**UNIT TITLE:** PREPARE APPETISERS AND SALADS

**UNIT NUMBER:** D1.HCC.CL2.12

**UNIT DESCRIPTOR:** This unit deals with skills and knowledge required by cooks and chefs to prepare and present a selection of hot and cold appetisers and salads.

<table>
<thead>
<tr>
<th>ELEMENTS AND PERFORMANCE CRITERIA</th>
<th>UNIT VARIABLE AND ASSESSMENT GUIDE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element 1: Prepare and present a selection of hot and cold salads</strong></td>
<td><strong>Unit Variables</strong></td>
</tr>
<tr>
<td>1.1 Select <em>ingredients</em> to meet requirements of hot and cold salad menu items</td>
<td>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.</td>
</tr>
<tr>
<td><em>Ingredients</em> may be related to:</td>
<td>This unit applies to all industry sectors that prepare appetisers and salads within a commercial environment of the labour divisions of the hotel and travel industries and may include:</td>
</tr>
<tr>
<td>- Vegetables and fruits</td>
<td>1. Food Production.</td>
</tr>
<tr>
<td>- Farinaceous products, including rice, lentils, beans, pasta</td>
<td><em>Prepare</em> may include:</td>
</tr>
<tr>
<td>- Vinegars and oils</td>
<td>- Nutritional balance</td>
</tr>
<tr>
<td>- Meat, poultry and seafood</td>
<td>- Method of cookery, wet and/or dry</td>
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<tr>
<td>- Herbs, spices, flavourings.</td>
<td>- Cleaning, peeling, cutting of ingredients</td>
</tr>
<tr>
<td>1.2 Prepare salads to enterprise standards including nutritional and eating qualities</td>
<td>- Portioning, wastage</td>
</tr>
<tr>
<td>1.3 Prepare <em>garnishes and accompaniments</em></td>
<td></td>
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<tr>
<td>1.4 Present salads including garnishes and accompaniments according to enterprise standards</td>
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<tr>
<td><strong>Element 2: Prepare and present a selection of hot and cold appetisers</strong></td>
<td></td>
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<tr>
<td>2.1 Select ingredients to meet requirements of hot and cold appetisers menu items</td>
<td></td>
</tr>
<tr>
<td>2.2 Prepare appetisers to enterprise standards including nutritional and eating qualities</td>
<td></td>
</tr>
<tr>
<td>2.3 Prepare garnishes, and accompaniments</td>
<td></td>
</tr>
<tr>
<td>2.4 Present hot and cold appetisers including garnishes and accompaniments according to enterprise standards</td>
<td></td>
</tr>
</tbody>
</table>
Element 3: Store appetisers and salads including garnishes and accompaniments

3.1 Store under *appropriate conditions and locations* to ensure freshness and quality

3.2 Store in *appropriate containers*

3.3 *Label* storage containers

3.4 Ensure *economic viability* of preparation and holding quantities

- Enterprise standard recipes
- Vegetables, fruit, herbs, flowers
- Colour and flavour blends
- Cultural flavours
- Glazing
- Coating
- Flowers and leaves
- Pastry
- Sauces, sweet/savoury
- Dietary and cultural styles/flavours.

*Garnishes and accompaniments* could include:

- Vegetables, fruit, herbs, spices
- Sauces and/or dressings
- Suitable accompaniments
- Holding and storage conditions
- Tooth picks, wrappings, name tags
- Menu style and service
- Cutting techniques, size and shape.

*Present* should include:

- Colour
- Height
- Service and storage temperature
<table>
<thead>
<tr>
<th>Classical and cultural</th>
<th>Neatly and attractively</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning location</td>
<td>Service and storage temperature</td>
</tr>
<tr>
<td>Ceramics</td>
<td>Glass</td>
</tr>
<tr>
<td>Crystal</td>
<td>Mirrors</td>
</tr>
<tr>
<td>Trays</td>
<td>Classical and cultural aspect</td>
</tr>
<tr>
<td></td>
<td>Neatly and attractively</td>
</tr>
<tr>
<td></td>
<td>Ease of service.</td>
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</tbody>
</table>

**Appropriate conditions and locations** may include:
- Cool room temperature
- Cool room placement
- Time in cool storage
- Freezer temperature
- Time in freezer storage
- Kitchen menu placement, including larder, mains, banqueting.

**Appropriate containers** may include:
- Size to enable safe handling
- Type to suit product, such as stainless steel, plastic, glass
Separating ingredients, including herbs, garnishes, dressings
Position in cool storage
Enterprise and local authorities’ requirements
Stock rotation to enterprise standards (F.I.F.O., First In, First Out).

*Label* should relate to:
- Date of production
- Name of handler
- Item being stored
- Date defrosted if applicable
- Reheated, cooled dates.

*Economic viability* should relate to:
- Purchasing quantities
- Enterprise customer turn over
- Production quantities
- Menu styles
- Holding equipment, dry, cold and freezer storage and preparation.

**Assessment Guide**
The following skills and knowledge must be assessed as part of this unit:
- Knowledge of correct method of cookery is demonstrated for each appetiser and salad
- Ability to identify food products by sight, taste and consistency
- Ability to match ingredient quality to intended final product/use
- Ability to clean and maintain food working and storage areas
- Ability to use correct method of cookery
- Knowledge of general occupational health and safety procedures in the workplace
- Knowledge of the relevant legislation in relation to food handling, food storage, chemical storage and general premises food safety
- Ability to demonstrate safe equipment/utensils practical skills.

**Linkages To Other Units**
- Comply with workplace hygiene procedures
- Implement occupational health and safety procedures
- Prepare and store food
- Work effectively with colleagues and customers
- Maintain strategies for safe food
- Present and display food products
- Apply basic techniques of commercial cookery
- Plan, prepare and display a buffet service.

**Critical Aspects of Assessment**
Evidence of the following is essential:
- Knowledge of the classifications and characteristics of appetisers and salads and the terminology used
- Demonstration of safe and hygienic handling of products
- Demonstration of appropriate portion control
- Demonstrate complementary presentation, garnishing and techniques
- Ability to prepare a variety of appetisers and salads from different recipes, including cultural cuisines using the appropriate cooking methods in industry realistic timeframes and constraints
- Demonstration of correct knife skills, use of equipment and utensils
- Demonstration of creative and artistic skills in preparation, decoration and display of appetisers and salads.

**Context of Assessment**
This unit may be assessed on or off the job:
- Assessment should include practical demonstration either in the workplace or through a simulation activity, supported by a range of methods to assess underpinning knowledge
- Assessment must relate to the individuals work area or area of responsibility
- Demonstration of skills on more than one occasion
- Preparation and display of various appetisers and salads within typical workplace conditions and timeframes.

**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 = capability to undertake tasks effectively*
*Level 2 = capability to manage tasks*
*Level 3 = capability to use concepts for evaluating*

<table>
<thead>
<tr>
<th>Key Competencies</th>
<th>Level</th>
<th>Examples</th>
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<tbody>
<tr>
<td>Collecting, organising and analysing information</td>
<td>2</td>
<td>Determine requirements of standard recipes and/or menus; collect equipment, commodities and ingredients; read menus, recipes and task sheets; select and obtain commodities; organise ingredients and task sheets</td>
</tr>
<tr>
<td>Communicating ideas and information</td>
<td>2</td>
<td>Share information with other kitchen, floor service staff; read recipes, menus, instructions and orders</td>
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<tr>
<td>Planning and organising activities</td>
<td>2</td>
<td>Work within time constraints in a logical sequence; plan logical and efficient sequencing and timing of tasks</td>
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<td>Working with others and in teams</td>
<td>2</td>
<td>Work cooperatively with other team members</td>
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<tr>
<td>Using mathematical ideas and techniques</td>
<td>2</td>
<td>Calculate portions, weigh and measure quantities against standard recipes and/or menu requirements</td>
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<tr>
<td>Solving problems</td>
<td>1</td>
<td>Identify and correct problems in the preparation and production of products, such as ingredient quality/equipment failure</td>
</tr>
<tr>
<td>Using technology</td>
<td>1</td>
<td>Use mechanical kitchen equipment, including weighing equipment</td>
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