

## Higher National Unit Specification

### General information for centres

**Unit title:** Food Preparation for the Licensed Trade

**Unit code:** DL3J 34

**Unit purpose:** This Unit is designed to give candidates practical experience of the food production operation typically required within premises in the licensed trade.

On completion of the Unit the candidate should be able to:

1. Plan a range of menu items that are appropriate to consumer requirements.
2. Requisition and store a range of commodities.
3. Prepare, process and present commodities to consumer requirements.

**Credit points and level:** 1 HN Credit at SCQF level 7: (8 SCQF credit points at SCQF level 7\*)

*\*SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

**Recommended prior knowledge and skills:** Access to this Unit is at the discretion of the centre. However it would be beneficial if the candidate had competence in food preparation and cooking and knowledge of food safety. This may be demonstrated by possession of recognised qualifications or relevant experience.

**Core skills:** There may be opportunities to gather evidence towards core skills in this Unit, although there is no automatic certification of core skills or core skills components.

**Context for delivery:** If this Unit is delivered as part of a group award, it is recommended that it should be taught and assessed within the subject area of the group award to which it contributes.

**Assessment:** The Outcomes can be assessed in a realistic working environment. For those attending a full time college course, this could either be a training kitchen and restaurant or during a placement in industry.

## **Higher National Unit specification: statement of standards**

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The sections of the Unit stating the Outcomes, knowledge and/or skills, and evidence requirements are mandatory.

Where evidence for Outcomes is assessed on a sample basis, the whole of the content listed in the knowledge and/or skills section must be taught and available for assessment. Candidates should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

### **Outcome 1**

Plan a range of menu items that are appropriate to consumer requirements.

#### **Knowledge and/or skills**

- ◆ Clients needs/expectations for different establishments at different times of the day and week
- ◆ Menu items are suitable for the defined situations and locations
- ◆ Menu costing
- ◆ Staff available
- ◆ Facilities available
- ◆ Service equipment/style
- ◆ Pre-prepared foods
- ◆ Regenerated foods

#### **Evidence requirements**

Written evidence that the candidate can plan a menu suitable for the following situations, taking into consideration the knowledge and skills requirements:

- ◆ A 3 course balanced menu consisting of 12 dishes to include children's items

**or**

- ◆ A combined 'All Day' menu consisting of 12 dishes to include children's items

#### **Assessment guidelines**

The candidate must select either menu to be reproduced in a practical situation.

## **Higher National Unit specification: statement of standards (cont)**

**Unit title:** Food Preparation for the Licensed Trade

### **Outcome 2**

Requisition and store a range of commodities.

#### **Knowledge and/or skills**

- ◆ Requisition goods for a given production situation
- ◆ Checking of commodities in terms of quality and quantity
- ◆ Factors affecting quality/quantity
- ◆ Storing of goods with regard to legal requirements and in accordance with the commodities' susceptibility to deterioration
- ◆ Completing the recording system accurately and in a legible manner to ensure the correct control and handling of commodities has been carried out

#### **Evidence requirements**

Performance evidence that the candidate can requisition and store commodities to cover all of the knowledge and skills requirements. This may be supported by supplementary evidence in the form of a requisition sheet/order form/delivery note/record of a stock take. Written/oral evidence is required to show that the candidate understands legislation governing the storage of commodities.

#### **Assessment guidelines**

The selected menu from Outcome 1 should be used for the purposes of completing the requisition and relevant legislative records that is required for evidence in this outcome.

### **Outcome 3**

Prepare, process and present commodities to consumer requirements.

#### **Knowledge and/or skills**

- ◆ Preparing commodities in accordance with the recipe or manufacturers instruction requirements
- ◆ Carrying out the cooking or regeneration methods correctly to give a suitable end product
- ◆ Presenting the food in an appropriate style
- ◆ Demonstrating an awareness of food safety requirements

#### **Evidence requirements**

Performance evidence that the candidate can prepare, process and present commodities for a given situation.

## **Higher National Unit specification: statement of standards (cont)**

**Unit title:** Food Preparation for the Licensed Trade

### **Assessment guidelines**

The given situation should be the menu that has been selected from the evidence supplied for Outcome 1.

## Administrative Information

<b>Unit code:</b>	DL3J 34
<b>Unit title:</b>	Food Preparation for the Licensed Trade
<b>Superclass category:</b>	NE
<b>Original date of publication:</b>	August 2004
<b>Version:</b>	02 (June 2006)

### History of Changes:

Version	Description of change	Date
2	<b>Outcome 1 — clarification given that Children’s menu items should be included when planning the menu.</b> <b>Outcome 3 — clarification added to outline that the use of regeneration methods for food production is acceptable.</b>	June 06

**Source:** SQA

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## **Higher National Unit specification: support notes**

### **Unit title:** Food Preparation for the Licensed Trade

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

### **Guidance on the content and context for this Unit**

The Unit is intended to introduce candidates to the planning, preparing and serving of food within the licensed trade. It will give them the knowledge and skills that will enable them to understand the kitchen production requirements. For those candidates who have prior experience, it will enable them to improve and update their knowledge and skills. The Unit should encourage current industry practices and trends at all times.

Corresponding to Outcomes 1 to 3

#### **Outcome 1**

The candidate must be aware of the requirements of menu planning: the needs of the client; type of service that will be carried out; cost implications; defined situations – breakfast, brunch, bar lunch, children's, supper, evening meal, snacks and functions; available facilities – kitchen and service equipment, time and staff capabilities.

#### **Outcome 2**

Candidates must be made aware of how to requisition commodities, store them correctly and monitor said storage using the centres recording systems. It is important that candidates are introduced to a range of commodities and are given instructions on how to utilise them. An awareness of susceptibility to deterioration of commodities due to temperature, humidity, pests and time must be taught as the candidates will have to monitor this during their practical assessment. They must also be aware of all forms that have to be completed for the purposes of legalities/centres systems/evidence requirements. These may include order forms, delivery notes, requisitions or stock-take records.

#### **Outcome 3**

The commodities that the candidates will cook must be a combination of both fresh and convenience. The use of pre-prepared foods is common in the licensed trade and candidates must be shown how to regenerate these commodities to give a saleable end product. Attention must be paid to current service styles within the licensed trade and these must be replicated during the candidate's assessment.

## **Higher National Unit specification: support notes (cont)**

**Unit title:** Food Preparation for the Licensed Trade

### **Guidance on the delivery and assessment of this Unit**

Delivery of this Unit will be at the discretion of the centre. It is recommended that the Outcomes of the Unit are taught in an integrated way and not as discrete outcomes. The candidate must fully understand that a food production operation requires an integrated organisational approach. The Unit is designed to give the candidates an overview of menu planning, requisitioning commodities and cooking and serving skills. In the case of candidates who are undertaking a full time course, it is suggested that the first session of the Unit concentrates on the menu planning aspects. The use of example menus from industry and allowing candidates to view past candidates work is a good way in which to make them aware of the type and amount of work that is required to complete this Unit. Subsequent sessions will then concentrate on introducing the candidates to relevant cookery processes and then the carrying out of their practical exercise/menu. Emphasis should be made during the delivery of this Unit to include current trends used within the licensed trade and candidates must use these trends in their menu. It is also important that the candidates are instructed on how to use pre-prepared/convenience commodities and that they too are included in their menu. Each candidate will produce their menu with the help of others.

Evidence required for assessment can be compiled into a portfolio and candidates should include:

The scenario for which the food is being produced:

- ◆ A printed copy of their menu
- ◆ Comprehensible recipes
- ◆ Sources of origin for pre-prepared products
- ◆ A costing of the dishes used in their menu
- ◆ A completed requisition form for the commodities required
- ◆ A list of the storage requirements for each commodity
- ◆ Relevant HACCP documents
- ◆ Completed temperature control sheets
- ◆ Photographs of the completed dishes

If this Unit is carried out by a candidate currently in employment, advice must be given on how to collate the information required for the portfolio. It is likely in this case that the practical assessment will take place in an industrial situation and arrangements would have to be made to ensure that this is carried out within the parameters of the Unit requirements.

### **Open learning**

This Unit could be delivered by open or distance learning, however it will require planning by the centre to ensure the sufficiency and authenticity of candidate's evidence.

## **Higher National Unit specification: support notes (cont)**

**Unit title:** Food Preparation for the Licensed Trade

### **Candidates with additional support needs**

This Unit specification is intended to ensure that there are no artificial barriers to learning or assessment. The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments or considering alternative Outcomes for Units. For information on these, please refer to the SQA document *Guidance on Special Assessment Arrangements for Candidates with Additional Support Needs* (BA 2399, SQA, due 2004).

## **General information for candidates**

### **Unit title:** Food Preparation for the Licensed Trade

This Unit will enable you to gain practical experience of the food production operation required within licensed premises. You will learn about the different types of menus and service styles. For assessment purposes you will have to compile a menu, order food for it and then, with the help of a team, cook and serve it to customers. You will be assessed on the suitability of the menu you have written, the requisition for the menu and how you prepare, cook and serve the commodities. You will present the evidence you have generated in the form of a portfolio. You should have competence in food preparation and cooking and a knowledge of food safety prior to undertaking this Unit.