

2016/17

**TOURISM &  
HOSPITALITY**  
CATALOGUE



[www.juta.co.za](http://www.juta.co.za)





Together we can

# HELP OUR NEXT GENERATION OF LEADERS GRADUATE

and go on to realise their full potential.

A number of hardworking and inspiring students' efforts were recognised and rewarded this year via the **#JutaGoingPlaces** and **#JutaPayItFwd** campaigns.

We would like to grow these campaigns and effect change in even MORE deserving students' lives.

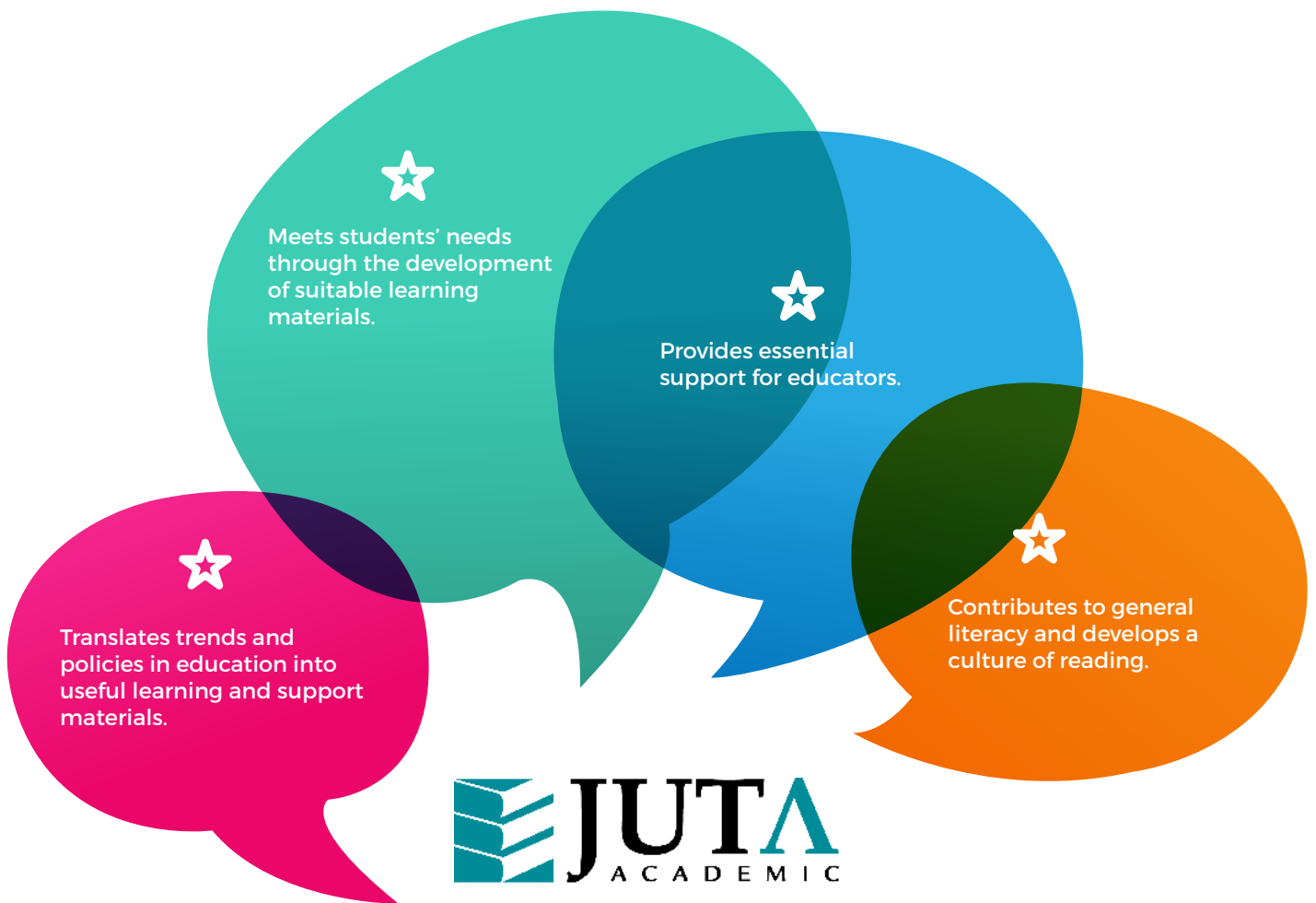
We are inviting you to be part of the 2017 first semester campaign. To discuss how you can get involved please contact us at **[jutagoingplaces@juta.co.za](mailto:jutagoingplaces@juta.co.za)**

# TOURISM & HOSPITALITY

## CATALOGUE

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Juta continually strives to raise the bar for academic publishing to address the needs of the students, academics and professionals whom we serve. We share the national dream of making higher education more accessible to all, through contributing teaching and learning solutions that are of the highest quality while being affordable and relevant to southern African students and lecturers.



### MORE ABOUT OUR PUBLISHING PROGRAMME:

- Juta offers a comprehensive selection of higher education content and teaching and learning resources, covering a wide range of disciplines with a variety of product types.
- Extensive lecturer support materials are available to support lecturer and student success.
- Juta products support academic literacy, develop professional competence and workplace readiness and our content focus assists in the decolonisation of curricula.
- Because we understand the need to upgrade South Africa's delivery capacity through distance education, we have designed our materials for education at a distance and self-directed learning.
- Juta customises print and electronic content to serve the specific needs of institutions and training providers with flexible, integrated, learning solutions.
- Juta is a wholly owned subsidiary of Kagiso Media. Dividends support the developmental endeavours of the Kagiso Education Trust and the Tiso Foundation in South Africa.
- Over the years we have developed a strong pool of highly qualified authors who are experts in their fields.
- We welcome comments from our readers and ideas from prospective authors. We regularly run author workshops, and are always ready to develop new talent because, ultimately, the people of southern Africa are our most valuable assets.

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We are always interested in proposals for new books. Please send the relevant publisher a synopsis and an indication of the market for which your book is intended. Contact details appear on the opposite page.

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## PRICES



Please note that all prices are applicable from July 2016 to June 2017. To download the electronic PDF of the Juta Tourism & Hospitality catalogue 2016/2017 go to [www.jutaacademic.co.za](http://www.jutaacademic.co.za) or follow the QR Code. Prices are subject to change without prior notice.

## ICON KEY



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WEB PDF ISBN



E-BOOK  
ISBN



MOBI  
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KEY FEATURES



AUTHOR/EDITOR  
INFORMATION



DISTRIBUTION  
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## CULTURAL TOURISM M IVANOVIC



ZAR

SOFT COVER 9780702171857 9780702189340 2008 390 PAGES R 476.00

Cultural tourism is a growing area of special interest in the field of tourism, and South Africa is a key participant in this area. Increasingly, its cultural heritage sites, museums and galleries, cultural villages and other sites of cultural interest form heavily visited stops on the tourism routes.

*Cultural Tourism* equips the student of cultural tourism to carry out, successfully and responsibly, all the tasks relating to the development of cultural tourism. Each chapter concludes with a comprehensive series of self-assessment questions and sets a hands-on task to enrich the student's learning experience.

### KEY FEATURES



- Predominant focus on characteristics of the cultural tourism resource base
- Detailed boxes enrich theory with practical contextualisation
- Tables and figures with tourism statistics and figures Questions for self-assessment
- Tasks for group or individual work.



### SUITABLE FOR

- Undergraduate students in tourism focusing on cultural tourism who wish to gain a better understanding of the unique character of culture and the role it plays in contemporary cultural tourism development.



## EFFECTIVE GUEST HOUSE MANAGEMENT R HENNING



SOFT COVER 9780702177057 9780702189692 R 435.00 3e 2007 232 PAGES

Many people dream of owning their own guest house. If you are one of them, *Effective Guest House Management* is your essential guide to starting up and running your guest house. Whether you are a current or prospective guest house owner, a manager or a staff member, this book will provide essential information on how to manage the many challenges of your business to become even more successful. The book is also of value for hospitality students.

### KEY FEATURES



- Current legal and insurance requirements
- Business management
- Electronic reservations and online marketing
- Tips on promoting your guest house
- Colour photographs to inspire your own ideas.



### SUITABLE FOR

- Hospitality industry students focussing on the small and medium sized accommodation industry.
- Current or prospective guest house owners, managers or staff members of guest houses.

## EFFEKTIEWE GASTEHUISBESTUUR R HENNING



SAGTEBAND 9780702188527



2010



248 BLADSYE R 428.00

ZAR

Die Afrikaanse uitgawe van *Effective Guesthouse Management*.

Droom jy daarvan om eendag jou eie gastehuis te bedryf? Of dalk bestuur jy reeds 'n gastehuis wat nie na wense presteer nie? Effektiewe Gastehuisbestuur is beide 'n inleiding tot die bestuur van 'n gastehuis sowel as 'n praktiese handleiding vir reeds bestaande gastehuse. Hierdie boek behandel die sleutelaspekte van die bedryf en gee ook raad wat sal help om die mees algemene slaggate te vermy.



### GESKIK VIR

- Gasvryheidstudies studente met 'n fokus op die klein en mediumgrote verblyf industrie Huidige en voornemende gastehuis eienaars, bestuurders en werknemers.

## EN ROUTE WITH TOURISM - AN INTRODUCTORY TEXT M SAAYMAN (EDITOR)



SOFT COVER 9780702197543



9780702197192



R 470.00



4e 2013



392 PAGES

ZAR

*En Route with Tourism* is an introductory text for students and practitioners. It explains the foundational concepts of tourism, the socio-economic and ecological impacts of the industry. It also provides practical guidelines on accommodation, catering, transport and attractions. This text addresses legislation and policies which affect the South African tourism industry, as well as the practicalities of tourism planning and development.

While focusing on the South African tourism industry, *En route with Tourism* does not lose sight of South Africa's place within the global tourism industry.

### CONTENTS

- The tourism phenomenon
- A historical perspective
- Tourism in a globalised society
- The economic impact of tourism
- The social impact of tourism
- The ecological impact of tourism
- Transport
- Accommodation and catering
- Attractions
- Tourism legislation and policy
- Tourism planning and development
- Tourism as a science

### KEY FEATURES



- Learning outcomes at the beginning of each chapter
- Definitions highlighted throughout the text
- Diagrams and tables complementing concepts and text
- Review questions and assignments at the end of each chapter
- A list of related websites.

### ABOUT THE EDITOR

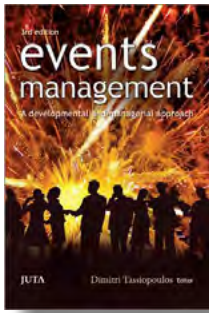


Melville Saayman is currently the Director of the Institute for Tourism and Leisure Studies at North-West University, Potchefstroom. He was previously the Director of the South African Tourism Board.



### SUITABLE FOR

- Undergraduate students at universities and universities of technology who require a general understanding of the tourism industry.



## EVENTS MANAGEMENT

### - A DEVELOPMENTAL AND MANAGERIAL APPROACH

#### D TASSIOPOULOS (EDITOR)



SOFT COVER 9780702177798 9780702195686 3e 2010 584 PAGES R 559.00

**NEW EDITION  
FORTHCOMING IN 2018**



#### SUITABLE FOR

- Undergraduate and postgraduate hospitality and tourism students focussing on events management. Events company owners, managers, advisors, consultants and prospective industry entrepreneurs.

#### KEY FEATURES



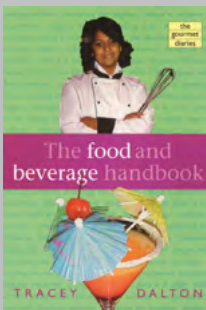
- An international, multi-institutional and multi-disciplinary author team
- Real events are used to illustrate concepts
- The book combines theoretical principles and practice
- It includes international best practice and research
- Case studies demonstrate real-life issues and provide a framework for discussion
- Resource lists provide further reading at the end of each chapter
- End-of-chapter discussion questions draw out various issues.

## FOOD AND BEVERAGE HANDBOOK, THE

### T DALTON



SOFT COVER 9780702166396 2004 222 PAGES R 413.00



#### SUITABLE FOR

- Students and lecturers in hospitality management, Theta accredited training providers with Learnerships.

*The Food and Beverage Handbook* is a detailed and comprehensive source of information, techniques, procedures and standards for anyone studying hospitality management and wanting to specialise in the food and beverage division. This book includes the basics of social etiquette, selling techniques, product knowledge, industry information, cultural awareness, security and safety, identifying job opportunities and much more. It combines detailed facts, interesting side-notes and helpful assessment questions and assignments.

#### KEY FEATURES



- Addresses the National Qualification Standard Criteria and Specific Outcomes for the Food and Beverage Services Certificate
- Chapters address specific unit standards
- Important and helpful information are highlighted by icons
- Objectives and Assessment task are included for each chapter.



# HOSPITALITY INDUSTRY HANDBOOK ON HYGIENE AND SAFETY, THE

- FOR SOUTH AFRICAN STUDENTS AND PRACTITIONERS  
**L GORDON-DAVIS**



ZAR



SOFT COVER 9780702178115 9780702189654 R 396.00 2e 2010 287 PAGES



Increased tourism has turned the food service and hospitality industry into one of our economy's fastest-growing sectors. This growth presents new challenges to food-handling professionals throughout the industry. This second edition of *The Hospitality Industry Handbook on Hygiene and Safety* has incorporated additional content and features to reflect the fast-moving changes and to benefit both students and employees of the hospitality industry.

## CONTENTS

- Part 1: Health and food hygiene
- Introduction to food hygiene
- Hygiene legislation and control systems
- Introduction to micro-organisms
- Personal health and hygiene
- Food spoilage and contamination
- Handle and store food
- Cleaning agents, equipment and materials
- Clean food production areas, equipment and utensils
- Clean and store crockery, cutlery and glassware
- Handle and dispose of waste
- Pest control
- Other food-borne illnesses
- Part 2: Occupational health and safety
- Introduction to occupational health and safety legislation
- Maintain a safe working environment
- Fire procedures

## KEY FEATURES



- Reference to relevant unit standards on the National Qualifications Framework
- Case studies drawn from actual industry events and media reports
- Interactive in its presentation
- Extracts from operating procedures from large hospitality companies.

## ABOUT THE AUTHOR



Lisa Gordon-Davis is a specialist in hospitality and tourism education and the Managing Director of Kundiza Training and Consulting. She was the first hospitality chamber manager for Theta.

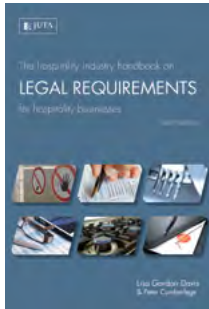


## SUITABLE FOR

- Students preparing for a career in the hotel, restaurant or catering sectors of the hospitality industry.
- It's also a useful guide for owners and managers of hospitality companies.



If you are a teaching academic or course leader, you may request a **FREE inspection** copy to consider as textbooks for students on your course. The Request Form is at the back of this catalogue; alternatively, go to [bit.ly/jutainspection](http://bit.ly/jutainspection)



# HOSPITALITY INDUSTRY HANDBOOK ON LEGAL REQUIREMENTS, THE

## - FOR HOSPITALITY BUSINESSES

### L GORDON-DAVIS & P CUMBERLEDGE



SOFT COVER



9781485117117



4e 2016



376 PAGES



R 380.00

## NEW EDITION



### SUITABLE FOR

- Students preparing for a career in the hotel, restaurant or catering sectors of the hospitality industry.
- Hospitality managers and entrepreneurs will find this a valuable guide regarding legal issues and obligations.

Hoteliers, restaurateurs, licensees and catering managers will, in the course of their work, enter into many legal relationships with other parties whilst at the same time being required to adhere to all of the statutory laws that apply to their business. A sound knowledge of the law is therefore important to the professional owner or manager, as are knowledge of business management and the fundamental skills of the profession.

### NEW IN THIS EDITION

- Chapters on Business and hospitality law have been updated.
- Chapter on Liquor law has been rewritten to take in provincial liquor laws
- Chapters on Employment law have all been rewritten incorporating and reflect changes that have been made since the publication of the previous edition.

### CONTENTS

#### Section 1: Introduction to Law

- Introduction to South African law
- Law of contract
- Law of delict
- Commercial contracts

#### Section 2: Business and Hospitality Laws

- Forms of business
- Consumer Protection Act and Regulations
- Promotion of Access to Information Act

- Legal Requirements for establishing a hospitality business
- Liquor legislation
- Food hygiene legislation
- Tobacco legislation
- Gambling legislation

#### Section 3: Law for Employment

- General Employment Law
- Employment law – Equal opportunities and development
- Employment law – hospitality

### KEY FEATURES



- Covers most recent legislation that is relevant to the hospitality industry, including the Consumer Protection Act 38 of 2008 and the Promotion of Access to Information Act of 2000
- Provides the latest information on business and employment law that pertains to running a legal business and includes employment law
- Provides an overview of specific legislation, such as tobacco, liquor and food hygiene, that influence operations in the hospitality industry in South Africa
- It provides access to easy-to-understand and applicable information regarding the legal obligations and rights pertaining to business, staff and operations
- Invaluable guidance is provided regarding setting up a hospitality business and complying with all the legal requirements.

### ABOUT THE AUTHORS



Lisa Gordon-Davis is a specialist in hospitality and tourism education and the Managing Director of Kundiza Training and Consulting. She was the first hospitality chamber manager for Theta.

Peter Cumberledge is a legislative consultant to the Federated Hospitality Association of South Africa. He monitors national and provincial legislative issues likely to have an impact on the hospitality industry. A former director of Southern Sun Hotels, he has over 35 years' experience in hotel management and hospitality operational consulting.

# HOSPITALITY INDUSTRY HANDBOOK ON NUTRITION AND MENU PLANNING, THE

- FOR SOUTH AFRICAN STUDENTS AND PRACTITIONERS

L GORDON-DAVIS & L VAN RENSBURG



SOFT COVER 9780702197536



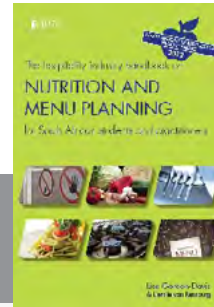
2012 REVISED



342 PAGES



R 470.00



South Africa's hospitality industry has to cater for extremely diverse nutritional needs – those of foreign tourists, as well as South Africans from all cultural and religious sectors. Eating patterns and trends are constantly changing and it is a challenge to ensure that healthy and nutritional meals are planned and prepared – whether cooking for guests, customers or for families at home. Nutrition principles, dietary guidelines and ideas on how to fully utilise South African food resources are explored the book and it concludes with a detailed section on menus and menu planning activities.

## CONTENTS

### Section 1: Nutrition and Nutrients

- Introducing food
- Proteins
- Carbohydrates
- Lipids (fats and oils)
- Water
- Vitamins
- Minerals

### Section 2: Nutrition Application

- Balancing energy needs
- Nutrition throughout the life cycle
- Diet and disease

- Food, belief and culture
- Dietary guidelines
- Application of nutrition in the industry

### Section 3: Menu Planning

- Introduction to menu planning
- Types of menus
- Planning and evaluation of menus
- Menu presentation and format
- Menu pricing, analysis and profitability
- Computers in menu planning

## KEY FEATURES



- Includes the most recent South African Guidelines for Healthy Eating
- Explains the use of the latest Food Guide for menu planning
- Updated and revised learning outcomes for each chapter

## ABOUT THE AUTHORS



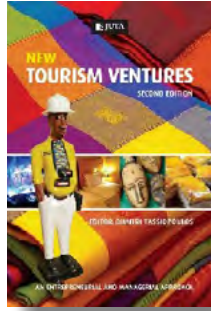
Lisa Gordon-Davis is a specialist in hospitality and tourism education and the Managing Director of Kundiza Training and Consulting. She was the first hospitality chamber manager for Theta.

Lientjie van Rensburg consults for several international and national corporate catering companies, franchise groups and government institutions. She was the Director of the Hospitality Centre of Excellence at Pretoria Technikon (now Tshwane University of Technology) for 15 years.



## SUITABLE FOR

- Students preparing for a career in the restaurant or catering sectors of the hospitality industry.
- Chefs, catering companies and restaurateurs will find this a valuable nutrition and menu planning guide.



## NEW TOURISM VENTURES D TASSIOPOULOS (EDITOR)



SOFT COVER 9780702178047 9780702195945 2e 2011 495 PAGES R 502.00



### SUITABLE FOR

- Undergraduate and postgraduate students in the hospitality and tourism industry
- Owner-managers of family-run businesses, tourism enterprise and small business researchers, Prospective entrepreneurs wishing to enter the tourism economy

Small and medium tourism enterprises (SMTEs) are considered to dominate the global tourism industry numerically, forming the backbone for the delivery of tourism offerings. These enterprises take the form of a range of hotels, travel agencies, restaurants and tour operators, to mention a few.

The text provides a definitive grounding of how to create and manage tourism ventures. It takes an entrepreneurial and managerial approach to the subject, underpinning the various concepts associated with tourism entrepreneurship. The subject is discussed within the context of international best practice and research.

### KEY FEATURES



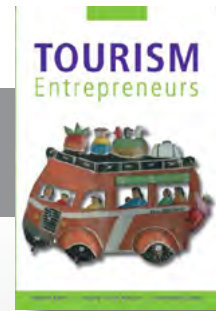
- Real-life examples illustrate concepts
- Blend of theoretical principles and practice
- International best practice and research
- Case studies demonstrating real-life issues and providing a framework for discussion
- List of further reading at the end of each chapter
- Discussion questions for each chapter.

# TOURISM ENTREPRENEURS

M BOTHA, F FAIRER-WESSELS & B LUBBE



SOFT COVER 9780702171697 9780702196546 R 345.00 2006 142 PAGES



*Tourism Entrepreneurs* aims to provide students studying business management and tourism, and emerging entrepreneurs, with the knowledge and skills to start and manage their own small business. It takes the reader through a process of understanding what tourism and the tourism industry is all about and where the entrepreneur fits into the industry, highlighting the importance of entrepreneurial activities within the industry. The book allows readers to move from the conceptual stage to the writing of a business plan.

## KEY FEATURES



- Examples and cases drawn from real-life
- Entrepreneurial process is broken down in clear and manageable steps
- Useful contact details are provided.



## SUITABLE FOR

- Students in the hospitality and tourism industry focussing on entrepreneurship and those planning on starting their own tourism endeavours.



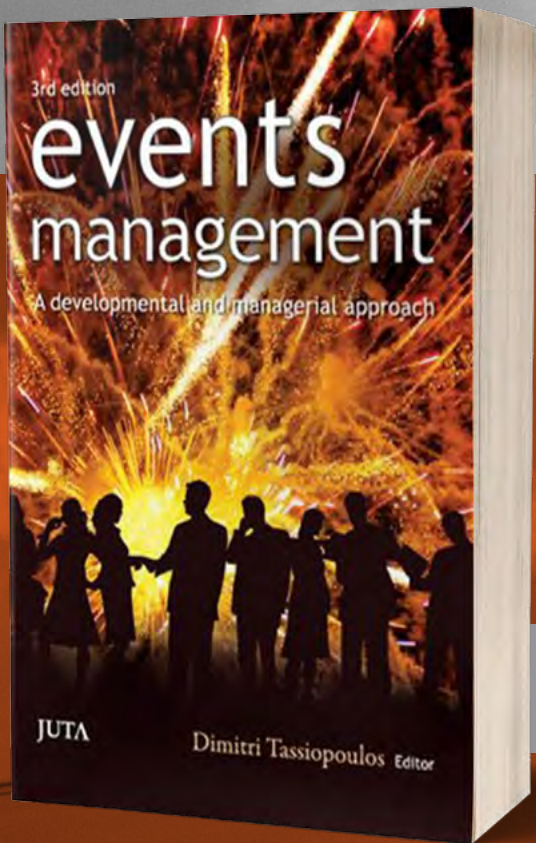
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**TOP**

# TOURISM & HOSPITALITY TITLES

FROM JUTA ACADEMIC





# Events Management

## - A Developmental and Managerial Approach

D TASSIOPOULOS (EDITOR)

FORTHCOMING  
NEW EDITION  
**2018**



SOFT COVER 9780702177798 9780702195686 3e 2010 584 PAGES R 559.00

**Managing events is both an art and a science. Events managers need to understand and fully embrace the multi-dimensional nature of events management, and cultivate the leadership skills and attitudes in themselves and those they manage. The importance of successfully staging events has increased around the world, as more government agencies begin to realise the potential benefit of using events as strategic development tools.**



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# How to get your course's prescribed and recommended books in time

## Name and contact details of lecturers

If we have the names and contact details of lecturers, we can keep them up to date on current editions of books and other relevant information (price changes, books going out of print, etc). We can then also make sure that lecturers know about and have access to desk copies and any lecturer and student support material that might be available.

Only prescribing lecturers have access to support material, so if we know who the lecturers of a course are, we can give them timeous access to support material. It also gives us enough time to supply desk copies.

## Course code, start date and estimated student numbers

To make sure that we have enough stock printed for prescriptions of a particular textbook around the country, it is important that we know when courses are planned to run (quarter or semester month) and how many students there are (based on the numbers for previous years for that course or best estimates). The course name/code is important so that we can ensure that we capture courses correctly because sometimes different courses at the same institution use the same book. We can also monitor orders to see if bookshops have sufficient stock for the course.

## Details of book(s)

Sometimes different books by different publishers have similar titles/authors. We need to make sure that the information we are listing is for the correct book. It also enables us to double-check that the edition being prescribed is the most current and up-to-date one available. An ISBN number uniquely identifies a book, so it is useful to put this on the booklist. (The ISBN number is a 13-digit number usually found on the back cover of the book starting with '978')

## Consolidated departmental booklist?

It is useful to get one booklist from a faculty or department because it gives us an overview of the range and level of courses being taught. We can then send appropriate inspection (desk) copies of titles to

the correct person where they are using a different book but might want to change. If we receive a full booklist, we can provide you with a better service regarding potential titles of interest and new books without swamping lecturers with inappropriate or incorrect information. It also enables us to see that all prescribed books are listed and to distinguish between prescribed and recommended books. If it is a recommended title the faculty library should be notified to keep copies of recommended titles.

It is also useful for suppliers to know that they have received all the prescribed books for a department. If individual lecturers notify us of adoptions, it is hard to tell if everyone has remembered to do so. Consolidated booklists containing an administrator's or a course coordinator's contact details mean we can notify someone else in the department of new editions, reprints, books going out of print, etc if an individual lecturer is not available.

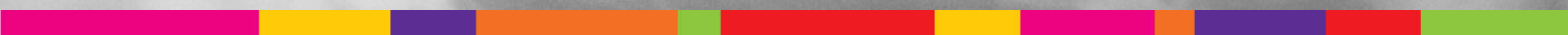
## Timing of booklists

It is always best if booklists are not put together too late in the year or semester so that we can receive the booklists in timeously (if possible at least two months before the course or semester starts). At times books go into reprint due to demand and so there can be delays in supply. An early booklist means that this does not become a problem as there is time enough to reprint, or if a book is going out of print or into a new edition, there is time for lecturers to speak to us about options and alternatives. It also gives us enough time to supply lecturers with desk copies or support material, if needed.

For more information on how to draw up booklists or on any of our titles, contact: [academic@juta.co.za](mailto:academic@juta.co.za)



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