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1012E1467

Candidate's Seat No : _____

BBA in THM (NEP) Sem.-5 Examination

DSC-C-THM-351

Advance Front Office

December-2025

Time : 2-00 Hours]

[Max. Marks : 50

Instructions:

- 1) **Figures to the right indicate Full Marks.**
- 2) **Do not write anything on the question paper.**
- 3) **Do not use scientific calculator.**

- Q.1 Draw and explain the Layout of front office department. 10
- Q.2 Explain in detail- Room Key Security 10

OR

What is C- Form? Draw and explain in detail.

- Q.3 What departments did you observe during the hotel visit? 10

OR

What is Guest Folio? Explain manually Prepared folios and electronic folios.

- Q.4 Explain the terms- (1) Cash payments (2) Travel Agents vouchers 10

OR

Explain the terms - Foreign Exchange & Foreign Currency

- Q.5 Explain the terms- (1) Indian Passport (2) Tourist VISA (3) Transit VISA 10

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