



TOURISM TRAINING AUSTRALIA 2009 PRODUCT LIST

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TOURISM TRAINING AUSTRALIA 2009 PRODUCT LIST



| Units of competency | Author | Pub | ISBN | Title | Price \$ | Qty | |
|---|----------------------------------|---|------|---------------|--|-------|--------------------------|
| CROSS-SECTOR UNITS OF COMPETENCY | | | | | | | |
| ADMINISTRATION | | | | | | | |
| SITXADM001A | Perform office procedures | Vivienne O' Shannessy | '08 | 9780733988752 | Front Office Skills | 47.95 | <input type="checkbox"/> |
| | | | | 9781442504844 | Scope SITXADM001A Learner Guide | 25.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy, Dean Minett and Geoff Hyde | '08 | 9780733990441 | The Road to Tourism, 2e and Interactive CD-ROM | 44.95 | <input type="checkbox"/> |
| CLIENT AND CUSTOMER SERVICE | | | | | | | |
| SITXCCS001A | Provide visitor information | | | 9780733993084 | Scope SITXCCS001A Learner Guide | 22.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy and Dean Minett | '08 | 9780733990472 | The Road to Hospitality, 3e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy, Dean Minett and Geoff Hyde | '08 | 9780733990441 | The Road to Tourism, 2e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| SITXCCS002A | Provide quality customer service | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | | | 9781442504905 | Scope SITXCCS002A Learner Guide | 29.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy and Dean Minett | '08 | 9780733990472 | The Road to Hospitality, 3e and Interactive CD-ROM | 29.95 | <input type="checkbox"/> |
| SITXCCS003A | Manage quality customer service | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| | | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |

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|-----------------------------------|---|--|---------------|--|---------------------------------|--------------------------|--------------------------|
| | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> | |
| | Philip Kotler, John Bowen and James Makens | '06 | 9780132017732 | Marketing for Hospitality and Tourism, 4e | 106.95 | <input type="checkbox"/> | |
| COMMUNICATION AND TEAMWORK | | | | | | | |
| SITXCOM001A | Work with colleagues and customers | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | | | 9780733993091 | Scope SITXCOM001A Learner Guide | 28.95 | <input type="checkbox"/> |
| | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> | |
| | Vivienne O' Shannessy and Dean Minett | '08 | 9780733990472 | The Road to Hospitality, 3e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> | |
| | Vivienne O' Shannessy, Dean Minett and Geoff Hyde | '08 | 9780733990441 | The Road to Tourism, 2e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> | |
| SITXCOM002A | Work in a socially diverse environment | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | | | 9780733993107 | Scope SITXCOM002A Learner Guide | 22.95 | <input type="checkbox"/> |
| | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> | |
| | Vivienne O' Shannessy and Dean Minett | '08 | 9780733990472 | The Road to Hospitality, 3e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> | |
| | Vivienne O' Shannessy, Dean Minett and Geoff Hyde | '08 | 9780733990441 | The Road to Tourism, 2e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> | |

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|---------------------|---------------------------------|---|------|---------------|--|-------|--------------------------|
| SITXCOM003A | Deal with conflict situations | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | | | 9781442503090 | Scope SITXCOM003A Learner Guide | 22.95 | <input type="checkbox"/> |
| SITXCOM004A | Communicate on the telephone | Vivienne O' Shannessy | '08 | 9780733988752 | Front Office Skills | 47.95 | <input type="checkbox"/> |
| | | | | 9781442503069 | Scope SITXCOM004A Learner Guide | 20.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy and Dean Minett | '08 | 9780733990472 | The Road to Hospitality, 3e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy, Dean Minett and Geoff Hyde | '08 | 9780733990441 | The Road to Tourism, 2e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| SITXCOM006A | Address protocol requirements | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| FINANCE | | | | | | | |
| SITXFIN001A | Process financial transactions | Vivienne O' Shannessy | '08 | 9780733988752 | Front Office Skills | 47.95 | <input type="checkbox"/> |
| | | | | 9781442504875 | Scope SITXFIN001A Learner Guide | 29.95 | <input type="checkbox"/> |
| | | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| SITXFIN002A | Maintain financial records | Vivienne O' Shannessy | '08 | 9780733988752 | Front Office Skills | 47.95 | <input type="checkbox"/> |
| SITXFIN003A | Interpret financial information | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |

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|--|--|-----|---------------|----------------------------|----------|--------------------------|
| SITXFIN004A Manage finances within a budget | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |
| SITXFIN005A Prepare and monitor budgets | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |
| SITXFIN006A Obtain and manage sponsorship | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXFIN007A Manage physical assets | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| SITXFIN008A Manage financial operations | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| GOVERNANCE AND LEGAL COMPLIANCE | | | | | | |
| SITXGLC001A Develop and update the legal knowledge required for business compliance | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |

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| HUMAN RESOURCE MANAGEMENT | | | | | | | |
| BSBMGT502A | Manage people performance | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXHRM001A | Coach others in job skills | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy and Dean Minett | '08 | 9780733990472 | The Road to Hospitality, 3e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy, Dean Minett and Geoff Hyde | '08 | 9780733990441 | The Road to Tourism, 2e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| SITXHRM002A | Recruit, select and induct staff | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| | | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| SITXHRM003A | Roster staff | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |
| SITXHRM004A | Manage volunteers | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXHRM005A | Lead and manage people | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |
| SITXHRM006A | Monitor staff performance | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |

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| SITXHRM007A | Manage workplace diversity | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |
| SITXHRM008A | Manage workplace relations | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |

INVENTORY

| | | | | | | | |
|-------------|-------------------------|--|-----|---------------|---|-------|--------------------------|
| SITXINV001A | Receive and store stock | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| SITXINV002A | Control and order stock | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |

MANAGEMENT AND LEADERSHIP

| | | | | | | | |
|-------------|---|--|-----|---------------|----------------------------|-------|--------------------------|
| SITXMGTO01A | Monitor work operations | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |
| SITXMGTO02A | Develop and implement operational plans | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |
| SITXMGTO03A | Manage projects | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |

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|---------------------|--|--|------|---------------|----------------------------|-------|--------------------------|
| SITXMGTO04A | Develop and implement a business plan | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| SITXMGTO05A | Manage business risk | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| | | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| SITXMGTO06A | Establish and conduct business relationships | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| | | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |

MARKETING AND PUBLIC RELATIONS

| | | | | | | | |
|-------------|--|--|-----|---------------|---|--------|--------------------------|
| SITXMPRO04A | Coordinate marketing activities | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| | | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| SITXMPRO05A | Develop and manage marketing strategies | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| | | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Philip Kotler, John Bowen and James Makens | '06 | 9780132017732 | Marketing for Hospitality and Tourism, 4e | 106.95 | <input type="checkbox"/> |
| CUVADM08A | Develop and manage public relations strategies | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 74.95 | <input type="checkbox"/> |

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| OCCUPATIONAL HEALTH AND SAFETY | | | | | | | |
| SITXOHS001A | Follow health, safety and security procedures | Vivienne O' Shannessy and Dean Minett | '08 | 9780733990472 | The Road to Hospitality, 3e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy, Dean Minett and Geoff Hyde | '08 | 9780733990441 | The Road to Tourism, 2e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| | | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| | | | | | 9780733993114 | Scope SITXOHS001A Learner Guide | 23.95 |
| SITXOHS002A | Follow workplace hygiene procedures | Vivienne O' Shannessy and Dean Minett | '08 | 9780733990472 | The Road to Hospitality, 3e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| | | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| SITXOHS003A | Identify hazards, and assess and control safety risks | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 74.95 | <input type="checkbox"/> |
| SITXOHS004A | Implement and monitor workplace health, safety and security practices | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |
| SITXOHS005A | Establish and maintain an OHS system | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |
| | | Kris Cole | '05 | 9781741032413 | Management, 3e | 74.95 | <input type="checkbox"/> |

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|--|--|---|------|---------------|--|-------|--------------------------|
| SALES | | | | | | | |
| SIRXSL001A | Sell products and services | Vivienne O' Shannessy and Dean Minett | '08 | 9780733990472 | The Road to Hospitality, 3e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy, Dean Minett and Geoff Hyde | '08 | 9780733990441 | The Road to Tourism, 2e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| | | | | 9781442504974 | Scope SIRXSL001A Learner Guide | 29.95 | <input type="checkbox"/> |
| SIRXSL002A | Advise on products and services | | | 9781442504943 | Scope SIRXSL002A Learner Guide | 29.95 | <input type="checkbox"/> |
| HOSPITALITY UNITS OF COMPETENCY | | | | | | | |
| ACCOMODATION SERVICES | | | | | | | |
| SITHACS001C | Provide accommodation reception services | Vivienne O' Shannessy | '08 | 9780733988752 | Front Office Skills | 47.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy, Sheryl Haby and Pania Richmond | '01 | 9781740095587 | Accommodation Services | 57.95 | <input type="checkbox"/> |
| SITHACS002A | Conduct night audit | Vivienne O' Shannessy | '08 | 9780733988752 | Front Office Skills | 47.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy, Sheryl Haby and Pania Richmond | '01 | 9781740095587 | Accommodation Services | 57.95 | <input type="checkbox"/> |
| SITHACS003A | Provide porter services | Vivienne O' Shannessy | '08 | 9780733988752 | Front Office Skills | 47.95 | <input type="checkbox"/> |
| | | Vivienne O' Shannessy, Sheryl Haby and Pania Richmond | '01 | 9781740095587 | Accommodation Services | 57.95 | <input type="checkbox"/> |
| SITHACS004A | Provide housekeeping services to guests | Vivienne O' Shannessy, Sheryl Haby and Pania Richmond | '01 | 9781740095587 | Accommodation Services | 57.95 | <input type="checkbox"/> |

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| SITHACS005A | Prepare rooms for guests | Vivienne O' Shannessy, Sheryl Haby and Pania Richmond | '01 | 9781740095587 | Accommodation Services | 57.95 | <input type="checkbox"/> |
| SITHACS006A | Clean premises and equipment | Vivienne O' Shannessy, Sheryl Haby and Pania Richmond | '01 | 9781740095587 | Accommodation Services | 57.95 | <input type="checkbox"/> |
| FOOD AND BEVERAGE | | | | | | | |
| SITHFAB001A | Clean and tidy bar areas | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| SITHFAB002A | Operate a bar | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| SITHFAB003A | Serve food and beverage to customers | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| | | Graham Brown and Karon Hepner | '08 | 9780733993473 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |
| SITHFAB004A | Provide food and beverage service | Graham Brown and Karon Hepner | '08 | 9780733993473 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |
| SITHFAB005A | Provide table service of alcoholic beverages | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| | | Graham Brown and Karon Hepner | '08 | 9780733993473 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |
| SITHFAB006A | Operate cellar systems | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| SITHFAB007A | Complete retail liquor sales | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| SITHFAB008A | Provide room service | Graham Brown and Karon Hepner | '08 | 9780733993473 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |

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| SITHFAB009A Provide Responsible Service of Alcohol (RSA) | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| | George Ellis | '08 | 9781862505308 | The Australian Bartender's Guide to Cocktails, 5e | 37.95 | <input type="checkbox"/> |
| SITHFAB010A Prepare and serve non-alcoholic beverages | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| | Graham Brown and Karon Hepner | '08 | 9780733993474 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |
| SITHFAB011A Develop and update food and beverage knowledge | Graham Brown and Karon Hepner | '08 | 9780733993474 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |
| SITHFAB012A Prepare and serve espresso coffee | Jill Adams | '06 | 9781862505384 | Barista | 24.95 | <input type="checkbox"/> |
| | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| | Graham Brown and Karon Hepner | '08 | 9780733993473 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |
| SITHFAB014A Provide specialist advice on wine | Patrick Iland and Peter Gago | '03 | 9780958160506 | Australian Wine | 52.95 | <input type="checkbox"/> |
| | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| SITHFAB015A Prepare and serve cocktails | George Ellis | '08 | 9780733992810 | The Australian Bar Attendant's Handbook, 4e | 45.95 | <input type="checkbox"/> |
| | Russell Steabben and Frank Corsar | '05 | 9781862505308 | The Australian Bartender's Guide to Cocktails, 5e | 37.95 | <input type="checkbox"/> |
| SITHFAB017A Provide gueridon service | Graham Brown and Karon Hepner | '08 | 9780733993473 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |

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| SITHFAB018A | Provide silver service | Graham Brown and Karon Hepner | '08 | 9780733993473 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |
| FDFCDSSTTA | Conduct a standard product tasting | Patrick Iland and Peter Gago | '03 | 9780958160506 | Australian Wine | 52.95 | <input type="checkbox"/> |
| FDFCDSEWB | Evaluate wines (standard) | Patrick Iland and Peter Gago | '03 | 9780958160506 | Australian Wine | 52.95 | <input type="checkbox"/> |

COMMERCIAL COOKERY AND CATERING

| | | | | | | | |
|-------------|--|--|-----|---------------|---|-------|--------------------------|
| SITHCCC001A | Organise and prepare food | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| SITHCCC002A | Present food | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| SITHCCC003A | Receive and store kitchen supplies | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| SITHCCC004A | Clean and maintain kitchen premises | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| SITHCCC005A | Use basic methods of cookery | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| SITHCCC006A | Prepare appetisers and salads | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| SITHCCC007A | Prepare sandwiches | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| SITHCCC008A | Prepare stocks, sauces and soups | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| SITHCCC009A | Prepare vegetables, fruit, eggs and farinaceous dishes | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |

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|---------------------|--|---|------|---------------|---|-------|--------------------------|
| SITHCCC010A | Select, prepare and cook poultry | Deirdre McLean, Loretta Sartori, Coral Walsh and Stuart Walsh | '04 | 9780864583338 | The Professional Cook's Book - Commercial Cookery | 65.50 | <input type="checkbox"/> |
| SITHCCC011A | Select, prepare and cook seafood | Deirdre McLean, Loretta Sartori, Coral Walsh and Stuart Walsh | '04 | 9780864583338 | The Professional Cook's Book - Commercial Cookery | 65.50 | <input type="checkbox"/> |
| SITHCCC012A | Select, prepare and cook meat | Deirdre McLean, Loretta Sartori, Coral Walsh and Stuart Walsh | '04 | 9780864583338 | The Professional Cook's Book - Commercial Cookery | 65.50 | <input type="checkbox"/> |
| SITHCCC013A | Prepare hot and cold desserts | Deirdre McLean, Loretta Sartori, Coral Walsh and Stuart Walsh | '04 | 9780864583338 | The Professional Cook's Book - Commercial Cookery | 65.50 | <input type="checkbox"/> |
| SITHCCC014A | Prepare pastry, cakes and yeast goods | Deirdre McLean, Loretta Sartori, Coral Walsh and Stuart Walsh | '04 | 9780864583338 | The Professional Cook's Book - Commercial Cookery | 65.50 | <input type="checkbox"/> |
| SITHCCC015A | Plan and prepare food for buffets | Deirdre McLean, Loretta Sartori, Coral Walsh and Stuart Walsh | '04 | 9780864583338 | The Professional Cook's Book - Commercial Cookery | 65.50 | <input type="checkbox"/> |
| SITHCCC016A | Develop cost effective menus | Deirdre McLean, Loretta Sartori, Coral Walsh and Stuart Walsh | '04 | 9780864583338 | The Professional Cook's Book - Commercial Cookery | 65.50 | <input type="checkbox"/> |
| SITHCCC027A | Prepare, cook and serve food service (holistic unit) | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| SITHCCC028A | Prepare, cook and serve food for menus (holistic unit) | Deirdre McLean, Loretta Sartori, Coral Walsh and Stuart Walsh | '04 | 9780864583338 | The Professional Cook's Book - Commercial Cookery | 65.50 | <input type="checkbox"/> |
| SITHCCC029A | Prepare foods according to dietary and cultural needs | Deirdre McLean, Loretta Sartori, Coral Walsh and Stuart Walsh | '04 | 9780864583338 | The Professional Cook's Book - Commercial Cookery | 65.50 | <input type="checkbox"/> |
| | | Graham Brown and Karon Hepner | '08 | 9780733993473 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |
| SITHCC038A | Plan catering for an event or function | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |

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|----------------------------|---|--|-----|---------------|---|----------|--------------------------|
| PÂTISSERIE | | | | | | | |
| SITHPAT001A | Prepare and produce pastries | Loretta Sartori | '04 | 9780864584038 | The Cook's Book - Pâtisserie | 59.50 | <input type="checkbox"/> |
| SITHPAT002A | Prepare and produce cakes | Loretta Sartori | '04 | 9780864584038 | The Cook's Book - Pâtisserie | 59.50 | <input type="checkbox"/> |
| SITHPAT003A | Prepare and produce yeast goods | Loretta Sartori | '04 | 9780864584038 | The Cook's Book - Pâtisserie | 59.50 | <input type="checkbox"/> |
| SITHPAT004A | Prepare bakery products for pâtissiers | Loretta Sartori | '04 | 9780864584038 | The Cook's Book - Pâtisserie | 59.50 | <input type="checkbox"/> |
| SITHPAT005A | Prepare and present gâteaux, torten and cakes | Loretta Sartori | '04 | 9780864584038 | The Cook's Book - Pâtisserie | 59.50 | <input type="checkbox"/> |
| SITHPAT006A | Present desserts | Loretta Sartori | '04 | 9780864584038 | The Cook's Book - Pâtisserie | 59.50 | <input type="checkbox"/> |
| SITHPAT009A | Prepare desserts to meet special dietary requirements | Loretta Sartori | '04 | 9780864584038 | The Cook's Book - Pâtisserie | 59.50 | <input type="checkbox"/> |
| SITHPAT007A | Prepare and display petits fours | Brendan Hill | '04 | 9780864584588 | The Cook's Book - Pâtisserie Showpieces | 59.50 | <input type="checkbox"/> |
| SITHPAT008A | Prepare and model marzipan | Brendan Hill | '04 | 9780864584588 | The Cook's Book - Pâtisserie Showpieces | 59.50 | <input type="checkbox"/> |
| SITHPAT010A | Prepare and display sugar work | Brendan Hill | '04 | 9780864584588 | The Cook's Book - Pâtisserie Showpieces | 59.50 | <input type="checkbox"/> |
| SITHPAT011A | Plan, prepare and display sweet buffet showpieces | Brendan Hill | '04 | 9780864584588 | The Cook's Book - Pâtisserie Showpieces | 59.50 | <input type="checkbox"/> |
| WORKING IN INDUSTRY | | | | | | | |
| SITHIND001A | Develop and update hospitality industry knowledge | Lynn Van Der Wagen and Anne Goonetilleke | '07 | 9780733987021 | Hospitality Management, 2e | 74.95 | <input type="checkbox"/> |

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| Units of competency | Author | Pub | ISBN | Title | Price \$ | Qty |
|---------------------|--|-----|---------------|--|----------|--------------------------|
| | Graham Dark, Deidre McLean and Sarah Weatherhead | '03 | 9780864583321 | The Professional Cook's Book - Kitchen Operations | 65.50 | <input type="checkbox"/> |
| | Vivienne O' Shannessy and Dean Minett | '08 | 9780733990472 | The Road to Hospitality, 3e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| | Graham Brown and Karon Hepner | '08 | 9780733993473 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |

TOURISM UNITS OF COMPETENCY

WORKING IN INDUSTRY

| | | | | | | | |
|-------------|---|---|-----|---------------|--|-------|--------------------------|
| SITTIND001A | Develop and update tourism industry knowledge | Vivienne O' Shannessy, Dean Minett and Geoff Hyde | '08 | 9780733990441 | The Road to Tourism, 2e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| | | | | 9780733993077 | Scope SITTIND001A Learner Guide | 22.95 | <input type="checkbox"/> |

TOURISM AND SALES OPERATIONS

| | | | | | | | |
|-------------|--|---|-----|---------------|--|-------|--------------------------|
| SITTTSL002A | Access and interpret product information | Vivienne O' Shannessy, Dean Minett and Geoff Hyde | '08 | 9780733990441 | The Road to Tourism, 2e and Interactive CD-ROM | 74.95 | <input type="checkbox"/> |
| SITTTSL007A | Receive and process reservations | Vivienne O' Shannessy | '08 | 9780733988752 | Front Office Skills | 47.95 | <input type="checkbox"/> |

EVENT UNITS OF COMPETENCY

EVENTS

| | | | | | | | |
|-------------|---|-------------------------------|-----|---------------|---------------------------|-------|--------------------------|
| SITXEVT001A | Develop and update event industry knowledge | Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXEVT005A | Organise in-house events or functions | Graham Brown and Karon Hepner | '08 | 9780733993473 | The Waiter's Handbook, 4e | 42.95 | <input type="checkbox"/> |

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|---------------------|---|-----|---------------|----------------------|----------|--------------------------|
| SITXEVT006A | Research and evaluate event industry trends and practices Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXEVT007A | Determine event feasibility Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXEVT008A | Plan and develop event proposals and bids Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXEVT009A | Develop event concepts Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXEVT010A | Evaluate and address event regulatory requirements Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXEVT011A | Develop crowd control plans and procedures Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXEVT012A | Select event venues and sites Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXEVT013A | Manage event staging Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXEVT016A | Organise and monitor event infrastructure Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |
| SITXEVT017A | Provide on-site event management services Lynn Van Der Wagen | '07 | 9780733988806 | Event Management, 3e | 64.95 | <input type="checkbox"/> |

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