

COURSE DESCRIPTION:

This course will give the student the basic knowledge required to effectively scale, measure, convert, calculate food costs and menu prices.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the CICE student, with the assistance of an Educational Assistant will demonstrate a basic ability to:

1. *Identify and understand the different means of measuring and weighing food items.*Potential Elements of the Performance:

- Distinguish between imperial and metric measurement
- Calculate conversions

2. *Understand how to operate various kitchen equipment.*Potential Elements of the Performance:

- Identify and use the equipment used in the kitchen in a safe and sanitary manner

3. *Distinguish the difference between imperial and metric measurement.*Potential Elements of the Performance:

- Make conversions from Fahrenheit to Celsius temperatures as it applies to recipes.

4. *Identify the importance of accuracy in food costing*Potential Elements of the Performance:

- Relate food costs to sale prices

5. *Calculate menu prices*Potential Elements of the Performance:

- Determine yields and finished product costs in relation to the menu price

6. Lab Settings and assignments

- Gathering of utensils and raw materials
- Pre-preparation of the assigned items
- Preparation (example: cooking, boiling, baking) of items
- Proper storage of the ready items including packaging, refrigeration, freezing and labeling in accordance with the sanitation code
- Cleaning of utensils, equipment, work areas, cooking surfaces, and any or all items that need cleaning. No mark will be given until all cleanup is complete to the satisfaction of your professor
- Handing in assignments when requested
- No student is to leave the lab area until the end of the period unless you notify your professor

III. TOPICS:

1. Weights and Measures
2. Kitchen Equipment
3. Imperial/Metric Measurement
4. Food/Portion Costing
5. Determining Menu Prices

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

Professional Cooking, 5th edition, by W. Gisslen

V. EVALUATION PROCESS/GRADING SYSTEM:

Labs will be graded as follows:

- Attendance
- Mise en place
- Professionalism
- Organization
- Cleanup & storage
- Finished product
- Teamwork

Classroom Assignments 50%

Attendance & Participation 50%

The following semester grades will be assigned to students in postsecondary courses:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 - 100%	4.00
A	80 - 89%	3.75
B	70 - 79%	3.00
C	60 - 69%	2.00
F (Fail)	59% or below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field placement or non-graded subject areas.	
U	Unsatisfactory achievement in field placement or non-graded subject areas.	
X	A temporary grade. This is used in limited situations with extenuating circumstances giving a student additional time to complete the requirements for a course (see <i>Policies & Procedures Manual – Deferred Grades and Make-up</i>).	
NR	Grade not reported to Registrar's office. This is used to facilitate transcript preparation when, for extenuating circumstances, it has not been possible for the faculty member to report grades.	
W	Student has withdrawn from the course without academic penalty.	

VI. SPECIAL NOTES: Dress code is in affect.

1. In order to pass this course the student must obtain an overall test/quiz average of 60% or better. Attendance is one of the most important components of the lab; therefore any student who misses more than 3 labs in one semester may be issued an "R" grade or repeat this lab over unless extenuating circumstances occur.
2. Assignments must be submitted by the due date according to specification of the professor. Late assignments will normally be given a mark of zero. Late assignments will only be marked at the discretion of the professor in cases where there were extenuating circumstances.
3. The professor reserves the right to modify the assessment process to meet any changing needs of the class. Consultation with the class will be done prior to any changes.
4. The method of upgrading an incomplete grade is at the discretion of the professor and may consist of such things as make up work, rewriting tests, and comprehensive examinations.

Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your instructor and/or the Special Needs office. Visit Room E1204 or call Extension 493, 717, or 491 so that support services can be arranged for you.

Retention of course outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Plagiarism:

Students should refer to the definition of "academic dishonesty" in *Student Rights and Responsibilities*. Students who engage in "academic dishonesty" will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Course outline amendments:

The Professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

VII. PRIOR LEARNING ASSESSMENT:

Students who wish to apply for advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful completion of a challenge exam or portfolio.

VIII. DIRECT CREDIT TRANSFERS:

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean's secretary. Students will be required to provide a transcript and course outline related to the course in question.

CICE Modifications:**Preparation and Participation**

1. An Integrative Educational Assistant will attend class with the student(s) to assist with inclusion in the class and to take notes.
2. Students will receive support in and outside of the classroom (i.e. tutoring, assistance with homework and assignments, preparation for exams, tests and quizzes.)
3. Study notes will be geared to test content and style which will match with modified learning outcomes.
4. Although the Integrative Educational Assistant may not attend all classes with the student(s), support will always be available. When the Integrative Educational Assistant does attend classes he/she will remain as inconspicuous as possible.

CICE Modifications:**A. Tests may be modified in the following ways:**

1. Tests which require essay answers may be modified to short answers.
2. Short answer questions may be changed to multiple choice or the question may be simplified so the answer will reflect a basic understanding.
3. Tests which use fill in the blank format may be modified to include a few choices for each question, or a list of choices for all questions. This will allow the student to match or use visual clues.
4. Tests in the T/F or multiple choice format may be modified by rewording or clarifying statements into layman's or simplified terms. Multiple choice questions may have a reduced number of choices.

B. Tests will be written in the Learning Assistance Centre with assistance from an Integrative Educational Assistant.***The Integrative Educational Assistant may:***

1. Read the test question to the student.
2. Paraphrase the test question without revealing any key words or definitions.
3. Transcribe the student's verbal answer.
4. Test length may be reduced and time allowed to complete test may be increased.