



---

# HOUSEKEEPING & ACCOMMODATION STUDIES

## Remote Assessment September 2020

---

### Candidate Instructions

- The word limit for each of the 4 questions is 750 words, giving a total assignment word limit of 3000 words.
- Write your total word count after each response.
- Responses must be your own work, based on your personal study and/or research.
- You must acknowledge all material and sources used in the preparation of your responses (books, articles, reports, lecture notes, and any other kind of material) in a list at the end of each response. A formal referencing system such as Harvard is advised but is not an essential requirement to gain all the marks available under communication and originality.
- Plagiarism is a serious offence. Do not copy in part or whole the work of other students and/or persons.
- You must include the following Candidate Declaration at the end of your submission:  
"I declare that this work is entirely my own with the sources of information I have used clearly identified and acknowledged".

### Instructions for typewritten responses

- At the top of each page include your full name, Student ID Number, Centre Name and the title of the ICM Unit for which you are submitting.
- Submit your response in Arial font, black, minimum size 12, single-spaced with normal margins.
- Clearly indicate the question number for all of your responses.
- Number each page of your work.

### Instructions for handwritten responses

- At the top of each page include your full name, Student ID Number, Centre Name and the title of the ICM Unit for which you are submitting.
- Submit your work in blue or black ink, in legible handwriting on lined paper.
- Clearly indicate the question number for all of your responses.
- Number each page of your work.

### Advice

- Read each question several times before you answer it.
- Plan your answers before you start writing the full responses.
- Up to 5 marks are available per question for communication and originality.
- Check all your answers for content and plagiarism before submitting your work.
- Prepare your responses using the resources provided by [ICM](#), the [ICM Remote Assessment guidance](#) and any material provided by your ICM Approved Teaching Centre.



## ANSWER ALL QUESTIONS

1. As the housekeeper in a large hotel, you are required to select new flooring for the establishment. Explain the aspects which must be considered when choosing floorings demonstrating an understanding of the underpinning concepts and ideas in your explanation. You must use examples to support your explanation.

**(Word limit 750)**

**[25 marks]**

2. As an applicant for the role of housekeeper in a large hotel, you have been asked to give a presentation entitled 'The Importance of Cooperating with Other Departments'. Prepare the speech you would give as part of the presentation in which you demonstrate an understanding of the underpinning concepts and ideas about how the housekeeper must successfully work with all the other hotel departments. You must use examples to support your explanation.

**(Word limit 750)**

**[25 marks]**

3. Fabrics are used in a wide variety of ways within hotel establishments. Explain the aspects which must be considered when choosing fabrics within a hotel demonstrating an understanding of the underpinning concepts and ideas. You must use examples to support your explanation.

**(Word limit 750)**

**[25 marks]**

4. As an employee of a hotel, you have been asked to write a report in which you analyse the importance of first-aid procedures in the establishment. In your report you must examine each of the first-aid requirements and how they link to the safety of both guests and staff. You must use examples to support your analysis.

**(Word limit 750)**

**[25 marks]**

**END OF QUESTIONS**