

Curriculum Framework

for the

Professional Training

Two-Year B.P. Program

**Hospitality field - Cook**

**Description of activities related with the learning of "Cook" profession**

Persons who are trained in “preparing meals” are qualified to work in restaurants, hotels, inns, cafeterias, internal schools, hospitals, retirement houses, army barracks, penitentiary establishments and catering establishments.

Their tasks consist of preparing and finishing food including all the required steps. This job includes the purchase of items, menu arrangement, food processing, cleaning workplaces, attention to hygienic standards and correct disposal of waste. The execution of these tasks demands a high level of education and planning.

The other activities consist of planning and organizing the progress of food preparation in teamwork, as well as monitoring the results of work in order to meet the expectations of guests.

Further obligations of this profession are the implementation of defined safety standards, proper handling and treatment of food and kitchen equipment as well as keeping up with environmental standards.

**The following skills and knowledge at least are subject of the training:**

1. Professional formation and labor rights

2. Structure and organization of the kitchen

3. Safety and health protection at work place

4. Environmental protection

5. Dealing with sub-workers, co-workers and supervisors

6. Introduction of tools, equipment and food products

7. Hygiene at the workplace

8. Kitchen operations

9. Service operations

11. Commodities

13. Use of work- and kitchen-technical procedures

14. Preparations of vegetables

15. Preparation of soups and sauces,

16. Preparations of fish and shellfish

17. Processing of meat and offal

18. Processing of poultry and games

19. Producing appetizers and cold plates

20. Preparations of dairy products and eggs

21. Processing and preparation of dough

22. Processing of sweets

**Yearly distribution of hours among different professional subjects**

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| **SUBJECTS** | | | **1** st **year** | **2** sd **year** | **Total** |
| **I** | **1** | Computer | 30 | 30 | **60** |
| **2** | Arabic Language | 90 | 90 | **180** |
| **3** | French Language | 90 | 90 | **180** |
| **4** | English Language | 120 | 120 | **240** |
| **5** | Hygiene | 30 | 30 | **60** |
| **6** | Civic education | 30 | 30 | **60** |
| **7** | Law | 30 | 30 | **60** |
| **8** | Mathematics | 60 | 60 | **120** |
| **9** | Financial Maths | 30 | 30 | **60** |
| **10** | Physical education (Sports) | 30 | 30 | **60** |
| TOTAL | | | **540** | **540** | **1080** |
| **II** | **1** | Kitchen Technology | 60 | 60 | **120** |
| **2** | Kitchen Laboratory | 120 | 120 | **240** |
| **3** | Service basics & practices | 60 | 30 | **90** |
| **4** | Food Safety | - | 30 | **30** |
| TOTAL | | | **240** | **240** | **480** |
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| **Practical Applications distributed as follows :** | | | | | |
| **III** | **1** | Kitchen practical applications | 120 | 160 | **280** |
| **2** | Pastry & Bakery practical applications | 60 | 80 | **140** |
| **3** | Service practical applications | 60 | - | **60** |
| TOTAL | | | **240** | **240** | **480** |

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| **GENERAL SUM** | **1020** | **1020** | **2040** |

N.B. : The practical applications hours can be divided over 30 weeks and distributed on weekly basis. Or, especially for the schools that operates an internal restaurant, these hours can be distributed as follows :

- Kitchen practical applications : One day per week , 8 hours a day , over 15 weeks for the first year. And, 20 weeks for the second year of education.

- Pastry & Bakery practical applications : One day per week , 8 hours a day , over 7 weeks and a half the first year. And, 10 weeks for the second year of education.

- Service practical applications : One day per week , 8 hours a day , over 7 weeks and a half the first year only.

Food Safety 30 hours in second year

Course Description

The major goal of this course is to provide an effective training of key food safety concept. It is the main important key for students to know about the safety of items that they are working with. Also this course provides the students with the knowledge, attitude, and the professional behavior that affect the food safety.

This course includes the important information for food defense solution intended to help employees protect themselves friends, and the food safety from contamination.

Learning Objectives

o The importance of food safety and sanitation, to prevent foot borne illness in food establishments.

o Recognize the personal hygiene for food handlers.

o Recognize the type of food hazards.

o Recognize the contamination hazards.

o Learning the types of bacteria and viruses transmitted by poor personal hygiene.

o Recognize how microorganisms transfer to foods.

o Recognize how to wash hands properly to prevent food contamination.

o Recognize how to behave in the work area.

o Recognize what to do with the wounds.

o State the 14 golden rules that should be followed by employees.

Topics to cover

Chapter I : Introduction to food and nutrients

Learning objectives:

o Determine the food needs of human organism, and the natural sources of food

o Classify the food in groups and establish the balanced diet.

o Specify the origin, the role, the daily need and the presentation mean of nutrients.

Chapter II : The flow of food product

Learning objectives:

o Recognize the SPS (specific purchase specification) of food products.

o Checking the equipment used to transport food from the supplier to the property.

o Avoid dealing with the supplier that provides unsafe products.

o Using the determine policies to ensure the temperature of receiving products.

o Checking all the cooked food and ready, to serve to ensure the absence of contamination remarks.

o Checking the expiry date of the products.

Chapter III : Food Safety Management

Learning objectives:

o Understand the benefits of Good Food hygiene management and how it can be achieved.

o Define food hazards in our business.

o Understand when and how to complete a food hygiene self-inspection.

o Recognize the purpose of good food safety.

o Recognize how we protect food in our business and how it becomes unsafe.

Chapter IV : Factors that affect foodborne illness

Learning objectives:

o Learning the importance of measuring and maintaining food temperature to ensure that foods are safe for consumption.

o Identifying the symptoms and classification of foodborne illness.

o Recognize the factors that promote bacterial growth in food.

o Recognize the condiments and the procedures of cross-contamination.

Chapter V : Safety in kitchen and restaurants

Learning objectives:

o Recognize the safety practices and preventive measures to maintain a safe food service facility.

o Recognize how to perform appropriate first aid procedures for kitchen and dining room injuries.

o Identify fire safety procedures and preventive measures

o Explain the proper handling of knives hand tools and equipment

o Identify the types of equipment

o Knowledge of appropriate tools and utensils for food preparation tasks

Chapter VI : Personal hygiene for food handlers

Learning objectives:

o Recognize the importance of personal hygiene (hand hygiene, work wear hygiene and behavior hygiene)

o Recognize the types of hazards

o Recognize The types of bacteria transmitted by poor personal hygiene

o Recognize the two main risks of Avian Influenza

o Learning how can everyone be infected

o Recognize how do microorganisms transferred to food

o Recognize how and when wash hands properly

o Recognize how to behave in the work area

o Learning what to do with wounds and when you are sick

o Recognize the 14 golden rules

Practical subjects

1 # In general, some points are to be respected:

* The workshop teacher presents and explains the assigned tasks.
* All devices and tools used for the first time must be explained in their function.
* All possible and conceivable dangers capable of occurring during work must be described.
* All security orders and measures of prevention of accidents must be known by the pupils and controlled by the teacher.
* During work hygiene is a must. The teacher has to give advice and has to control the standards during work.
* After preparation and while working in the restaurant there should be a critical control of the obtained result together with the students to improve their performance and self-assessment.

2 # Skills and knowledge of the practical training

The apprentice must get practice in:

- Basics of kitchen work

- Specialized knowledge about food, their specifications and their preparation methods

- Basics of food and beverage service

- Preparation of different food with various cooking methods

- Use of different ingredients according to their character and processing capacities

- Specialized knowledge about hot and cold beverages.

3 # Lesson plan design

Adequate lesson planning is essential for meeting the curriculum. The importance of various didactical methods is needed to improve the competences of the students.

Arrangement, structure and weighting of the curriculum of each class within the meaning of education and teaching are the responsibility of the teachers.

Due to didactical and school organizational causes, coordination theory and practice is absolutely necessary. The order of subjects is only a recommendation and is not binding. The weighting of subjects in schools is due to the possibility and necessity of exemplary teaching, as well as the currently available time to be respected. The selection of examples realistic cases is required. The work with the textbooks is to subordinate.

The lesson planning (preparation) required by the teachers:

- The specification of general educational goals and the specific topics of the individual classes with defined the objectives.

- The adoption of methods and media for the classroom.

The lesson planning is one of the requirements to:

- Meet curriculum and to encourage a didactical adequate method

- Consider needs and competencies of pupils in order to improve the professional requirements.

Kitchen Technology 120 hours / 2 years

Kitchen Laboratory 240 hours / 2 years

# Basic elements of good teamwork

Attitudes towards team members

* Demonstrate trust, support and respect towards team members
* Follow all policies and act in a polite and professional manner and state the effects of negative personal attitudes
* Explain how to maintain good working relationships with your team colleagues
* State the goals of good team work such as:
  + Appropriate leadership
  + Appropriate motivation
  + Need for cooperation
  + Organization
  + Effective communication
* Identify why effective team working is essential for success and how you can contribute to this
* Basic elements of good teamwork such as:
  + Communication skills
  + Co-operation in terms of helping other team members, following instructions and the limitations of the own role within the team
  + Knowledge of who make up the “teams” in the organization

Cultural differences within the team

* Demonstrate and accommodate cultural differences without any discriminations

# Safety in kitchen

Safety practices and preventive measures to maintain a safe food service facility

* List common causes of accidents in kitchen and dining room and outline a safety management program
* Describe appropriate types and use of fire extinguishers used in the foodservice area
* Review laws and rules of the regulatory agencies governing sanitation and safety in foodservice operation
* Explain appropriate first aid procedures for kitchen and dining room injuries
* Perform first aid procedures for kitchen and dining room injuries
* Review Material Safety Data Sheets (MSDS) and explain their requirements in handling hazardous materials. Discuss right-to-know laws
* Develop cleaning and sanitizing schedule and procedures for equipment and facilities

Fire safety procedures and preventive measures

* Identify classes of fires according to the burning substance
* Identify types of fire extinguishers used for each class of fire
* List fire preventive measures which are used in the food service industry
* Report suspicious guests items and packages in accordance with establishment procedures
* Follow correct safety and security procedures in a calm and orderly manner
* Report to the appropriate person missing staff or guests property
* Deal with lost property in accordance with establishment procedures
* Lock-up equipment and materials in a proper place

# Tools and utensils in the kitchen

Equipment in the kitchen

* Knowledge of appropriate tools and utensils for food preparation tasks, following established guidelines for selection, safety, maintenance, and storage
* Identify tools and utensils used in food preparation tasks
* Select appropriate tools and utensils for the specific task
* Explain the proper handling of knifes , hand tools and equipment , emphasizing proper safety techniques

Technical terms

* Comprehend knowledge of technical terms used in the kitchen
* Comprehend knowledge of technical terms used in other departments
  + Transfer to the practical skills in the kitchen lab

**Food Preparation and production**

Introducation to food products

* Identify herbs, spices, oils and vinegar, condiments, marinades and rubs
* Identify and demonstrate the comprehensive knowledge about food products
* Transfer to the practical skills in the kitchen lab Cookery process

Explain why we cook food

* Describe cookery methods and the types of food best applied to these methods :

Blanching, bowling, simmering, steaming, stewing, braising, roasting, grilling, shallow frying, deep frying, baking, cold preparations

* + Linked with Cooking

Components of a recipe

* Demonstrate how to read and follow a standard recipe
* procedures for determining ingredient amounts by using scaling weights, procedures, and measures accurately
* Outline the in work sequence
* Use the “mise en place” preparation principle for effective time management.
* Conduct yield and quality tests on canned, fresh, frozen and prepared food produce
* Use recipes effectively in menu creating
* Prepare written requisitions for recipes

**Environmental awareness**

Aspects to avoid wasting material

* Explain the importance of economical use of chemicals while cleaning the kitchen and restaurant
* Demonstrate the knowledge of economically use of cleaning agents and chemicals
* Explain the environmental legislation that impacts on cleaning
* Literacy skills to interpret product labels and safety instructions
* Numeric skills to calculate quantities of chemicals and other cleaning agents
  + Transfer to the practical skills in the kitchen lab

Waste and rubbish treatments

* Explain the waste seperation ot be split in groups :

Moist

Biological

Burnable

Dry and rest waste

**Health and safety**

**Food safety, hygiene and security**

Behave as responsible individuals within food safety procedures

The candidate will be able to:

* Define food poisoning
* Define food hygiene
* Outline HACCP practices and procedures
* Identify key food safety records
* State the key elements of a food safety policy
* Identify reporting procedures
* State the key requirements of food safety legislation

Keep him/herself clean and hygienic

The candidate will be able to:

* Describe the design features of protective clothing for food handlers
* Identify bad habits and hygiene practices
* Identify resources/facilities and procedures for hand washing
* List the most important times to wash hands
* Describe the advantages and disadvantages of wearing gloves
* List reportable illnesses and infections
* Explain the term ‘carriers’
* State the importance of being ‘fit for work’
* Describe the features of plasters suitable for use by food handlers
* State the bacteria associated with open wounds

Keep the working area clean and hygienic

The candidate will be able to:

* Identify different types of cleaning products
* List the types of energy used in cleaning
* Define a ‘clean as you go’ policy
* State the key features of cleaning schedules
* Describe the safety requirements for handling and storing chemicals
* List the key features of equipment and surfaces suitable for use in food handling areas
* Describe how waste should be stored and disposed of. State recycling procedure and recognize its importance.
* Describe the importance of keeping the wastage storage area clean and tidy
* List common types of food pests
* Identify signs of food pests
* Describe pest management reporting and control procedures
* Describe different pest proofing methods

Receive and store safely

The candidate will be able to:

* Describe the checks that should be made when accepting deliveries of ambient, chilled or frozen foods
* Describe stock rotation systems
* Describe the difference between ‘best before’ and ‘use by dates’
* Identify the correct storage conditions for foods
* Identify the main categories of contamination
* Define cross-contamination
* Describe how to prevent cross-contamination
* Describe the types of cross-contamination
* State the rules to observe when using probe thermometers
* State best practice for thawing/defrosting foods
* Identify the documents used for recording food storage and temperature control

Prepare, cook, hold and serve food safely

The candidate will be able to:

* List the micro-organisms associated with food poisoning
* Identify causes of non-bacterial food poisoning
* Describe techniques to prevent food poisoning during preparing, cooking and serving foods
* Describe common symptoms of food poisoning
* Identify the people most at risk from food poisoning
* Identify common food allergens and intolerances
* Identify physical contaminants
* Identify the temperatures at which most food poisoning micro-organisms will grow
* rapidly, cease to multiply and die
* Define the term danger zone
* Identify different heat treatment processes
* Identity the best practice for cooking and reheating food
* Identify the correct time and temperature for chilling food
* Identify the correct time/temperature for holding food, hot and cold for service

**Control hazards in the workplace**

The candidate will be able to:

* Maintain a safe, hygienic and secure working environment
* List causes of slips, trips and falls in the workplace
* State the steps to minimize the risk of slips, trips and falls, cuts and burns
* Identify the main injuries from manual handling
* State ways to reduce the risk of injury from lifting, carrying and handling
* Identify the correct lifting procedure
* Identify ways machinery/equipment can cause injuries
* List control measures to avoid accidents from machinery/equipment
* State types of hazardous substances
* List control methods for hazardous substances to prevent exposure and ensure protection of employees
* Indicate the main causes of fire and explosions
* State how elements of the fire triangle can be used to extinguish a fire
* Identify dangers associated with electricity
* Identify the measures to prevent electricity dangers
* State methods to deal with electrical dangers
* State the control measures to reduce risk
* State how the main types of safety signs can be identified
* Identify first aid equipment and first aid treatment in case of shocks, fainting, cuts, nose bleeds, fractures, burns and scalds, electric shock, gassing, …

# Kitchen organization

Staff organization

* Explain the role of job descriptions and specifications and develop written example for the profile cook
* Analyze types and methods of employee evaluation
* Analyze ways of dealing with stress in the workplace
* Evaluate methods of conflict resolution
* Identify reasons for disciplinary problems and discuss the supervisor’s role in handling them
* Analyze motivational techniques/problems; discuss procedures for attitudinal changes
* Discuss time management and other organizational management techniques
* Discuss legal issues related to managerial decisions (sexual harassment, discrimination, violence/anger and unemployment compensation)

Food organization

* Receive and store fresh, frozen, refrigerated and stable goods
* Inventory food and non-food items with necessary forms
* Explain the procedures for rotation of stock and for costing and evaluating

# Kitchen operations

Describe the organization of kitchens

* Describe the organizational structure of the kitchen
* Predict future trends in food production operations
* Explain the importance of kitchen layout to promote good work flow in relation to food production systems
* Discuss the importance of correct work flow in catering operations
* Outline the staffing hierarchy in a traditional kitchen
* Describe the responsibilities of specific job roles in a traditional kitchen organisation
* State the reasons for good working relationships within the kitchen and food service department

Plan and prepare menus (Basics only)

* Explain the importance of the menu for food production and food service
* Describe menus for different types of meal occasions for catering operations
* Discuss the factors to be considered in the planning of menus
* Identify the technical terminology used in menu planning

Demonstrate awareness of basic costs associated with food service industry

* Calculate the food cost of dishes and determine the food cost per portion of dishes
* Describe the elements of cost associated with catering operations

# The central kitchen

* Define the central kitchen and the relay kitchen. Identify related problems
* Describe the work conditions in a central kitchen
* Apply the necessary steps of food processing and controls
* Assure healthy packaging and compatible transportation means
* Describe the deferred catering techniques : Hot, Refrigerated, and frozen bindings. Listing all necessary precautions

# Equipment used in the kitchen (as in working place)

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Tools and equipment

* Describe safety rules when using tools and equipment
* Explain range of knives
* Explain the correct storage of all tools according to safety rules and hygiene
* Describe proper use of all kitchen equipment

# Material: Stove, Deep fryer, Grinder, Blender, Salamander, Microwave, Bain marie, Slicing machine, Food processor, Food mixer, Kitchen scale, Knives, Convenient food, Cleaning agent, disinfectant...

Use of tools and equipment

* Explain correct use of knives and demonstrate different cutting methods using the basic cutting techniques julienne, brunoise, jardiniere, batonnet, paysanne, etc.
* Explain correct use of equipment and discribe their function
* Explain and demonstrate proper cleaning of all tools and equipment

Maintenance of tools and equipment

* Describe proper cleaning, maintenance and storage af all tools and equipment in kitchen range and store room
* Ensure that all machinery, equipment are functioning
* Explain the necessary steps in case of damaged equipment

# Food receiving and issuing of food

Handling and storage of food

* Evaluate received food to determine conformity with user specifications
* Use the procedures for receiving food and other material items to ensure quality
* Use procedures for requisitioning, issuing, and inventorying food, kitchen equipment, and supplies Receive and store food
* Explain proper receiving and storing of cleaning supplies and chemicals
* Inventory and non-food items on hand

Steps to be ensured:

* Receiving of food and commodities for storage
* Recording of deliveries
* Checking against order
* Quality of the food
* Correct storage of food
* Correct temperature of storage
* Practical works have to be executed every practice training

Linked with : Purchasing, receiving, and issuing goods; and with Hygiene.

Issuing food

* Explain “first in first out” of stock
* Describe proper procedures of issuing product according to requisition
* Explain and carry out the procedures stock rotation and costing and evaluating
* Describe current computerized systems for purchasing and inventory control

# Preparing for production and finishing of work shift

Starting work shift

Explain preparation for work shift:

* Preparing bain-maries
* Switching on power
* Turning on gas/steam/water
* Collecting stores
* Arranging workplace tools/equipment
* Collecting raw materials
* Collecting linen
* Preparing work plan

Linked with Kitchen organisation, Safety in kitchen and restaurant, Equipment used in the kitchen, Food science

3.3 Finishing work shift ( closing )

Explain finishing of workshift:

* Storing unused food and commodities
* Replacing tools and utensils
* Switching off machines
* Cleaning tools/equipment
* Cleaning and disinfecting cutting boards
* Cleaning “bain-marie”
* Cleaning kitchen/stores
* Locking fridge/freezer/stores
* Returning used linen
* Turning off power/gas etc.
* Check for fire hazards
* Closing - up, handing over keys
  + Linked with Hygiene in kitchen and restaurant, Cleaning of kitchen area, Environmental awareness

# Cleaning of kitchen area

Hygiene control system (HACCP)

* Introduction to hygiene system in kitchen range
* Independent carring out hygiene control with the necessary control sheets
  + Linked with Hygiene in kitchen and restaurant

Cleaning system

Carry out following tasks of cleaning:

* Select the necessary cleaning material and products
* Check worktables, cupboards and racks for cleanliness ; and clean disinfect, wipe and polish if necessary
* Sweep and wash kitchen floor using appropriate materials and cleaning products
* Clean all kitchen area equipment, like tools, grinder, blender, kitchen scale, stofe, food processor, slicing machine etc… according to specifications

Examples of possible practical works

The students conduct a deep cleaning for the kitchen lab

They establish deep cleaning frequency program

They prepare a checklist sheet to verify cleaned kitchen, type it on computer, and use it

# Introduction to food and nutrients

* Determine the food needs of the human organism; and the natural sources of food
* Classify the foods in groups and establish the balanced diet
* Specify the origin, the role, the daily need, the preservation means of nutrients: water, mineral salts, vitamins, carbohydrates, fats, proteins
* Relate the properties of nutrients to culinary applications
* Ability to evaluate the ingredients of food in relation to their nutritional and kitchen-technical significance :

- Carbohydrates

- Fats and oil

- Protein

- Minerals

- Vitamins

- Water

- Enzymes

- Fiber

- Odorous substances, flavorings

# Cooking

Introduction into kitchen work

* Punctual in the kitchen
* No jewelry and clocks on the hand
* Professional outfit and clothing
* Hygiene guidelines in kitchen range of action
* Marking guidelines, collaboration, job report, self-discipline, teamwork
* First aid in the kitchen field
* Preparation of mise en place
* Cooking methods and the types of food best applied to these methods : blanching, bowling, simmering, steaming, stewing, braising, roasting, grilling, shallow frying, deep frying, baking,
* Specific preparation procedures

- cold preparations

- cook & chill

- cook & freeze

- cook & hold

- “sous vide”

# Kitchen terminology

These kitchen terminology should every young cook know:

Au four Dresser Montre Bouquet garni Etamine Napper Braisière Fumet Paysanne Brunoise Haut goût Roux Barder Julienne Sautoir Beurre manié Carcasse Terrine Chemiser Légumier Timbale Chinois Liaison Torchon Cocotte Marmite Tranche Concassée Macérer Tranche Dégraisser Mie de pain Ciseler Mirepoix

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| **Vegetables** | |
| Examples of possible practical works | Knowledge & Skills |
| جاط خضار مشكّلة  Crudités  كبيس الخضار  تشكيلة خضار مقلية  تبولة  فتوش | * Classify vegetables according to their derivation, state their composition and nutritive value; determine the effect of cooking and the losses sustained.      * Determine the quality and freshness at purchase, usage, storage conditions and preserving methods, according to scientific principles. * Wash, Sanitize, Trim and Prepare vegetables like : Artichokes. Artichokes bottoms. Eggplants. Cauliflower. Broccoli. Belgian endive. Green peas. Fennel. Cabbage. Okra. Haricots. Cucumbers. Carrots. Leek. Bell peppers. Beets. Parsnips. Celery. Asparagus. Spinach. Tomato. Zucchini. Onion. Garlic… * Cuts of vegetables : Julienne, Brunoise, Macédoine, Jardinière, Paysanne, Concassée. * Preparations : Ratatouille. Au beurre noisette. Aux croutons. Glacé. À la crème. Au gratin. En purée. |

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| **Salads and dressings** | |
| Examples of possible practical works | Knowledge & Skills |
| Salad dressings : Vinaigrette, Citronade, Thousand Island dressing… .  Cold sauces  Mayonnaise sauce  Andalusian sauce (sauce Andalouse)  Tartare sauce (sauce tartare)  Remoulade sauce (sauce remoulade)  Cocktail sauce  Salads of raw vegetables  Tomato and cucumber salad (salade de tomates et concombres)  Cabbage salad  Greek salad  Season salad  Salads of cooked vegetables  Potato salad (salade de pommes de terre)  Russian salad (salade russe)  Beetroot salad (salade de batterave)  French bean salad (salade de haricots verts)  Pânaché salad  Salad leaves and vegetables  Celery, Chicory (endive belge), Curled chicory (endive frisée), Lettuce and Iceberg lettuce, Mustard and cress, Mixed salad, Green salad (verde).  Salad bar  Chicken salad  Fish salad (salade de poisson)  Meat salad (salade de viande)  Chef salad (salade du chef)  Caesar salad  Niçoise salad | * Classify types of salads according to their function in the meal * Provide aesthetic appeal in menu planning and serving food * Identify the parts of the salad * Name the ingredients commonly used in salads * Outline the preparation procedures for salads * Prepare the types of salads * Evaluate the types of prepared salads to determine achievement of appropriate quality levels * Name the categories of salad dressings * Identify the ingredients in salad dressings. List examples of temporary and permanent emulsions in salad dressings * Outline procedures for preparing temporary and permanent emulsions in salad dressings * Prepare temporary and permanent emulsions salad dressings * Evaluate the prepared temporary and permanent emulsions in salad dressings to determine achievement of appropriate quality levels |

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| **Potatoes** | |
| Examples of possible practical works | Knowledge & Skills |
| Potatoes and ingredients for production of first course dishes or side dishes   * + Linked with Use of tools and Equipment   Plain boiled potatoes (pommes nature)  Parsley potatoes (pommes pesillées)  Mashed potatoes (pommes purée)  Duchess potatoes (pornmes duchesse)  Croquette potatoes (pommes croquettes)  Baked jacket potatoes (pommes au four)  Steamed potatoes (pommes vapeur)  Sauté potatoes (pommes sautées)  Sauté potatoes with onions (pommes lyonnaise)  Crisps (pommes chips)  Mousseline potatoes (pommes mousseline)  Almond potatoes (pommes croquette aux amandes)  Wafer potatoes (pommes gaufrettes)  Matchstick potatoes (pommes allumettes)  Fried or chipped potatoes (pommes frites)  Savoury potatoes (pommes boulangère)  Fondant potatoes (pommes fondantes)  Roast potatoes (pommes roties)  Château potatoes (pommes château)  Cocotte potatoes (pommes cocotte)  Noisette potatoes (pommes noisette)  Potatoes with bacon and onions (pommes au lard)  Potatoes cooked in milk with cheese (gratin dauphinoise)  Delmonico potatoes (pommes Delmonico)  New potatoes (pommes nouvelles)  New rissolée potatoes (pommes nouvelles rissolées)  Parmentier potatoes (pommes parmentier)  Swiss potato cakes (rösti) | * Classify the major types of potatoes by their characteristics, quality, and uses * Identify the market forms of potatoes available to the consumer (floury, waxy…) * Analyze the appropriate procedures for cooking methods of potatoes * Prepare potatoes by boiling, steaming, baking, baking “en casserole,” roasting, deep-frying, sautéing, and pan-frying * Evaluate prepared potatoes to determine achievement of appropriate quality levels |

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| **Stocks** | |
| Examples of possible practical works | Knowledge & Skills |
| Specify ingredients for stocks and soups production White stockBrown stockReduced veal stock (for sauce)White chicken stockFish stockCrab stockGame stockWhite vegetable stockBrown vegetable stockJus (Beef, Chicken, Lamb, Oxtail, Treacle, Venison)Jerez sauceGlazes (composition, applied techniques and utilizations) | * Define types of stocks according to their uses * Analyze the ingredients of stocks and the functions of each * List the steps in the procedure for preparing, handling, and holding stocks * Prepare the types of stocks * Evaluate prepared stocks to determine achievement of appropriate quality levels |

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| **Sauces** | |
| Examples of possible practical works | Knowledge & Skills |
| Thickening products : Beurre manié, White roux, Blond roux, Brown roux, Continental roux, Egg yolks, Corn flour, Starch, Cream or Butter, Rice (in case of some shellfish bisques), Thickening the stock by reducing.  Basic sauces  Béchamel sauce  Velouté (chicken, veal, fish, mutton)  Demi-glace  Espagnole  Fish velouté  Red wine sauce (sauce bordelaise)  Chasseur sauce  Pepper sauce (sauce poivrade)  Brown onion sauce  Curry sauce  Tomato sauce  Pesto  Salsa verde  Hollandaise sauce  Béarnaise sauce  Brown onion sauce (sauce lyonnaise)  Choron sauce  Italian sauce (sauce italienne)  Madeira sauce (sauce Madère)  Coulis de tomates  Sauce aigre-douce  Sauce barbecue  Sauce Bercy  Sauce bolognaise  Sauce bourguignonne  Sauce financière  Sauce maltaise  Sauce mayonnaise (with all derivates : Aïoli, Tartar, Cocktail… .)  Crème d’ail  Sauce Mornay  Mustard sauce  Sauce rémoulade  Sauce suprême  Sauce sabayon  Dip (à l’avocat, à l’orange, au Roquefort… .)  Butter as a sauce : Clarified butter, Beurre noisette, Beurre fondu / emulsion (meuniere… .)  Compound butter sauces : Maître d’ hotel butter, Parsley butter, Herb butter, Chive butter, Garlic butter, Mustard butter, Anchovy butter, Shrimp butter.  Flavoured oil : Walnut oil, Basil oil, Garlic oil, Sundried tomato oil… . | * Demonstrate the correct use of equipment to prepare, cook and store sauces * Prepare ingredients for making sauces according to recipe and dish requirements * Produce different types of sauces * Demonstrate finishing methods * Apply quality points to each stage of the process * Demonstrate safe and hygienic practices * Evaluate the finished product * Identify different types of sauces * Identify sauce and dish combinations * Explain the purpose at sauces, and the quality points in preparing and cooking sauces * Identify the preparation / cooking principles for sauces * Describe the skills needed to check and finish sauces * Identify correct storage procedures for sauces |

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| **Soups** | |
| Examples of possible practical works | Knowledge & Skills |
| 1 Clear soups  Bouillon, Broth, Consommé : The basic recipe, julienne or brunoise of vegetables, consommé paysanne, chicken consommé, consommé au porto  2 Thick soups  Pulse soup (basic recipe) with croutons  Cream of green pea soup (crème St Germain)  Potato soup (purée parmentier)  Potato and watercress soup (purée cressonnière)  Purée of carrot soup (potage crecy)  Gazpacho  Tomato soup (potage de tomates)  Cream of tomato soup (crème de tomates)  Brown onion soup (soupe à l’oignon)  Mushroom soup (crème de champignons)  Chicken soup (crème de volaille or crème reine)  Vegetable soup (purée de legumes)  Cream of vegetable soup (crème de legumes)  Asparagus soup (crème d’asperges)  Minestrone  Red lentil soup  Pea velouté  Squash/pumpkin velouté  Bisques (crevettes, langoustines… .)  Basic soup recipe for purées Potage cultivateurPotage printanierGratinée à l’oignon | * Describe the types and uses of soups * Describe the clarification process of consommé and the functions of its ingredients * Outline procedures for the preparation and holding of clear, thick, ands specialty soups * Prepare clear, thick, and specialty soups * Evaluate prepared soups to determine achievement of quality levels |

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| **Breakfast & Egg dishes** | |
| Examples of possible practical works | Knowledge & Skills |
| Eggs in cocotte  Boiled eggs (oeufs à la coque)  Soft-boiled eggs (oeufs mollets)  Hard-boiled eggs (oeufs durs)  Soft-boiled eggs with spinach  Fried eggs (oeufs frits)  Poached eggs (oeufs pochés)  Eggs with chicken liver - with ham - fried with bacon  Omelette nature - with parsley - with mushroom - with cheese - rolled omelette | * Identify the major parts of an egg according to nutritional content * List the market forms, grades, and sizes of eggs * State the uses of eggs * Identify the principles of egg cookery * Analyze cooking methods used in the preparation of eggs * Prepare eggs by simmering in the shell, poaching, frying, shirring, scrambling, omelette, and soufflés * Evaluate prepared eggs to determine achievement of appropriate quality levels * Demonstrate safe and hygienic practices, mainly to avoid salmonella contamination * Prepare breakfast items such as cereals, potatoes, meats, and quick breads using previously learned cooking principles * Evaluate prepared menu items using cheese to determine achievement of appropriate quality |

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| **Dairy products & Cheese** | |
| Examples of possible practical works | Knowledge & Skills |
| ترويب اللبن واللبنة  الكريما المخفوقة  Different cheese and food for production of simple meals Cheese platter with accompaniments  * + Linked with Use of tools and Equipment | * Define the forms of milk and cream * List the guideline procedures for preparing toppings * Identify preventive measures for cooking problems of milk and cream products * Explain the characteristics and grades of butter * Different dairy products as example * List the varieties of cheese * Identify guidelines for cooking cheese * Prepare menu items using cheese such as sauces, appetizers, salad, entrees, starches, vegetables, and desserts * Evaluate prepared menu items using cheese to determine achievement of appropriate quality levels |

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| **Cereals and their derivatives** | |
| Examples of possible practical works | Knowledge & Skills |
| أرز مفلفل  أرز بشعيرية  برغل بالبندورة  Fresh egg pasta dough, Noodles and rice noodles, Stuffed pasta dough (Ravioli, Cannelloni, Cappelletti, Tortellini …)  Pasta dishes  Spaghetti with tomato sauce (spaghetti ala pomodoro)  Spaghetti bolognaise (spaghetti alla bolognese)  Macaroni cheese  Rice noodles salad with duck and orange  Green fettuccine with ham and creamy cheese (fettucine Verdi in salsa cremona)  Ravioli  Cannelloni  Lasagna  Gnocchi parisienne (choux paste)  Gnocchi romaine (semolina)  Gnocchi piemontaise (potato)  Pizzas  Rice dishes  Plain boiled rice  Steamed rice  Braised or pilaff rice (riz pilaff)  Braised rice with mushrooms (riz pilaff aux champignons - Indian pilau)  Braised rice with peas and pimento (riz à l’ orientale - Indian pilau)  Braised or pilaff rice with cheese  Risotto with Parmesan (risotto con Parmigiano)  Stir-fried rice | * Define cereals and analyze the structure and composition of the grain. * Determine the characteristics of wheat and the difference between hard wheat and weak wheat. * Flour : Adequate usage of each type, Identification of quality at purchase, Proper storage. * Bread : Ingredients used , steps of processing bread, composition, quality signs, consumption, storage and use, commercial varieties. * Pasta : Enumerate the ingredients and steps needed to produce pastes. State the commercial varieties and composition of pastes. Identify quality, purchase, usage, consumption and storage. * Identification and usage of semolina and burghul.   Rice   * Determine the characteristics of rice and its nutritive composition. * Comprehend the different steps of processing rice. Differentiate between different kinds of rice. * Check the quality characteristics of rice at purchasing time and after cooking rice. Store rice in proper conditions. * Determine the different utilizations of rice, and evaluate the effects of its consumption on human health.   Other cereals   * Describe and identify the structure of the grain (rye, barley, oat, corn, buckwheat). * Determine the derivatives from these cereals. * Specify the proper use of these cereals.   Skills   * Prepare rice by boiling, steaming, pasta, risotto and pilaf methods * Evaluate prepared rice to determine achievement of appropriate quality Levels * Classify the types of pasta according to uses * Outline the procedure for boiling pasta * Prepare pasta by the boiling method * Evaluate prepared pasta to determine achievement of appropriate quality levels |

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| **Sandwiches** | |
| Examples of possible practical works | Knowledge & Skills |
| Different breads and fillings for production of sandwiches  Croque-monsieur  Petit pain rond au crabe (ou aux crevettes)  Sandwich complet  Sandwich au poulet  Tacos au boeuf (ou à la volaille)  Halloumi  Hamburger  Fajitas  Shawarma  Taouk | * Identify the types of cold sandwiches * List ingredients used in cold sandwiches * Set up a sandwich station using the “mise en place” technique * Prepare the types of cold sandwiches * Evaluate the types of prepared cold sandwiches to determine achievement of appropriate quality levels |

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| **Garnish for platters of cold appetizers and buffets** | |
| Examples of possible practical works | Knowledge & Skills |
| Different garnish items for decoration   * + Linked with Use of tools and Equipment | * Identify tools and equipment used in garde manger, emphasizing safety and sanitation procedures * Describe the characteristics of attractive food presentations * Define garnish as it relates to attractive food presentation * Match popular garnish to appropriate foods * Prepare a variety of garnish for foods * Evaluate prepared garnish to determine achievement of appropriate quality levels * Serve foods using creative garnish * Demonstrate food presentation techniques, i.e., platters, bowls and plates * Produce decorative centerpieces (i.e. fruit, vegetable carvings, salt dough, tallow and ice carvings) |

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| **Cold appetizers** | |
| Examples of possible practical works | Knowledge & Skills |
| Different food items and ingredients for preparation of cold appetizer   * + Linked with Use of tools and Equipment   Single-food hors d’oeuvre  Oysters  Caviar  Smoked salmon  Foie gras  Salami and assorted cooked or smoked sausages  Liver pâté (pâté de foie)  Potted shrimps  Assorted hors d’oeuvre  Shellfish cocktails: crab, lobster, shrimp, prawn (cocktail de crabe, homard, crevettes, crevettes roses) with shellfish cocktail sauce  Egg mayonnaise (oeuf mayonnaise)  Leeks (poireaux à la grecque)  Mushrooms (champignons a Ia grecque)  Onions (oignons à la grecque) | * Define cold appetizers according to use * Identify and discuss ingredients used in the cold kitchen * Outline preparation procedures for the types of cold appetizers * Preparation of cold items to include salads, sauces, dressings, marinades, relishes, sandwiches, canapés and hors d’oeuvre * Prepare the types of cold appetizers * Demonstrate fundamental skills in the preparation and uses of aspic * Evaluate the types of prepared cold appetizers to determine appropriate quality levels |
| **Canapés, pâtés, mousses, galantines, terrines** | |
| Examples of possible practical works | Knowledge & Skills |
| Different food items and ingredients for preparation of canapés, pâtés, mousses, galantines, terrines  Terrine of chicken and vegetables  Terrine of bacon, spinach and mushrooms  Duck and chicken terrine  Haddock and smoked salmon  Potted meats  Tapenade  Tartare of smoked haddock  Canapés (topped with [meat](http://en.wikipedia.org/wiki/Meat), [cheese](http://en.wikipedia.org/wiki/Cheese), [fish](http://en.wikipedia.org/wiki/Fish), [caviar](http://en.wikipedia.org/wiki/Caviar), [foie gras](http://en.wikipedia.org/wiki/Foie_gras), [purées](http://en.wikipedia.org/wiki/Pur%C3%A9e) …) | * Define canapés, pates, mousses, galantines, and terrines according to use * Identify types of canapés, pates, mousses, galantines, and terrines * Outline the preparation procedures for the types of canapés, pates, mousses, galantines, and terrines (Basics only) |

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| **Hot appetizers** | |
| Examples of possible practical works | Knowledge & Skills |
| Lebanese and International hot appetizers  Potatoes Harra au Kizbarra  Rakakat in Cheese  Samboussek  Fatayer au Epinards  Fried Kebbé Akrass  French fries  Chicken wings provencale  Sougouk  Makanek  Foie de volaille(debs al Roumaine) | * Prepare the types of hot appetizers * Define hot appetizers according to uses and types * Outline preparation procedures for types of hot appetizers * Prepare the types of hot appetizers |

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| **Fish & Seafood** | |
| Examples of possible practical works | Knowledge & Skills |
| Fish preparation  Dressing a fish  Filleting of flat fish  Filleting of round fish  Cuts of fish : Steaks (darnes), Fillets, tronçons, Suprêmes, Goujons, Paupiettes, Ciseler  Stocks  Fish cooking liquid (court bouillon)  Fish stock (fumet de poisson)  Sauces  Sabayon  White wine sauce (sauce vin blanc)  Tomato vinaigrette  Fish and Seafood cooking  Fried sole (sole frite)  Fillets of sole meunière  Baked cod fillets portugaise  Baked fish with tomatoes and mushrooms  Broiled fish steaks maître d’hotel  Oysters casino  Fried breaded fish fillets  Poached whole fish  Steamed fish with garlic, spring onions and ginger  Fillets of sole bonne femme  Sole vin blanc  Lobster à l’ américaine  Lobster thermidor  Scallops with herbs (les coquilles Saint-Jacques aux fines herbes)  Scallops with spinach (les coquilles Saint-Jacques à la florentine)  Moules marinière (steamed mussels)  Seared scallop salad with honey-lime dressing  Cuttlefish, squid and octopus (la seiche, l’encornet et la poulpe) wok sauted | * Classify fish, state their composition. Enumerate the factors which influence their quality * Check the signs of quality when purchasing; and specify the cooking techniques * Determine the advantages and disadvantages of their consumption and digestion * Identify the correct storage conditions and shelf life of : refrigerated fish, frozen fish, dried fish, salted fish, smoked fish, canned fish… * Identify the origin of caviar; its species and commercial varieties * Describe in general the conservation and treatment processes of caviar * Check signs of quality when purchasing; and determine its different utilizations * Describe the crustaceans and mollusks, state their composition and nutritional value * Check the signs of quality when purchasing, evaluate the advantages and disadvantages of their consumption * Specify the characteristics of crustaceans like lobsters, spiny or rock lobsters, shrimps, crabs… ; and mollusks like snails, oysters, clams, mussels, scallops… * Propose the culinary techniques that are appropriate to their preparation. * Determine batrachians, starting with frogs. Determine varieties of edible turtles * Check the signs of quality when purchasing and Identify their market forms * Explain the culinary techniques used for their preparation   Skills   * Demonstrate the correct use of tools and equipment to prepare fish and shellfish * Prepare fish and seafood using baking, broiling, grilling, sautéing, pan frying, deep frying, steaming, smoking, simmering, and poaching methods * Demonstrate portion control with cuts of fish * Apply flavourings to fish and shellfish. Apply coating to fish and shellfish * Demonstrate safe and hygienic practices * Evaluate prepared dish and seafood to determine achievement of appropriate quality levels |

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| **Poultry** | |
| Examples of possible practical works | Knowledge & Skills |
| Poultry preparation  Trussing , Cutting for sauté and fricassée, Boning, Preparation for grilling, Preparation for suprêmes, Preparation for ballotines, Cutting of cooked chicken.  Poultry cooking  Roast chicken (poulet rôti)  Roast chicken with lemon and mustord  Roast chicken with dressing (poulet rôti à l’anglaise)  Chicken sauté with mushrooms (poulet sauté aux champignons)  Chicken sauté chasseur (poulet sauté chasseur)  Chicken spatchcock (poulet grillé à la crapaudine)  Grilled chicken (poulet grillé)  Suprême of chicken in cream sauce (suprême de volailles a Ia crème)  Suprêmes of chicken with spinach and tomato sauce  Fried chicken (deep-fried)  Crumbed breast of chicken with asparagus (suprême de volaille aux pointes d’asperges)  Chicken Kiev (traditional)  Coronation chicken  Confit chicken leg with leeks and artichokes  Boiled or poached chicken with rice and suprême sauce poulet poché au riz, sauce suprême)  Chicken à la king (emincé de valaille à la king)  Chicken vol-au-vent (vol-au-vent de volaille)  Chicken pancakes (crêpes de volaille)  Fricassée of chicken (fricassée de volaille)  Poulet cocotte grand mère  Chicken blanquette  Chicken pie  Curried chicken (Kari de poulet)  Braised rice with chicken livers (pilaff aux foies de volailles)  Chicken in red wine (coq au vin)  Duckling with orange sauce (caneton bigarade)  Roast goose with citrus fruits  Christmas turkey | * Define and Classify poultry. Recognize their composition and nutritive value. * Check their characteristics at purchasing process. Identify the quality concerning the freshness, the age and the meat content. Describe their market forms * State the advantages and disadvantages of poultry consumption. Reveal precautions against Salmonella.   Skills   * Demonstrate preparation skills, and portion control with cuts of poultry * Apply flavourings and coatings to cuts of poultry * Demonstrate safe and hygienic practices, including correct storage procedures * Prepare poultry classes using roasting, baking, broiling, grilling, sautéing, pan frying, deep frying, simmering, poaching, braising, and stewing methods * Evaluate prepared poultry classes to determine achievement of appropriate quality levels |

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| **Butcher shops’ meat & Offal (beef, veal, lamb, mutton, pork)** | |
| Examples of possible practical works | Knowledge & Skills |
| Meat preparation  Order of dissection of a carcass  Preparation of joints and cuts (shoulder, breasts, middle neck, saddle, rib, brisket, sirloin, flank, fillet …)  Preparation of offals (kidney, hearts, liver, sweetbreads, tongue, tripe, tail …)  Lamb  Roasting of lamb and mutton  Roast gravy  Roasting leg of lamb with mint, lemon and cumin  Stuffing for lamb  Slow-cooked shoulder of lamb with vegetables  Best end of lamb boulanger (carré d’agneau boulanger)  Grilled cutlets (côtelettes d’agneau grilles)  Mixed grill  Braised lamb shanks with ratatouille  Brown lamb or mutton stew (navarin d’agneau)  Curried lamb (Kari d’agneau)  Irish stew  White lamb stew (blanquette d’agneau)  Hot pot of lamb or mutton (pot au feu)  Kidney sauté (rognons sautés)  Shallow-fried lambs’ sweetbreads  Beef  Chateaubriand with Roquefort butter  Five-bone rib of beef with mushroom sauce  Grilled beef : rare, medium, well-done  Sirloin steak with red wine sauce (entrecôte bordelaise)  Tournedos  Beef stroganoff (sauté de boeuf stroganoff)  Boeuf bourguignonne  Provençal-style stew  Goulash hongroise  Carbonnade of beef (Belgian) (carbonnade de boeuf)  Braised beef  Paupiettes de boeuf  Braised ox tongue with Madeira sauce (langue de boeuf braise au Madère)  Braised ox liver and onions (foie de boeuf lyonnaise)  Oxtail clear soup  Hamburger, American style  Veal  Fricassée of veal (Fricassée de veau)  White stew or blanquette of veal (blanquette de veau)  Grilled veal sweetbreads  Braised stuffed shoulder of veal  Braised shin of veal (osso buco)  Escalope of veal  Breadcrumbed veal escalope with ham and cheese (escalope de veau cordon bleu)  Veal escalope with cream and mushrooms (escalope de veau à la crème et champignons)  Veal stroganoff  Calf’s liver and bacon (foie de veau au lard)  Calf’s liver with onions and Madeira wine  Sweetbread escalope (crumbed) (escalope de ris de veau)  Pork and Bacon  Roast loin of pork with apple and onion sauce  Pork loin steaks with pesto and Mozzarella  Pork escalopes with Calvados sauce  Bacon chops with honey and orange sauce  Sauerkraut with frankfurters and garlic sausage (choucroûte garni) | * Determine the factors that influence quality : race, sex, food, physical condition… ; and consider meat aging process in influencing quality * Determine signs of quality for each animal and differentiate between prime quality and other levels by checking the meat and fat criteria * Classify the basic cuts of meat and determine their correct cooking methods and usage * Consider the purchasing concerns when buying : fresh meat, ground meat, frozen meat, canned meat, … * Submit the appropriate storage and hygiene conditions for preserved meat by : refrigerating, freezing, vacuuming, pasteurizing, sterilizing, salting and fumigating and drying.   Skills   * Identify tools and equipment used in the cooking of meat and offal * Explain suitable cooking methods for joints or cuts of meat and offal * Explain reasons for applying cooking principles to meat and offal * Demonstrate moist heat methods of cooking including roasting and baking, broiling and grilling, griddling, sautéing, frying, and deep frying * Demonstrate combined methods of cooking including braising and stewing * Explain how to determine when meat and offal are cooked * Evaluate prepared meats to determine achievement of appropriate quality Levels   Practical skills  Prepare different types of marinades  Make sauces, gravies and jus for meat and offal dishes  Prepare dressings and flavoured butters / oils for meat and offal dishes  Prepare garnishes for meat and offal dishes  Demonstrate safe and hygienic practices |

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| **Game** | |
| Examples of possible practical works | Knowledge & Skills |
| Civet de lièvre  Bécasses flambées  Pigeonneaux au choux, au nid, aux navets  Cailles en casserole | * Classify game, state their composition, evaluate their consumption * Understand the popular games, description, season, preparations and cooking methods * Check the quality signs at purchasing * Apply aging (hanging) and marinating to game, and explain the usefulness of such process   Skills   * Identify tools and equipment used in the cooking of game and wild poultry * Explain reasons for applying cooking principles to game and wild poultry * Demonstrate moist heat methods of cooking including roasting and baking, broiling and grilling, griddling, sautéing, frying, and deep frying * Demonstrate combined methods of cooking including braising and stewing * Explain how to determine when game and wild poultry are cooked * Evaluate prepared game and wild poultry to determine achievement of appropriate quality Levels |

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| **Baking fundamentals** | |
| Examples of possible practical works | Knowledge & Skills |
| Yeasted and non-yeasted dough  Classic baguette, batard, boule, brioche, focaccia, grissini and other regional French and Italian breads  Wood-fired bread baking techniques  Lebanese markouk bread and pitas  Prepare regular and rolled-in yeast dough products  Prepare crusty, soft and specialty yeast products  Evaluate the prepared yeast dough products to determine achievement of appropriate quality levels  Prepare laminated doughs | * Define baking terms * Identify basic baking ingredients and their functions in baked products * Select appropriate baking tools, utensils, and equipment for the preparation of specific baked products * Outline basic preparation principles in baking * Prepare a variety of fillings and toppings for pastries and baked goods * Prepare advanced pastries and desserts * Prepare Choux pastries * Evaluate prepared advanced pastries and desserts to determine achievement of appropriate quality levels |

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| **Cakes and icings** | |
| Examples of possible practical works | Knowledge & Skills |
|  | * Prepare a variety of types of cakes and describe techniques used in mixing * panning baking and basic decorating * Identify the basic types of icings and their appropriate uses * Outline preparation procedures for fondant, butter creams, foam, fudge, flat, royal, and glaze icings, decoration, and fillings * Prepare cakes, icings, decorations, and fillings * Evaluate prepared cakes, icings, decorations, and fillings to determine achievement of appropriate quality levels |

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| **Cookies and pies** | |
| Examples of possible practical works | Knowledge & Skills |
|  | * Prepare piecrusts, pies, and tarts * Evaluate prepared piecrusts, pies, and tarts to determine achievement of appropriate quality levels * Prepare the three basic meringue types * Prepare the types of cookies * Evaluate prepared types of cookies to determine achievement of appropriate quality levels |

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| **Pastry** | |
| Examples of possible practical works | Knowledge & Skills |
|  | * Cake components, assembly and decoration * Laminated dough: danish, croissant and puff pastry variations * Pies and tarts * Sugar cookery * Custards, creams and meringues * Ice creams and sorbets * Chocolate work, piping, and other decorative techniques |

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| **Lebanese & Oriental sweets** | |
| Examples of possible practical works | Knowledge & Skills |
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| **Classic & International sweets** | |
| Examples of possible practical works | Knowledge & Skills |
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Service basics & practices 90 hours / 2 years

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| **Knowledge** | **Skills** |
| **Maintains hygiene and health and safety conditions**  - hygiene guidelines in service range | **Hygiene guidelines**  - maintaining personal hygiene and keeps the uniform clean  - maintaining hygiene of working environment, working surface, equipment and storage areas  - maintaining hygiene when handling foodstuff |
| **Prepares inventory, service station, equipment, appliances, tables, chairs, service trolleys (Restaurant procedure)**  - basics about service “Mise en place” | **Service basics**  - gets to know daily order of food and drinks  - gets to know daily plan of activities  - preparation of small inventory and station  - preparation of equipment and tools for service  - sets up the tables and chairs  - cleans up the tables  - Placing table pads or silence cloths , setting the table cloth, placing overlays  - polishing tableware  - prepares service table  - carrying a tray, carrying plates in front of guests, carrying platters, carrying glassware and flatware  - Placing decorations and condiment sets, setting the cover plate, setting the covers, folding the napkins, glassware placement  - checks the state of the equipments and the dining-room (climatisation, music …) |
| **Receives guests and takes orders**  - Customer care  - Work steps | **Customer service**  - seats guests  - takes order of drinks and food  - registers orders  - distributes orders  - checks whether the guests are satisfied |
| **Knowledge of beverages**  Hot beverages  - Tea , producing countries, purchasing of tea,  storage, special blend of tea, perfumed tea  - Coffee, producing countries, purchasing,  characteristics  - Examples of modern coffee service styles  Classification of other non alcoholic beverages such as:  - Aerated waters  - Lemonades  - Juices  - Syrups  Classification of types of wine  - Brief about wine elaboration  - List wine by type  - Information’s required on the labels of wine, reading of wine label  - Factors that influence the quality and final taste of wine  - Food and wine pairing  - Preserving wine  Alcoholic beverages  Identify beer, distinguish different types and characteristics. Ingredients used in beer fabrication. State its presentation method and its harmony with food.  Aperitifs : Vermouths, Bitters, Aniseed beverages and Lebanese Arack, general idea about their elaboration, presentation and use. Name some commercial brands.  Eaux-de-vie (distilled beverages) : Wine-based like Cognac, Brandy…, fruit-based like Calvados, Kirsch, Tequila…, cereals & plants-based like Whiskey, Vodka, Gin, Rhum… , general idea about their elaboration, presentation and use. Name some commercial brands.  Classify liquors : fruit-based and plant-based. Name of some commercial brands general idea about their elaboration, presentation and use. | **Alcoholic and non alcoholic beverages**  - guest advise concerning beverages  - wine complementary to the meal and sequence of menu courses  - serve aperitif or digestive  - serve non alcoholic beverages  - serve beer  - serve wines  - serve other alcoholic beverages  **Controlling alcohol risks effectively**  - Outline the effect of alcohol consumption on health  - Alcohol and the law : Negligence , reasonability , foreseeability ...  - Anticipated problems : Drunk driving accident , drownings and suicides , slips falls and other accidents , personal injuries , property damage.  - Blood alcohol concentration (B.A.C.)  - The way that alcohol moves through the body  - Levels of intoxication (green , yellow , red)  - Care for guest contact staff : Observe , Communicate , Assist , Report expect |
| **Serve food**  - presentation and service different dishes | **Different methods of food service**  - serve breakfast  - serve hors d’oeuvres  - serve soups and broths  - serve main meal  - serve dessert |
| **Carving in the dining room (decoupage)**  Carving, jointing and filleting of meat   * Select and name the tools * Recognize the joint, poultry or fish to be carved or filleted * Identify the bone structure and muscle fibber of the product   Filleting of fish  Carving of Fruits  Flambage   * Name and explain the purpose of using liquors in flambé work * Practice to flambé sweet dishes * Practice of flambé meat dishes | * Prepare mise en place * Use different methods of carving , jointing and filleting of: * Beef * Lamb, mutton, saddle of Lamb * Whole chicken * Select, sharpen and handle the carving or filleting knives according to culinary procedures * Present the dish to the host * Carve joints and poultry as required and according to culinary rules   Filleting of fish   * Select and name the tools * Prepare mise en place * Fillet fish or portion and remove bones as required * Presentation of food from the trolley to the guest   Carving of Fruits   * Oranges * Apples * Bananas * Grape fruits * Salade de fruits frais   Flambage  Fruits   * Compote de fruits flambé au Kirsch * Bananes flambés (Fournés , Suzette) * Peach flambé * Crêpe Suzette * Crêpe Alaska   Meats   * Steak aux poivres (green, black, white pepper) * Tournedos Mireilles * Crevettes professeur * Rognons de veau flambés au Porto rouge |
| **Administrative jobs**  - payment in cash  - payment by cards , checks … | **Accounting**  - invoice  - receives payment  - billing methods  - Processing guest payment of bills |

Practical applications 480 hours / 2 years

The practical applications should be supported by theoretical instruction and direct coaching at the technical School. These applications should include the following tasks, while considering the abilities and progress of the student :

**Kitchen and Pastry/Bakery practical applications**

**Introduction to the Food processing departments**

* Rules and regulations
* Structure and organization
* Orientation to the food and beverage departments in the school (Garde-Manger, stores, Food preparation areas …)
* Measures for personal security and safety
* Preventing fires: location of extinguishers, their types and usage; emergency exits and assembly point…
* Preventing cuts, burns and falls
* Preventing injuries from machines
* Preventing strains and injuries from lifting
* Grooming standard and personal hygiene
* Measures of food hygiene, sanitation and safety
* Measures for environmental protection (saving energy, sorting garbage for recycling, oil disposal…)

**Safe use of kitchen tools & equipment**

* Maintaining, Using, Cleaning and sanitizing knives properly
* Using Kitchen chemicals and sanitizers properly
* Correct handling of all kitchen tools, utensils and equipment
* Cleaning & Sanitizing equipment and worktables
* Safe use of furnaces and ovens either on gas or electricity
* Operating, safe-emptying and cleaning deep-fryers
* Operating grills, griddles and salamanders
* Using, cleaning and sanitizing containers, pots and pans properly
* Operating and Cleaning of hot and cold food holding equipment (bain-marie, infra-red lamps, refrigerated tables…)
* Safe and Correct use of electro-mechanical equipment (beater, mixer, peeler, slicer, salad spinner, meat mincer, rolling mill…)
* Checking temperatures of refrigerators and freezers
* Entering walk-in refrigerators and freezer room safely with all essential protective materials
* Reporting any unhygienic or defective tools and kitchen equipment
* Respecting the forward working principle, avoiding cross-contamination
* Applying of “clean as you go” conception
* Contributing to rodent and insect control

**Procurement & Kitchen office work**

* Working in the storeroom
* Estimating expected food consumption
* Placing purchase orders and store requisitions
* Handling & Controlling stock (In/Out procedures)
* Being aware of expiry dates of various food items
* Maintaining minimum/maximum stock
* Assist in inventory accomplishment
* Keeping related records and accounts
* Receiving of raw materials and checking quality
* Storing dry food (flour, salt, cereals, sugar, oils, canned and bottled foods…)
* Storing wines and alcoholic beverages appropriately
* Storing perishable foods in refrigerators
* Storing and Thawing frozen foods
* Contribute to the creation of standard recipes , and calculate food cost
* Getting involved in menus composition and their pricing

**Vegetables & Fruits**

* Washing, Disinfecting and Drying vegetables and fruits
* Peeling and Trimming vegetables
* Chopping green leaves vegetables
* Cutting vegetables into different shapes : Julienne, Brunoise, Macédoine, Jardinière, Paysanne, Concassé…
* Processing potatoes into different forms
* Checking quality and Cooking frozen, canned and dried vegetables
* Blanching and Chilling vegetables
* Boiling and Steaming vegetables
* Sautéing, Pan-frying and Deep-frying vegetables
* Braising vegetables
* Baking vegetables
* Chilling cooked food for salads
* Storing vegetables safely after cooking
* Preparing decorative garnishes from cucumbers, mushrooms, radishes, lemon…
* Preparing fresh and cooked salads with their dressings

**Simple dishes & Food presentation**

* Holding cold foods and salads in cold bain marie or refrigerated table during service
* Preparation of simple egg dishes and omelette
* Setting up a sandwich station using the “Mise en place” technique
* Preparing the types of cold and hot sandwiches
* Making the “Mise en place” of the breakfast buffet
* Helping in the preparation and presentation of the breakfast buffet
* Preparing simple cold dishes and breakfast dishes
* Attractively preparing different kinds of cheese platters and cold meat platters (ham, sausages, roast meat, …)
* Preparing stocks, cream and thickened soups
* Making canapés with different garnishes of fish, meat, ham, sausages, poultry, cheese…
* Preparation of pastas, noodles and rice
* Using and finishing of convenience food
* Serving food attractively arranged on the plate or platter with proper balance
* Garnishing banquet platter with appropriate accompaniments
* Producing and Using correctly a wide variety of garnishes
* Planning and arranging attractive food platters for buffet
* Preparing cheese platter with an assortment of fresh fruit
* Producing hot food for buffet
* Preparing decorative items for buffet from carved Ice blocks, vegetables and fruits (pumpkins, watermelons…)
* Demonstrate safe and hygienic practices related to buffet

**Meat**

* Inspecting meat
* Aging meat
* Identifying the primal cuts of beef, lamb, veal and pork
* Storing meat
* Boning and cutting meat
* Carving cooked meat
* Trimming meat
* Grinding meat
* Testing meat doneness
* Storing fresh and frozen meats
* Seasoning meat
* Marinating meat
* Preparing meat gravy and juices
* Basting meat
* Barding meat
* Preparing and Using Mirepoix
* Preparing leg and rack of lamb for roasting
* Carving a leg of lamb, rack, or other leg roast
* Roasting meat
* Broiling & Grilling meat
* Slicing flank steak
* Sautéing, Pan-frying and Griddling meat
* Trimming and cutting veal for scaloppine
* Simmering meat
* Braising large cuts of meat
* Braising meats for stews
* Adjusting the sauce from braising liquids
* Preparing and Cooking offal (liver, kidneys, hearts, tripe, tongues, …)

**Poultry**

* Inspecting poultry
* Handling and Storing poultry
* Applying safety measures related to poultry
* Trussing chicken
* Splitting chicken for broiling or grilling
* Cutting up chicken into quarters and eighths
* Cutting up chicken semi boneless
* Boning chicken
* Roasting poultry items
* Preparing poultry stocks
* Soups, stews, sauces…
* Seasoning poultry
* Basting poultry
* Carving roast chicken and turkey
* Broiling & Grilling poultry
* Sautéing, Pan-frying and Deep-frying poultry
* Applying recipes of poultry-based dishes
* Simmering & Poaching poultry
* Braising poultry
* Preparing dressings and stuffings for poultry
* Preparing salads using cooked poultry

**Fish**

* Cutting fish
* Preparing fish stocks
* Dressing fish
* Filleting flat and round fish
* Handling and Storing fish
* Thawing frozen fish
* Baking and Braising fish
* Sautéing, Pan-frying and Deep-frying fish
* Preparing Court Bouillon for fish
* Poaching and Simmering fish in Court Bouillon
* Poaching fish in fumet and wine
* Rolling and folding fillets for poaching
* Producing sauces for fish
* Cooking fish “en papillote”
* Simmering and Steaming fish
* Preparing recipes using cooked fish

**Shellfish**

* Preparing and Cooking oyster
* Opening oyster
* Cleaning and Cooking mussels
* Preparing and Cooking lobster
* Splitting lobster
* Cutting lobster for sautés and stews
* Peeling and deveining shrimp
* Butterflying shrimp
* Cooking shrimp
* Preparing and Cooking crabs
* Preparing squid, snails and frogs if available on the menu

**Yeast products & Pastry**

* Producing bread and dinner rolls
* Producing sweet dough products
* Producing Danish pastry and croissants
* Preparing biscuits, petit four, muffins, cakes and variations
* Cooking sugar syrups to various stages of hardness
* Preparing custards and pastry cream
* Preparing puddings, mousses and meringues
* Preparing fruit-based recipes
* Preparing dessert sauces

**Lebanese & International cuisine**

* Preparing cold Lebanese Mezza
* Preparing hot Lebanese Mezza
* Preparing Lebanese speciality dishes (Tabbouleh, different types of Kebbeh, …)
* Preparing some Lebanese sweets
* Preparing recipes from international cuisines

**Service practical applications**

**Practicing the service standard**

* Cleaning and Polishing of glassware, chinaware and flatware.
* Storing the utensils.
* Cleaning the tables of service.
* How to execute the mise en place (preparatory work).
* Placing table pads or silence cloths , setting the table cloth, placing overlays
* Position of the chairs
* Placing decorations and condiment sets, setting the cover plate, setting the covers, folding the napkins, glassware placement.
* Carrying a tray, carrying plates in front of guests, carrying platters, carrying glassware.
* Practicing on service standard methods.
* Acquiring guest courtesy & customer care techniques.
* Shadowing the supervisor and co-workers.
* Explaining & suggesting menu items to the guests.
* Thorough knowledge about the menu items.
* How to be vibrant and enthusiastic.
* How to be intelligent and responsible.
* Leaving personal issues at the door.
* Gaining knowledge of daily specials.
* Up selling menu items.
* Being ware of whether the tables need food or beverage.
* Instill the right behaviors.
* Reserving a guest table.
* Receiving, greeting and seating guests.
* Presenting the menu for the guest.
* Recommending and suggestive selling.
* Taking the order from the guest.
* Service and attentive care.
* Use the utensils and restaurant equipment: cutlery, rechaud, chaffing dishes.

**The beverage service**

* Preparing & serving the aperitifs
* Ideal drinking and serving temperature
* Serving of open bar beverages
* Serving bottled beer, serving red, white and rose wine
* Serving sparkling wine.
* Serving wine by the glass.
* Serving digestives.
* Presenting & serving the cheese with accompaniment
* Preparing & serving cigars
* Serving the caviar

**Equipment in the restaurant**

* Utensils used for basic a la carte menu
* Explain and be competent to name and use following equipment in the Restaurant :

- Tables and Chairs ( different sizes)

- Cutlery ( for different dishes e.g fish )

- Condiment containers (cruets), peppermills

- Table decorations

- Menus and wine lists, Promotional material

- Booking diary

- Trays and salvers

- Finger bowls

- Table decorations

- Promotional materials

- Cash box and credit card printer

- Menus list

- Linen

- Cutlery

**Maintaining guest care**

* Greet in a polite and welcoming manner
* Note the guests needs and requirements and act upon
* Give accurate and appropriate information
* Answer to all guests enquiries
* Give information within scope of individuals authority
* Promote Company facilities and sevices
* Bid farewell to guests in a polite and pleasant manner

**Dealing with guest complaints**

* Acknowledge dissatisfied guests immediately and attend to without delay
* Assure guests that complaints will receive immediate attention
* Resolve simple complaints which are within the individuals authority and deal with as soon as possible
* Refer to the appropriate person complaints which cannot be resolved within the individuals authority
* Report complaints to the supervisor

**Dealing with guest related incidents**

* Identify the nature of incidents and establish priorities
* Assure guests that incidents will receive immediate attention
* Deal with as soon as possible in a calm manner incidents which can be resolved within the individuals authority
* Refer to the appropriate person incidents which can not be resolved within the individual authority

**Inter personal relations and interactions with guests**

* Greet all guests promptly and politely
* Acknowledge known guests by name in an appropriate and friendly manner
* Conduct timely conversations to take into account work procedures and the needs of other guests
* Direct guests promptly and politely to the appropriate authority in cases where knowledge or job responsibilities are exceeded
* Promptly, accurately and willingly act upon policies, procedures and techniques to promote guests trust, satisfaction and goodwill

**Table arrangements**

* Select the necessary utencils and materials for setting a table for basic a la carte cover according to restaurant policy
* Produce different kind of napkins and place it on the table
* Select the necessary utencils and materials for setting up a cover for specific menu
* Cover the table, service trolley/gueridons or tray with clean linen

**Handling and carrying service trays, utensils and tools**

* Carry plates by placing the second plate under or over the first
* Carry soup plates by using an under-plate
* Use the right hand for holding service spoon and fork and the left hand for carrying the food platter (if right-handed)
* Pratice to carry large food platters on a serviette over the left hand
* Practice to pick up a service tray with both hands and establishing an equilibrium, leaving the right hand free to open doors, when carrying the tray

**Carrying out food service**

* Check the food and drink order and adjust the table setting to suit the dishes ordered
* Practice differrent service style
* Serve and present simple food dishes in accordance to professional rules
* Clear tables in accordance to professional rules
* Crumb down the table in appropriate manner, adjust covers for dessert

**Prepare and serve hot beverages**

* Name the different coffee, tea and chocolate preparations on offer
* Select the recommended machinery and utensils to prepare the order
* Ensure all equipment is clean before use
* Prepare the service tray with the necessary crockery, spoons and Ingredients
* Make fresh coffee, tea or infusions, hot chocolate or cocoa according to specifications, using the recommended measures, boiling water or milk and infusion time
* Place sugar basin, tea strainer, coffee / teapots and milk and water jugs within easy reach of the customer
* Clear table by using service salver, once guest has finished

**Breakfast service**

* For Lebanon breakfast:
* Lay a table for the basic Continental breakfast
* Take the order for the desired beverage and a possible extension of Lebanese dishes
* Place the order at the corresponding service point and carry beverages with hot cup and breads
* Lay joint knife and fork
* Collect order from the kitchen and serve from the right side
* Clear table after breakfast has been taken for English or American breakfast
* Place breadbasket toast rack, preserves and butter on the table
* Serve juice, yoghurt, hot beverage, fruit, cereals (American B/fast) porridge (English B/fast) and toast
* Serve required hot beverages
* Remove dirty plates when first course has been consumed, add fresh cutlery, if necessary, and serve fish, meats and or eggs
* Clear table after customer has left and re-kay, if necessary

**Prepare and serve cold beverages**

* Collect the drink at the dispense bar or service point
* Make sure it is the correct type of drink at the desired temperature
* Ensure that recommended type of glasses for bottled drinks
* Place bottle either on high-rimmed beer service tray or on round silver tray covered with a clean serviette
* Place corresponding glass
* Open bottle and pour drink into glass, serving from the right side
* Clear empty glasses and bottles from the right side of the customer, placing glasses on service tray and carrying empty battles preferably in the hand