



# RESTAURANT MANAGEMENT RESOURCES



Running a restaurant can be a challenge. Knowing where to find information about management, marketing, employees, food service, and regulatory issues is essential to success.

SIBL's comprehensive collection of print and electronic resources for the food service industry provides a solid foundation for the established restaurant manager and the start-up entrepreneur. Following is *selection* of electronic resources available at SIBL, or on the internet. Please speak to the staff at the McGraw Reference Desk about additional tools.

## THE BASICS

The following titles, all located on SIBL's lower level, are for consultation only.

### EMPLOYEES

- *Encyclopedia of Restaurant Training* – Arduser – TX 911.3.T73.A73
- *Restaurant Service Basics* – Dahmer – TX 925.D33
- *Waiter & Waitress and Waitstaff Training Handbook* – Arduser – TX 925.A72
- *The World of Culinary Supervision, Training, and Management* – Chesser & Cullen – TX 911.3.M27.C494

### FOOD

- *Bioterrorism and Food Safety* – Rasco – TX531.R37
- *Book of Yields: Accuracy in Food Costing and Purchasing* - Lynch - TX531.L9596
- *Catering Like a Pro: From Planning to Profit* – Halvorsen – TX 921.H3
- *Catering Management* – Scanlon – TX 921.S34
- *Food Safety Handbook* - TP373.5 .F67
- *Food Service Menus: Pricing & Managing the Food Service Menu* – Arduser – TX 911.3.P7.B76
- *Off-Premise Catering Management* – Hansen – TX 921.H36

### LAW

- *HACCP & Sanitation in Restaurants and Food Service Operations* – Arduser – TX 911.3.S3.A73
- *The Law [In Plain English] for Restaurants and Others in the Food Industry* – DuBoff – KF2042.H6.D83

- *Restaurant Law Basics* – Barth – KF2042.H6.B37

### MANAGEMENT

- *At Your Service: a Hands-On Guide to the Professional Dining Room* – Fletcher – TX 943.F57
- *Design & Equipment for Restaurants and Foodservice: a Management View* - Katsigris - TX911.3.M27.K395
- *Encyclopedia of Restaurant Forms* – Brown – TX 911.3.M27.B7597
- *Food Service Manager's Guide to Creative Cost Cutting* – Brown – TX 911.3.C65.B78
- *New York City Restaurant Owner Manual* – City of NY – Mayor's Office of Immigrant Affairs – TX945.N49 – McGraw Desk
- *The Restaurant: From Concept to Operation* – Walker – TX 911.3.M27.W352
- *Restaurant Manager's Handbook: How to Set-Up, Operate & Manage a Financially Successful Food Service Operation* – Brown – TX 911.3.M27.B76

### MARKETING/INDUSTRY

- *Restaurant and Food Service Market Research Handbook* – Miller & Associates – TX911.3.M3.R47 – **Company/Industry Section**
- *Restaurant Industry Forecast* – National Restaurant Association – TX943.N38 – **Company/Industry Section**
- *Restaurant Industry Operations Report* – National Restaurant Association & Deloitte – TX909.R43 – **Company/Industry Section**

### TRADE JOURNALS

Ask for these magazines at the Altman Delivery Desk.

- *Nation's Restaurant News* - \*ZAN-V1751
- *Restaurant Business* – JBM 01-695
- *Restaurant Hospitality* – JSP 89-24

### BOOKS FOR BORROWING

The following are a mere selection of basic restaurant/small business management titles that may be borrowed for home use. Find these and other books on SIBL's street level through the LEO online catalog under subjects like "restaurant management," "Food service – sanitation," and venture capital."

- *Angel Capital: How to Raise Early - Stage Private Equity Financing* – Benjamin - 658.1522 B
- *Angel Investing: Matching Start-Up Funds with Start-Up Companies...* - Van Osnabrugge - 658.1522 V
- *Attracting Investors...* - Kotler - 658.1522 K
- *Capital for Minority Business Owners Made Easy* – Evans - 658.1592 E. (Audio)
- *The Complete Idiot's Guide to Starting a Restaurant* - 647.9506 C

### RESTAURANT BASICS

- *Food Safety Sourcebook* - 363.192 F
- *Internet Guide to Food Safety and Security.* ... – Connor - 025.0636 C
- *NYT Business Planning* – Williams - 658.4012 W. (Audio)

- **The Professional Chef** - 641.57 P
- **Restaurant Financial Basics** – Schmidgall - 647.9046 S
- **The Rule Book of Business Plans for Start Ups** – Rule - 658.11 R
- **Setting the Table: The Transforming Power of Hospitality in Business** - Meyer - 647.9506 M
- **Starting a Small Restaurant: How to Make Your Dream a Reality** - Miller - 647.9506 N
- **We Ordered Soup and Got Broom Bristles: A Consumer Guide To Safe Dining** – Fagerlund - 363.7296 F
- **When Food Kills: BSE, E. Coli, and Disaster Science** – Pennington - 363.1929 P

## DATABASES

The following online business databases are available on SIBL's lower level in the Electronic Information Center. They can help identify potential restaurant locations, suppliers, business clients and even funders.

- **D & B: The Million \$ Database.** Over 15 million company listings for corporate client identification as well as for supplier location.
- **D & B: International Million \$ Database.** A companion database to the Million \$ product, for foreign clients and suppliers.
- **Food Science and Technology Abstracts.** Find brief abstracts of technical articles on food preparation, processing, and safety.
- **Galante's Venture Capital & Private Equity Directory.** A comprehensive directory of venture capital providers.
- **Mighty Map.** A geographic database with financial, regulatory and environmental detail for every commercial and residential property in New York City. This is an excellent source for site selection.
- **ReferenceUSA.** A complimentary database to the Million \$ product with over 15 million company listings and a companion listing of millions of private individuals.

## WEBSITES

These websites run by trade organizations and government offices can be searched on the Internet any time and any place.

- **The Food Institute.** [www.foodinstitute.com](http://www.foodinstitute.com). Food industry trade association.
- **Food Safety and Inspection Service.** [www.fsis.usda.gov](http://www.fsis.usda.gov). The arm of the United States Department of Agriculture responsible for food safety. Includes a Spanish language component.
- **Foodreference.com.** [www.foodreference.com](http://www.foodreference.com). A comprehensive website which includes extensive coverage of restaurant food safety issues.
- **International Association for Food Protection.** [www.foodprotection.org](http://www.foodprotection.org). A nonprofit association of food safety professionals which focuses on all areas of food safety and sanitation.
- **International Franchise Association.** [www.franchise.org](http://www.franchise.org). Global association representing franchisees and franchisors.
- **NY Loves Small Business.** [www.nylovessmallbiz.com/home.asp](http://www.nylovessmallbiz.com/home.asp). A service organization focused on New York State small business.
- **NYC Business Express** - [www.nyc.gov/portal/site/businessExpress](http://www.nyc.gov/portal/site/businessExpress) - This site can help you open a restaurant in New York City.
- **National Restaurant Association.** [www.restaurant.org](http://www.restaurant.org). National association representing restaurants and food service operations.
- **National Restaurant Association Educational Foundation.** [www.nraef.org](http://www.nraef.org). Educational wing of the National Restaurant Association.
- **New York City Business Solutions Business Solutions.** [www.nyc.gov/smallbiz](http://www.nyc.gov/smallbiz)

- **New York City Department of Health and Mental Hygiene - Food Protection Course – Classroom Training.** <http://www.nyc.gov/html/doh/html/hany/hanyfood.shtml>
- **New York City Department of Health and Mental Hygiene – Food Safety and Community Sanitation.** <http://www.nyc.gov/html/doh/html/inspect/insp.shtml>
- **New York City Department of Health and Mental Hygiene – Restaurant Inspection Information.** <http://www.nyc.gov/html/doh/html/rii/index.shtml>
- **New York City Department of Health and Mental Hygiene – Restaurant Safety.** <http://www.nyc.gov/html/doh/html/epi/eirestaurant.shtml>
- **New York State Restaurant Association.** [www.nysra.org](http://www.nysra.org). Regional association of restaurateurs.
- **Science, Industry and Business Library – Small Business Resource Center.** - [smallbiz.nypl.org](http://smallbiz.nypl.org)
  1. Click on **How-To Videos/Podcasts** to see E. Charles Hunt's – Executive VP, NY State Restaurant Association – **Tips For Opening & Running a Restaurant in NYC.**
  2. Click on **Business Forms** for links to City, State and Federal agencies providing forms, and permit, license and regulatory information.
  3. Click on **SIBL Entrepreneurs** for a profile of Bizational's Fine Food. A restaurant based in Massachusetts.

## FOR FURTHER RESEARCH

### CULINARY EDUCATION

- **The Art Institute of New York City.** Culinary & Restaurant Management Program. [www.artinstitutes.edu/newyork/programdegrees.asp](http://www.artinstitutes.edu/newyork/programdegrees.asp). Description of the associate degree in The Art Institute of New York City in restaurant management.
- **Business.Com.** Restaurant Management Companies. [www.business.com/directory/food\\_and\\_beverage/restaurants\\_and\\_foodservice/mana](http://www.business.com/directory/food_and_beverage/restaurants_and_foodservice/mana). This directory provides an extensive list of institutions offering restaurant management training programs for certificate and graduate university programs to remote learning courses.
- **Cornell University.** School of Hotel Administration. Hospitality Links. [www.hotelschool.cornell.edu/research/library/links/](http://www.hotelschool.cornell.edu/research/library/links/). A comprehensive list of links to sources important for the foodservice industry is included.
- **French Culinary Institute.** [www.frenchculinary.com/courses\\_ce\\_orr.htm](http://www.frenchculinary.com/courses_ce_orr.htm) A complete list of course offerings from the French Culinary Institute.
- **Katherine Gibbs School.** Hotel and Restaurant Management Program. [www.gibbsny.edu/programs/hotel.asp](http://www.gibbsny.edu/programs/hotel.asp). A description of the degree program offered at Katherine Gibbs.
- **New York City College of Technology.** Hospitality Management Program. [www.citytech.cuny.edu/academics/deptsites/hospitality/index.shtml](http://www.citytech.cuny.edu/academics/deptsites/hospitality/index.shtml) Description of the associate and bachelor degree in hospitality management from this CUNY campus.
- **Restaurant Boot Camp.** An intensive one day workshop run by the NYC Small Business Services Dept. covering basics including labor and safety compliance issues. For schedule see <http://smallbiz.nypl.org/events>. For more information on NYC Business Solutions visit [www.nyc.gov/smallbiz](http://www.nyc.gov/smallbiz)