



## National Unit specification: general information

**Unit title:** Basic Cookery Skills and Techniques (SCQF level 3)

**Unit code:** H1WS 09

**Superclass:** NF

**Publication date:** October 2012

**Source:** Scottish Qualifications Authority

**Version:** 02

## Summary

The purpose of this Unit is to allow learners to develop basic cookery skills and techniques. Candidates will gain an understanding of a range of cookery processes and how to control the process to minimise waste. They will also develop skills in food preparation, identifying appropriate foods and equipment and use preparation techniques to produce simple dishes safely and hygienically.

This Unit is suitable for school pupils, college students and adult returners who have an interest in cookery.

## Outcomes

- 1 Select and use basic preparation techniques on a range of foods safely and hygienically.
- 2 Use a range of basic cookery processes safely to cook and present the prepared foods.
- 3 Control the cookery processes to minimise waste.

## Recommended entry

Entry is at the discretion of the centre.

## Credit points and level

1 National Unit credit at SCQF level 3: (6 SCQF credit points at SCQF level 3\*)

*\*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.*

## **General information (cont)**

**Unit title:** Basic Cookery Skills and Techniques (SCQF level 3)

### **Core Skills**

Achievement of this Unit gives automatic certification of the following Core Skills component:

Complete Core Skill            None

Core Skill component        Critical Thinking at SCQF level 3

There are also opportunities to develop aspects of Core Skills which are highlighted in the Support Notes of this Unit specification.

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

### **Unit title:** Basic Cookery Skills and Techniques (SCQF level 3)

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA.

#### **Outcome 1**

Select and use basic preparation techniques on a range of foods safely and hygienically.

##### **Performance Criteria**

- (a) Foods are weighed and measured accurately.
- (b) Equipment is selected appropriate to the preparation technique to be used.
- (c) Each preparation technique is carried out correctly.
- (d) Simple garnishes or decorations are prepared.
- (e) Safe and hygienic standards are maintained throughout.

#### **Outcome 2**

Use a range of basic cookery processes safely to cook and present the prepared foods.

##### **Performance Criteria**

- (a) Each cookery process is correctly applied to the prepared foods.
- (b) Finished dishes are presented to a commercially acceptable standard.
- (c) Safe and hygienic standards are maintained throughout.

#### **Outcome 3**

Control the cookery processes to minimise waste.

##### **Performance Criteria**

- (a) Potential wastage is identified.
- (b) Methods to minimise wastage are identified.
- (c) The process is monitored regularly to ensure wastage is minimised.
- (d) Appropriate techniques are used to check for readiness.

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

**Unit title:** Basic Cookery Skills and Techniques (SCQF level 3)

### **Evidence Requirements for this Unit**

Evidence is required to demonstrate that the candidates have achieved all Outcomes and Performance Criteria, and a holistic approach to gathering evidence should be used.

Performance evidence is required which demonstrates that the candidate has achieved all Outcomes to the standards specified in the Outcome and Performance Criteria. Recorded evidence that each of the Performance Criteria have been met on at least one occasion is required, and a completed assessor observation checklist should be retained as evidence of achievement.

### **Outcome 1, 2 and 3: Performance evidence**

Evidence for Outcomes 1, 2 and 3 should be obtained holistically through the successful completion of a practical exercise in which the candidate will be required to prepare, cook and present at least two simple dishes. The candidate should use at least three preparation techniques and at least three cookery processes in the making of the two dishes.

**Cookery Processes:** boiling, grilling, baking, simmering, frying.

**Preparation Techniques:** wash; peel; cut; slice; grate; roll out; shape; pipe; mix; whisk; cream.

## National Unit specification: support notes

### Unit title: Basic Cookery Skills and Techniques (SCQF level 3)

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

This Unit is designed for candidates who are considering a career in cookery or studying in further education.

At present there are no National Occupational Standards that this Unit can be mapped against, however candidates will be working towards industry standards.

This is an optional Unit in the NPAs in Professional Cookery at SCQF levels 3 and 4.

The purpose of the Unit is to provide candidates with the skills and knowledge in applying a range of simple preparation techniques to a range of foods. They will also develop basic cookery skills and emphasis should be placed on the safe and hygienic working practices to be used throughout, especially with regard to personal and kitchen hygiene.

The candidate will be instructed on:

- ◆ Safe and correct operation of oven, rings and grill of gas/electric cooker.
- ◆ Selecting, lighting and controlling temperature of oven.
- ◆ Method of placing pot on ring correctly, inserting and removing cooking containers correctly from oven.
- ◆ Use and control of microwave ovens, either combination or conventional.
- ◆ Correct use of basic equipment: can opener, grater, whisk, pots, potato peeler, vegetable knife, cook's knife, palette knife, jugs, food processor, food mixer.
- ◆ Correct handling, cleaning and safe use of equipment.
- ◆ Measuring ingredients using appropriate equipment for weight and volume, eg scales and measuring jugs: use of handy measures, eg cups and spoons.
- ◆ Selection of food for chosen dishes. Basic meal planning.
- ◆ Basic preparation skills: for example wash; peel; cut; slice; grate; roll out; shape; pipe; mix; whisk; cream.
- ◆ Simple garnishes and decorations.
- ◆ Basic cookery skills, eg boiling, grilling, baking, simmering, frying.
- ◆ Identifying potential waste and methods for minimising wastage during cooking.
- ◆ Techniques to test for readiness.
- ◆ Symbols used in cooking instructions if appropriate.
- ◆ Following instructions in sequence whether written, oral or visual.
- ◆ Importance of planning, preparing and checking procedure to be followed.
- ◆ Methods of preparing food: for example defrosting, mixing packaged/canned food according to manufacturer's instructions, timing of dishes.
- ◆ Importance of working safely and hygienically.
- ◆ Simple dishes could include: vegetable soup, fresh fruit salad, shepherd's pie, pizza, fruit crumble, sponge puddings.

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

**Unit title:** Basic Cookery Skills and Techniques (SCQF level 3)

### **Guidance on learning and teaching approaches for this Unit**

The learning and teaching approaches adopted will be determined by the individual needs of the candidate. They should include lecturer/tutor explanation and demonstration of new techniques and cookery processes, followed by supervised participation by the candidates in the activities. The candidate should be encouraged to work independently with tutor assistance and demonstration decreasing as the candidate's competence and confidence increases.

Instructions should be presented in a format appropriate to the needs of the candidate.

Candidates should be given the opportunity to select the dishes they wish to prepare and to discuss the results with fellow candidates and tutor.

To understand the basic principles of the cookery processes candidates will need knowledge of the cookery processes and related subjects such as minimising wastage; effective preparation and good hygiene practices.

### **Guidance on approaches to assessment for this Unit**

The candidate must demonstrate that they fully understand the requirements of the cookery processes and will be assessed during practical activities in a holistic approach covering all Outcomes and Performance Criteria.

Formative assessment will play a large part of the candidate's development in order to achieve this Unit and summative assessment should only take place when the candidate has shown they are competent through formative assessment. All assessment must take place in a realistic environment.

### **Opportunities for the use of e-assessment**

E-assessment may be appropriate for some assessments in this Unit. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or e-checklists. Centres which wish to use e-assessment must ensure that the national standard is applied to all candidate evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. Further advice is available in *SQA Guidelines on Online Assessment for Further Education (AA1641, March 2003)*, *SQA Guidelines on e-assessment for Schools (BD2625, June 2005)*.

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

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### **Opportunities for developing Core Skills**

This Unit may provide the opportunities to develop Core Skills through practical activity.

Candidates will be working with peers and tutors which involves listening, seeking information, planning resources. These are good opportunities for developing *Communication* skills, *Working with Others* and *Problem Solving*. Candidates will also be weighing and measuring ingredients which will offer scope to develop aspects of the Core Skill of *Numeracy*.

Although these are good opportunities to develop core skills there is no automatic certification for Core Skills.

This Unit has the Critical Thinking component of Problem Solving embedded in it. This means that when candidates achieve the Unit, their Core Skills profile will also be updated to show they have achieved Critical Thinking at SCQF level 3.

### **Disabled candidates and/or those with additional support needs**

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website [www.sqa.org.uk/assessmentarrangements](http://www.sqa.org.uk/assessmentarrangements)

## History of changes to Unit

Version	Description of change	Date
02	Core Skills Component Critical Thinking at SCQF level 3 embedded.	09/10/2012

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