PRINCIPLES OF FOOD PREPARATION

CATALOG DESCRIPTION:
This course is designed to introduce the student to basic principles of food preparation in commercial operations. Topics include kitchen safety, the care and use of equipment, the use of standard recipes, food service and the preparation of foods used in commercial food operations. Emphasis is placed on the basic food preparation of entrees, starches, vegetables, salads, soups, and appetizers. A full chef’s uniform will be required for all lab sessions. One lecture hour and three laboratory hours per week. Materials fee: $75. This course is usually offered in the fall.

COURSE NUMBER: HMR 102 -01 / 02

CREDITS: 3

COURSE HOURS: Thursday or Friday - 8:00 am – 12:30 pm, 2011

INSTRUCTOR: Ricardo Aragon

E-MAIL: raragon@worwic.edu

OFFICE HOURS: Tues. 12:30 – 1:30pm Thur. 12:30pm – 1:30pm
Wed. 2:45pm- 4:45pm Fri. 12:30pm – 1:30pm

FINANCIAL AID/SCHOLARSHIPS:  www.fafsa.ed.gov


REFERENCES: Food Lover’s Companion, by Herbst, S. T. Hauppause, NY: Barron’s

COURSE OBJECTIVES: Upon completion of this course the student should be able to:

<table>
<thead>
<tr>
<th>Course Objectives</th>
<th>Assessment Goals</th>
<th>Assessment Strategies</th>
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<tbody>
<tr>
<td>1</td>
<td>Students will employ:</td>
<td>Lab</td>
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<tr>
<td>Maintaining a safe/sanitary working environment in a working kitchen lab GEO 2, 7, 8</td>
<td>a. Rules pertaining to Appearance, work habits and clean up</td>
<td>Weekly Rubric</td>
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<td></td>
<td>b. Proper Mise en Place (prep/planning, waste and</td>
<td>Chef Mgr.</td>
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</table>
| 2 | Calculate recipe conversions with measured ingredients and portions GEO 4 | Students will:  
- a. memorize common volume/weight and abbreviations/equivalents  
- b. convert quantities to reflect recipes and portions served | Lab  
Test questions |
| 3 | Present food as it would be served at a typical restaurant GEO 1, 2, 4, 6, 7 | Students will compose food by using elements and characteristics of plate design | Lab  
Test questions  
Homework |
| 4 | Identify and utilize flavor development in cooking GEO 2, 3, 6 | a. Comprehend the terms and concepts of flavors as described in unit 33 of the text  
- b. Identifying variety of seasoning techniques with herbs, spices, oils, vinegars, wines and other flavorings  
- c. Use flavoring ingredients to create, enhance or alter the natural flavors of a dish | Lab  
Test questions |
| 5 | “Mise en Place” – incorporate in food preparation GEO 1, 2, 4, 5, 6, 7, | Given any recipe, the cook must organize and plan work according to the concept “Mise en Place” | Lab  
Test questions |
| 6 | Identify food science basics GEO 2, 3, 6, 7 | Students will:  
- a. understand how heat is transferred to foods through conduction, convection, and radiation  
- b. understand how heat effects food  
- c. understand the basic principles of various cooking methods | Lab  
Test questions |
| 7 | Differentiate cooking techniques using dry heat methods GEO 2, 3, 6 | Students will prepare foods using the following cooking techniques:  
- a. Sautéing  
- b. Frying  
- c. Roasting  
- d. Grilling and Broiling | Lab  
Test questions |
| 8 | Differentiate cooking techniques using moist heat methods GEO 2, 3, 6 | Students will prepare foods using the following cooking techniques:  
- a. Braising and Stewing  
- b. Shallow-Poaching  
- c. Poaching and Simmering | Lab  
Test questions |
Prepare stocks, sauces soups, salad and sandwiches typically served in restaurants

GEO 1, 3, 6, 7

Students will apply and identify the following:

a. basic categories in all stocks, sauces, soups, salads and sandwiches
b. Utilizing recipes typically offered in restaurants on the lower shore

Lab Test questions

Properly prepare entrées representative of each of the foods listed to the right

GEO 1, 3, 6, 7

Students will prepare the proteins listed below:

a. Dairy and Egg cookery
b. Seafood with Shellfish
c. Pork Cookery
d. Poultry Cookery
e. Beef and Veal Cookery

Lab (final project grade) Test questions

Identify and prepare vegetables and starches typically utilized in restaurants

GEO 1, 3, 6, 7

a. Understand the terms and concepts described in unit 25 and 26 of the text
b. prepare assigned vegetables and starches according to the recipes given
c. apply knowledge acquire in preparing vegetarian meals offered in restaurants

Lab Test questions

Introduction to Garde Manger

GEO 3, 6

a. Understand the terms and concepts described in unit 30 of the text
b. Student will prepare appetizer according to the recipe

Lab Test questions

Prepare and serve a meal based upon the mystery box on the final week

GEO 2, 3, 4, 8

Lab Final - Student will plan, organize, prepare/cook and serve a meal as individual without aid of an instructor

Lab Final Exam (rubric)

**To participate in culinary labs, professional chef attire is required. This includes a Chef’s hat, white coat, and checkered pants. Black non-slip shoes are required. In addition, students will be required to bring a knife set to class. The set must include a chef’s knife, a paring knife and either a boning or utility knife and a case for the knives. The purchase of the knife set and chef’s uniform will be made available to you at the college. You will not be allowed to participate in class without a clean uniform and a set of knives. No cell phones or calls/texts are allowed in class.
COURSE CONTENT:

Week 1 – Sept. 8/9  Introduction – Tour of lab, safety of use of equipment, rules and knife skills
Week 2 – Sept. 15/16  Measuring, Recipe Conversion, and “Mise en Place” - Stocks
Week 3 – Sept. 22/23  Flavor Development – Thickeners and Sauces
Week 4 – Sept. 29/30  Food Science / Plating Presentation
Week 5 – Oct. 6/7  Soups, Salad and Sandwiches
Week 6 – Oct. 13/14  Dairy, Eggs and Dry Goods
Week 7 – Oct. 20/21  Vegetarian Cooking / Vegetable / Starch / Grains
Week 8 – Oct. 27/28  Poultry Cookery, Sauté and Fry – *High School Luncheon (Friday 10/28)
Week 9 – Nov. 3/4  Pork Cookery/ Roasting, Braising and Stewing
Week 10 – Nov. 10/11  Beef and Veal Cookery / Grilling and Broiling
Week 11 – Nov. 17/18  Seafood and Shell Fish and Poaching – *Special Luncheon (Thursday 11/18)
Week 12 – Dec. 1/2  Introduction to Garde Manger – Faculty/Staff Luncheon (Thursday / Friday)
Week 13 – Dec. 8/9  Final Lab Exams - Mystery Basket
Week 14 – Dec. 15/16  Written Final Exam

METHODS OF EVALUATION: % of final grade

<table>
<thead>
<tr>
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<th>% of final grade</th>
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<tbody>
<tr>
<td>Final Exam</td>
<td>15</td>
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<tr>
<td>Lab Final Exam</td>
<td>20</td>
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<tr>
<td>Quizzes</td>
<td>10</td>
</tr>
<tr>
<td>Homework</td>
<td>15</td>
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<tr>
<td>Labs</td>
<td>30</td>
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<tr>
<td>Attendance</td>
<td>10</td>
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</table>

100%

GRADING:

A  100-90
B  89-80
C  79-70
D  69-60
F  59-00
QUIZ POLICY: Quizzes are allowed for make up only one week before next session of class. It is your responsibility to set appointment

FINAL EXAMINATION:  
Thursday, December 15 - 9pm – 11pm.  
Friday, December 16 – 9am – 11pm

ATTENDANCE POLICY: The student will be awarded credit for each session attended. No points can be made up for an absence. You can lose points for attending class late, being unprepared or inattentive, or leaving early. Missing labs can cost a lot (no make-up!)

ACADEMIC HONESTY POLICY:  
Academic honesty is expected of all students. This includes both cheating and plagiarism (look up definition if unclear). Students caught violating this policy risk receiving as “F” representing the lowest class percentage score of the exam or assignment in question. Student appeals are possible by referring the alleged violation to the student-faculty disciplinary committee as explained in the catalog appendix.

ATTENTION: In the event of a flu epidemic or other emergency that results in the suspension of classes; faculty will be communicating with students about their courses and course requirements, such as assignments, quiz and exam dates, and class and grading policies, via faculty websites or Blackboard. Students will be responsible for completing all these assignments in accordance with class policies. Information about the resumption of classes will be communicated via the College's website and email system.

I LOOK FORWARD TO WORKING WITH YOU!
### Scoring Rubric: Kitchen Lab Performance Evaluation

<table>
<thead>
<tr>
<th>Score &gt;</th>
<th>1 (Needs Improvement)</th>
<th>2 (Poor)</th>
<th>3 (Average)</th>
<th>4 (Good)</th>
<th>5 (Exceptional)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SANITATION</strong>&lt;br&gt;Appearance/Uniform</td>
<td>Could not participate due to improper attire and/or shoes for kitchen; poor hygiene-dirty fingernails, etc.</td>
<td>Dressed improperly; needed to make major modifications to attire, hair, and/or hands in order to participate</td>
<td>Dressed properly for activity, minor modifications to hair and/or hands in order to work in kitchen.</td>
<td>Dressed properly, hair restrained, and hands washed-no modifications necessary before beginning activity</td>
<td>Exceptionally neat, clean; arrived ready to begin work</td>
</tr>
<tr>
<td><strong>Workstation</strong></td>
<td>Poorly maintained work space during lab activity; cross-contamination and/or unsanitary conditions present</td>
<td>Work space not well-maintained during activity; need coaching to remedy conditions</td>
<td>Maintained moderately-clean work space; some threat of cross-contamination during lab activity</td>
<td>Maintained clean work space; avoided cross-contamination throughout activity</td>
<td>Maintained exceptionally clean and sanitary work space; thought activity; no cross-contamination or unsanitary conditions</td>
</tr>
<tr>
<td><strong>Work Habits</strong></td>
<td>Frequent touching of face, hair, unclean surfaces; little concern for cleanliness; no visible hand washing</td>
<td>Poor hand washing technique and/or frequency; no visible concern for cleanliness</td>
<td>Adequate hand washing technique and/or frequency; adequate concern for general cleanliness</td>
<td>Frequent, proper hand washing; minimal touching of face, hair, or unclean surfaces; noticeable concern for cleanliness</td>
<td>Extreme care with cleanliness and hand washing and keeping hands clean; no touching of face, hair, or unclean surfaces</td>
</tr>
<tr>
<td><strong>Clean-Up</strong></td>
<td>Inspection show no cleaning of equipment, utensils, and/or surfaces; items were left unwashed</td>
<td>Inspection shows poor cleaning of equipment, utensils, and/or surfaces; items must be re-washed before further use</td>
<td>Inspection shows adequate cleaning of equipment, utensils, and/or surfaces; some disorganization in storage</td>
<td>Inspection shows clean equipment, utensils, and/or surfaces; items are properly stored</td>
<td>Inspection shows clean equipment; utensils, and/or surfaces; items are organized and stored with care</td>
</tr>
<tr>
<td><strong>MISE EN PLACE</strong>&lt;br&gt;Prep/Planning</td>
<td>No planning or advance preparation demonstrated</td>
<td>Minimal planning; lack of efficiency</td>
<td>Adequate planning and efficiency</td>
<td>Thorough planning evident before and during activity</td>
<td>Extremely prepared; highly efficient</td>
</tr>
<tr>
<td><strong>Waste</strong></td>
<td>Unacceptable amount of food and/or supplies wasted due to lack of planning and/or concern</td>
<td>Large amount of food and/or supplies wasted; waste could have been prevented</td>
<td>Acceptable amount of food and/or supplies wasted</td>
<td>No food and/or supplies wasted</td>
<td>Food and/or supplies were conserved, not used</td>
</tr>
<tr>
<td><strong>Time Management</strong></td>
<td>Large amount of wasted time and/or inactivity; activity not completed</td>
<td>Did not complete in time allotted due to inefficient use of time</td>
<td>Average organization; completed activity relatively on time</td>
<td>Completed activity and all clean-up tasks on time</td>
<td>Exceptionally organized; completed activity ahead of time</td>
</tr>
<tr>
<td><strong>EQUIPMENT</strong>&lt;br&gt;Use/Operation</td>
<td>Improper use of tools and/or equipment resulting in breakage or injury; or self and/or others</td>
<td>Careless use of tools and/or equipment resulting in excessive wear and tear to items</td>
<td>Adequate care of tools and/or equipment; no misuse noted</td>
<td>Shows respect for tools and supplies; normal wears and tear</td>
<td>Extreme care taken with all tools and equipment</td>
</tr>
<tr>
<td><strong>TECHNIQUE</strong>&lt;br&gt;Skill Level</td>
<td>Unacceptable skill level; does not meet minimum requirements for technique at this time</td>
<td>Needs practice and coaching to meet average skill level</td>
<td>Properly demonstrates skill with some prompting</td>
<td>Proficient at skill without supervision</td>
<td>Exemplary demonstration of skill, level is beyond expectations at this time, can assist others</td>
</tr>
<tr>
<td><strong>TEAMWORK</strong>&lt;br&gt;Cooperation</td>
<td>Disrupts and/or antagonizes others</td>
<td>Shows disrespect for others and/or their work or property</td>
<td>Works with others without supervision</td>
<td>Demonstrates patience and respect for others</td>
<td>Eagerly assists others</td>
</tr>
</tbody>
</table>

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Homework Assignment:

This Assignment due on Week 11 – November 17 or 18, 2011

You are opening the “restaurant of your dreams” in a region of the country of your choice.

- Identify the location/region.
- Design a complete holiday or special occasion menu as it would be presented to your customers, including at least four (4) selections from each of the following categories:
  - Appetizer
  - Soup/Salad
  - Entrée (each entrée should have its own accompaniments)
- Emphasis is to be placed on fresh, local ingredients and on the fusion of another region. This should be reflected in the description of your menu items.
- Include all the recipes of each item from every category. Each recipe should be for 20 portions. Do not use any recipes from this class. Design your own.
- Include a plate presentation plan for each of those items
- Include a three (3) page review of this history of the region you selected.

Objective: This is assignment designed for you to demonstrate creativity. Keep in mind YOU are the owner of this restaurant, so you want this to be the very best! (GEO 1, 3, 4)

Guidelines:

1. Format of this assignment should be presented in a professional format using proper punctuation and grammar. The following are necessary for a completed report:
   - Plastic Cover
   - Cover Page
   - Menu / Table Design / recipes
   - Introduction
   - Body
   - Conclusion
   - Works cited
2. All reports must be typed, double space. The body of the report must be three (3) fully typed pages. Also type the recipes.
3. Format & Grades

<table>
<thead>
<tr>
<th>GRADING</th>
<th>FORMAT:</th>
<th>RESEARCH:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Title Page, Cover: 5 points</td>
<td>Quality: 20 points</td>
</tr>
<tr>
<td>Appearance</td>
<td>Menu/Table Design: 5 points</td>
<td>Accuracy: 20 points</td>
</tr>
<tr>
<td>Effort: 5 points</td>
<td>Footnotes, references 5 points</td>
<td>Integrity (wholeness) 20 points</td>
</tr>
<tr>
<td></td>
<td>Layout: 5 points</td>
<td>Spelling: 5 points</td>
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<tr>
<td></td>
<td>Works Cited 5 points</td>
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