

2013 CULINARY AND FOOD SERVICES

ACADEMIC		
AA		SPEAKING AND LISTENING
AA	1	Utilize effective verbal and non-verbal communication skills
AA	2	Participate in conversation, discussion, and group presentations
AA	3	Communicate and follow directions/procedures
AA	4	Communicate effectively with customers and co-workers
AB		READING AND WRITING
AB	1	Locate and interpret written information
AB	2	Read and interpret workplace documents
AB	3	Identifies relevant details, facts, and specifications
AB	4	Record information accurately and completely
AB	5	Demonstrate competence in organizing, writing, and editing using correct vocabulary, spelling, grammar, and punctuation
AB	6	Demonstrate the ability to write clearly and concisely using industry specific terminology
AC		CRITICAL THINKING AND PROBLEM SOLVING
AC	1	Utilize critical-thinking skills to determine best options/outcomes (e.g., analyze reliable/unreliable sources of information, use previous experiences, implement crisis management, develop contingency planning)
AC	2	Utilize innovation and problem-solving skills to arrive at the best solution for current situation
AC	3	Implement effective decision-making skills
AD		MATHEMATICS
AD	1	Perform basic and higher level math operations (e.g., addition, subtraction, multiplication, division, decimals, fractions, units of conversion, averaging, percentage, proportion, ratios)
AD	2	Solve problems using measurement skills (e.g., distance, weight, area, volume)
AD	3	Make reasonable estimates
AD	4	Use tables, graphs, diagrams, and charts to obtain or convey information
AD	5	Use deductive reasoning and problem-solving in mathematics
AE		FINANCIAL LITERACY
AE	1	Locate, evaluate, and apply personal financial information
AE	2	Identify the components of a budget and how one is created
AE	3	Set personal financial goals and develop a plan for achieving them
AE	4	Use financial services effectively
AE	5	Demonstrate ability to meet financial obligations
AF		INTERNET USE AND SECURITY
AF	1	Recognize the potential risks associated with Internet use
AF	2	Identify and apply Internet security practices (e.g., password security, login, logout, log off, lock computer)
AF	3	Practice safe, legal, and responsible use of technology in the workplace
AG		INFORMATION TECHNOLOGY
AG	1	Use technology appropriately to enhance professional presentations
AG	2	Demonstrate effective and appropriate use of social media
AG	3	Identify ways social media can be used as marketing, advertising, and data gathering tools
AH		TELECOMMUNICATIONS
AH	1	Select and use appropriate devices, services, and applications to complete workplace tasks
AH	2	Demonstrate appropriate etiquette when using e-communications (e.g., cell phone, e-mail, personal digital assistants, online meetings, conference calls)
EMPLOYABILITY		
EA		POSITIVE WORK ETHIC

EA	1	Demonstrate enthusiasm and confidence about work and learning new tasks
EA	2	Demonstrate consistent and punctual attendance
EA	3	Demonstrate initiative in assuming tasks
EA	4	Exhibit dependability in the workplace
EA	5	Take and provide direction in the workplace
EA	6	Accept responsibility for personal decisions and actions
EB		INTEGRITY
EB	1	Abide by workplace policies and procedures
EB	2	Demonstrate honesty and reliability
EB	3	Demonstrate ethical characteristics and behaviors
EB	4	Maintain confidentiality and integrity of sensitive company information
EB	5	Demonstrate loyalty to the company
EC		SELF-REPRESENTATION
EC	1	Demonstrate appropriate dress and hygiene in the workplace
EC	2	Use language and manners suitable for the workplace
EC	3	Demonstrate polite and respectful behavior toward others
EC	4	Demonstrate personal accountability in the workplace
EC	5	Demonstrate pride in work
ED		TIME, TASK, AND RESOURCE MANAGEMENT
ED	1	Plan and follow a work schedule
ED	2	Work with minimal supervision
ED	3	Work within budgetary constraints
ED	4	Demonstrate ability to stay on task to produce high quality deliverables on time
EE		DIVERSITY AWARENESS
EE	1	Recognize diversity, discrimination, harassment, and equity
EE	2	Work well with all customers and co-workers
EE	3	Explain the benefits of diversity within the workplace
EE	4	Explain the importance of respect for feelings, values, and beliefs of others
EE	5	Identify strategies to bridge cultural/generational differences and use differing perspectives to increase overall quality of work
EE	6	Illustrate techniques for eliminating gender bias and stereotyping in the workplace
EE	7	Identify ways tasks can be structured to accommodate the diverse needs of workers
EE	8	Recognize the challenges and advantages of a global workforce
EF		TEAMWORK
EF	1	Recognize the characteristics of a team environment and conventional workplace
EF	2	Contribute to the success of the team
EF	3	Demonstrate effective team skills and evaluate their importance in the workplace (e.g., setting goals, listening, following directions, questioning, dividing work)
EG		CREATIVITY AND RESOURCEFULNESS
EG	1	Contribute new ideas
EG	2	Stimulate ideas by posing questions
EG	3	Value varying ideas and opinions
EG	4	Locate and verify information
EH		CONFLICT RESOLUTION
EH	1	Identify conflict resolution skills to enhance productivity and improve workplace relationships
EH	2	Implement conflict resolution strategies and problem-solving skills
EH	3	Explain the use of documentation and it's role as a component of conflict resolution

EI		CUSTOMER/CLIENT SERVICE
EI	1	Recognize the importance of and demonstrate how to properly acknowledge customers/clients
EI	2	Identify and address needs of customers/clients
EI	3	Provide helpful, courteous, and knowledgeable service
EI	4	Identify appropriate channels of communication with customers/clients (e.g., phone call, face-to-face, e-mail, website)
EI	5	Identify techniques to seek and use customer/client feedback to improve company services
EI	6	Recognize the relationship between customer/client satisfaction and company success
EJ		ORGANIZATIONS, SYSTEMS, AND CLIMATES
EJ	1	Define profit and evaluate the cost of conducting business
EJ	2	Identify "big picture" issues in conducting business
EJ	3	Identify role in fulfilling the mission of the workplace
EJ	4	Identify the rights of workers (e.g., adult and child labor laws and other equal employment opportunity laws)
EJ	5	Recognize the chain of command, organizational flow chart system, and hierarchy of management within an organization
EK		JOB ACQUISITION AND ADVANCEMENT
EK	1	Recognize the importance of maintaining a job and pursuing a career
EK	2	Define jobs associated with a specific career path or profession
EK	3	Identify and seek various job opportunities (e.g., volunteerism, internships, co-op, part-time/full-time employment)
EK	4	Prepare a resume, letter of application, and job application
EK	5	Prepare for a job interview (e.g., research company, highlight personal strengths, prepare questions, set-up a mock interview, dress appropriately)
EK	6	Participate in a job interview
EK	7	Explain the proper procedure for leaving a job
EL		LIFELONG LEARNING
EL	1	Acquire current and emerging industry-related information
EL	2	Demonstrate commitment to learning as a life-long process and recognize learning opportunities
EL	3	Seek and capitalize on self-improvement opportunities
EL	4	Discuss the importance of flexible career planning and career self-management
EL	5	Employ leadership skills to achieve workplace objectives (e.g., personal vision, adaptability, change, shared vision)
EL	6	Recognize the importance of job performance evaluation and coaching as it relates to career advancement
EL	7	Accept and provide constructive criticism
EL	8	Describe the impact of the global economy on jobs and careers
EM		JOB SPECIFIC TECHNOLOGIES
EM	1	Identify the value of new technologies and their impact on driving continuous change and the need for life-long learning
EM	2	Research and identify emerging technologies for specific careers
EM	3	Select appropriate technological resources to accomplish work
EN		HEALTH AND SAFETY
EN	1	Assume responsibility for safety of self and others
EN	2	Follow safety guidelines in the workplace
EN	3	Manage personal health and wellness
OCCUPATIONAL		
OA		CAREER PATHS WITHIN FOOD PRODUCTION AND FOOD SERVICES INDUSTRIES
OA	1	Determine the roles and functions of individuals engaged in food production and services careers

OA	2	Explore opportunities for employment and entrepreneurial endeavors
OA	3	Examine education/training requirements and opportunities for career paths in food production and services
OA	4	Examine the impact of food production and services occupations on local, state, national, and global economies
OB		FOOD SAFETY AND SANITATION PROCEDURES
OB	1	Determine pathogens found in food and their role in causing illness
OB	2	Employ food service management safety/sanitation program procedures
OB	3	Use knowledge of systems for documenting, investigating, and reporting food-borne illness
OB	4	Use Hazard Analysis Critical Control Point (HACCP) principles and procedures to minimize the risks of food-borne illness
OB	5	Practice good personal hygiene/health procedures and report symptoms of illness
OB	6	Demonstrate proper receiving and storage of both raw and prepared foods
OB	7	Demonstrate food handling and preparation techniques that prevent cross contamination between raw and ready-to-eat foods, between animal or fish sources, and other food products
OB	8	Examine current types and proper uses of cleaning materials and sanitizers
OB	9	Use Occupational Safety and Health Administration's (OSHA) Right to Know Law and Material Safety Data Sheets (MSDS) and explain their requirements in handling hazardous materials
OB	10	Demonstrate waste disposal and recycling methods
OB	11	Demonstrate ability to maintain necessary records to document time and temperature control, maintenance of equipment, and other elements of food preparation, storage, and presentation
OC		SELECTING, USING, AND MAINTAINING FOOD PREPERATION EQUIPMENT
OC	1	Operate tools and equipment following procedures and OSHA requirements
OC	2	Maintain tools and equipment following safety procedures and OSHA requirements
OC	3	Demonstrate procedures for cleaning and sanitizing equipment
OC	4	Examine efficiency of equipment purchases based on long-term business needs, specific regulations, and codes related to foods
OC	5	Demonstrate procedures for storage of equipment and tools
OC	6	Apply and use laboratory techniques safely
OD		PLANNING MENU ITEMS BASED ON STANDARDIZED RECIPES TO MEET CUSTOMER NEEDS
OD	1	Use computer-based menu systems
OD	2	Apply menu planning principles to develop and modify menus
OD	3	Examine food equipment needed for menus
OD	4	Do menu layout and design
OD	5	Prepare requisitions for production requirements
OD	6	Record performance of menu items
OE		COMMERCIAL PREPERATION FOR ALL MENU CATEGORIES TO PRODUCE A VARIETY OF FOOD PRODUCTS
OE	1	Demonstrate skills in knife, tool, and equipment handling
OE	2	Demonstrate a variety of cooking methods: roasting, baking, broiling, smoking, grilling, sautéing, frying, deep frying, braising, stewing, poaching, steaming, woking, convection, microwaving, and other emerging technologies
OE	3	Utilize weights and measures to demonstrate proper scaling and measurement technique
OE	4	Apply the fundamentals of time and temperature to cooking, cooling, and reheating of foods
OE	5	Prepare various meats, seafood, and poultry
OE	6	Prepare various stocks, soups, and sauces
OE	7	Prepare various fruits, vegetables, starches, and farinaceous items
OE	8	Prepare various salads, dressings, and spices
OE	9	Prepare sandwiches, canapés, and appetizers

OE	10	Prepare baked goods and desserts
OE	11	Prepare breakfast meats, eggs, cereals, and batter products
OE	12	Demonstrate food presentation techniques
OE	13	Examine the applicability of convenience food items
OF		FOOD SERVICE PLANNING AND OPERATIONAL FUNCTIONS
OF	1	Apply principles of purchasing and receiving in food service operations
OF	2	Practice inventory procedures including first in/first out concept, date markings, and record keeping
OF	3	Apply accounting principles in planning and forecasting profit and loss
OF	4	Examine the areas of legal liability within the food service industry
OF	5	Verify human resource policies including rules, regulations, laws and hiring/compensation/overtime
OF	6	Apply the procedures involved in staff planning, recruiting, interviewing, selecting, and scheduling of employees
OF	7	Conduct staff orientation, regular training/education, and on-the-job training/retraining
OF	8	Implement marketing plan for food service operations
OF	9	Design internal/external disaster plan
OF	10	Identify the application of statistical processes
OF	11	Understand and apply advanced concepts of data analysis and distributions
OF	12	Understand and apply advanced concepts of probability and statistics
OF	13	Calculate and evaluate basic statistical routines
OF	14	Maintain receipts and disbursement records
OF	15	Maintain inventory records
OF	16	Explain the effect of quality on profit
OF	17	Identify the effects of continuous quality improvement
OG		INTERNAL AND EXTERNAL CUSTOMER SERVICE
OG	1	Examine the role of service as a strategic component of performance
OG	2	Demonstrate quality services, which exceed the expectations of customers
OG	3	Examine the relationship between employees and customer satisfaction
OG	4	Apply strategies for resolving complaints
OG	5	Demonstrate sensitivity to diversity and individuals with special needs
OH		CAREER PATHS WITHIN FOOD SCIENCE, DIETETICS, AND NUTRITION INDUSTRIES
OH	1	Determine the roles and functions of individuals engaged in food science, dietetics, and nutrition careers
OH	2	Explore opportunities for employment and entrepreneurial endeavors
OH	3	Examine education and training requirements and opportunities for career paths in food science dietetics, and nutrition
OH	4	Examine the impact of food science, dietetics, and nutrition occupations on local, state, national, and global economies
OI		NUTRITION PRINCIPLES, FOOD PLANS, PREPARATION TECHNIQUES, AND SPECIALIZED DIETARY PLANS
OI	1	Determine nutrient requirements across the life span addressing the diversity of people, culture, and religions
OI	2	Appraise and interpret nutritional data
OI	3	Assess principles to maximize nutrient retention in prepared foods
OI	4	Monitor recipe/formula proportions and modifications for food production
OI	5	Critique the selection of foods to promote a healthy lifestyle
OI	6	Categorize foods into exchange groups and plan menus, applying the exchange system to meet various nutrient needs
OJ		BASIC CONCEPTS OF NUTRITIONAL THERAPY
OJ	1	Conduct nutritional screening

OJ	2	Use nutritional information in care planning
OJ	3	Utilize a selective menu
OJ	4	Select appropriate nourishment based on nutritional needs
OJ	5	Instruct individuals on nutrition for health maintenance and disease prevention
OK		USE OF TECHNOLOGY IN FOOD PRODUCT DEVELOPMENT AND MARKETING
OK	1	Utilize various factors that affect food preferences in the marketing of food
OK	2	Utilize data in statistical analysis in making development and marketing decisions
OK	3	Prepare food for presentation and assessment
OK	4	Maintain test kitchen/laboratory and related equipment and supplies
OK	5	Implement procedures that affect quality product performance
OK	6	Conduct sensory evaluations of food products
OK	7	Conduct testing for safety of food products, utilizing available technology
OL		FOOD SCIENCE, DIETETICS, AND NUTRITION MANAGEMENT PRINCIPLES AND PRACTICES
OL	1	Build menus to customer/client preferences
OL	2	Implement food preparation, production, and testing systems
OL	3	Verify standards for food quality
OL	4	Create standardized recipes
OL	5	Manage amounts of food to meet the needs of customers/clients
OL	6	Examine new products
OL	7	Implement procedures that provide cost effective products
OL	8	Establish par levels for the purchase of supplies based on an organization's needs
OL	9	Utilize Food Code Points of time, temperature, date markings, cross contamination, hand washing, and personal hygiene as criteria for safe food preparation
OL	10	Analyze and evaluate food additives, MSG, and vitamins
OL	11	Describe human maintenance and weight gain/loss
OM		FACTORS THAT INFLUENCE NUTRITION AND WELLNESS PRACTICES ACROSS THE LIFE SPAN
OM	1	Examine physical, emotional, social, psychological, and spiritual components of individual and family wellness
OM	2	Compare the impact of psychological, cultural, and social influences on food choices and other nutrition practices
OM	3	Examine the governmental, economic, and technological influences on food choices and practices
OM	4	Investigate the impact of global/local events and conditions on food choices and practices
OM	5	Examine legislation and regulations related to nutrition and wellness issues
ON		NUTRITIONAL NEEDS OF INDIVIDUALS AND FAMILIES IN RELATION TO HEALTH AND WELLNESS ACROSS THE LIFE SPAN
ON	1	Assess the effect of nutrients on health, appearance, and peak performance
ON	2	Research the relationship of nutrition and wellness to individual and family health throughout the life span
ON	3	Assess the impact of food and diet fads, food addictions, and eating disorders on wellness
ON	4	Appraise sources of food and nutrition information, including food labels, related to health and wellness
OO		ABILITY TO ACQUIRE, HANDLE, AND USE FOODS TO MEET NUTRITION AND WELLNESS NEEDS OF INDIVIDUALS AND FAMILIES ACROSS THE LIFE SPAN
OO	1	Apply various dietary guidelines in planning to meet nutrition and wellness needs
OO	2	Design strategies that meet the health, nutrition, and requirements of individuals and families with special needs
OO	3	Demonstrate ability to select, store, prepare, and serve nutritious and aesthetically pleasing foods
OP		FACTORS THAT AFFECT FOOD SAFETY, FROM PRODUCTION THROUGH CONSUMPTION
OP	1	Determine conditions and practices that promote safe food handling
OP	2	Appraise safety and sanitation practices throughout the food chain

OP	3	Determine how changes in national and international food production and distribution systems impact the food supply
OP	4	Appraise federal, state, and local inspection/labeling systems that protect the health of individuals and the public
OP	5	Monitor foodborne illness as a health issue for individuals and families
OP	6	Review public dialogue about food safety and sanitation
OQ		IMPACT OF SCIENCE AND TECHNOLOGY ON FOOD CONSUMPTION, SAFETY, AND OTHER ISSUES
OQ	1	Determine how scientific and technical advances impact the nutrient content, availability, and safety of foods
OQ	2	Assess how the scientific and technical advances in food processing storage, product development, and distribution impact nutrition and wellness
OQ	3	Determine the impact of technological advances on selection, preparation, and home storage of foods
OQ	4	Assess the effects of food science and technology on meeting nutritional needs
OQ	5	Know the environmental impact of materials (e.g., solid, liquid, gaseous)
OQ	6	Understand the effect of chemicals on humans and plants
OQ	7	Apply and use scientific methods to solve problems
OQ	8	Convert measurement units from metric to english
OQ	9	Describe and explain chemical reactions including inhibitor
OQ	10	Describe and explain the energy conversion process
OQ	11	Describe and explain heat conduction/convection, insulation requirements, radiant heating/temperature, and converts Fahrenheit to Centigrade and vice-versa
OQ	12	Describe the immune system, the digestive system, selected diseases, and the cause of weight gain/loss