



Organisational Skills for Cooking (National 4)

SCQF: level 4 (6 SCQF credit points)

Unit code: H20M 74

Unit outline

The general aim of this Unit is to develop learners' organisational and time management skills. Learners will acquire the ability to follow recipes and time plans to produce dishes, with minimal guidance, and to work safely and hygienically. They will also further develop the ability to carry out an evaluation of the product.

Learners who complete this Unit will be able to:

- 1 Select and follow recipes, with minimal guidance, to produce two dishes
- 2 Implement a time plan, with minimal guidance, to produce two dishes

This Unit is a mandatory Unit of the National 4 Hospitality: Practical Cookery Course and is also available as a free-standing Unit. The Unit Specification should be read in conjunction with the *Unit Support Notes*, which provide advice and guidance on delivery, assessment approaches and development of skills for learning, skills for life and skills for work. Exemplification of the standards in this Unit is given in *Unit Assessment Support*.

The *Added Value Unit Specification* for the National 4 Hospitality: Practical Cookery Course gives further mandatory information on Course coverage for learners taking this Unit as part of the National 4 Hospitality: Practical Cookery Course.

Recommended entry

Entry to this Unit is at the discretion of the centre. However, learners would normally be expected to have attained the skills, knowledge and understanding required by one or more of the following or equivalent qualifications and/or experience:

- ◆ National 3 Hospitality: Practical Cookery Course or relevant component Units
- ◆ National 3 Health and Food Technology Course or relevant component Units

In terms of prior learning and experience, relevant experiences and outcomes may also provide an appropriate basis for doing this Unit.

Equality and inclusion

This Unit Specification has been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners should be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence. For further information, please refer to the *Unit Support Notes*.

Standards

Outcomes and assessment standards

Outcome 1

The learner will:

- 1 Select and follow recipes, with minimal guidance, to produce two dishes by:**
 - 1.1 Selecting suitable recipes for two dishes
 - 1.2 Preparing the dishes according to the recipes
 - 1.3 Evaluating the prepared dishes in terms of presentation, taste and texture
 - 1.4 Working safely and hygienically

Outcome 2

The learner will:

- 2 Implement a time plan, with minimal guidance, to produce two dishes by:**
 - 2.1 Requisitioning equipment and organising the work area
 - 2.2 Carrying out the tasks according to the time plan
 - 2.3 Working safely and hygienically

Evidence Requirements for the Unit

Assessors should use their professional judgement, subject knowledge and experience, and understanding of their learners, to determine the most appropriate ways to generate evidence and the conditions and contexts in which they are used.

Evidence for this Unit will be practical and observational. Assessment of Outcome 1 and Outcome 2 will normally be combined, and it must be clear how the assessment evidence covers each Outcome.

The dishes to be produced in Outcome 1 need not be complementary, and can be starters, main courses or desserts, or any combination of two of these courses. Learners are required to produce two dishes on one occasion.

The time plan required to complete Outcome 2 should be provided by centres.

Assessors should track evidence for each Outcome to ensure that the requirements of each Assessment Standard have been met.

Exemplification of assessment is provided in *Unit Assessment Support*. Advice and guidance on possible approaches to assessment is provided in the *Unit Support Notes*.

Development of skills for learning, skills for life and skills for work

It is expected that learners will develop broad, generic skills through this Unit. The skills that learners will be expected to improve on and develop through the Unit are based on SQA's *Skills Framework: Skills for Learning, Skills for Life and Skills for Work* and drawn from the main skills areas listed below. These must be built into the Unit where there are appropriate opportunities.

2 Numeracy

- 2.1 Number processes
- 2.2 Money, time and measurement

4 Employability, enterprise and citizenship

- 4.1 Employability

5 Thinking skills

- 5.1 Remembering
- 5.2 Understanding
- 5.3 Applying
- 5.4 Analysing and evaluating

Amplification of these is given in SQA's *Skills Framework: Skills for Learning, Skills for Life and Skills for Work*. The level of these skills should be at the same SCQF level as the Unit and be consistent with the SCQF level descriptor. Further information on building in skills for learning, skills for life and skills for work is given in the *Unit Support Notes*.

Administrative information

Published: June 2013 (version 1.1)

Superclass: NF

History of changes to National Unit Specification

Version	Description of change	Authorised by	Date
1.1	Assessment Standard 2.1 changed to remove 'ingredients'.	Qualifications Development Manager	June 2013

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