

<b>UNIT TITLE:</b> PREPARE A VARIETY OF SANDWICHES	<b>NOMINAL HOURS:</b> 15
<b>UNIT NUMBER:</b> D1.HCC.CL2.08	
<b>UNIT DESCRIPTOR:</b> This unit deals with skills and knowledge required by cooks and chefs to prepare and present a variety of high quality hot and cold sandwiches to industry and or enterprise standards for various cuisines for use in a commercial environment.	
<b>ELEMENTS AND PERFORMANCE CRITERIA</b>	<b>UNIT VARIABLE AND ASSESSMENT GUIDE</b>
<p><b>Element 1: Prepare a variety of sandwiches</b></p> <p>1.1 Prepare a <i>selection of hot and cold sandwiches</i></p> <p>1.2 Prepare a <i>variety of spreads and fillings</i> using standard recipes</p> <p>1.3 Use a selection of <i>bread and base varieties</i></p> <p>1.4 Select and use <i>equipment and utensils</i> appropriately</p> <p>1.5 Prepare sandwiches in a <i>logical manner</i> and within industry realistic time frames</p> <p>1.6 Use products appropriately and <i>minimise wastage</i></p> <p><b>Element 2: Present a variety of sandwiches</b></p> <p>2.1 <i>Cut and present</i> sandwiches in a conforming manner</p> <p>2.2 Work within required time lines</p> <p>2.3 Prepare a selection of <i>garnishes and accompaniments</i> to seasonal availability</p> <p>2.4 <i>Present</i> sandwiches</p>	<p><b>Unit Variables</b></p> <p>The Unit Variables provide advice to interpret the scope and context of this unit of competence, allowing for differences between enterprises and workplaces. It relates to the unit as a whole and facilitates holistic assessment.</p> <p>This unit applies to all industry sectors that are responsible for producing a variety of sandwiches within the labour divisions of the hotel and travel industries and may include:</p> <p>1. Food Production.</p> <p><i>Selection of hot and cold sandwiches</i> may include:</p> <ul style="list-style-type: none"> <li>• Classical</li> <li>• Modern</li> <li>• Cultural varieties</li> <li>• Open</li> <li>• Club</li> <li>• Wraps</li> <li>• Toasted.</li> </ul> <p><i>Variety of spreads</i> may include:</p> <ul style="list-style-type: none"> <li>• Mayonnaise</li> <li>• Flavoured butters, such as herb, parsley, garlic, anchovy</li> <li>• Relish, chutney, pesto.</li> </ul>

**Element 3: Store a variety of sandwiches**

**3.1** Store sandwiches, spreads and fillings appropriately during prep and service

**3.2** Label sandwiches, fillings and spreads correctly

**3.3** Store in *correct conditions* to maintain freshness and quality

Variety of fillings will include:

- Meat and meat products
- Fish and fish products
- Cheese and dairy products
- Eggs
- Fruits and vegetables.

*Bread and base varieties* may include filled rolls reflecting cultural preferences such as:

- White, whole meal, rye, flavoured
- Turkish, foccacia, baguette
- Flat breads, including nann, pita, roti, chappita
- Different cultural breads either loaves or rolls.

*Equipment and utensils* may include:

- Weighing scales and portion-control utensils
- Knives, cleavers and hand-held utensils
- Food processors, slicers, mixers and blenders
- Pots, bowls, pans and small kitchen equipment
- Grillers, salamanders and sandwich presses.

*Logical manner* refers to *mise en place* and should include:

- Planning to be ready for service periods
- Efficiency of all preparation
- Prepared to suit customer demand
- Hot sandwiches prepared and served in a timely manner.

Minimise wastage will include:

- Menu and varieties of sandwich preplanning
- Quantities calculated for production
- Flavours and fillings calculated for minimal wastage
- Use of leftovers
- Efficient preparation time to minimise spoilage.

Cut and present may include:

- Uniform sizes and or shapes
- Pinwheel, closed and/or open sandwiches
- Serving plates, platters, trays with consideration to shape, colour, texture.

Garnishes and accompaniments should include:

- Garnishes to complement the selection
- Vegetables and/or fruits
- Tooth picks, wrappings, name tags.

*Present* should include:

- Colour
- Height
- Texture
- Service and storage temperature
- Classical and cultural
- Neatly and attractively.

*Stored* must include:

- Storage containers before assembly
- Storage containers after assembly
- Labelled
- Freshness, quality and presentation
- Temperature and humidity.

*Labelled* must include:

- Date
- Item name
- Handler name
- Time, temperature, storage.

*Correct conditions* should include:

- Temperature and humidity.

### **Assessment Guide**

The following skills and knowledge must be assessed as part of this unit:

- Knowledge of methods of producing a variety of hot and cold sandwiches for various cuisines
- Ability to identify food products by sight
- Ability to match ingredient quality to intended final product/use
- Overview of the relevant legislation in relation to food handling, food storage, chemical storage and general premises food safety
- Ability to demonstrate safe knife-handling skills, including the ability to turn vegetables and cuts to industry and enterprise standards
- Ability to demonstrate safe equipment/utensil practical skills
- Ability to interpret and adhere to enterprise recipes.

**Linkages To Other Units**

- Maintain strategies for safe food
- Implement occupational health and safety procedures
- Prepare and store food in a safe and hygienic manner
- Apply basic techniques of commercial cookery
- Prepare and store food
- Plan, prepare and display a buffet service
- Present and display food products.

**Critical Aspects of Assessment**

Evidence of the following is essential:

- Knowledge of the classifications and characteristics of sandwiches including terminology
- Demonstrated safe and hygienic handling of all food products
- Appropriate portion control and wastage
- Complementary presentation and garnish
- Demonstrate safe knife skills and other associated equipment
- Actual preparation of hot and cold sandwiches using a variety of bases and ingredients, meeting specifications for three different dietary requirements and/or cuisines.

**Context of Assessment**

Assessment must ensure:

- Access to a range of fillings and sandwich varieties, garnishes and ingredients for accompaniment
- Commercial food preparation area with relevant equipment
- Service and presentation equipment for the service of sandwiches
- Demonstration of skills on more than one occasion.

**Resource Implications**

Training and assessment must include access and use to a fully equipped commercial kitchen, use of real ingredients and service equipment; and access to workplace standards, procedures, policies, guidelines, tools and equipment.

**Assessment Methods**

The following methods may be used to assess competency for this unit:

- Observation of practical candidate performance
- Oral and written questions
- Third party reports completed by a supervisor
- Project and assignment work
- Sampling of dishes prepared by the student.

**Key Competencies in this Unit**

*Level 1 = competence to undertake tasks effectively*

*Level 2 = competence to manage tasks*

*Level 3 = competence to use concepts for evaluating*

<b>Key Competencies</b>	<b>Level</b>	<b>Examples</b>
Collecting, organising and analysing information	1	Determine requirements of standard recipes and/or menu requirements; collect equipment, commodities and ingredients
Communicating ideas and information	1	Share information with other staff, include kitchen and floor service staff; provide customers with options for sandwich combinations

	Planning and organising activities	1	Complete preparation, <i>mise-en-place</i> and organise for the production of sandwiches, spreads and fillings; work within time constraints and in a logical sequence
	Working with others and in teams	1	Work cooperatively with other team members
	Using mathematical ideas and techniques	1	Calculate quantities and portions against standard recipes and/or menu requirements
	Solving problems	1	Identify and correct problems in the preparation, production and service of sandwiches
	Using technology	1	Use mechanical kitchen equipment