

## **TRADE: 400 - TOURISM**

### **EXAMINATION STRUCTURE**

This Trade is made up of the following modules

- i. Travel Operation CTP12
- ii. Geography of Nigeria CTP13
- iii. Basic Tourism Entrepreneurship CTP10
- iv. Basic Tourism Entrepreneurship CTP11

The Trade Related subjects is Building/Engineering Drawing.

This Trade shall be examined in two papers:

-1: Paper I: This paper shall consist of section A, with 40 Objective questions to be answered in 40 minutes.

The Section B, the Essay, shall contain six questions out of which candidates will be required to answer FIVE questions in 2 hours.

## CTP 10 - TOURISM

| S/N | Topics   | Content  | Activities   |
|-----|--|--|--|
| 1.  | <b>Definition of Tourism</b>                                   | <ol style="list-style-type: none"> <li>1. Definition of tourism and tourist</li> <li>2. Differences between tourist, mere traveler, visitor and excursionist, citing examples.</li> </ol>  | <p>Explain the meaning of Tourism and tourist.</p> <p>Use text books, journals, charts, maps travel guide (world).</p> |
| 2.  | <b>The Basic and Major Tourism Terminologies</b>               | <ol style="list-style-type: none"> <li>2.1 Identify and explain the terminologies used in Tourism i.e.               <ol style="list-style-type: none"> <li>1. Tourist product</li> <li>2. Tourist service</li> <li>3. Tourist market</li> <li>4. Tourist destination</li> <li>5. Tourist attraction</li> <li>6. Tourist resources</li> <li>7. Infrastructure and super structure</li> <li>8. Information Air Transport Association (IATA).</li> <li>9. World Tourism Organisation (WTO)</li> <li>10. Inclusive tourists etc.</li> </ol> </li> <li>2.2 Explain the features and characteristics of the above mentioned terms.</li> </ol> | <p>Give examples.</p> <p>Visit Tourist locations.</p>  |
| 3.  | <b>Economics and Social Significance of Tourism.</b>           | <ol style="list-style-type: none"> <li>1.1 Explain and enumerate the economic importance of Tourism.</li> <li>1.2 Identify and explain the social impact of Tourism</li> </ol>   |  |
| 4.  | <b>Factors Responsible For The Growth and Trend of Tourism</b> | <ol style="list-style-type: none"> <li>1.1 Explain Tourism demand factors e.g climate, resort, location, topography, demography, (Age/health), security, income etc.</li> <li>1.2 Explain and list the characteristics of each factor</li> <li>1.3 Explain demand in modern times e.g. transportation, accommodation, communication etc.</li> </ol>  | <p>Textbooks, maps (world)</p> <p>Map (physical features)</p> <p>slides, photograph.</p>                               |
| 5.  | <b>Nigerian Tourism</b>  | <ol style="list-style-type: none"> <li>5.1 Identify and explain tourism potentials and their locations</li> </ol>  | <p>Organise field trips to Tourism enterprises e.g.</p>  |

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|           | <b>Potentials, Their Locations and Product.</b>   | <p>and product.</p> <p>5.2 Categorise local tourism into public or private sector.</p> <p>5.3 Identify the role played by Government, communities and trade bodies/organisations.</p> <p>5.4 Explain how tourism enterprise contributes to the economy of the local area, in terms of employment, revenue and investment.</p>   | <p>parks, hotels, travel agencies, tour firms.</p> <p>- Emphaise the role of Government, communities, trade bodies/organisations in tourism development.</p> |
| <b>6.</b> | <b>Factors Which Might Affect The Successful Development And Operation of Tourism, Enterprises.</b> | <p>6.1 Identify and explain factors responsible for successful/unsuccessful tourism business enterprise.</p> <p>6.2 Describe the main stream of activities with a Tourism enterprise e.g. hotels, roles of resorts centres and transportation in tourism.</p> <p>6.3 Explain legal requirements for establishing a Tourism business.</p> <p>6.4 Identify and explain the various funding of tourism business.</p> | <p>Textbooks and related Tourism, journals – Textbooks and related Hospitality journal.</p>  |

**CTP 11**

| <b>S/N</b> | <b>Topics</b>   | <b>Content</b>  | <b>Activities</b>  |
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| <b>1.</b>  | <b>Brief History and Types of Tour Guide and Operations</b> | 1.1 Define four operation as an aspect of Tourism<br>1.2 Explain the history and types of tours<br>1.3 Describe different types of tours and types of guides e.g. custom design tour, independent tour hotel tours, escorted tours, sightseeing guides, city guides tour escorts tour guides etc.<br>1.4 Explain the pre-packaged tour components – transport, accommodation, tanneries, sight-seeing meals.<br>1.5 List the benefits of selling tours. | - Use question and answer techniques<br>- Use question and answer technique.<br>– Give assignment.<br>- Delve into appeal of tour conducting salaries and benefits.<br>- Use textbooks (see references). |
| <b>2.</b>  | <b>The Procedures For Taking Tour Bookings.</b>             | 1.1 Identify and explain key aspects of tour brochure.<br>1.2 Describe tour brochure quotation.<br>1.3 Describe tour booking conditions.  | - Tour brochure<br>-Text books   |
| <b>3.</b>  | <b>Reservation Accounting Procedures</b>                    | 1.1 Identify and explain tour reservation and procedure<br>1.2 Describe basic tour accounting procedures  | Textbooks  |
| <b>4.</b>  | <b>Tour Conducting, City And Site Guiding.</b>              | 1.1 Define terms commonly used in the tour industry<br>1.2 Identify for whom, tour escorts generally work.<br>1.3 Explain reasons why people take tours.<br>1.4 Appraise the attraction of tour conducting as a career.<br>1.5 Explain client and escort psychology.<br>- managing group behaviour, cultural sensitivity, dealing with fellow workers, preventing escort burn out.  | - Use life situation examples<br>- brainstorm on interpersonal relationship.   |
| <b>5.</b>  | <b>How to Work With Hotel, Resort Attraction</b>            | 5.1 Enumerate and describe the ideal tourist hotel.<br>5.2 List examples of ideal tourist hotels, motels, Guest houses and their  | - Lecture<br>- Use case study<br>- Educational visit to a five star, four  |

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|           | <b>Centres and Transport Firm.</b> | <p>locations i.e. 5 star hotel, 4 star, 3 star hotel etc.</p> <p>5.3 Explain how to negotiate with hotels – hotel reception, front office manager/business manager.</p> <p>5.4 Explain how to prepare the passenger for arrival at the hotel.</p> <p>5.5 Describe the various procedures for checking in your client on arrival at the hotel.</p> <p>5.6 State the potential arrival problems.</p> <p>5.7 Explain the hotel stay – the escort routine</p> <p>5.8 Describe the hotel check-out routine e.g. various department to examine the financial record of client and pass it on to reception department, luggage pick-up.</p> | <p>star, three star hotels with visit to marketing department to familiarize students with packages available for tourists.</p> <ul style="list-style-type: none"> <li>- Carry out sample booking procedure use telephone. Internet – E-mail etc.</li> </ul>  |
| <b>6.</b> | <b>Air Travels and Tours</b>       | <p>6.1 State the Airline Industry terminologies such as Terminal boarding pass, security gates etc.</p> <p>6.2 Discuss what an escort must do before a group must arrive at an airline terminal.</p> <p>6.3 Explain a tour member pre-boarding activities.</p> <p>6.4 List an escort's in flight responsibilities.</p> <p>6.5 Describe the procedures that face a group and an escort upon arrival at a destination.</p>   | <ul style="list-style-type: none"> <li>- Prepare air tour checklist</li> <li>- Case study</li> <li>- Escortion to an airport or seaport where students are familiar with</li> <li>- floor plan of an International Airport in Nigeria (arrivals and departure areas)</li> <li>- Sitting chart of an aircraft</li> <li>- Sampling a flight coupon</li> <li>- Visual summary of how airline check-in-groups.</li> </ul> |

**CTP 12**

| <b>S/N</b> | <b>Topics</b>   | <b>Content</b>   | <b>Activities</b>  |
|------------|---|--|--|
| <b>1.</b>  | <b>Role of Travel Agents In The Travel Trade</b>                      | 1.1 Define a travel agent<br>1.2 Give examples of related agencies of the travel agent e.g. hotels, tour operators etc.<br>1.3 Explain how selling travel is an Art and a science.<br>1.4 Identify and describe the functions of the travel agency business.                       | Textbooks, journals, IATA travel manual.                                     |
| <b>2.</b>  | <b>Business Activities That Generate Income From Travel Agencies.</b> | 1.1 Identify and explain the main business sector of the travel industry e.g. car hire, hotels, airlines etc.<br>1.2 Explain how travel agencies earn commission.<br>1.3 Identify and list sources of income for travel agency business e.g. commission, bank loan, borrowing etc. | Textbooks, journals and education visit to tour operators and travel agents. |
| <b>3.</b>  | <b>Factors For a Successful Destination Building</b>                  | 1.1 List and explain the Five essential requirements of a successful destination e.g. accommodation, accessibility, activities, amenities and attractions.<br>1.2 Identify the necessary infrastructural requirements and explain their relevance in destination building.         |  |
| <b>4.</b>  | <b>Employment Opportunities Available in Travel Trade</b>             | 4.1 Identify and explain the various types of employment opportunities in travel trade industry.<br>4.2 Explain the nature of employment in the travel trade.  | Textbooks, travel journals   |
| <b>5.</b>  | <b>Attributes and Skills Required of a Good Travel Agent</b>          | 5.1 Identify and explain the attribute of a travel agent e.g. language skill, good organization skill, good knowledge of Geography etc.<br>5.2 State the qualities of a travel   | Textbooks, travel journal.   |

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|           |   | agent e.g. customer product identification etc.<br>Explain how to become a successful travel agent.   |  |
| <b>6.</b> | <b>Essential Travel Formalities</b>                             | 6.1. List and explain travel documents e.g. passports, visas etc.<br>6.2. Define travel passports and its relevance and distinguish between various types of passports and other travel documents.<br>6.3. Explain basic health requirements for travelers e.g. yellow card etc and describe health and ill-health preventive measures for travelers. | Textbooks, IATA trained manual   |
| <b>7.</b> | <b>Different Types and Other Modes of Payment.</b>              | 1.1 List and explain various forms of payment for travels.<br>Example of world currencies, cash, travelers cheque etc.  |  |
| <b>8.</b> | <b>Insurance as It Relates To Travel Trade.</b>                 | 8.1 Define Insurance<br>8.2 Identify and explain the benefits of Insurance coverage for travelers.  | Teacher should emphasize the importance of Insurance coverage for travelers. |
| <b>9.</b> | <b>Different Modes of Transport In Use in The Travel Trade.</b> | 1.1 List and explain the various modes of transportation in Nigeria e.g. rail, air, water and roads.<br>1.2 Identify and explain the problems of transportation e.g. bad roads, lack of spare parts, weather visibility etc.  | Organize field trip to rail way stations, airport, bus terminals etc.        |

### CTC 13 GEOGRAPHY

| S/N | Topics  | Content   | Activities   |
|-----|---|---|--|
| 1.  | <b>Topography And Climate of Nigeria</b>                                      | <p>1.1 Draw a map of Nigeria showing the major physical features e.g. mountains, hills, Plateau, Rivers, Lakes, Vegetation etc.</p> <p>1.2 Name Climatic factors and their influence on climate in Nigeria. Climatic factors include wind, ocean current, relief, temperature.</p> <p>1.3 Factors which influence the growth of vegetation and explain how these factors determine the vegetation characteristics in Nigeria –<br/>Note: Factors may include rainfall, temperature, soil relief, human activities etc.</p> <p>1.4 Explain the influence of topography and climate of the state in which the college situates on settlement and occupational patterns.</p> <p>1.5 Explain the influence of the above on the cultural patterns of the people.</p> | <b>Map of Nigeria showing major physical features of the country.</b>  |
| 2.  | <b>The Importance of Natural And Human resources In Nigeria</b>               | <p>1.1 The importance of Natural resources in Nigeria, locating on maps areas where they are produced and explain their economic importance.</p> <p>1.2 The influence of natural resources on the life of the people and the economy of the country. Draw a map to indicate the resources.</p>  | <p>Teacher should emphasize the economic importance of natural resources in Nigeria.</p> <p>Draw a map of Nigeria indicating the natural resources of each area.</p> |
| 3.  | <b>Pattern and Importance of Agricultural Activities in Nigerian Economy.</b> | <p>1.1 Name and explain factors which influences agricultural activities in Nigeria e.g. relief, climate, soil type, vegetation, capital, demand agricultural research findings, government policy technological absorption etc.</p> <p>1.2 Name and describe the pattern</p>   | Visit farm settlements   |

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|    |   | <p>of agricultural activities in Nigeria e.g. shifting, mixed farming, pastoral nomads, trans human, irrigation and mechanization.</p> <p>1.3 Explain the importance of agricultural in the economy own state and that of Nigeria in general e.g sources of internal and external revenue.</p> <p>1.4 Location in map area where major cash and food crops are produced in Nigeria give reasons for their cultivation in these areas and explain economic importance.</p> <p>1.5 Sources of food: List food commodities, their sources and nutritional value.</p>  | <p>Teacher should emphasise the pattern of agricultural activities in Nigeria.</p> <p>Map of Nigeria (Vegetation)</p> <p>Visit to nearest food commodity market.</p> |
| 4. | <b>River Basins Projects in Nigeria</b> | <p>4.1 Identify the river basins projects in Nigeria and location in a map the project area and administrative headquarters of river basins projects in Nigeria and their agricultural activities in each project area.</p> <p>4.2 List with examples factors which determine the location of river basin projects.</p> <p>4.3 Outline the general economic importance of the river basin projects e.g. agricultural irrigation, water supply, hydropower, fishing tourism, employment etc.</p> <p>4.4 The social problems associated with river basin development project e.g. displacement of people, formation of new towns, land compensation problem etc.</p> | Visit river basin  |
| 5. | <b>Industrial Development</b>           | 5.1 Outline factors which influence industrial development in Nigeria; raw materials government policy, labour capital, power, market,   | Visit Industries   |

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|           |                                | <p>transport, politics etc.</p> <p>5.2 Name and indicate on a map indicating the locations of major industries in Nigeria e.g. breweries, textile industries, shoe factories, paper mills, car assembly plants, timber and plywood, glass industries etc.</p> <p>5.3 A map describing the patterns of industrial development of own state.</p>  |  |
| <b>6.</b> | <b>Population Distribution</b> | <p>6.1 Draw a map of Nigeria and indicate:</p> <p>(a) all states and their capital.</p> <p>(b) The area of concentration of major ethnic groups in Nigeria – the Yorubas, Ibos, Fulanis, Nupes, Gwaris, Efiks, Ibibios, Bini Idomas, Tivs etc.</p> <p>6.2 Explain factors which influence population distribution in Nigeria climate.</p> <ul style="list-style-type: none"> <li>- employment opportunities (industry etc).</li> <li>- Topography (relief and drainage)</li> <li>- Soil etc.</li> </ul> <p>6.3 Locate in a map of own state</p> <p>(a) the state capital and all local government areas and their headquarters .</p> <p>(b) ethnic population spread.</p> <p>6.4 State the current population of Nigerian and that of the trainees own state.</p> <p>6.5 Outline some of the factors which influence rapid population growth e.g. improved health care delivery, high birth rate etc.</p> <p>6.6 Outline geographical factors</p> | <p>Show students state and capitals on map of Nigeria.</p> <p>Locate on the map area of concentration of major ethnic groups in Nigeria regions of high and low population density.</p> <p>Explain factors which influence population distribution in Nigeria. Show on a map of own state items a and b in 6.3</p> <p>Tell student current population of Nigeria and that of own state.</p> <p>Explain factors influencing rapid population growths.</p> <p>Explain geographical</p> |

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|           |                    | <p>which influence independence of states in Nigeria e.g.</p> <ul style="list-style-type: none"> <li>- agriculture</li> <li>- labour</li> <li>- industry</li> <li>- education</li> <li>- culture</li> <li>- intermarriage</li> <li>- transport.</li> </ul>  | <p>factors influencing inter-dependence of states in Nigeria.</p>  |
| <b>7.</b> | <b>Map Reading</b> | <p>7.1 Interpret and indicate appropriate common conventional signs use common maps e.g.</p> <ul style="list-style-type: none"> <li>- Rail-line marshy areas</li> <li>- Boundaries - settlement</li> <li>- Rivers and lakes - relief</li> <li>- Airports etc</li> </ul> <p>7.2 Explain the meaning of contour lines, contour intervals, isotherms and isobars.</p> <p>7.3 Interpret the scale on a simple contour map and plot relief profile of a given stretch of land on a contour map.</p> <p>7.4 Interpret the scale on a given map and determine distance between points and areas of defined portions of land.</p> | <p>List and explain to students common conventional signs used on maps.</p> <p>Define items listed on 7:2</p> <p>Explain how to interpret the scale on a simple contour map and how to plot a relief profile of a given stretch on a contour map.</p> <p>Explain how to interpret the scale on a given map and determine distance between points and areas of defined portion of land.</p> |