



COURSE OUTLINE

CWR100

1

Prepared: Peter Graf Approved: Sherri Smith

Course Code: Title	CWR100: CO-OP PLACEMENT I
Program Number: Name	2078: CULINARY MANAGEMENT
Department:	CULINARY/HOSPITALITY
Semester/Term:	17F
Course Description:	<p>The student will acquire culinary and/or hospitality work experience in various areas of the restaurant, resort, or hotel environment. This industry experience, combined with postsecondary education, continues to be highly valued by employers. The co-op work term provides a training ground for the students to apply their skill sets developed in the first year of the Culinary and Hospitality Management program.</p> <p>Particular emphasis is placed on the importance of interpersonal, teamwork, technical, and leadership skills as they meet the daily challenges of a dynamic customer-focused environment. The work experience, coupled with the skills and knowledge developed through their coursework, places our graduates in the best possible position to develop a successful management career within the hospitality industry.</p>
Total Credits:	3
Hours/Week:	40
Total Hours:	400
Vocational Learning Outcomes (VLO's): Please refer to program web page for a complete listing of program outcomes where applicable.	<p>#3. contribute to and monitor adherence of others to the provision of a well-maintained kitchen environment and to the service of food and beverage products that are free from harmful bacteria or other contaminants, adhering to health, safety, sanitation and food handling regulations.</p> <p>#4. ensure the safe operation of the kitchen and all aspects of food preparation to promote healthy work spaces, responsible kitchen management and efficient use of resources.</p> <p>#8. select and use technology, including contemporary kitchen equipment, for food production and promotion.</p> <p>#9. perform effectively as a member of a food and beverage preparation and service team and contribute to the success of a food-service operation by applying self-management and interpersonal skills.</p> <p>#10. develop strategies for continuous personal and professional learning to ensure currency with and responsiveness to emerging culinary techniques, regulations, and practices in the food service industry.</p>



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Essential Employability Skills (EES):

- #1. Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.
- #2. Respond to written, spoken, or visual messages in a manner that ensures effective communication.
- #5. Use a variety of thinking skills to anticipate and solve problems.
- #6. Locate, select, organize, and document information using appropriate technology and information systems.
- #7. Analyze, evaluate, and apply relevant information from a variety of sources.
- #9. Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.
- #10. Manage the use of time and other resources to complete projects.
- #11. Take responsibility for ones own actions, decisions, and consequences.

Course Evaluation:

Satisfactory/Unsatisfactory

Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight
Employer Evaluation	30%
Final Report	35%
Weekly Journal Entries	35%

Course Outcomes and Learning Objectives:

Course Outcome 1.

The student will demonstrate the ability to reflect and analyze what he/she has learned during their co-op experience through the completion of weekly journals.

Learning Objectives 1.

- Document the experiences in a journal each week
- Identify technical skills being employed and examine areas which require improvement
- Discuss the application of specific customer service skills
- Identify other skills being used in the work environment
- Describe new experiences which broaden the knowledge of the hospitality industry
- Follow company SOPs and provide examples
- Set up own clean work station and abide by good sanitation and safety practices to apply a preventative approach incl. equipment and supplies
 - Model culinary personal hygiene and grooming standards and compare to other employees practices



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Course Outcome 2.

Meet with their employer and complete a performance evaluation at the end of the co-op placement.

Learning Objectives 2.

- Work a minimum of 400 paid hours at a work-related business
- Identify and rate work performance in areas identified on the evaluation sheet with your immediate supervisor
- Identify any additional concerns or challenges on the evaluation sheet
- Sign and date the evaluation sheet in the presence of your immediate supervisor

Course Outcome 3.

Complete a final report of the co-op experience.

Learning Objectives 3.

- Provide a background profile of the company
- Identify the department and duties and responsibilities of the job
- Identify, analyze and discuss the advantages of working for the company
- Identify, analyze and discuss the challenges experienced during the co-op placement
- Provide a brief discussion of the surrounding community
- Assess the living conditions and accessibility to needed services
- Provide a description of the physical layout of the company
- Rate your overall experience of the co-op placement

Course Outcome 4.

Develop ongoing personal professional development strategies and plans to enhance leadership and management skills for the hospitality environment.

Learning Objectives 4.



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- Solicit and use constructive feedback in the evaluation of her/his knowledge and skills
- Identify various methods of increasing professional knowledge and skills
- Apply principles of time management and meet deadlines
- Recognize the importance of the guest, the server-guest relationship, and the principles of good service

Date:

Thursday, August 31, 2017

Please refer to the course outline addendum on the Learning Management System for further information.