Part I: Getting Started with HTi
This part of the Instructor's Manual is designed to help you get started using Hospitality and Tourism Interactive (HTi).

Introduction

Welcome to Hospitality and Tourism Interactive.

HTi was designed to meet the following three needs that were identified through numerous customer focus groups and surveys:

1. ***Instructors need materials to help them engage students.*** Many Intro to Hospitality and Tourism instructors we spoke with struggled to engage their students, particularly nonmajors, with the material presented in the course. Many of these instructors also viewed the typical textbook as a detriment to engaging students. We also found that the Intro to Hospitality and Tourism instructors expressed a strong wish to use more engaging multimedia content, but that most struggled to find such material.

2. ***Instructors need homework and assessment resources that challenge students to go beyond mere memorization of facts.*** Most of the Hospitality and Tourism instructors that we spoke with wanted their students to not only memorize facts about the Hospitality and Tourism industry, but also to be able to think critically about the industry and discuss key topics and issues in a real-world context.

3. ***Today's students are used to learning in a multimedia world and need learning materials that reflect this reality.*** Students spend far more time acquiring information online than reading printed sources,. The experiences that students have online and with other multimedia seem to heighten their expectations of an ideal learning experience, particularly learning that involves multimedia.

This manual is designed to help you understand how to use Hospitality and Tourism Interactive (HTi) and how to integrate it into your course.

HOW IS HTi ORGANIZED?

HTi is organized and based on typical business segments found within the hospitality and tourism industry. There are 16 topic areas, and each topic area covers material that is found in a typical Introduction to Hospitality and Tourism textbook.

HT Interactive Topic Areas

Tourism (Hutchinson Manor)
Full-Service Hotel (Hutchinson Hotel)
Boutique Hotel (Lighthouse Hotel)
Fine Dining (Vernon's Restaurant)
Casual Dining (Sea & Tea Café)
Managed Services (Dimmick Hall)
Beverage Management (Tommy's Tiki Bar)
Club Management (Gesell Golf Club)
Theme Parks & Attractions (Simmy's Splashtown)
Spa Management (Suzie's Spa)
Tour Operators (Badger's Rainforest Tours)
Cruise Industry (S.S. Haywood)
Gaming Entertainment (Sea Wolfe Casino)
Event Management (Nunaley Meeting Room)
Sporting Events Management (Sea Wolfe Arena)
Marketing and Human Resources (LWI Corporate Office)

DOES HTi GO WITH A SPECIFIC TEXT?

- HTi is not tied to a specific Pearson textbook. The HTi table of contents covers the same topics found in all Pearson Intro to Hospitality titles and in many other publishers' Intro to Hospitality titles as well.

- You may use HTi along with any Pearson (or other publishers') text. However, HTi includes enough content for you to use it without a textbook.

- See the next sections in this guide, "HTi Mapped to Pearson Intro to Hospitality Texts" and "HTi Mapped to Other Publishers' Intro to Hospitality Textbooks," for correlations between HTi and your Intro to Hospitality and Tourism textbook.

HOW DO INSTRUCTORS REGISTER FOR HTi?

- To register at the site, you need to obtain an instructor access code from your local Pearson representative.

- Once you have your access code, go to http://www.pearsonhighered.com/hti and click on the "Access Website" tab.
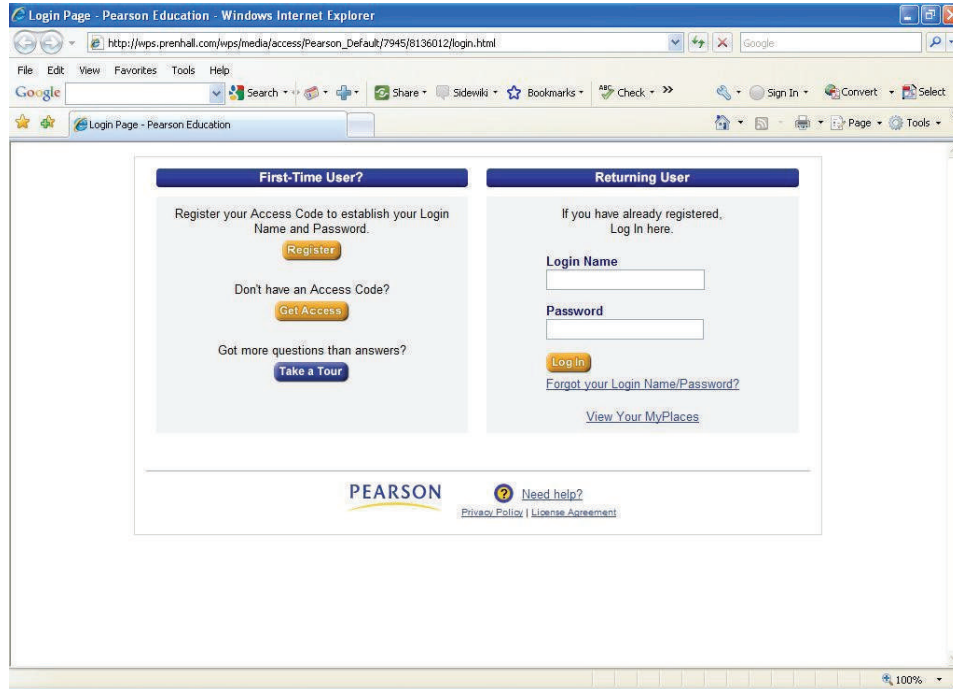
- If you have any questions about or problems with the registration process, contact your local Pearson representative or log on to our customer technical support Website at: http://247pearsoned.com.

HOW DO INSTRUCTORS SET UP A COURSE (CREATE A CLASS) IN HTi?

- Once you've registered for HTi, you can set up a unique course. Setting up your course allows you to use the gradebook function in HTi. The work that you assign your students will automatically be fed to the gradebook for the unique course that you set up.

- Click on the "Class Manager" tab in the upper right corner of the screen.

- When you're ready, click on the "Create Class" button to create your course.

- Once you've created your class, you will be given a unique Class ID number to give to your students in that course. When students register using that Class ID, they will automatically show up in your gradebook for that course.

- You can create multiple classes if you are teaching multiple sections of a course.

- If you have any questions about creating your class, contact your local Pearson representative or log on to our customer service technical support Website at: http://247pearsoned.com.

HOW DO STUDENTS REGISTER FOR HTi?

- Students register for HTi using the access code they purchase at the bookstore or by purchasing access online.

- To register, a student needs to go to http://www.pearsonhighered.com/hti and click on the "Access Website" tab. When prompted, the student must enter his or her access code.
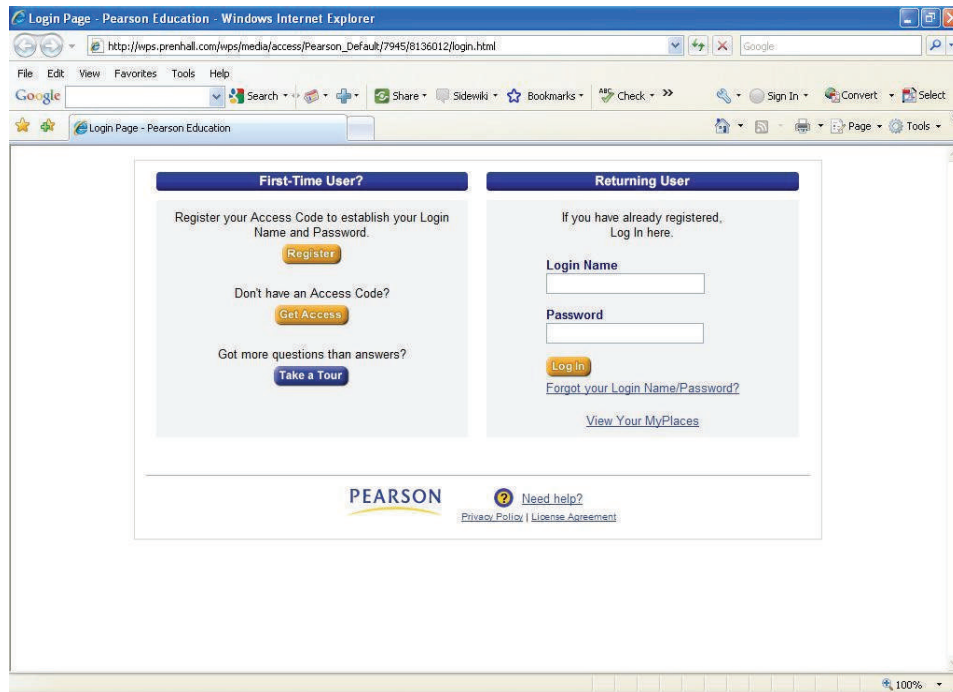

- When you register as an instructor and create a class, you will be given a unique Class ID number. Provide this Class ID to your students, who need to use it to be added to your class gradebook.

- If your students have questions about the registration process, direct them to our interactive tutorial on online registration at http://tours.pearsoncmg.com/tours/sms_register_student.html

- If your students have any problems registering or using HTi, they can access technical support 24 hours a day, 7 days a week by logging on to our technical support Website for customers at http://247pearsoned.com

HOW DO USERS NAVIGATE WITHIN HTi?

- When a user logs onto HTi, he or she will see a bird's-eye view of the 3D-rendered Little Wolfe Island. Each topic area explored in HTi is represented by a building on the island. This interface is designed to be both easy to navigate (just click a building to access a section) and engaging (particularly to students).

- The navigation bar at the bottom of the screen includes icons representing all the locations/topic areas that can be accessed. When the cursor moves over the buildings, the location lights up and the name of the location appears in the navigation bar.
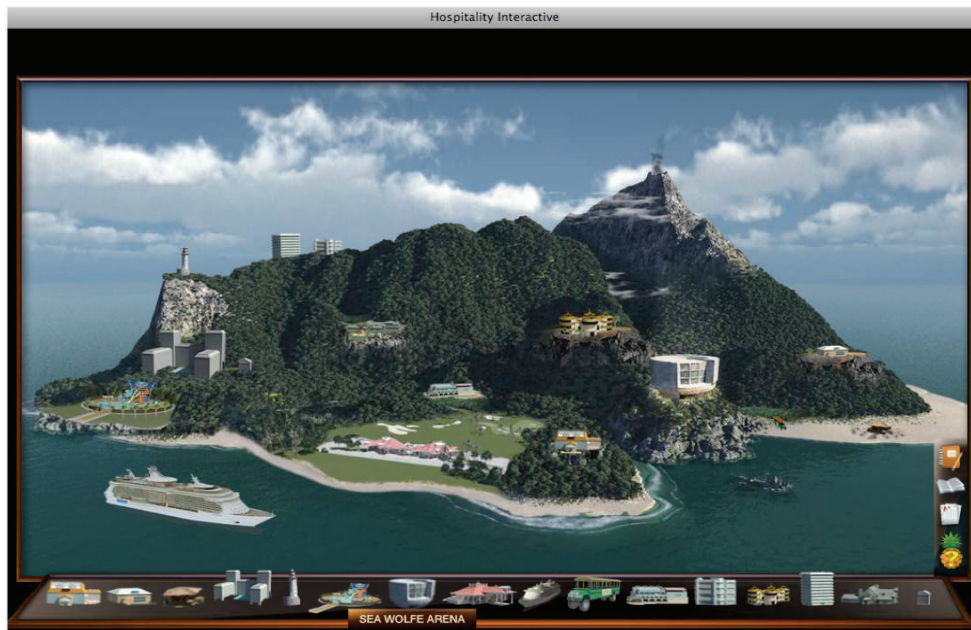
- Users may also select a topic area by clicking on the Learning Modules icon (represented by the spiral notebook) and then select a specific learning module to visit.

- When a topic area is selected by using the activity menu, the user is provided with a list of characters associated with the area and the learning modules for those characters. The student can then click to select a specific learning module.

- When a user clicks on a topic area, he or she "enters" the location and has access to all content for that topic area. The student entering a building follows a set progression of activities that begins with an introduction of the chosen character followed by three different learning modules.

NOTE: Accessing the content by clicking on a building leads the student through a pre-determined set of learning activities. Accessing the content by clicking on the Learning Modules icon allows students to review activities or explore individual activities at their own pace.

Different learning styles can be accommodated by providing alternate ways to access the same material.

WHAT MATERIALS ARE IN EACH TOPIC AREA OF HTi?

- Every HTI topic area includes at least one character that students interact with. Characters provide an introduction to their jobs and a brief history of how they began in the industry.
- In order to engage students, each character presents activities and real-world case studies that encourage the student to apply their knowledge and become involved in solving actual problems that employees may encounter in the industry.
- Each character delivers key learning concepts to the student, and a reinforcing activity follows the character-student interaction. The reinforcing activities are designed to enhance critical thinking skills in addition to testing student recall of factual information. The reinforcing activities are variations of the following four assessment types:
    - Multiple choice
    - Drag and drop
    - Matching
    - Checklist
- The reinforcement activities can be assigned as gradable items, and scores are automatically recorded in the online gradebook.
- Each topic area also includes *Test Your Understanding* questions, which are designed to assess students' basic recall of factual information. The *Test Your Understanding* questions are multiple choice and are directly linked to the classroom-management tool for HTi.
- Additional activities based on the Reference books created for each area on the island can be found in Part III of this guide. These activities have been designed to provide additional learning opportunities.

HOW ARE MATERIALS ACCESSED in HTi?

- Every topic area of HTi includes a standard navigation bar that looks like this:

- Each icon on the navigation bar can be selected to access the course content.

Clicking on the Learning Modules icon reveals a list that includes each topic area, each character, and the learning modules associated with each character. Students who wish to review a particular subject or who need a refresher on the material already covered can use this as an easy method to access the content.

Selecting the Reference Book icon provides students with additional material. When a student clicks this icon from a topic area, the reference books shown are specific to that topic area. By clicking on "All Topics" students can access reference books for every Learning Module in the course.

Selecting the *Test Your Understanding* icon provides students with the assessement activities for each learning module covered within a topic area.

Selecting the Help icon provides help for students related to using the HTi platform.

HTi MAPPED TO PEARSON INTRODUCTION TO HOSPITALITY TEXTS

John R. Walker: *Introduction to Hospitality*, **5th Edition**

When you assign this chapter in Walker, *Introduction to Hospitality*	Assign this topic area in HTi
1. Hospitality Spirit	These topics are addressed in several areas of HTi including the Hutchinson Manor, the Lighthouse Hotel, and the Gesell Golf Club.
2. Tourism	Hutchinson Manor/S.S. Haywood
3. The Hotel Business	Hutchinson Hotel/Lighthouse Hotel
4. Rooms Division Operations	Hutchinson Hotel/Lighthouse Hotel
5. Food and Beverage Operations	Hutchinson Hotel
6. The Restaurant Business	Vernon's Restaurant/Sea & Tea Café
7. Restaurant Operations	Vernon's Restaurant/Sea & Tea Café
8. Managed Services	Dimmick Hall
9. Beverages	Tommy's Tiki Bar
10. Recreation, Theme Parks, and Clubs	Simmy's Splashtown/Gesell Golf Club/Suzie's Spa
11. Gaming Entertainment	Sea Wolfe Casino
12. Meetings, Conventions, and Expositions	Nunaley Meeting Hall/Sea Wolfe Arena
13. Special Events	Nunaley Meeting Hall/Sea Wolfe Arena
14. Leadership and Management	These topics are addressed in several areas of HTi including the Hutchinson Hotel, Vernon's Restaurant, and the Sea & Tea Café.
15. Hospitality Marketing	LWI Corporate Office
16. Human Resources Management	LWI Corporate Office
17. Accounting, Finance, and Cost Control	These topics are addressed in several areas of HTi including the Hutchinson Hotel, Vernon's Restaurant, and the Sea & Tea Café.

John R. Walker: *Introduction to Hospitality Management,* **3rd Edition**

When you assign this chapter in Walker, *Introduction to Hospitality Management*	Assign this topic area in HTi
1. Welcome to the Hospitality Industry	Hutchinson Manor
2. Tourism	Hutchinson Manor/S.S. Haywood
3. The Hotel Business	Hutchinson Hotel/Lighthouse Hotel
4. Rooms Divisions Operations	Hutchinson Hotel/Lighthouse Hotel
5. Food and Beverage Operations	Hutchinson Hotel
6. Restaurant Business	Vernon's Restaurant/Sea & Tea Café
7. Restaurant Operations	Vernon's Restaurant/Sea & Tea Café
8. Managed Services	Dimmick Hall
9. Beverages	Vernon's Restaurant/Tommy's Tiki Bar
10. Recreation, Theme Parks, and Clubs	Simmy's Splashtown/Gesell Golf Club/Suzie's Spa
11. Gaming Entertainment	Sea Wolfe Casino
12. Meetings, Conventions, Expositions	Nunaley Meeting Hall/Sea Wolfe Arena
13. Special Events	Nunaley Meeting Hall/Sea Wolfe Arena
14. Leadership and Management	These topics are addressed in several areas of HTi including the Hutchinson Hotel, Vernon's Restaurant, and the Sea & Tea Café.
15. Planning	These topics are addressed in several areas of HTi including the Sea & Tea Café, Sea Wolfe Arena, and the Nunaley Meeting Hall.
16. Organizing	These topics are addressed in several areas of HTi including the Hutchinson Hotel, Vernon's Restaurant, and the Sea Wolfe Arena.
17. Communicating and Decision-Making	These topics are addressed in several areas of HTi including the Hutchinson Hotel, the Lighthouse Hotel, and the Sea Wolfe Casino.
18. Human Resources and Motivation	LWI Corporate Office
19. Control	These topics are addressed in several areas of HTi including the Hutchinson Hotel, Vernon's Restaurant, and the Sea & Tea Café.

John R. Walker: *Exploring the Hospitality Industry*, **2nd Edition**

When you assign this chapter in Walker, *Exploring the Hospitality Industry*	Assign this topic area in HTi
1. Hospitality Spirit	These topics are addressed in several areas of HTi including the Hutchinson Manor, the Lighthouse Hotel, and the LWI Corporate Office.
2. Tourism	Hutchinson Manor
3. Why People Travel	These topics are addressed in several areas of HTi including the Hutchinson Manor, the Hutchinson Hotel, and the Lighthouse Hotel.
4. Lodging	Hutchinson Hotel/Lighthouse Hotel
5. Lodging Operations	Hutchinson Hotel/Lighthouse Hotel
6. Cruising	S.S. Haywood
7. Restaurants	Vernon's Restaurant/Sea & Tea Café
8. Restaurant Operations	Vernon's Restaurant/Sea & Tea Café
9. Managed Services	Dimmick Hall
10. Beverages	Vernon's Restaurant/Tommy's Tiki Bar
11. Clubs	Gesell Golf Club
12. Theme Parks and Attractions	Simmy's Splashtown/Suzie's Spa/Badger's Rainforest Tours
13. Gaming Entertainment	Sea Wolfe Casino
14. Meetings, Conventions, and Expositions	Nunaley Meeting Hall/Sea Wolfe Arena
15. Special Events	Nunaley Meeting Hall/Sea Wolfe Arena

HTi MAPPED TO OTHER INTRODUCTION TO HOSPITALITY TEXTS

Barrows & Powers: *Introduction to the Hospitality Industry*, 7th Edition (Wiley)

When you assign this chapter in Barrows & Powers, *Introduction to the Hospitality Industry*	Assign this topic area in HTi
1. The Hospitality Industry and You	These topics are addressed in several areas of HTi including the Hutchinson Manor, the Lighthouse Hotel, and the LWI Corporate Office.
2. Forces Affecting Growth and Change in the Hospitality Industry	Hutchinson Manor/LWI Corporate Office
3. The Restaurant Business	Vernon's Restaurant/Sea & Tea Café
4. Restaurant Operations	Vernon's Restaurant/Sea & Tea Café
5. Restaurant Industry Organization: Chain, Independent, or Franchise?	Vernon's Restaurant/Sea & Tea Café
6. Competitive Forces in Food Service	Vernon's Restaurant/Sea & Tea Café
7. On-Site Food Service	Dimmick Hall
8. Issues Facing Food Service	Vernon's Restaurant/Tommy's Tiki Bar
9. Lodging: Meeting the Guest needs	Hutchinson Hotel/Lighthouse Hotel
10. Hotel and Lodging Operations	Hutchinson Hotel/LWI Corporate Office/Lighthouse Hotel
11. Forces Shaping the Hotel Industry	Hutchinson Hotel/Lighthouse Hotel
12. Competition in the Lodging Business	Hutchinson Manor/Hutchinson Hotel
13. Tourism: Front and Center	Hutchinson Manor/Badger's Rainforest Tours/Sea Wolfe Arena
14. Destinations: Tourism Generators	S.S. Haywood/Gesell Golf Club/Sea Wolfe Casino/Simmy's Splashtown
15. The Role of Service in the Hospitality Industry	Suzie's Spa/Nunaley Meeting Hall

Barrows & Powers: *Introduction to Management in the Hospitality Industry*, **9th Edition (Wiley)**

When you assign this chapter in Barrows & Powers, *Introduction to Management in the Hospitality Industry*	Assign this topic area in HTi
1. The Hospitality Industry and You	These topics are addressed in several areas of HTi including the Hutchinson Manor, the Lighthouse Hotel, and the LWI Corporate Office.
2. Forces Affecting Growth and Change in the Hospitality Industry	Hutchinson Manor/LWI Corporate Office
3. The Restaurant Business	Vernon's Restaurant/Sea & Tea Café
4. Restaurant Operations	Vernon's Restaurant/Sea & Tea Café
5. Restaurant Industry Organization: Chain, Independent, or Franchise?	Vernon's Restaurant/Sea & Tea Café
6. Competitive Forces in Food Service	Vernon's Restaurant/Sea & Tea Café
7. On-Site Food Service	Dimmick Hall
8. Issues Facing Food Service	Vernon's Restaurant/Tommy's Tiki Bar
9. Lodging: Meeting Guest Needs	Hutchinson Hotel/Lighthouse Hotel
10. Hotel and Lodging Operations	Hutchinson Hotel/LWI Corporate Office/Lighthouse Hotel
11. Forces Shaping the Hotel Business	Hutchinson Hotel/Lighthouse Hotel
12. Competition in the Lodging Business	Hutchinson Manor/Hutchinson Hotel
13. Tourism: Front and Center	Hutchinson Manor/Badger's Rainforest Tours/Sea Wolfe Arena
14. Destinations: Tourism Generators	S.S. Haywood/Gesell Golf Club/Sea Wolfe Casino/Simmy's Splashtown
15. Management: A New Way of Thinking	These topics are addressed in several areas of HTi including the Hutchinson Manor, the Sea Wolfe Casino, and the LWI Corporate Office.
16. Planning in the Hospitality Industry	These topics are addressed in several areas of HTi including the Sea & Tea Café, Sea Wolfe Arena, and the Nunaley Meeting Hall.
17. Organizing in the Hospitality Industry	These topics are addressed in several areas of HTi including the Hutchinson Hotel, Vernon's Restaurant, and the Sea Wolfe Arena.
18. Staffing: Human Resources Management in Hospitality Management	These topics are addressed in several areas of HTi including the Hutchinson Hotel, the Sea Wolfe Arena, and the Sea & Tea Café.
19. Control in Hospitality Management	These topics are addressed in several areas of HTi including the Hutchinson Hotel, Vernon's Restaurant, and the Sea & Tea Café.

20. Leadership and Directing in Hospitality Management	These topics are addressed in several areas of HTi including the Hutchinson Hotel, the Lighthouse Hotel, and the Sea Wolfe Casino.
21. The Role of Service in the Hospitality Industry	Suzie's Spa/Nunaley Meeting Hall

Chon & Maier: *Welcome to Hospitality: An Introduction*, **3ʳᵈ Edition (Cengage)**

When you assign this chapter in Chon & Maier, *Welcome to Hospitality: An Introduction*	Assign this topic area in HTi
1. Welcome to the Hospitality Industry	Hutchinson Manor/Suzie's Spa
2. Travel and Tourism: Partners with Industry	Badger's Rainforest Tours
3. Dynamics of the Lodging Industry	Lighthouse Hotel/Hutchinson Hotel
4. Hotel Development	Hutchinson Hotel/Hutchinson Manor
5. Hotel Management and Operations	Hutchinson Hotel/Lighthouse Hotel
6. Contemporary Foodservice Concepts	Vernon's Restaurant/Sea & Tea Café
7. Introduction to Culinary Arts	Vernon's Restaurant/Sea & Tea Café
8. Beverage Management	Vernon's Restaurant/Tommy's Tiki Bar
9. Meetings, Conventions, and Special Events	Nunaley Meeting Hall/Sea Wolfe Arena
10. Recreation and Leisure	Gesell Golf Club/Simmy's Splashtown/S.S. Haywood
11. Global Gaming and Casino Operations	Sea Wolfe Casino
12. Globalization and the Future of Hospitality	Hutchinson Manor/LWI Corporate Office
13. Building for Success	LWI Corporate Office

Angelo & Vladimir: *Hospitality Today: An Introduction* **(Educational Institute)**

When you assign this chapter in Angelo & Vladimir, *Hospitality Today: An Introduction*	Assign this Topic Area in HTi
1. Service Makes the Difference	These topics are addressed in several areas of HTi including the Lighthouse Hotel, Suzie's Spa, and the Gesell Golf Club.
2. The Travel and Tourism Industry	Hutchinson Manor/Simmy's Splashtown
3. Exploring Hospitality Careers	All topic areas provide information about careers.
4. Understanding the Restaurant Industry	Vernon's Restaurant/Sea & Tea Café
5. Restaurant Organization and Management	Vernon's Restaurant, Tommy's Tiki Bar, Sea & Tea Café
6. Understanding the World of Hotels	Hutchinson Hotel
7. Hotel Organization and Management	Hutchinson Hotel/Lighthouse Hotel
8. Club Management	Gesell Golf Club
9. An Introduction to the Meetings Industry	Nunaley Meeting Hall/Sea Wolfe Arena
10. Floating Resorts: The Cruise Line Business	S.S. Haywood
11. Gaming and Casino Hotels	Sea Wolfe Casino
12. Managing and Leading Hospitality Enterprises	Hutchinson Hotel
13. Managing Human Resources	LWI Corporate Office/Suzie's Spa
14. Marketing Hospitality	LWI Corporate Office/Badger's Rainforest Tours
15. How Management Companies Manage Hotels	Hutchinson Hotel
16. Franchising Is Big Business	Hutchinson Hotel
17. Ethics in Hospitality Management	Badger's Rainforest Tours/Suzie's Spa