INTRODUCTION TO CULINARY ARTS
COURSE SYLLABUS

SCHOOL: **Anderson District I & II Career & Technology Center**
INSTRUCTOR: **Chris Moree, cmoree@andersonctc.org**
COURSE; **Introduction to Culinary Arts – 9 weeks course**
CREDITS: **One credit**

CLASS/PARENT RESOURCES

Parents can use the following resources to know what the culinary class is currently doing or to message the instructor:

- **Google Classroom**: Students will receive daily communication, assignments, etc., through the class Google page. Class Code xm7pqh6
- **Remind**: App join code @c84d8f OR text to 81010 with the message @c84d8f

PREREQUISITES: **A positive attitude, willingness to work hard, and effort are REQUIRED**. General math skills, effective communication skills, basic knowledge of measurements used in food preparation are helpful tools in this course. A course in basic foods and nutrition will be helpful but not required.

COURSE DESCRIPTION: The introductory course is designed to provide students with a basic knowledge of the culinary arts and hospitality industries, which employs nearly 15 million people in the U.S. This 9 week long course begins with an emphasis on proper safety and sanitation practices, followed by a variety of introductory level culinary topics and labs.

Students will learn safety and sanitation procedures aligned with those used in business and industry. Specific techniques and standards will be addressed as each aspect of food preparation is studied. Students will spend time in the lab working with commercial equipment, preparing recipes, and learning basic culinary techniques and food preparation skills.

INSTRUCTIONAL PHILOSOPHY: Students are expected to participate in class activities that include: individual as well as group work, hands on activities to practice skills modeled, activities that reinforce math, reading, and science competencies, and a career exploration project. **Each student is expected to work to his or her full potential and with a cooperative and understanding attitude toward classmates**. High standards have been established for quality of work, time management, leadership skills, personal integrity, and work ethic. Students must show initiative in completing all assignments and strive for a high level of quality work.

MAJOR COURSE OBJECTIVE: Each topic covered during the quarter will draw from the textbook Introduction to Culinary Arts as well as supplemental materials provided by the instructor. Class lectures, class activities, projects, and lab work will be used to assess content areas throughout the course. Students will be assigned to lab groups and will perform sanitation duties on lab days on a rotating basis. **Chef hats for students are included in class fees. Other uniform requirements are the student's responsibility and will be discussed in class orientation.**

SAMPLE OF SEMESTER TOPICS

1. Orientation
2. Career Exploration
3. Sanitation & Safety
4. Personal Hygiene
5. Food Storage
6. Small & Large Equipment
7. Recipe Conversion Skills

8. Fruits & Vegetables
9. Pasta and Grains
10. Eggs & Breakfast
11. Dairy Products
12. Quick Breads

Upon completion of this introductory course, students will have a basic understanding of the restaurant and hospitality industry with an emphasis on basic culinary skills and proper safety and sanitation. This will serve as a foundation for students who continue with the 2 year Culinary Arts program.

INSTRUCTIONAL DELIVERY PLAN:

- Each unit of study will be taught by the instructor through a variety of methods including live demonstrations, guest speakers, hands-on labs, video clips, assignments, and lecture.
- Following the introductory activities, the relevant material will be thoroughly covered and discussed through the textbook and supplemental materials. Students will then complete various assignments to demonstrate a full understanding of the principles of each unit. Upon successful completion of assignments, students will prepare necessary materials for lab activity. **Only students who successfully complete assignments and participate in class discussion will be allowed in the lab**. Alternate assignments will be provided to students who do not meet these criteria
- Students will work in lab groups to complete assigned tasks and apply concepts learned during class lecture and demonstrations. Students will be graded on their ability to follow recipe instructions, their ability to work well with others, quality of finished product, lab clean up procedures, and established safety and sanitary guidelines.
- The Instructor will assist and accommodate students as necessary during class and lab activity.

MAKE-UP POLICY:

- IT IS THE RESPONSIBILITY OF THE STUDENT TO FIRST CHECK THE GOOGLE CLASSROOM WEB PAGE FOR ASSIGNMENTS MISSED WHEN ABSENT. Daily activities from each class will be updated on the edmodo.com site. Students should reference this website and copy any notes or information needed.

The student will have one day to make up the work for each day he or she was absent. **Late work policy is as follows:**

1 class late = 25% off
2 classes late or more = 75% off

Students are still required to do ALL assignments before entering the lab. Students missing assignments will be given alternate tasks in place of the lab. Students who do not participate in lab activities should schedule a lab make up day (see below)

- Any assignments not turned in according to the established time table will result in late work penalties and possibly a zero in the grade book. (Unusual or extenuating circumstances will be considered on an individual basis.)

- TESTS AND QUIZZES must be made up within 1 week (3 class periods). Students who miss a quiz or test will not be allowed into the lab until that quiz or test is taken.
  Selected major tests will be eligible for retakes if the student scores below a 70. However, the student must inquire about the retake within 3 class days of receiving the score. The retake must be scheduled and taken within 2 weeks of the inquiry.

- **Labs can only be made up after school and must be pre-arranged with the instructor.**

ASSESSMENT PLAN: The following percentages list the weighted averages for class activities which will determine the overall grade earned by each student.

Major Grades	60%	Unit Tests, Major Projects, Hands on Lab Tests, Employability (Preparation, attendance, communication, staying on task, etc (see attached rubric)
Minor Grades	40%	Homework, Quizzes, Lab Practice, Small Projects

9 Weeks Schedule

Orientation and Course Introduction
Week 1
Discussion of course objectives and units
Students will get materials set up for the semester

UNIT 1 - Food Safety and Sanitation
Weeks 2-3
Lesson and discussion on content topics
Assignments: Key Terms, Review Worksheets, Quiz, Food Safety Poster
Demo: N/A
Lab: N/A
Assessment: Written Test

UNIT 2 - Kitchen Equipment and Knife Safety
Week 2-3
Lesson and discussion on content topics
Assignments: Key Terms, Review Worksheets, Quiz
Demo: Equipment Use, Knife Care, Maintenance and Basic Cuts
Lab: Scavenger Hunt, Knife Skills Practice
Assessment: Written Test

UNIT 3 – Recipes and Conversions
Week 4
Lesson and discussion on content topics
Assignments: Key Terms, Review Worksheets, Quiz
Demo: N/A
Lab: Recipe conversion activity
Assessment: Written Test

UNIT 4 – Quick Breads
Weeks 5-6
Lesson and discussion on content topics
Assignments: Key Terms, Review Worksheets, Quiz
Demo: Biscuits, Scones
Lab: Biscuits, Scones, Muffins
Assessment: Written Test, Hands on Test

UNIT 5 – Career Exploration
Week 6
Lesson and discussion on content topics
Assignments: Explore various culinary and hospitality careers through GoProstart.com
Demo: N/A
Lab: N/A
Assessment: Written reflection on the career exploration experience

UNIT 6 – Product ID, Fruits and Vegetables
Week 6
Lesson and discussion on content topics
Assignments: Key Terms, Review Worksheets, Quiz
Demo: Tasting Activity, Proper Methods to Clean, Prep, and Cook Fruits and Vegetables
Lab: Cooking with Fruits and Vegetables
Assessment: Product ID Test, Written Test, Hands on Test

UNIT 7 – Pasta and Grains

Week 7

Lesson and discussion on content topics

Assignments: Key Terms, Review Worksheets, Quiz

Demo: Fresh Pasta, Rice Pilaf/Saffron Rice

Lab: Making pasta from scratch, Proper rice cooking procedures

Assessment: Written Test

UNIT 8 – Breakfast Cooking

Week 8

Lesson and discussion on content topics

Assignments: Key Terms, Review Worksheets, Quiz, Buffet Project

Hotel Buffet Project: Students will design a 2 day buffet menu

Group Breakfast Project: Students will work in a large group to design, plan, and prepare a meal for the class

Demo: Dairy Tasting, Proper Egg Cooking, Making Butter,

Lab: Various Breakfast Foods (eggs, pancakes/waffles, potatoes, etc)

Assessment: Written Test, Hands on Test

Weeks 9

These class periods will consist of review for the final exam and close out for the semester.

Exam Review

Final Exam

Turn in of class materials (books, clean out lockers, turn in hats/coats/shoes)

CLASSROOM PROCEDURES

1. **Entering Class**
    a. **Please be prepared to learn when you enter the class each day. Check Google Classroom for directions FIRST.**
    b. All book bags and other large bags are to be stored appropriately at your desk.
    c. Gather your materials, put book bags away, have a seat and look on the screen/board for further instruction and begin the day's tasks.
    d. Tardy bells ring at 8:30 and 12:45. At this time you need to be on task and working.
    e. It is never a bad thing to get started on the days tasks BEFORE the bell rings and Chef tells you what to do!

2. **Class Behavior**
    a. **A professional and respectful attitude is expected from each student daily**. This includes attention to the lesson and talking only when appropriate.
    b. Failure to follow class rules and procedures will result in appropriate steps according to the discipline ladder.

3. **Break**
    a. Unless otherwise announced, break times are as follows:
        • Morning break: 9:30am – 9:40am
        • Afternoon break: 1:45pm – 1:55pm
    a. **ALL food and drinks will be consumed at a safe distance from computers during break**.
    b. If you spill your drink or your snack, you are to properly clean it up. It is your responsibility.
    c. Failure to follow break procedures may result in loss of break.
    d. NO GUM IN THE KITCHEN! EVER! THIS MEANS YOU, EVER. DID I SAY NO GUM?? BY THE WAY, NO GUM……EVER

2. **Clean Up Duty**
    a. WASH YOUR HANDS OFTEN!!!!!!!!!!
    b. Each student is responsible for keeping a clean work area. It is also the student's responsibility to clean that area at the end of the class or lab.
    c. Each student will have a set of tasks for clean up duty. Responsibilities will rotate each lab.
    d. Each student should actively participate in clean up duty, and help where needed if finished early.
    e. During labs, the sous chef will be responsible for final check of clean up duties.

3. **Cell Phones**
    a. Cell phones must be turned off and kept OUT OF SIGHT while at the Career Center.
    b. Phones seen or heard will be taken by the instructor and given to Administration as outlined in the student handbook.

4. **End of Class**
    a. **Stay seated and working until directed to put your materials away**.
    b. Lining up at the door or wandering around the classroom is not allowed.

5. **When Chef is Absent**
    a. We will have a guest in our room and you are expected to conduct yourself as if nothing is different.
    b. Access will be available to that day's lesson information, and students are expected to work diligently to complete notes, activities, and assignments. This will ensure that we do not fall behind schedule.
    c. All expectations and procedures remain in place whether Chef is in class or absent for any reason. **A student's behavior not only shows respect for himself/herself, but respect for the teacher as well.**

6. **When YOU are Absent**
    a. **Check the Google Classroom page for the journal, lesson notes, and assignments for that day.**
    b. **Come to Chef and tell him <u>specifically</u> what you need if the documents are not in the Class Drive folder.**
    c. **Turn in the work in a timely manner so you get full points possible.**

Class Expectations

All ACTC rules apply as outlined in the student handbook.

Conduct yourself with maturity and humility.

Maintain a team atmosphere – respect yourself and others.

Keep the room clean! – This is your kitchen, take care of it.

Set your expectations high, and give every effort to surpass them.

Be on time. Be prepared. Be engaged. Be responsible.