

Government of Pakistan

**National Vocational and Technical Training Commission**

**Prime Minister's Hunarmand Pakistan Program**

"Skills for All"



**Course Contents / Lesson Plan**

**Course Title:** Culinary Arts (Chef De Partie)

**Duration:** 3 Months

## Revised Edition

Trainer Name	
Author Name	Binish Rizwan (Hashoo Foundation)
Course Title	Culinary Arts
Objectives and Expectations	<p><b>1. Employable skills and hands on practice for Culinary Arts Chef De Partie</b></p> <p>The major aim &amp; objective of this Chef De Partie course is to develop &amp; equip students' especially young peoples with the knowledge, skills and understanding enabling them to work independently as well as in team in commercial/ domestic kitchen operations in the hospitality industry as hospitality cook/ chef; for their income generation, economic empowerment and career development. The overall objectives of the Chef de Partie training program are</p> <ul style="list-style-type: none"> <li>• • Managing a kitchen section</li> <li>• Selecting tools and equipment used to prepare, cook and present complex dishes</li> <li>• Weighing and measuring ingredients accurately according to recipes</li> <li>• Sequencing the different stages of preparation and cooking</li> <li>• Preparing and cooking complex dishes as required by customers' orders</li> <li>• Checking the quality of food before, during and after preparation and cooking</li> <li>• Working hygienically and safely</li> </ul> <p><b>Main Expectations:</b></p> <p>Upon completion, students will be able to exhibit the cooking skills used in the foodservice industry as professional chef with some following competencies:</p> <ul style="list-style-type: none"> <li>• Master basic and advanced food preparation and cooking processes and culinary techniques.</li> <li>• Lead a kitchen team and maintain professional standards throughout shift with strong coordination in the operation of the kitchen section</li> <li>• Clean kitchen equipment and cooking utensils</li> <li>• Supervise the kitchen section and maintain production of food.</li> </ul>

- Apply and supervise food safety and hygiene regulations
- Be aware of nutritional, economic and ecological requirements.
- Prepare food for cold presentation
- Prepare, cook and finish foods by frying
- Prepare, cook and finish food by braising and stewing
- Prepare, cook and finish foods by boiling, poaching and steaming
- Prepare, cook and finish food by baking, roasting and grilling
- Prepare, cook and finish stocks, soups and sauces
- Prepare, cook and finish Dough products
- Prepare, Cook and Finish Sponge Products
- Prepare, cook and finish meat, poultry and offal
- Kitchen Organization, Supervision & Management
- Prepare, cook and finish complex Dishes
- Prepare, cook and finish hot, cold desserts and puddings
- Identify and pursue new business opportunities in the hospitality sector

This course thus clearly goes beyond the domain of the traditional training practices in vogue and underscores an expectation that a market centric approach will be adopted as the main driving force while delivering it. The instructors should therefore be experienced enough to be able to identify the training needs for the possible market roles available out there. Moreover, they should also know the strengths and weaknesses of each individual trainee to prepare them for such market roles during/after the training.

1. Specially designed practical tasks to be performed by the trainees have been included in the Annexure-I to this document. The record of all tasks performed individually or in groups must be preserved by the management of the training Institute clearly labeling name, trade, session etc so that these are ready to be physically inspected/verified through monitoring visits from time to time. The weekly distribution of tasks has also been indicated in the weekly lesson plan given in this document.
2. A module on Workplace Ethics has also been included to highlight the importance of good and positive behavior at work place in the line with the best practices elsewhere in the world. An outline of such qualities has been given in the Appendix to this document. Its importance should be conveyed in a format that is attractive and interesting for the trainees such as through PPT slides +short video documentaries. Needless to say that if the training provider puts

his heart and soul into these otherwise non-technical components, the image of Pakistani workforce would undergo a positive transformation in the local as well as international job markets.

In order to maintain interest and motivation of the trainees throughout the course, modern techniques such as:

- Motivational Lectures
- Success Stories
- Case Studies

These techniques would be employed as an additional training tool wherever possible (these are explained in the subsequent section on Training Methodology).

Lastly, evaluation of the competencies acquired by the trainees will be done objectively at various stages of the training and proper record of the same will be maintained. Suffice to say that for such evaluations, practical tasks would be designed by the training providers to gauge the problem solving abilities of trainees

## 1. Motivational Lectures

The proposed methodology for the training under reference employs motivation as a tool. Hence besides the purely technical content, a trainer is required to include elements of motivation in his/her lecture. To inspire the trainees to utilize the training opportunity to the full and strive towards professional excellence. Motivational lectures may also include general topics such as the importance of moral values and civic role & responsibilities as a Pakistani. A motivational lecture should be delivered with enough zeal to produce a deep impact on the trainees. It may comprise of the following:

- Clear Purpose to convey message to trainees effectively.
- Personal Story to quote as an example to follow.
- Trainees Fit so that the situation is actionable by trainees and not represent a just idealism.
- Ending Points to persuade the trainees on changing themselves.

A good motivational lecture should help drive creativity, curiosity and spark the desire needed for trainees to want to learn more. Impact of a successful motivational strategy is amongst others commonly visible in increased class participation ratios. It increases the trainees' willingness to be engaged on the practical tasks for longer time without boredom and loss of interest because they can clearly see in their mind's eye

where their hard work would take them in short (1-3 years); medium (3 - 10 years) and long term (more than 10 years). As this tool is expected that the training providers would make arrangements for regular well-planned motivational lectures as part of a coordinated strategy interspersed throughout the training period as suggested in the weekly lesson plans in this document .

## 2. Success Stories

Another effective way of motivating the trainees is by means of Success Stories. Its inclusion in the weekly lesson plan at regular intervals has been recommended till the end of the training.

A success story may be disseminated orally, through a presentation or by means of a video/documentary of someone that has risen to fortune, acclaim, or brilliant achievement.

A success story shows how a person achieved his goal 6 | Culinary Arts Chef De Partie through hard work, dedication, and devotion. An inspiring success story contains compelling and significant facts articulated clearly and easily comprehensible words.

Moreover, it is helpful if it is assumed that the reader/listener knows nothing of what is being revealed. Optimum impact is created when the story is revealed in the form of:

1. Directly in person (At least 2-3 cases must be arranged by the training institute)
2. Through an audio/ videotaped message (2-3 high quality videos must be arranged by the training institute) It is expected that the training provider would collect relevant high-quality success stories for inclusion in the training as suggested in the weekly lesson plan given in this document.

## 3. . Case Studies

Where a situation allows, case studies can also be presented to the trainees to widen their understanding of the real-life specific problem/situation and to explore the solutions.

In simple terms, the case study method of teaching uses a real-life case example/a typical case to demonstrate a phenomenon in action and explain theoretical as well as practical aspects of the knowledge related to the same. It is an effective way to help the trainees comprehend in depth both the theoretical and practical aspects of the complex phenomenon in depth with ease. Case teaching can also stimulate the trainees to participate in discussions and thereby boost their confidence. It also makes classroom atmosphere interesting thus maintaining the

	<p>trainee interest in training till the end of the course. Depending on suitability to the trade, the weekly lesson plan in this document may suggest case studies to be presented to the trainees. The trainer may adopt a power point presentation or video format for such case studies whichever is deemed suitable but it's important that only those cases are selected that are relevant and of a learning value.</p> <p>The Trainees should be required and supervised to carefully analyze the cases.</p> <p>For the purpose they must be encouraged to inquire and collect specific information / data, actively participate in the discussions, and intended solutions of the problem / situation.</p> <p>Case studies can be implemented in the following ways: -</p> <ol style="list-style-type: none"> <li>1. A good quality trade specific documentary (At least 2-3 documentaries must be arranged by the training institute)</li> <li>2. Health &amp; Safety case studies (2 cases regarding safety and industrial accidents must be arranged by the training institute)</li> <li>3. Field visits (At least one visit to a trade specific major industry/ site must be arranged by the training institute )</li> </ol>
<p><b>Entry-level of trainees</b></p>	<p>Educational Qualification: matric</p>
<p><b>Learning Outcomes of the course</b></p>	<p><b>By the end of this course, the trainees should be able to perform the following competencies:</b></p> <ul style="list-style-type: none"> <li>• Demonstrate professionalism and service standards in hospitality industry/ sector to insure quality guest service.</li> <li>• Demonstrate principles of sanitation and safety in a food service operation for safe food handling and to protect the health of the consumer.</li> <li>• Apply accounting for hospitality cook related to food service operations. Demonstrate uses of tools &amp; equipment in food service operations following established safety practices and</li> </ul>

	<p>principles.</p> <ul style="list-style-type: none"> <li>• Demonstrate professional kitchen supervision and management skills.</li> <li>• Demonstrate a variety of culinary cooking and baking methods and techniques following established procedures to produce classic, regional, international and contemporary cuisines, complex dishes and baking products/goods.</li> <li>• Explore various management topics as related to hospitality and foodservice operations.</li> </ul>
<b>Course Execution Plan</b>	<p><b>The total duration of the course: 3 months (12 Weeks)</b></p> <p><b>Class hours: 4 hours per day</b>  <b>Theory: 20%</b>  <b>Practical: 80%</b>  <b>Weekly hours: 20 hours per week</b>  <b>Total contact hours: 260 hours</b></p>
<b>Companies offering jobs in the respective trade</b>	<p><b>Apart from local, national, multinational organizations and hospitality establishments working in Pakistan; hundreds of thousands of hospitality establishments around the world recruits trained hospitality cooks; such as:</b></p> <ul style="list-style-type: none"> <li>• Culinary institutions</li> <li>• Food &amp; beverages industry</li> <li>• Restaurants</li> <li>• Food Outlets</li> <li>• Hotels</li> <li>• Bakeries</li> <li>• International Food Chains/ franchises</li> <li>• Cruise ships</li> <li>• Private businesses</li> <li>• Tour Operators</li> <li>• Catering services , and many more.</li> </ul>
<b>Job Opportunities</b>	<p><b>Hospitality establishments locally and abroad offer jobs for hospitality cooks. Apart from jobs, graduates may also establish / start their own business in the hospitality sector</b></p>
<b>No of Students</b>	25
<b>Learning Place</b>	<p>1. Classrooms</p> <p>2. Hot Kitchen Lab</p>



	<p>3. Cold Kitchen Lab</p> <p>4. Hospitality Establishment for Industrial visit / Study Tou</p>
<p><b>Instructional Resources</b></p>	<p>❖ Institute’s Training Manual and e-library ,softcopies of books &amp; learning materials.</p> <p>2. National and International Cooking Magazines</p> <p>3. National and International Chef Associations/ Professional Bodies</p> <p>4. YouTube Channels and other social media on Hospitality, Cooking / Chefs, Baking, Culinary Arts and food &amp; beverages. 5. Food &amp; Beverages, Culinary, cooking and baking websites and blogs.</p> <p><a href="https://www.youtube.com/watch?v=Co6ej47MOVE">https://www.youtube.com/watch?v=Co6ej47MOVE</a>  <a href="https://www.youtube.com/watch?v=kd6-1v2HCho">https://www.youtube.com/watch?v=kd6-1v2HCho</a>  <a href="https://www.youtube.com/watch?v=GpadLIVONXc">https://www.youtube.com/watch?v=GpadLIVONXc</a>  <a href="https://youtu.be/Dwe3y4EZhM4">https://youtu.be/Dwe3y4EZhM4</a>  <a href="https://www.youtube.com/watch?v=B3V4iKsE-DQ">https://www.youtube.com/watch?v=B3V4iKsE-DQ</a>  <a href="https://www.youtube.com/watch?v=G-Fg7l7G1zw">https://www.youtube.com/watch?v=G-Fg7l7G1zw</a></p>

**MODULES**

<b>Schedu led Weeks</b>	<b>Module Title</b>	<b>Days</b>	<b>Hours</b>	<b>Learning Units</b>	<b>Home Assignmen t</b>
<b>Week 1</b>	<b>Introduction to culinary arts</b>	<b>Day 1</b>	<b>Hour 1</b>	Course Introduction	<b>Task 1 &amp; 2</b> Details may be seen at Annexure-I
			<b>Hour 2</b>	Job market overview	
			<b>Hour 3</b>	Course applications	
			<b>Hour 4</b>	Work Ethics in Institute	
	<b>Introduction to tourism and hospitality</b>	<b>Day 2</b>	<b>Hour 1</b>	Introduction about complementary skills for culinarians	
			<b>Hour 2</b>	Team work and operational awareness	
			<b>Hour 3</b>	The basics of being a team member	
			<b>Hour 4</b>	Problem solving and judgment , pride and respect	
	<b>Hospitality key skills</b>	<b>Day 3</b>	<b>Hour 1</b>	Introduction to hospitality ,travel and tourism	
			<b>Hour 2</b>	Introduction to travel and tourism	
			<b>Hour 3</b>	Modern hospitality and its relationship with tourism	
			<b>Hour 4</b>	Service offerings	
	<b>Safety and security in hospitality industry</b>	<b>Day 4</b>	<b>Hour 1</b>	Careers in hospitality sector and its prospectus  Importance of professional behavior and appearance	

			<b>Hour 2</b>	Accommodation Services Definition & Types  <ul style="list-style-type: none"> <li>• Receptions Industry</li> <li>• Food Services/ Food &amp; Beverages / Catering Industry</li> </ul>
			<b>Hour 3</b>	<ul style="list-style-type: none"> <li>• Introduction to key hospitality &amp; soft skills</li> <li>• The importance of Professionalism in Hospitality</li> </ul>
			<b>Hour 4</b>	<ul style="list-style-type: none"> <li>• Communication Skills</li> <li>• Presentation Skills</li> <li>• Problem-solving</li> <li>• Teamwork skills</li> <li>• Emotional intelligence</li> <li>• Concierge Skills</li> </ul>
		<b>Day 5</b>	<b>Hour 1</b>	Introduction to Occupational Health (OH) & Safety (S)  <ul style="list-style-type: none"> <li>• Safety at work &amp; its fundamental principles</li> <li>• Occupational Health (OH) &amp; Safety (S) in Hospitality Sector &amp; its importance</li> </ul>
			<b>Hour 2</b>	<ul style="list-style-type: none"> <li>• Fire Safety Management</li> <li>• Causes of Slips, Trip and Falls and Lifting tools &amp; techniques</li> </ul>
			<b>Hour 3</b>	<ul style="list-style-type: none"> <li>• Dangers posed by Equipment &amp; Stock Items and</li> </ul>

				Control Measures	
				<ul style="list-style-type: none"> <li>• Hazards in Cookery and Patisserie including Hazardous Substances, Electricity and Dangers and PPE &amp; PPC and Safety Signs</li> </ul>	
			<b>Hour 4</b>	<ul style="list-style-type: none"> <li>• Risk Controls &amp; Benefits Features in the Kitchen &amp; Bakery</li> <li>• Maintaining a Healthy Workplace</li> </ul>	
<b>Week 2</b>	<b>Food safety and sanitation</b>	<b>Day 1</b>	<b>Hour 1</b>	Introduction Food Safety and Sanitation	<b>Task 3 &amp; 4</b>  Details may be seen at Annexure-I
			<b>Hour 2</b>	Food Safety Procedures and Facts	
			<b>Hour 3</b>	Basics of FSMS / FSSC or BRC	
			<b>Hour 4</b>	Food Poisoning, Hazardous Food	
		<b>Day 2</b>	<b>Hour 1</b>	Food Contamination and Spoilage	
			<b>Hour 2</b>	Food Safety Risk Management and the HACCP System	
			<b>Hour 3</b>	HACCP Principles	
			<b>Hour 4</b>	The Menu Planning and Purchasing Control Points	
		<b>Day 3</b>	<b>Hour 1</b>	The Receiving, Storing, and Issuing control points	

			Hour 2	The Preparing, Cooking, and Holding Control Points	
			Hour 3	The Serving Control Point	
			Hour 4	The Cleaning and Maintenance Control Point	
		Day 4	Hour 1	The danger zone	
			Hour 2	Causes of food borne illness	
			Hour 3	Types of pathogens	
			Hour 4	Keys to food safety	
		Day 5	Hour 1	Personal hygiene	
			Hour 2	Pest control	
			Hour 3	Cleaning and sanitization	
			Hour 4	Temperature control	
Week 3	Fundamentals of culinary arts	Day 1	Hour 1	Introduction to kitchen, types and basic procedures	<p>• Task 5</p> <p><i>Details may be seen at Annexure-I</i></p>
			Hour 2	Kitchen hierarchy	
			Hour 3	Kitchen utensils and gadgets	
			Hour 4	Measurement scales, units and tools	

		<b>Day 2</b>	<b>Hour 1</b>	Cutting Equipment , knives Anatomy and types
			<b>Hour 2</b>	Knife handling , safe uses and knife sharpening
			<b>Hour 3</b>	Basic knife cuts, knives cleaning and storing
			<b>Hour 4</b>	Labels the parts of chef's knife
		<b>Day 3</b>	<b>Hour 1</b>	• Raw Food Cuttings Art & Exercise 1
			<b>Hour 2</b>	• Raw Food Cuttings Art & Exercise 2
			<b>Hour 3</b>	Art of plating and garnishing
			<b>Hour 4</b>	Presentation of plating and garnishing
		<b>Day 4</b>	<b>Hour 1</b>	• Raw Food Cuttings Art & Exercise 3
			<b>Hour 2</b>	• Raw Food Cuttings Art & Exercise 4
			<b>Hour 3</b>	Art of plating and garnishing
			<b>Hour 4</b>	Presentation of plating and garnishing
		<b>Day 5</b>	<b>Hour 1</b>	Introduction to food preparation for Cold Presentation
			<b>Hour 2</b>	Introduction to Salads, types, and kinds

			Hour 3	Parts of salads and their ingredients	
			Hour 4	Preservation methods	
Week 4	Prepare food for cold presentation	Day 1	Hour 1	Food Preparation of Greek Salad Preparing vegetables	<p>• Task 6</p> <p><i>Details may be seen at Annexure-I</i></p>
			Hour 2	Preparing the dressing , Assembling the salad , garnishing	
			Hour 3	Food Preparation Cole Slaw Salad Preparing vegetables	
			Hour 4	Preparing the dressing , Assembling the salad , garnishing	
		Day 2	Hour 1	Food Preparation German Potato salad Preparing vegetables	
			Hour 2	Preparing the dressing , Assembling the salad , garnishing	
			Hour 3	Food Preparation Russian Salad Preparing vegetables	
			Hour 4	Preparing the dressing , Assembling the salad , garnishing	
		Day 3	Hour 1	Food Preparation Three Bean Salad	

				Preparing beans and vegetables
			<b>Hour 2</b>	Preparing the dressing , Assembling the salad , garnishing
			<b>Hour 3</b>	Food Preparation Apple Cabbage salad  Preparing the body
			<b>Hour 4</b>	Preparing the dressing , Assembling the salad , garnishing
		<b>Day 4</b>	<b>Hour 1</b>	Food Preparation Garden Salad  Preparing vegetables
			<b>Hour 2</b>	Preparing the dressing , Assembling the salad , garnishing
			<b>Hour 3</b>	Food Preparation Waikiki Salad  Preparing vegetables
			<b>Hour 4</b>	Preparing the dressing , Assembling the salad , garnishing
		<b>Day 5</b>	<b>Hour 1</b>	food Preparation of Cold sandwich  preparation and organization
			<b>Hour 2</b>	Assembling and wrapping , chilling



			Hour 3	Food Preparation Cold Burger Preparation and organization	
			Hour 4	Assembling and wrapping ,chilling	
<b>Week 5</b>	Kitchen Organization, Supervision & Management  Create an account profile on Fiverr (at least two gigs )up work , and linkedin	<b>Day 1</b>	Hour 1	Understanding kitchen human resource requirements	<b>• Task 7</b>  <i>Details may be seen at Annexure-I</i>
			Hour 2	kitchen team and allocation of responsibilities to associate cooks on daily basis	
			Hour 3	Manage requisition requirements for kitchen section	
			Hour 4	Manage food availability and prepare the kitchen section for cooking	
		<b>Day 2</b>	Hour 1	Ensure the kitchen section prepares, cooks and presents food effectively in the section	
			Hour 2	Lead the kitchen team in the preparation and cooking of food	
			Hour 3	Ensure the kitchen section opens and finalizes the shift effectively	
			Hour 4	Supervise cooks / assistants	
		<b>Day 3</b>	Hour 1	Develop productive working relationships with kitchen associates	

			<b>Hour 2</b>	Support the sous chef"
			<b>Hour 3</b>	Supervise storage of food within kitchen section
			<b>Hour 4</b>	Kitchen section health and safety requirements
		<b>Day 4</b>	<b>Hour 1</b>	Create an account by following these steps on fiverr  Step 1: Personal Info Step 2: Professional Info Step 3: Linked Accounts Step 4: Account Security
			<b>Hour 2</b>	Create account on upwork
			<b>Hour 3</b>	Create account on linkdin
			<b>Hour 4</b>	Create account on indeed
		<b>Day 5</b>	<b>Hour 1</b>	Food Preparation of Three Bean Salad Salad  Preparing vegetables
			<b>Hour 2</b>	Preparing the dressing , Assembling the salad , garnishing
			<b>Hour 3</b>	Food Preparation of fruit Salad  Preparing vegetables
			<b>Hour 4</b>	Preparing the dressing , Assembling the salad ,

				garnishing	
Week 6	Prepare, cook and finish food by Dry heat cooking method (frying)	Day 1	Hour 1	Introduction to dry heat cooking method  Types of dry heat cooking method	<p>• Task 8</p> <p><i>Details may be seen at Annexure-I</i></p>
			Hour 2	Introduction to tools & equipment and Recipes with their preparation methodologies	
			Hour 3	Food preparation , preparing marination of crispy fried chicken	
			Hour 4	Cooking and plating of crispy fried chicken	
		Day 2	Hour 1	"Food Preparation of shallow fried fish  Preparing ingredients	
			Hour 2	Cooking , assembling and plating	
			Hour 3	Food preparation of "Szechuan Chicken stir fry"  Preparing ingredients	
			Hour 4	Cooking , assembling and plating	
		Day 3	Hour 1	Food preparation of "Mongolian beef"  Preparing ingredients	
			Hour 2	Cooking , assembling and plating	
			Hour 3	Food preparation of "Mongolian beef"	

				Preparing ingredients	
			Hour 4	Cooking , assembling and plating	
		Day 4	Hour 1	Food Preparation Braised Balsamic Chicken with baby Potato  Preparing ingredients	
			Hour 2	Cooking , assembling and plating	
			Hour 3	Food preparation of “ sweet and sour tofu ”  Preparing ingredients	
			Hour 4	Cooking , assembling and plating	
		Day 5	Hour 1	Food preparation of “ potato croquettes ”  Preparing ingredients	
			Hour 2	Cooking , assembling and plating	
			Hour 3	Food preparation of chicken tempura  Preparing ingredients	
			Hour 4	Cooking , assembling and plating	
Week 7	Prepare , cook finish food by dry heat cooking method( grilling ,roasting, baking)	Day 1	Hour 1	Introduction to food preparation by baking, roasting and grilling methods • Introduction to tools & equipment and Recipes with their preparation	<b>•Task 9</b>  <i><u>Details may be seen at Annexure-I</u></i>

				methodologies Food preparation of grilled fish Preparing ingredients
			<b>Hour 2</b>	Cooking , assembling and plating
			<b>Hour 3</b>	Food preparation of grilled chicken Preparing ingredients
			<b>Hour 4</b>	Cooking and plating
		<b>Day 2</b>	<b>Hour 1</b>	Food preparation of garlic roasted potatoes
			<b>Hour 2</b>	Cooking and plating
			<b>Hour 3</b>	Food preparation Of Sizzle and Spice Chicken Roast
			<b>Hour 4</b>	Cooking , assembling and plating
		<b>Day 3</b>	<b>Hour 1</b>	Food preparation of chocolate marble cake Preparing batter
			<b>Hour 2</b>	Baking and plating
			<b>Hour 3</b>	Food preparation of simple chocolate cake Preparing ingredients
			<b>Hour 4</b>	Baking and plating
		<b>Day 4</b>	<b>Hour 1</b>	Food preparation of cup cakes Preparing ingredients

			Hour 2	baking and plating	
			Hour 3	Food preparation of chocolate brownie Preparing ingredients	
			Hour 4	Baking and plating	
		Day 5	Hour 1	Food preparation of simple biscuits Preparing ingredients	
			Hour 2	Baking and plating	
			Hour 3	Food preparation of chocolate chip cookies Preparing ingredients	
			Hour 4	Baking and plating	
Week 8	Prepare , cook finish dough products	Day 1	Hour 1	Introduction to Dough products  Introduction to the tools & equipment and recipes for dough products	<b>•Task 10</b>  <i><u>Details may be seen at Annexure-I</u></i>
			Hour 2	Food preparation of donuts Preparing dough	
			Hour 3	Dough Proving	
			Hour 4	Baking	
		Day 2	Hour 1	Food preparation of pizza Preparing dough	

			<b>Hour 2</b>	Preparing ingredients & Dough proving
			<b>Hour 3</b>	Dough proving
			<b>Hour 4</b>	Baking and plating
		<b>Day 3</b>	<b>Hour 1</b>	Food preparation of plain bread Preparing dough
			<b>Hour 2</b>	Baking and plating
			<b>Hour 3</b>	Food preparation of milky bread Preparing dough
			<b>Hour 4</b>	Baking and plating
		<b>Day 4</b>	<b>Hour 1</b>	Food preparation of pita bread Preparing dough
			<b>Hour 2</b>	Baking and plating
			<b>Hour 3</b>	Food preparation of focaccia bread Preparing dough
			<b>Hour 4</b>	Baking and plating
		<b>Day 5</b>	<b>Hour 1</b>	Food preparation of burger buns Preparing dough
			<b>Hour 2</b>	Baking and plating

			<b>Hour 3</b>	Food preparation of chicken cheese bread Preparing dough & ingredients	
			<b>Hour 4</b>	Baking and plating	
<b>Week 9</b>	<b>Prepare ,cook , finish by moist heat cooking method and combination method</b>	<b>Day 1</b>	<b>Hour 1</b>	Introduction to food preparation by boiling, poaching and steaming methods  Introduction to tools & equipment and Recipes with their preparation methodologies.  Food Preparation Thai Steam Fish  Prepare ingredients	<ul style="list-style-type: none"> <li>• <b>Task 11</b></li> <li><u>Details may be seen at Annexure-I</u></li> </ul>
			<b>Hour 2</b>	Cooking and plating	
			<b>Hour 3</b>	Food preparation of Food Preparation Steam Fish Cooked With Lemon Butter Garlic Sauce  Prepare ingredients	
			<b>Hour 4</b>	Cooking and plating	
		<b>Day 2</b>	<b>Hour 1</b>	Food preparation of poached salmon  Prepare ingredients	
			<b>Hour 2</b>	Cooking and plating	
			<b>Hour 3</b>	Food preparation of Boiled Pasta with Marinara Sauce	



			<b>Hour 4</b>	Cooking and plating
		<b>Day 3</b>	<b>Hour 1</b>	Introduction to food preparation by braising and stewing.  Introduction to tools & equipment and Recipes with their preparation methodologies  Food preparation of beef stew  Prepare ingredients
			<b>Hour 2</b>	Cooking and plating
			<b>Hour 3</b>	Food Preparation Braised Balsamic Chicken with baby Potato  Prepare ingredients
			<b>Hour 4</b>	Cooking and plating
		<b>Day 4</b>	<b>Hour 1</b>	Food preparation of chicken stew  Preparing ingredients
			<b>Hour 2</b>	Cooking and plating
			<b>Hour 3</b>	Food Preparation Braised Chicken With Caper and Café d Paris Sauce
			<b>Hour 4</b>	Cooking and plating
		<b>Day 5</b>	<b>Hour 1</b>	"Food Preparation Hungarian Beef Been Stew Steam with

				Vegetable rice Preparing ingredients	
			Hour 2	cooking and plating	
			Hour 3	Food Preparation of Mexican Braised Beef With Seasonal Salsa  Preparing ingredients	
			Hour 4	cooking and plating	
Week 10	Prepare, cook finish stocks, soups ,sauces	Day 1	Hour 1	Introduction to food preparation Stocks, Soups & Sauces  <ul style="list-style-type: none"> <li>• Introduction to the tools &amp; equipment used for the food preparation Stocks, Soups &amp; Sauces"</li> <li>• Mothers Sauces and its types</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Task 12</b></li> </ul> <p><i><u>Details may be seen at Annexure-I</u></i></p>
			Hour 2	<ul style="list-style-type: none"> <li>• Stocks &amp; its types</li> <li>• Importance of Roux and its making</li> </ul>	
			Hour 3	Food Preparation, Cooking and finish Chicken Corn Soup.  Prepare ingredients	
			Hour 4	Cooking and plating	
		Day 2	Hour 1	Food preparation of chicken noodle soup  Prepare ingredients	

			<b>Hour 2</b>	Cooking and plating
			<b>Hour 3</b>	Food preparation of creamy tomato basil soup
			<b>Hour 4</b>	Cooking and plating
		<b>Day 3</b>	<b>Hour 1</b>	Food preparation of white stock Preparing ingredients
			<b>Hour 2</b>	Cooking and plating
			<b>Hour 3</b>	Food preparation of brown stock Preparing ingredients
			<b>Hour 4</b>	Cooking and plating
		<b>Day 4</b>	<b>Hour 1</b>	preparation of tomato sauce Preparing ingredients
			<b>Hour 2</b>	Cooking
			<b>Hour 3</b>	Preparation of béchamel & veloute sauce
			<b>Hour 4</b>	cooking
		<b>Day 5</b>	<b>Hour 1</b>	Preparation of espagnole sauce
			<b>Hour 2</b>	cooking
			<b>Hour 3</b>	Preparation of hollandaise sauce
			<b>Hour 4</b>	Cooking

Week 11	Prepare , cook and finish hot & cold desserts , cakes & pastry products	Day 1	Hour 1	Food preparation of chocolate mousse	<p>• Task 13 <i>Details may be seen at Annexure-I</i></p>
			Hour 2	Chilling	
			Hour 3	Prepare New York Cheese Cake	
			Hour 4	Baking	
		Day 2	Hour 1	Prepare plain cake	
			Hour 2	Baking	
			Hour 3	Prepare almond cake	
			Hour 4	Baking	
		Day 3	Hour 1	Prepare puff pastry	
			Hour 2	Baking	
			Hour 3	Prepare chicken patties	
			Hour 4	Baking	
		Day 4	Hour 1	Prepare brownies	
			Hour 2	Baking	
			Hour 3	Prepare vanilla cake	

			Hour 4	Baking	
		Day 5	Hour 1	Prepare pine apple	
			Hour 2	baking	
			Hour 3	Prepare croissant	
			Hour 4	baking	
Week 12	Prepare , cook different dishes  Final assessment	Day 1	Hour 1	Prepare egg fried rice	<b>•Task 14</b> <i>Details may be seen at Annexure-I</i>
			Hour 2	Cooking and plating	
			Hour 3	Prepare Manchurian chicken	
			Hour 4	Cooking and plating	
		Day 2	Hour 1	Prepare chicken chow Mein	
			Hour 2	Cooking and plating	
			Hour 3	Prepare chicken shashlik	
			Hour 4	Cooking and plating	
		Day 3	Hour 1	Prepare chicken drum sticks	
			Hour 2	Cooking and plating	

			<b>Hour 3</b>	Prepare chicken mushroom Alfredo pasta
			<b>Hour 4</b>	Cooking and plating
		<b>Day 4</b>	<b>Hour 1</b>	Prepare korean sweet and spicy chicken
			<b>Hour 2</b>	Cooking and plating
			<b>Hour 3</b>	Prepare chicken wings
			<b>Hour 4</b>	Cooking and plating
		<b>Day 5</b>	<b>Hour 1</b>	Final assessment (theory)
			<b>Hour 2</b>	Final assessment (practical)
			<b>Hour 3</b>	Final assessment (practical)
			<b>Hour 4</b>	Final assessment (practical)

**Tasks for Certificate in Culinary Arts(chef de partie) Annexure-I**

<b>Task No.</b>	<b>Task</b>	<b>Description</b>	<b>Week</b>
1.	<b>Hierarchy model</b>	Prepare a hierarchial model of tourism and hospitality sector	<b>Week 1</b>
2.	<b>Demonstration</b>	Demonstrate the use of PPE and other safety practices at workplace	<b>Week 1</b>
3.	<b>Proper food handling</b>	Demonstrate proper food handling and storage	<b>Week 2</b>
4.	<b>Presentation</b>	Presentation on HACCP principle and applications	<b>Week 2</b>
5.	<b>Practice of different knife cuts</b>	Use different cutting boards and knives for raw cutting of vegetables and fruits through different knife cuts	<b>Week 3</b>
6.	<b>Preparation</b>	Prepare and present a variety of Salads	<b>Week 4</b>
7.	<b>Demonstration</b>	Demonstrate the supervisory role of Chef De Partie	<b>Week 5</b>
8.	<b>preparation</b>	Prepare a dish by dry heat cooking method ( frying)	<b>Week 6</b>
9.	<b>preparation</b>	Prepare a dish by using grilling method	<b>Week 7</b>
10.	<b>preparation</b>	Prepare a dish by using dough products	<b>Week8</b>
11.	<b>preparation</b>	Prepare a dish by using steaming method	<b>Week9</b>
12.	<b>preparation</b>	Prepare a soup of your own choice	<b>Week10</b>
13.	<b>preparation</b>	Prepare a cake of your own choice	<b>Week11</b>
14.	<b>preparation</b>	Prepare a dish of your own choice	<b>Week 12</b>

## Motivational Lectures

Culinary arts (chef de Partie)

How to Face Problems in Life	Qasim Ali Shah	<a href="https://www.youtube.com/watch?v=OrQte08MI90">https://www.youtube.com/watch?v=OrQte08MI90</a>
Just Control Your Emotions	Qasim Ali Shah	<a href="https://www.youtube.com/watch?v=JzFs__yJt-w">https://www.youtube.com/watch?v=JzFs__yJt-w</a>
<b>How to Communicate effectively</b>	<b>Qasim Ali shah</b>	<b><a href="https://www.youtube.com/watch?v=PhHAQEGehKc">https://www.youtube.com/watch?v=PhHAQEGehKc</a></b>
<b>Your ATTITUDE is every thing</b>	<b>Tony Robbins Les Brown David Goggins Jocko Willink Wayne Dyer Eckart Tolle</b>	<b><a href="https://www.youtube.com/watch?v=5fS3rj6eIFg">https://www.youtube.com/watch?v=5fS3rj6eIFg</a></b>
<b>Control Your EMOTIONS</b>	<b>Jim Rohn Les Brown TD Jakes Tony Robbins</b>	<b><a href="https://www.youtube.com/watch?v=chn86sH005U">https://www.youtube.com/watch?v=chn86sH005U</a></b>

**Annexure-IV:**

## Workplace/Institute Ethics Guide

Work ethic is a standard of conduct and values for job performance. The modern definition of what constitutes good work ethics often varies. Different businesses have different expectations. Work ethic is a belief that hard work and diligence have a moral benefit and an inherent ability, virtue, or



value to strengthen character and individual abilities. It is a set of values-centered on the importance of work and manifested by determination or desire to work hard.

The following ten work ethics are defined as essential for student success:

**1. Attendance:**

Be at work every day possible, plan your absences don't abuse leave time. Be punctual every day.

**2. Character:**

Honesty is the single most important factor having a direct bearing on the final success of an individual, corporation, or product. Complete assigned tasks correctly and promptly. Look to improve your skills.

**3. Team Work:**

The ability to get along with others including those you don't necessarily like. The ability to carry your weight and help others who are struggling. Recognize when to speak up with an idea and when to compromise by blend ideas together.

**4. Appearance:**

Dress for success set your best foot forward, personal hygiene, good manner, remember that the first impression of who you are can last a lifetime

**5. Attitude:**

Listen to suggestions and be positive, accept responsibility. If you make a mistake, admit it. Values workplace safety rules and precautions for personal and co-worker safety. Avoids unnecessary risks. Willing to learn new processes, systems, and procedures in light of changing responsibilities.

**6. Productivity:**

Do the work correctly, quality and timelines are prized. Get along with fellows, cooperation is the key to productivity. Help out whenever asked, do extra without being asked. Take pride in your work, do things the best you know-how. Eagerly focuses energy on accomplishing tasks, also referred to as demonstrating ownership. Takes pride in work.

**7. Organizational Skills:**

Make an effort to improve, learn ways to better yourself. Time management; utilize time and resources to get the most out of both. Take an appropriate approach to social interactions at work. Maintains focus on work responsibilities.

**8. Communication:**

Written communication, being able to correctly write reports and memos. Verbal communications, being able to communicate one on one or to a group.

**9. Cooperation:**

Follow institute rules and regulations, learn and follow expectations. Get along with fellows, cooperation is the key to productivity. Able to welcome and adapt to changing work situations and the application of new or different skills.

**10. Respect:**

Work hard, work to the best of your ability. Carry out orders, do what's asked the first time. Show respect, accept, and acknowledge an individual's talents and knowledge. Respects diversity in the workplace, including showing due respect for different perspectives, opinions, and suggestions.