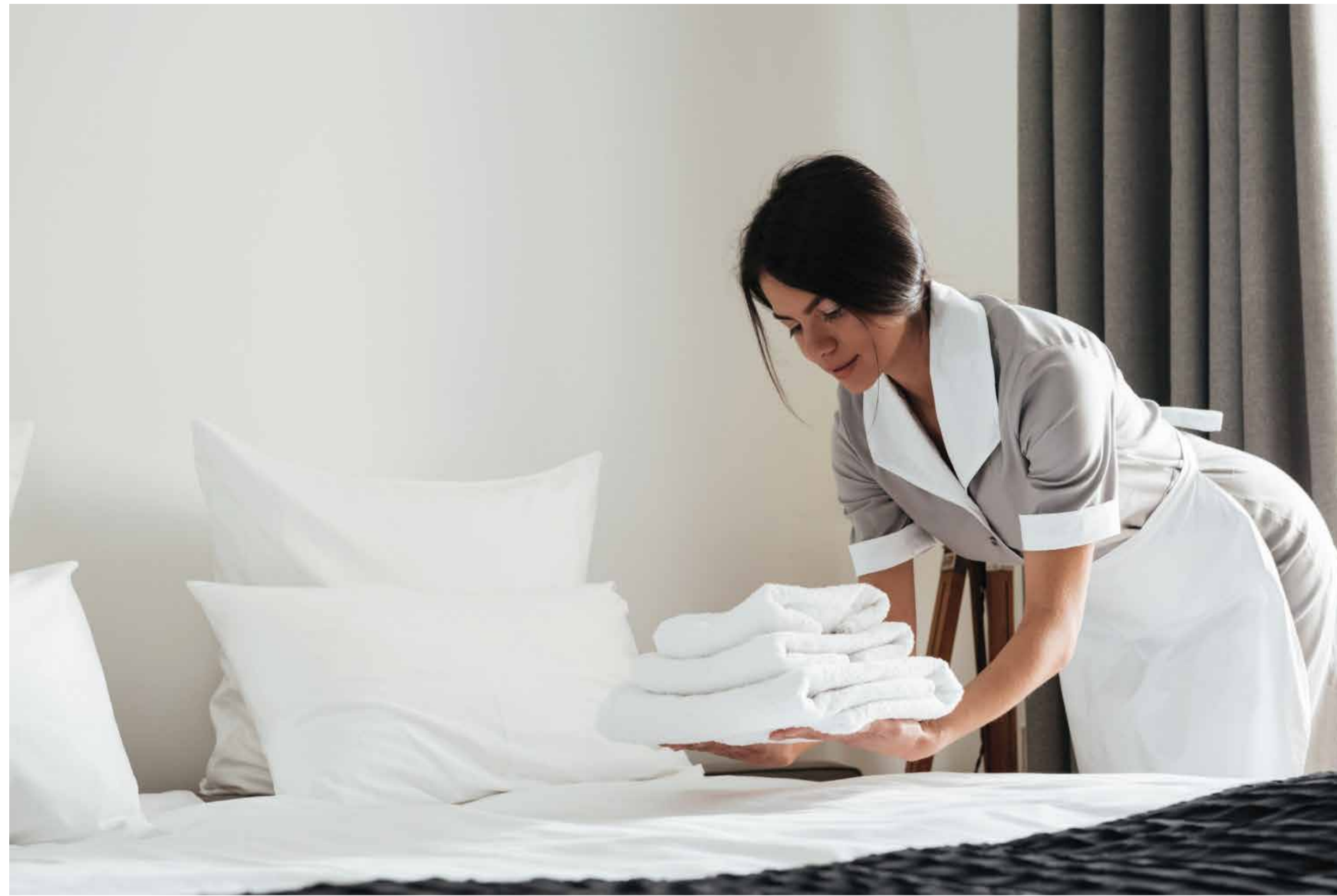


Service techniques	Reference to the techniques of service.	Techniques and etiquette to provide the best possible service to your guests.
Main rules of food, wine and beverage service	Ten rules for good service.	Rules for good service analysis.
Protocol & etiquette	Silver Service Etiquette Tips for Service.	Specific tips.
Different types and styles of service	Description of the various types and styles.	Russian Service. Butler Service. Tray Service. English Service. French Service. American Service.
Preparation and maintenance of areas and equipment pertaining to service	Equipment maintenance services	Washing. Sterilization. Water Purification.
Set up & carrying of trays, salvers and glasses	Silver plated trays, engraved salvers and trays for a special event.	A Guide to Silver Service Settings.
Carrying and clearing procedures	Demonstration of how to clear plates when customers have finished.	Specific guidelines.



Housekeeping

Housekeeping Service



Housekeeping Skills

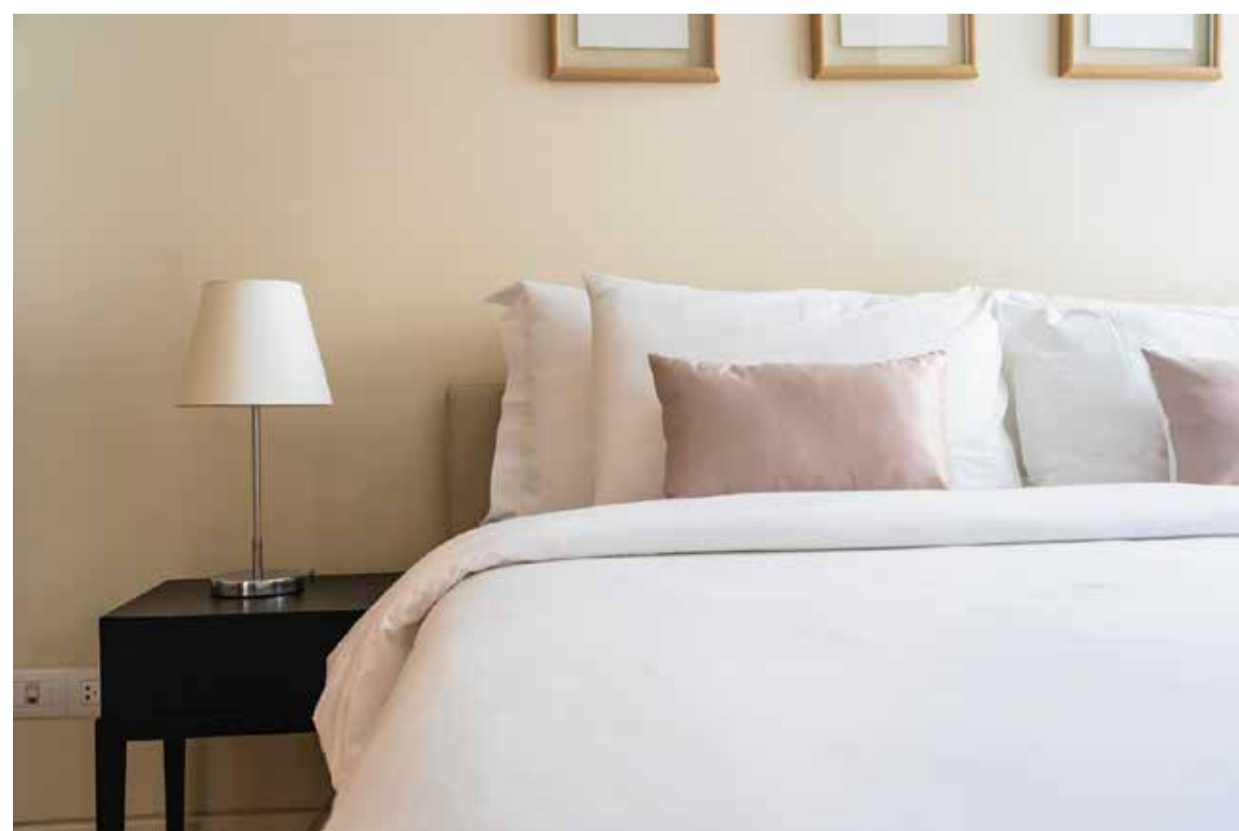
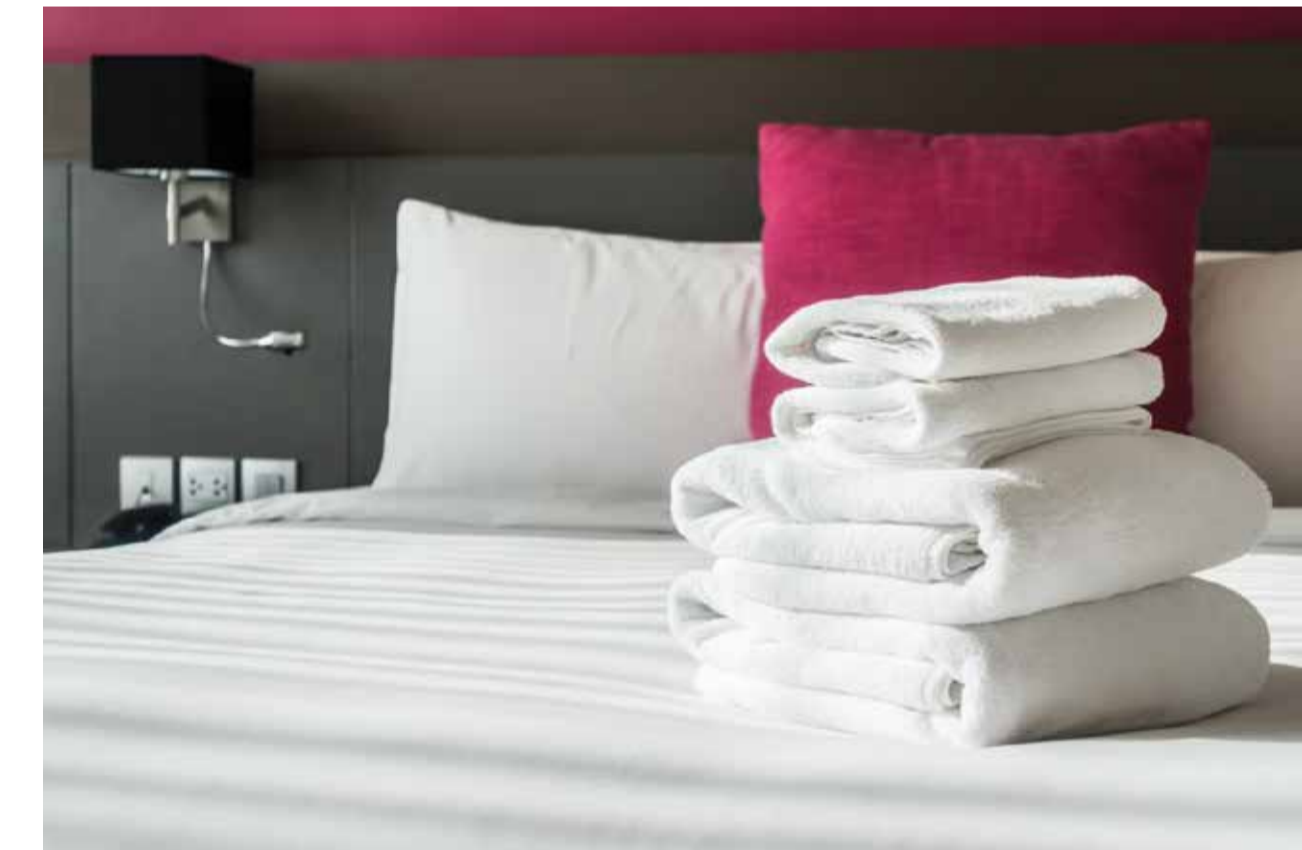
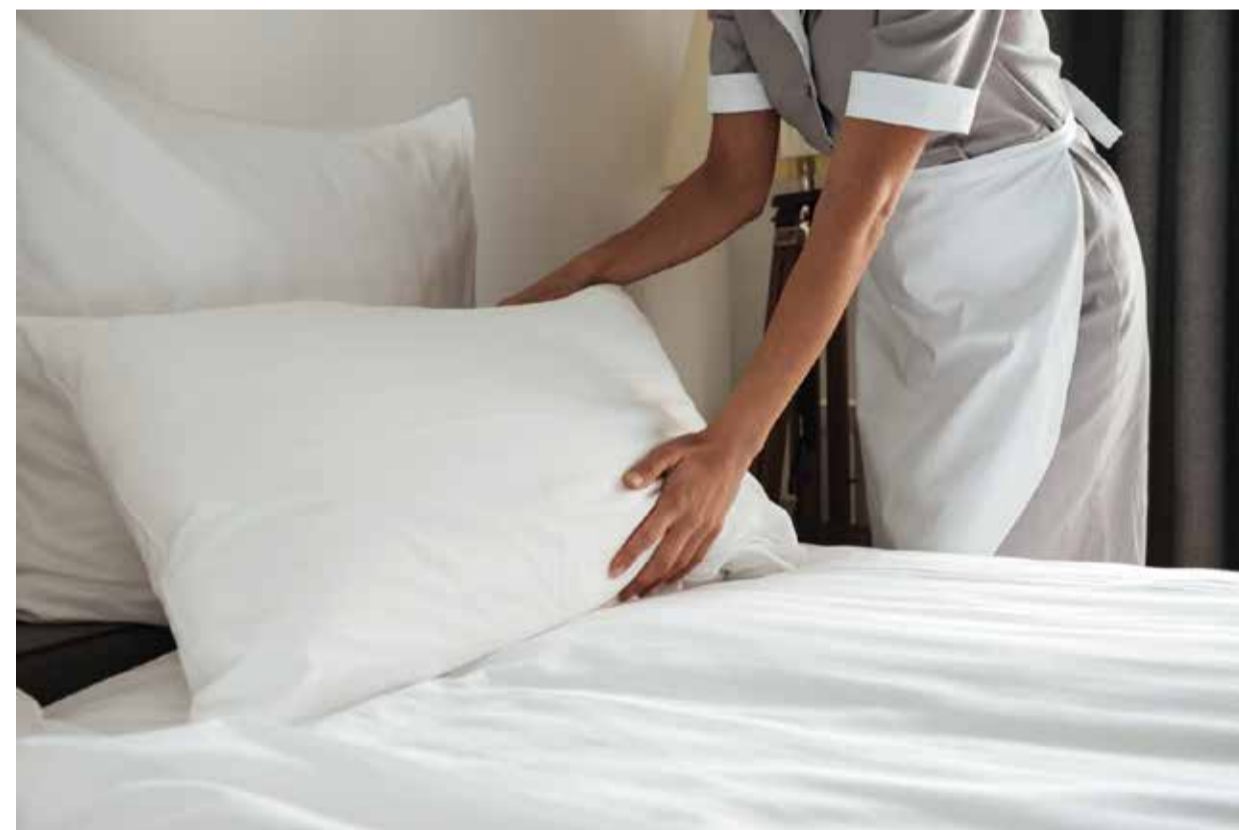
Housekeeping skills modules are designed for all housekeeping staff, maids and housekeepers that come into direct contact with the hotel guests.

Operational Management
VIP Guests & Luxury Service Standards
Systematic Cleaning Schedules
Cleaning Skills

Linen & Laundry
Valet Management
Room Service
Module Wash-Up



Housekeeping: 12 hours





Well-Being and Wellness Training

Additional Services



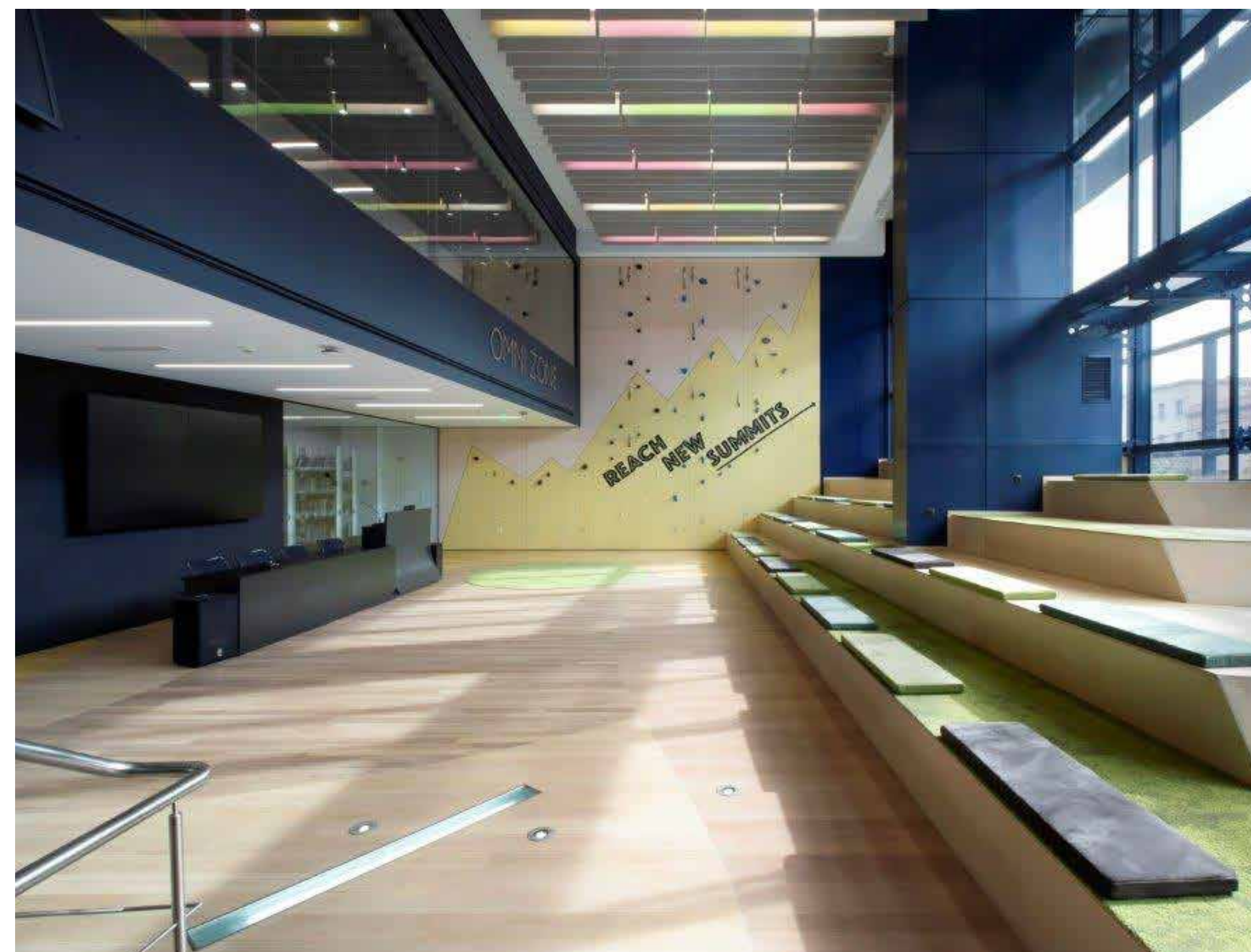
First Aid	<p>Learn how to respond to specific situations, which will help you care for people in crisis.</p>	<p>Asthma emergencies Anaphylaxis Burns Choking Diabetic emergencies External bleeding and severe trauma</p>	<p>Environmental emergencies Heart Attack Poisoning Neck, head and spinal injuries Stroke Seizure</p>
Yoga	<p>The ultimate goals of yoga are stilling the mind and gaining insight, resting in detached awareness, and liberation.</p>	<p>Marma points on the feet - effective treatment With dedication to compassion Renewing in the light Kundalini Yoga: Steps to Freedom Traditional indian yoga for inner peace Ayurvedic Feet Reflex Therapy Training</p>	
Meditation	<p>Practices that focus on mind and body integration and are used to calm the mind and enhance overall well-being.</p>	<p>Some types of meditation involve maintaining mental focus on a particular sensation, such as breathing, a sound, a visual image, or a mantra, which is a repeated word or phrase. Other forms of meditation include the practice of mindfulness, which involves maintaining attention or awareness on the present moment without making judgments.</p>	
Chiropractic Therapy	<p>Adjustments (manipulations) to the spine or other parts of the body. The goal is to correct alignment problems, ease pain, and support the body's natural ability to heal itself.</p>	<p>Improves neck pain Reduces reliance on opioid pain relievers Eases back pain Reduces osteoarthritis symptoms Eases headache symptoms</p>	
Basic Gymnastics	<p>Muscle Endurance, Strength Training.</p>	<p>Lunges, pushups, squats, Single-leg deadlifts, Burpees, Side planks, Glute bridge etc.</p>	

>> **First Aid: 4 hours (basic) | Yoga: 4 hours (basic) | Meditation: 4 hours (basic)**
Chiropratica Therapy: 4 hours (basic) | Basic Gymnastics: 3 hours (basic)



THE CAMPUS







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THANKS FOR WATCHING



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