



**I. COURSE DESCRIPTION:**

To provide the CICE student with a basic understanding of the techniques, requirements and skills for the baking industry, hotels, restaurants, fast foods, and bakeries as set out by the Ministry of Skills Development of Ontario for The Trade of Cook. Familiarity with techniques and products will assist in your future purchasing decisions.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

Upon successful completion of this course, the CICE student, with the assistance of a Learning Specialist, will:

1. Demonstrate the basic ability to prepare **Yeast Products**

Potential Elements of the Performance:

Demonstrate, in the lab, the basic ability to prepare yeast products:

- Straight dough method
- Sponge dough method
- Roll-in method

2. Demonstrate the basic ability to prepare **Quick Breads**

Potential Elements of the Performance:

Demonstrate, in the lab, the basic ability to prepare quick breads:

- Muffin method
- Biscuit method
- Creaming method

3. Demonstrate the basic ability to prepare **Pies, Tarts, and Flans**

Potential Elements of the Performance:

Demonstrate, in the lab, the basic ability to prepare pies, tarts, and flans:

- Basic pie dough  
Demonstrate correct consistency of a pie dough
- Prepare dough for later use  
Roll dough to rectangular, square and triangular shapes  
Line baking sheets, flan rings  
Roll dough to even thickness without sticking  
Use lattice design cutter
- Prepare and/cook fillings to correct texture/thickness.
- Assemble pies/tarts/flans.
- Bake
- Present using contemporary presentation techniques (**platters and plates, applied in FDS139**)

4. Demonstrate a basic working knowledge of **piecing doughs** using proper tools, pressure to obtain **uniformity of shapes**.

Potential Elements of the Performance:

Demonstrate, in the lab, the basic ability to pipe doughs using proper tools, apply correct pressure to obtain uniformity in shapes:

- Prepare a suitable cookie dough for piping with plain and star tubes.  
Pipe single and double rosettes  
Pipe shells, hearts, crescents using required tubes  
Pipe lady fingers, spirals and straight lines

5. Demonstrate the basic ability to prepare **sponge-based pastries**.

Potential Elements of the Performance:

Demonstrate, in the lab, the basic ability to prepare sponge-based pastries:

- Lady fingers, Swiss roll, genoise

6. Demonstrate the basic ability to prepare **Custard Filling and Creams**

Demonstrate, in the lab, the basic ability to prepare custard filling and creams:

- Pastry cream, Bavarian creams
- Present using contemporary concepts (**applied in Gallery**)

7. Demonstrate the basic ability to prepare **Choux Paste Products**

Potential Elements of the Performance:

Prepare choux paste products

- Describe the uses of choux paste, its characteristics properties, possibilities & limitations
- Prepare choux paste
- Recognize consistency, adjust if necessary
- Make dough for immediate use or freezing
- Glaze, fill and assemble choux paste products for pastry presentation, platter presentation and plated presentation (**applied in Gallery**)

8. Demonstrate the basic ability to prepare **Puff Pastry Products**

Potential Elements of the Performance:

Prepare puff pastry

- Balance and adjust recipe for different needs
- Prepare basic dough by hand and/or machine
- Apply various roll-in methods

### III. TOPICS:

1. Yeast dough products
2. Quick breads
3. Pies, tarts, and flans
4. Piping doughs
5. Sponge based pastries
6. Custard filling and creams
7. Choux paste products
8. Puff pastry products

## V. EVALUATION PROCESS/GRADING SYSTEM:

The lab assignment includes the following:

1. Gathering of utensils and raw materials
2. Pre-preparation of the assigned items
3. Preparation (cooking, baking) of the items
4. Proper storage of the ready items including packaging, refrigeration, and freezing
5. Cleaning of utensils, equipment, work areas, and cooking surfaces. No mark will be assigned until work areas are clean
6. Putting all utensils and small wares into their allocated places
7. No student is to leave the lab area until the end of the period

With the help of the above, students will be **graded in the labs every class** as follows:

Professionalism & Appearance 15%

- uniform, grooming, deportment

Sanitation & Safety 25%

- personal, work environmental, product management
- safe handling, operation, cleaning & sanitizing of tools and equipment
- organization of work area

Method of Work 40%

- Application of theory
- Application of culinary methods & techniques

Quality of Finished Product 20%

- appearance, taste, texture

**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%	4.00
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 - 59 %	1.00
F (Fail)	49% 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 limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR	Grade not reported to Registrar's office.
W	Student has withdrawn from the course without academic penalty

## VI. SPECIAL NOTES:

### Dress Code:

All students are required to wear their uniforms while in the Hospitality and Tourism Institute, both in and out of the classroom. **(Without proper uniform, classroom access will be denied)**

### 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.

### 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.

### Prior Learning Assessment:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

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

### Disability Services:

If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Disability Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. A professor/instructor may assign a sanction as defined below, or make recommendations to the Academic Chair for disposition of the matter. The professor/instructor may (i) issue a verbal reprimand, (ii) make an assignment of a lower grade with explanation, (iii) require additional academic assignments and issue a lower grade upon completion to the maximum grade “C”, (iv) make an automatic assignment of a failing grade, (v) recommend to the Chair dismissal from the course with the assignment of a failing grade. 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.

Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations, in addition to announcements, news, academic calendar of events, class cancellations, your learning management system (LMS), and much more. Go to <https://my.saultcollege.ca>.

Electronic Devices in the Classroom:

Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

Tuition Default:

Students who have defaulted on the payment of tuition (tuition has not been paid in full, payments were not deferred or payment plan not honoured) as of the first week of *November* will be removed from placement and clinical activities. This may result in loss of mandatory hours or incomplete course work. Sault College will not be responsible for incomplete hours or outcomes that are not achieved or any other academic requirement not met as of the result of tuition default. Students are encouraged to communicate with Financial Services with regard to the status of their tuition prior to this deadline to ensure that their financial status does not interfere with academic progress.

**CICE Modifications:****Preparation and Participation**

1. A Learning Specialist 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 Learning Specialist may not attend all classes with the student(s), support will always be available. When the Learning Specialist does attend classes he/she will remain as inconspicuous as possible.

**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 CICE office with assistance from a Learning Specialist.*****The Learning Specialist 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.

**C. Assignments may be modified in the following ways:**

1. Assignments may be modified by reducing the amount of information required while maintaining general concepts.
2. Some assignments may be eliminated depending on the number of assignments required in the particular course.

***The Learning Specialist may:***

1. Use a question/answer format instead of essay/research format
2. Propose a reduction in the number of references required for an assignment
3. Assist with groups to ensure that student comprehends his/her role within the group
4. Require an extension on due dates due to the fact that some students may require additional time to process information
5. Formally summarize articles and assigned readings to isolate main points for the student
6. Use questioning techniques and paraphrasing to assist in student comprehension of an assignment

**D. Evaluation:**

Is reflective of modified learning outcomes.