

COOKERY AND PASTRY TECHNICIAN [EQF LEVEL 4]

Output no. 2: Implementation of the Pilot Project
PORTUGAL

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|--|-------|---------|
| 7731 | FOOD SAFETY AND HYGIENE IN CATERING | 25 | 2,25 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|--|---|--|
| 1. Apply a system of preventative procedures that guarantees food safety | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Kitchen organization and management; ▪ Notions of food microbiology; ▪ Notions of hygiene; ▪ Food handling procedures; ▪ Forms of food contamination; ▪ Conservation procedures and types of food storage; ▪ Cleaning and disinfection procedures; ▪ System of preventive procedures, which guarantee food safety. | The Learner is able to: <ul style="list-style-type: none"> ▪ Apply procedures for the prevention and control of microorganisms during food production; ▪ Apply hygienic procedures for the handling and manipulation of food (preparation, garnishing, conservation and distribution); ▪ Apply cleaning and disinfection procedures in food, utensils and equipment, and facilities, according to the food safety and hygiene norms. | The Learner: <ul style="list-style-type: none"> ▪ Applies a system of preventive procedures that guarantees food safety, by: <ul style="list-style-type: none"> - respecting the procedures and techniques of organization and production; - respecting the occupational safety and health standards; - showing evidence of self-management capacity within working guidelines; - being proactive in solving problems/unforeseen events. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Respects the rules of kitchen organization and management; ▪ Respects procedures for the prevention and control of microorganisms in food production and confection; ▪ Applies cleaning procedures and disinfection measures in food, utensils, equipment, and facilities; ▪ Applies food conservation and storage procedures; ▪ Adapts to the situation and has the capacity to solve problems/unforeseen events. | | |

OUTPUTS

- Sanitized food, utensils, equipment and facilities in accordance to the food safety and hygiene regulations during preparation of food;
- Preserved and stored food according to safety and hygiene regulations.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | | HOURS | CREDITS |
|---|--|---|---|---------|
| 8211 | OCCUPATIONAL SAFETY AND HYGIENE | | 25 | 2,25 |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 1. Apply personal hygiene and other hygienic norms to equipment, work spaces and other facilities | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Restaurant safety and hygiene standards: <ul style="list-style-type: none"> - equipment and facility safety signs; - equipment handling procedures; - standards of personal hygiene, facilities and equipment; - collective and individual protection uniforms; - dangerous products (labelling, storage and handling). ▪ Health conditions of restaurant professionals. | The Learner is able to: <ul style="list-style-type: none"> ▪ Identify safety standards and procedures in the restaurant; ▪ Apply personal hygiene and other hygienic norms to equipment, working spaces, and other facilities; ▪ Recognize the importance of health norms, specifically in the field of restaurant management. | The Learner: <ul style="list-style-type: none"> ▪ Applies personal hygiene and other hygienic norms to equipment, work spaces and other facilities by: <ul style="list-style-type: none"> - respecting equipment handling procedures; - respecting occupational safety and hygiene procedures; - using collective and individual protection equipment. | |
| | PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Respects procedures while handling equipment; ▪ Respects hygiene procedures and occupational safety norms in the restaurant; ▪ Uses collective and individual protective equipment. | | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 2. Apply preventative, accident and risk control procedures and emergency procedures | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Restaurant safety and hygiene norms; ▪ Health conditions - restaurant professionals; ▪ Types of risks and control methods: <ul style="list-style-type: none"> - fires; - electrical hazards; - machines and equipments; - manual and mechanical load handling; - workstation organization and design; - work postures; - lighting; - dangerous atmospheres; - noise. ▪ Risk management: <ul style="list-style-type: none"> - consequences of work accidents; - assessment of professional risks. ▪ Emergency and risk procedures: <ul style="list-style-type: none"> - performance and orientation techniques; - first aid kit. | The Learner is able to: <ul style="list-style-type: none"> ▪ Apply procedures for the prevention and control of work accidents; ▪ Apply risk prevention and control procedures in a professional context; ▪ Apply emergency procedures. | The Learner: <ul style="list-style-type: none"> ▪ Applies preventative, accident and risk control procedures and emergency procedures, by: <ul style="list-style-type: none"> - respecting procedures for the prevention and control of work accidents; - respecting risk prevention and control procedures in a professional context; - applying emergency procedures; - taking initiatives; - being proactive in solving problems and unforeseen events. | |

PERFORMANCE CRITERIA

- Acts in accordance to the prevention and control procedures - industrial accidents;
- Acts in accordance with professional risk prevention and control procedures;
- Applies emergency procedures;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

OUTPUTS

- Clean and sanitized work spaces, facilities and kitchen equipment in accordance to restaurant safety and hygiene rules;
- Uniforms and individual and collective protection equipment properly put-on and used;
- Implementation of emergency procedures.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HORAS | CREDITS |
|------|----------------------------|-------|---------|
| 8239 | FOOD - RAW MATERIAL | 50 | 4,50 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
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| 1. Prepare and preserve food | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Main cereals and their derivatives; ▪ Main vegetables and fruits; ▪ Aromatic herbs, condiments and spices; ▪ Food of animal origin; ▪ Conservation standards of raw materials; ▪ Food safety and hygiene norms in restaurants. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Identify types of food: animal and plant origin; ▪ Use different raw materials properly and diversely; ▪ Apply the main collection methods for the conservation, use and preparation of raw materials; ▪ Apply food preservation and storing methods. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares and preserves food, by: <ul style="list-style-type: none"> - applying collection, preparation and conservation methods to raw materials; - adequately using and diversifying different raw-materials; - respecting food safety and hygiene procedures; - respecting occupational safety and hygiene standards. |
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PERFORMANCE CRITERIA

- Appropriately applies collection, preparation, and conservation methods to raw materials;
- Properly uses and diversifies different raw materials - food;
- Respects restaurant food safety and hygiene;
- Respects occupational safety and hygiene.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
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| 2. Control food quality | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Main cereals and their derivatives; ▪ Main vegetables and fruits; ▪ Aromatic herbs, condiments and spices; ▪ Food of animal origin; ▪ Quality control: <ul style="list-style-type: none"> - influence factors; - state of freshness; - conservation procedures; - storage conditions; - risks. ▪ Restaurant food safety and hygiene regulations. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Identify types of food: animal and plant origin; ▪ Use different raw materials, properly and diversely; ▪ Apply the main collection methods for the conservation, use and preparation of raw materials; ▪ Recognize influential quality factors and identify associated risks; ▪ Check and control the quality of food. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Controls the quality of food by: <ul style="list-style-type: none"> - implementing quality control procedures; - respecting restaurant food safety and hygiene procedures; - respecting occupational safety and hygiene standards. |
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PERFORMANCE CRITERIA

- Applies quality control procedures;
- Respects restaurant food safety and hygiene procedures;
- Respects safety and hygiene.

OUTPUTS

- Properly prepared and preserved food;
- Properly controlled food quality.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|-----------------------------|-------|---------|
| 8283 | KITCHEN ORGANIZATION | 25 | 2,25 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
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| 1. Elaborate daily and weekly production plans | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Kitchen organization and management; ▪ Equipment/appliance technology; ▪ Organization and production procedures; ▪ Work planning techniques in catering; ▪ Distribution and marketing norms; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to restaurant organization and management; ▪ Analyze the activity plan and other guidelines; ▪ Read and interpret technical forms in Portuguese and English; ▪ Select and apply organization and production procedures; ▪ Apply work plan techniques in catering. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates daily and weekly production plans by: <ul style="list-style-type: none"> - respecting the procedures and techniques of organization and production; - respecting the occupational safety and health standards; - showing evidence of self-management capacity within the working guidelines; - being proactive in solving problems/unforeseen events. |
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PERFORMANCE CRITERIA

- Respects superior guidelines;
- Respects the establishment's defined objectives and productive capacity;
- Applies planning and kitchen organization techniques;
- Takes into account an estimate of the services, reservations, orders and external supplies;
- Respects occupational safety and health standards;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
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| 2. Prepare the equipment and utensils for the kitchen production | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Kitchen organization and management; ▪ Technology of equipment / kitchen utensils; ▪ Organizational and production procedures; ▪ Techniques of work planning in hospitality; ▪ Food handling procedures; ▪ Cleaning and hygiene techniques; ▪ Hygiene and safety standards; ▪ English language for catering | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to Kitchen organization and management; ▪ Analyze the production plan; ▪ Read and interpret technical forms in Portuguese and English; ▪ Select/apply organizational/production procedures; ▪ Apply food handling standards and norms; ▪ Apply cleaning and hygiene techniques to equipment and utensils; ▪ Apply food quality control techniques. | The Learner: <ul style="list-style-type: none"> ▪ Prepares the equipment and utensils for the kitchen production by: <ul style="list-style-type: none"> - showing the ability to take initiatives; - respecting the defined procedures; - applying food quality, hygiene and safety standards; - being proactive in solving problems and unforeseen events. |
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PERFORMANCE CRITERIA

- Chooses appropriate equipment and tools for different food preparation and confection techniques;
- Complies with the kitchen equipment and appliance requisition norms;
- Respects the food quality, hygiene and safety standards;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
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| 3. Organize the Kitchen Brigades | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Kitchen organization and management; ▪ Organization of the Kitchen Brigades; ▪ Attribution of tasks and responsibilities. | The Learner is able to: <ul style="list-style-type: none"> ▪ Read and interpret regulations and procedures related to the organization of Work Brigades; ▪ Apply procedures for the organization of the Kitchen Brigades. | The Learner: <ul style="list-style-type: none"> ▪ Organizes the Kitchen Brigades by: <ul style="list-style-type: none"> - showing leadership and team coordination abilities; - respecting the occupational safety and health standards; - showing the ability to resolve conflicts. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Carries out the daily and weekly kitchen production plans; ▪ Respects hierarchical guidelines; ▪ Complies with the management rules of the brigades; ▪ Respects the occupational safety and health standards; ▪ Shows leadership and coordination team abilities; ▪ Shows the ability to resolve conflicts. | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Planned and organized Kitchen Work; ▪ Daily and Weekly Kitchen Production Plans; ▪ Properly organized Work Brigades. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | | HOURS | CREDITS |
|---|--|--|--|---------|
| 8284 | PREPARATION OF BASE COOKING DOUGHS | | 25 | 2,25 |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 1. Elaborate daily work plans for the production of base cooking dough | The Learner knows and understands: <ul style="list-style-type: none"> ▪ The technology related to kitchen appliances and utensils; ▪ Production and organization procedures: kitchen service; ▪ Articulation with restaurant service (reservations, orders, etc.); ▪ Kitchen planning techniques: production. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to kitchen organization and functioning; ▪ Analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret technical datasheets in Portuguese and English; ▪ Select and apply production and organization procedures: kitchen service; ▪ Apply kitchen planning techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the production of base dough, by: <ul style="list-style-type: none"> - working in a team; - respecting safety and health standards at work; - defining goals; - acting in accordance to the defined goals; - being proactive in solving problems and unforeseen events. | |
| | PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects occupational safety and health norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 2. Elaborate the product's technical datasheet | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in Portuguese and English; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - respecting the procedures for measuring ingredients, proportions and weight; - selecting information to elaborate the datasheet; - respecting pricing techniques; - respecting occupational safety and health standards; - being responsible for goods and values; - acting in accordance to the defined goals. | |
| | PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Applies the capitation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the confection processes applicable to the raw materials and final products; ▪ Respects the general and internal procedures for the elaboration of the technical datasheet; ▪ Respects occupational safety and health standards; ▪ Carries out the defined goals. | | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|--|
| 3. Prepare the raw material, equipment and workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technology of raw materials in catering; ▪ Technical datasheets; ▪ Preparation techniques for basic cooking dough; ▪ Restaurant food safety and hygiene quality norms; ▪ Ingredients and weighing; ▪ Food handling regulations; ▪ Cleaning and disinfection techniques. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the work plan; ▪ Interpret cookbooks; ▪ Select the raw materials for the preparation of the dough; ▪ Apply food handling standards; ▪ Apply cleaning and disinfection techniques; ▪ Apply food quality safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, equipment and workplace, by: <ul style="list-style-type: none"> - selecting raw materials and utensils according to the product datasheet; - working in a team; - respecting food quality safety and hygiene standards; - acting in accordance to the defined goals. |

PERFORMANCE CRITERIA

- Selects equipment and utensils according to the product's datasheet;
- Respects the work plan and established budget;
- Complies with food quality, safety and hygiene standards;
- Respects the verification techniques: the conservation state of raw material;
- Teamwork.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|--|--|---|
| 4. Prepare/Confection base cooking dough | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technology of raw materials in catering; ▪ Base cooking/pastry dough (crepe batter, choux, puff pastry, sourdough, short-crust pastry, stiff and soft dough); ▪ Technical datasheets; ▪ Preparation techniques for base cooking dough; ▪ Necessary equipment/utensils and control procedures for the preparation processes of base cooking dough; ▪ Quality control procedures; ▪ Food handling regulations; ▪ Nutrition and dietetics concepts; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be confectioned; ▪ Read and interpret datasheets in English; ▪ Select the equipment and utensils required for dough production; ▪ Apply the production procedures for making cooking dough; ▪ Apply food quality and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares base cooking dough, by: <ul style="list-style-type: none"> - respecting the datasheet procedures for dough making; - respecting the established work plan and budget; - working in a team; - respecting food quality, safety and hygiene standards; - acting in accordance to the defined goals. |

PERFORMANCE CRITERIA

- Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, kneading methods, etc.);
- Respects the work plan and established budget;
- Complies with food quality, safety and hygiene standards;
- Uses the appropriate equipment and utensils;
- Teamwork.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|---|
| 5. Prepare <i>Vinhé</i> Batter | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technology of raw materials in catering; ▪ Base cooking dough; ▪ Raw materials used for <i>vinhé</i> batter; ▪ Preparation techniques of <i>vinhé</i> batter; ▪ Necessary equipment/utensils and quality control procedures of <i>vinhé</i> batter; ▪ Food handling regulations; ▪ Nutrition and dietetics concepts; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be produced; ▪ Read and interpret datasheets in English; ▪ Select the equipment and utensils required for batter production; ▪ Apply the production procedures for making batter; ▪ Apply food quality and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares/confections <i>vinhé</i> batter, by: <ul style="list-style-type: none"> - respecting the product's datasheet procedures; - respecting the established work plan and budget; - working in a team; - respecting food quality, safety and hygiene standards; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (timings, temperatures, cooking/frying methods, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate equipment and utensils; ▪ Teamwork. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 6. Provision raw materials, utensils and materials | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Packaging and preservation techniques of raw materials and confectioned products; ▪ Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Apply packaging and preserving techniques to raw materials and confectioned products; ▪ Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> - respecting the packaging and preserving techniques of raw materials and confectioned products; - complying with stock registration and control procedures; - complying with guidelines given by superior; - respecting the framework of defined responsibilities; - complying with food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum); ▪ Complies with the food safety and hygiene rules; ▪ Complies with the procedures for stock management; ▪ Teamwork. | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Daily work plan; ▪ Product technical datasheet; ▪ Ready-made dough; ▪ Register of confectioned products; ▪ Stock registration. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | | HOURS | CREDITS | |
|--|--|---|--|---------|--|
| 4667 | PREPARATION OF STOCKS AND SAUCES | | 25 | 2,25 | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | | |
| 1. Elaborate daily work plans for the production of stocks and sauces | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ The technology related to kitchen appliances and utensils; ▪ Production and organization procedures: kitchen service; ▪ Articulation with restaurant service (reservations, orders, etc.); ▪ Kitchen planning techniques: production. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to kitchen organization and functioning; ▪ Analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret technical datasheets in Portuguese and English; ▪ Select and apply production and organization procedures: kitchen service; ▪ Apply kitchen planning techniques. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the production of stocks and sauces, by: <ul style="list-style-type: none"> - working in a team; - respecting safety and health standards at work; - defining goals; - acting in accordance to the defined goals; - being proactive in solving problems and unforeseen events. | | |
| | PERFORMANCE CRITERIA | | | | |
| | <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects the safety and health at work norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | | |
| 2. Elaborate the product's technical datasheet | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitacion calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in Portuguese and English; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - respecting the procedures for measuring ingredients, proportions and weight; - selecting information to prepare the product datasheet; - respecting pricing techniques; - respecting safety and health standards at work; - being responsible for goods and values; - acting in accordance to the defined goals. | | |
| | PERFORMANCE CRITERIA | | | | |
| | <ul style="list-style-type: none"> ▪ Applies the capitacion calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the confection processes applicable to the raw materials and final product; ▪ Respects the general and internal procedures for the preparation of the technical file; ▪ Respects occupational safety and health standards; ▪ Carries out the defined goals. | | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
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| 3. Prepare the raw material, equipment and workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technology of raw materials in catering; ▪ Technical datasheets; ▪ Preparation techniques for base cooking dough; ▪ Restaurant food safety and hygiene quality norms; ▪ Ingredients and weighing; ▪ Food handling regulations; ▪ Cleaning and disinfection techniques. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the work plan; ▪ Interpret cookbooks; ▪ Select the raw materials for the preparation of the stocks and sauces; ▪ Apply food handling standards; ▪ Apply cleaning and disinfection techniques; ▪ Apply food quality, safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, equipment and workplace, by: <ul style="list-style-type: none"> - selecting raw materials and utensils according to the product datasheet; - working in a team; - respecting food quality, safety and hygiene standards; - acting in accordance to the defined goals. |

PERFORMANCE CRITERIA

- Selects equipment and utensils according to the product datasheet;
- Respects the work plan and established budget;
- Complies with food quality, safety and hygiene standards;
- Respects the verification techniques when checking the conservation state of raw material;
- Teamwork.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-------------------------------------|---|---|---|
| 4. Prepare stocks and sauces | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technology of raw materials in catering; ▪ Stocks (roux, court-bouillons, fumets, jellies, marinades, pickles, broths, white stock, dark stock); ▪ Basic sauces and its derivatives (demi-glace, béchamel, mayonnaise, hollandaise, béarnais, vinaigrette, tomato sauce); ▪ Composition of composite butters; ▪ Diverse sauces (cumberland sauce, green sauce, barbecue sauce, chutney sauce); ▪ Technical datasheets; ▪ Preparation techniques for stocks and sauces; ▪ Necessary appliances and control procedures required for the preparation of stocks and sauces; ▪ Quality control procedures; ▪ Food handling regulations; ▪ Nutrition and dietetics concepts; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be produced; ▪ Read and interpret datasheets in English; ▪ Select the equipment and utensils required for the production of stocks and sauces; ▪ Apply the production procedures for making stocks and sauces; ▪ Apply food quality and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares/confections stocks and sauces, by: <ul style="list-style-type: none"> - respecting the datasheet procedures for stocks and sauces; - respecting the established work plan and budget; - working in a team; - respecting food quality, safety and hygiene standards; - acting in accordance to the defined goals. |

| PERFORMANCE CRITERIA | | | |
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| | <ul style="list-style-type: none"> Respects the preparation procedures for stocks and sauces (ingredients, timings, temperatures, confection methods, etc.); Respects the work plan and established budget; Complies with food quality, safety and hygiene standards; Uses the appropriate equipment and utensils; Teamwork. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 5. Provision raw materials, utensils and materials | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Packaging and preservation techniques of raw materials and confectioned products; Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Apply packaging and preserving techniques to raw materials and confectioned products; Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> respecting the packaging and preserving techniques of raw materials and confectioned products; complying with stock registration and control procedures; complying with guidelines given by superiors; respecting the framework of defined responsibilities; complying with food quality, safety and hygiene standards. |
| | <th>PERFORMANCE CRITERIA</th> | | |
| | <ul style="list-style-type: none"> Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum); Complies with the food safety and hygiene rules; Complies with the procedures for stock management; Teamwork | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> Daily work plan; Product technical datasheet; Ready-made stocks and sauces; Registration of confectioned products; Stock registration. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|--|-------|---------|
| 8285 | PREPARATION OF BASIC DOUGHS, FILLINGS, CREAMS AND PASTRY SAUCES | 50 | 4,50 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
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| 1. Elaborate daily work plans for the production of basic dough, fillings, creams and pastry sauces | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ The technology related to kitchen appliances and utensils; ▪ Production and organization procedures: bakery/pastry; ▪ Planning techniques - pastry production ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to pastry organization and functioning; ▪ Analyze the production plan and other production guidelines (client orders, etc.); ▪ Read and interpret technical datasheets in Portuguese and English; ▪ Select and apply production and organization procedures – pastry production; ▪ Apply planning techniques - pastry production. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the production of basic dough, fillings, creams and pastry sauces, by: <ul style="list-style-type: none"> - working in a team; - respecting safety and health standards at work; - defining goals; - acting in accordance to the defined goals; - being proactive in solving problems and unforeseen events. |
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PERFORMANCE CRITERIA

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| <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of the pastry section; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects the safety and health at work norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. |
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| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
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| 2. Elaborate the product's technical datasheet | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in Portuguese and English; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - respecting the procedures for measuring ingredients, proportions and weighing; - selecting information to prepare the product datasheet; - respecting pricing techniques; - respecting safety and health standards at work; - being responsible for goods and values; - acting in accordance to the defined goals. |
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PERFORMANCE CRITERIA

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| <ul style="list-style-type: none"> ▪ Applies the capitation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the preparation processes applicable to the raw materials and final product; ▪ Respects the general and internal procedures for the preparation of the technical file; ▪ Respects occupational safety and health standards; ▪ Carries out the defined goals. |
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| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|---|---|
| 3. Prepare raw material, equipment and the workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technology of raw materials - pastry; ▪ Technical datasheets; ▪ Food safety and hygiene norms; ▪ Food handling regulations; ▪ Preparation techniques for basic dough; ▪ Cleaning and disinfection techniques; ▪ Food quality, safety and hygiene standards. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the work plan; ▪ Interpret cookbooks; ▪ Select the raw materials for the preparation of pastry products; ▪ Apply food handling standards; ▪ Apply cleaning and disinfection techniques; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares raw material, equipment and the workplace, by: <ul style="list-style-type: none"> - selecting raw materials and utensils according to the product's datasheet; - working in a team; - respecting food quality, safety/hygiene standards; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Selects equipment and utensils according to the product datasheet; ▪ Respects the work plan; ▪ Complies with food safety and hygiene regulations; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Teamwork. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 4. Confection puff pastry (French puff pastry, etc.) | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Manufacturing process of puff pastry ▪ Raw materials: confection of puff pastry; ▪ Food quality, safety and hygiene standards; ▪ Quality control procedures: final product; ▪ Food handling regulations; ▪ Cleaning and disinfection techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Read and interpret datasheets in Portuguese/English; ▪ Select the equipment and utensils required bakery products; ▪ Analyse and use bakery dough manufacturing processes and applications; ▪ Apply food quality control procedures; ▪ Apply safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares/confections puff pastry (French puff pastry, etc.), by: <ul style="list-style-type: none"> - respecting the product's datasheet procedures; - respecting the product's manufacturing procedures; - working in a team; - respecting food safety and hygiene standards; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects the product's datasheet; ▪ Complies with food, safety and hygiene regulations; ▪ Complies with the manufacturing process of the product; ▪ Uses the appropriate equipment and utensils; ▪ Teamwork. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 5. Prepare sourdough, brioche and others types of basic dough | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Basic pastry dough: crepe and <i>vinhé</i> batter; puff and short-crust pastry, sourdough, soft, genoise, cookie, croissant and savarin dough, etc.); ▪ Technical datasheets; ▪ Manufacturing process - sourdough, etc.; ▪ Raw materials: confection of brioche, etc.; ▪ Food quality, safety and hygiene standards; ▪ Quality control procedures: final product; ▪ Food handling regulations; ▪ Cleaning and disinfection techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Read and interpret datasheets in Portuguese and English; ▪ Select the raw materials required for bakery products; ▪ Analyse and use bakery dough manufacturing processes and applications; ▪ Apply food quality control procedures; ▪ Apply safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares/confections sourdough, brioche and other types of basic dough, by: <ul style="list-style-type: none"> - respecting the product's datasheet procedures; - respecting the product's manufacturing procedures; - working in a team; - respecting food quality, safety and hygiene standards; - acting in accordance to the defined goals. |

| PERFORMANCE CRITERIA | | | |
|--|--|--|--|
| | <ul style="list-style-type: none"> Respects the product's datasheet; Complies with food, safety and hygiene regulations; Complies with the manufacturing process of the product; Uses the appropriate equipment and utensils; Teamwork. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 6. Confection fillings, creams, and pastry sauces (butter creams, confectioners, almond, egg, cream, chocolate, whipped cream, mousse, mousse line and fondant) | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Principle pastry fillings and creams: confectioner's cream, egg cream, whipped cream, ganaches, chocolate filing, coffee filing, almond filing, etc.; Principle pastry sauces: milk based, fruit based, liqueur and wine based; Manufacturing process: pastry fillings, creams and sauces; Raw materials used for the confection of pastry fillings, creams and sauces; Food quality, safety and hygiene standards in catering; Quality control procedures: final product; Food handling regulations; Cleaning and disinfection techniques; English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Read and interpret datasheets in Portuguese and English; Select the raw materials required for fillings, creams and pastry sauces; Analyse and use manufacturing processes for fillings, creams and pastry sauces; Apply food quality control procedures; Apply safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> Prepares/confections fillings, creams and sauces, by: <ul style="list-style-type: none"> respecting the product's datasheet procedures; respecting the product's manufacturing procedures; working in a team; respecting food quality, safety and hygiene standards; acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> Respects the product's datasheet; Complies with food, safety and hygiene regulations; Complies with the manufacturing process of the product; Uses the appropriate equipment and utensils; Complies with food, safety and hygiene standards; Applies decorative techniques and solid entries; Teamwork. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 7. Provision raw materials, utensils and materials | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Packaging and preservation of confectioned products; Packaging and preservation of appliances and utensils; Stock management procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Apply packaging and preserving techniques to confectioned products; Apply stock management procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> Using appropriate preserving techniques (refrigeration, rapid cooling, freezing and vacuum); respecting stock management procedures; working in a team; respecting food quality, safety and hygiene standards; acting in accordance to the defined goals. |

PERFORMANCE CRITERIA

- Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum);
- Complies with food, safety and hygiene regulations;
- Complies with stock management procedures;
- Teamwork.

OUTPUTS

- Daily work plan;
- Product technical datasheet;
- Ready-made/packageed pastry dough and creams;
- Registration of confectioned products;
- Stock control register.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|---------------------------------|-------|---------|
| 8286 | COST CONTROL IN CATERING | 50 | 4,50 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|--|---|
| 1. Set menu prices | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Menu prices: <ul style="list-style-type: none"> - net price and retail price; - VAT; - menu pricing methods. ▪ Budgets; ▪ English language for Catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Apply menu pricing methods correctly, calculating the net price, the retail price and VAT. | The Learner: <ul style="list-style-type: none"> ▪ Fixes sales prices to the menu by: <ul style="list-style-type: none"> - applying fixed price methods to the menu, correctly calculating the net price, retail price and VAT; - Setting goals; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Applies correct pricing methods to the menu, calculating the net price, the retail price and VAT; ▪ Defines goals and acts accordingly. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|--|--|
| 2. Sales control | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Stock control; ▪ Stock value: <ul style="list-style-type: none"> - value of goods; - inventory; - inventory warehouse reconciliation; - requisition of goods. ▪ Menu pricing; ▪ Mark-up standard cost; ▪ Investment (Hubbard method): <ul style="list-style-type: none"> - ratios and margins; - technical files. ▪ Sales control: <ul style="list-style-type: none"> - registration and control of sales; - analysis of sales potentials; - conciliation between sales and consumption. | The Learner is able to: <ul style="list-style-type: none"> ▪ Apply procedures related to cost control and inventory management; ▪ Apply pricing methods to the menu; ▪ Control sales. | The Learner: <ul style="list-style-type: none"> ▪ Controls sales by: <ul style="list-style-type: none"> - applying cost control and inventory management procedures; - applying calculating investment procedures according to the Hubbard method; - applying sales control procedures and maintaining control records. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Applies cost control and inventory management procedures; ▪ Applies calculating investment procedures according to the Hubbard method; ▪ Applies sales control procedures and correctly files sales control records. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|--|--|
| <p>3. Calculate revenue, costs, sales results</p> | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Stock control; ▪ Stock value: <ul style="list-style-type: none"> - value of goods; - inventory; - inventory warehouse reconciliation; - requisition of goods. ▪ Menu pricing; ▪ Mark-up standard cost; ▪ Investment (Hubbard method): <ul style="list-style-type: none"> - ratios and margins; - technical files. ▪ Sales control: <ul style="list-style-type: none"> - registration and control of sales; - analysis of sales potentials; - conciliation between sales and consumption. ▪ Budgets: <ul style="list-style-type: none"> - Income, costs and results; - sales forecast; - sales history. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Apply procedures related to cost control and inventory management; ▪ Apply pricing methods to the menu; ▪ Calculate sales history and apply sales forecasting techniques; ▪ Calculate income, costs and sales results. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Calculates income, costs and sales results by: <ul style="list-style-type: none"> - applying cost control and inventory management procedures; - applying calculating investment procedures according to the Hubbard method; - applying sales control procedures; - applying budget calculating techniques. |
| PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Applies cost control and inventory management procedures; ▪ Applies calculating investment procedures according to the Hubbard method; ▪ Applies procedures to calculate sales history and sales forecast; ▪ Calculates revenue budgets, costs and sales results in catering. | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Menu with retail prices; ▪ Documented sales control; ▪ Properly calculated revenues, costs and sales results. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|--|-------|---------|
| 8287 | CAPITATIONS, DATASHEETS AND MENUS | 25 | 2,25 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
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|--|---|---|---|
| 1. Calculate adequate capitation for different services | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Nutritional needs; ▪ Food portions; ▪ Age specificities. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze nutritional needs according to health and age group specifications; ▪ Interpret and analyze portions in accordance to each service; ▪ Apply measuring procedures - ingredient proportions and weighing. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates daily and weekly production plans by: <ul style="list-style-type: none"> - respecting the occupational safety and health standards; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Applies capitation calculation techniques; ▪ Complies with nutritional guidelines; ▪ Respects specifications; ▪ Determines the number of servings from each food group. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
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| 2. Elaborate the technical datasheet | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in Portuguese and English; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - respecting the occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Applies the capitation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the preparation processes applicable to the raw materials and final products; ▪ Respects the general and internal procedures for the preparation of the technical file; ▪ Respects occupational safety and health standards; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|---|--|
| 3. Elaborate menu cards and menus | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Menu cards and menus; ▪ Specifications of menu cards and menus; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.) ▪ Read and interpret menu cards and menus in Portuguese and English ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates menu cards and menus, by: <ul style="list-style-type: none"> - respecting the occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Applies the capitation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the confection processes applicable to raw materials and final products; ▪ Respects the general and internal procedures for the preparation of the technical file; ▪ Respects occupational safety and health standards; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Appropriate capitation calculation - various services; ▪ Product technical datasheet; ▪ Menus and price lists. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | | HOURS | CREDITS |
|---|---|---|--|-------------|
| 7844 | TEAM MANAGEMENT | | 25 | 2,25 |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 1. Organize wok brigades | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Labour legislation and internal regulations for the administrative management of human resources; ▪ Restaurant organization and management standards; ▪ Labour rights and duties; ▪ Human resource management techniques; ▪ Concepts and principles of interpersonal relationship; ▪ Concepts and principles of communication with the work context; ▪ Individual and work team dynamic strategies and motivation. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and select information on labour rights and duties; ▪ Analyze and adapt the service organization norms; ▪ Apply human resource management techniques and tools; ▪ Apply communication techniques within working contexts; ▪ Analyze and adapt individual and team work dynamic strategies and motivation. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Organizes the work brigade service by: <ul style="list-style-type: none"> - complying with superior instructions and work plans; - complying with internal procedures: shift organization; - setting objectives; - leading (giving instructions, guiding, motivating, etc.); - communicating effectively; - being proactive in solving problems and/or unforeseen events. | |
| | PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Follows the daily work plan and instructions from superiors; ▪ Complies with internal procedures in terms of shift organization; ▪ Respects guidelines provided by the HR department and applicable legislation; ▪ Motivates work teams to achieve internal goals, standards and procedures; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 2. Supervise and guide work brigade tasks | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Hospitality organization and management rules; ▪ Human resource management techniques and tools; ▪ Compliance verification procedures - food quality, safety and hygiene standards; ▪ Compliance monitoring procedures - safety and health standards at work; ▪ Compliance monitoring procedures - quality standards; ▪ Concepts/principles of interpersonal relationship; ▪ Conflict management; ▪ Concepts/principles of communication at work; ▪ Leadership organizational models; | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and select information on labour rights and duties; ▪ Analyze and adapt the service organization norms; ▪ Implement standardized quality control and food safety and hygiene mechanisms; ▪ Implement standardized occupational safety and health mechanisms in catering; ▪ Implement mechanisms to control quality standards; ▪ Apply human resource management techniques and tools; | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Supervises and guides work brigade tasks by: <ul style="list-style-type: none"> - respecting internal and general procedures of organization and operation; - complying with safety and health standards at work; - setting objectives; - leading (giving instructions, guiding, motivating, etc.); - communicating effectively; - being proactive in solving problems/unforeseen events. | |

- Leadership strategies:
 - team Leading: phenomena and dynamics, challenges and specific problems;
 - personal preferences - impact on leadership roles;
 - leadership styles;
 - team coordinating skills;
 - team mobilization strategies - striving towards excellence;
 - management of problem situations within the team.
- Teamwork:
 - Teamwork - implications and specifics;
 - Excellence in teamwork;
 - Interpersonal differences and their impact on teamwork;
 - Mobilization of personal resources according to the team;
 - How to overcome obstacles and impasses through teamwork.

- Apply communication techniques at work;
- Use leadership strategies and management of work teams.

PERFORMANCE CRITERIA

- Respects internal and general procedures of organization and operation;
- Complies with safety and health standards at work;
- Respects communication techniques at work;
- Corrects performance when necessary, in accordance with the defined performance criteria and existing quality standards;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

OUTPUTS

- Planned and organized Kitchen Work;
- Management tools, maps and spreadsheets (work scales, distribution of tasks, etc.);
- Register maps of carried out tasks.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|--|-------|---------|
| 8260 | COMMUNICATION, SALES AND CLAIMS IN CATERING | 50 | 4,50 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
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|--|--|--|---|
| 1. Host, serve and assist the customer | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ In-depth concepts and principles of communication in the catering and beverage field; ▪ Oral communication skills; ▪ Customer profile and characteristics; ▪ Protocol rules for special clients, groups and committees; ▪ Internal communication and circuit procedures - internal services (restaurant, bar, kitchen, etc.); ▪ English language for hospitality. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Apply customer service techniques; ▪ Apply communication techniques in accordance to the client's characteristics; ▪ Select and use protocol standards for special clients. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Serves and assists customers by: <ul style="list-style-type: none"> - respecting customer needs and expectations; - communicating with different customers; - listening to customers. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects and complies with applicable standard protocol; ▪ Demonstrates pro-activity in customer request satisfaction; ▪ Respects customer privacy and confidentiality; ▪ Communicates in a clear and understandable manner in English; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

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|--|--|---|---|
| 2. Apply sales techniques within the scope of the customer order | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Concepts and principles of sales techniques; ▪ Sales strategies; ▪ Emotion control in bargaining situations; ▪ Protocol rules for special clients, groups and committees. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Select and use sales strategies; ▪ Select and use protocol standards for special clients; ▪ Apply general and internal sales procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Applies sales techniques within the scope of customer orders, by: <ul style="list-style-type: none"> - respecting customer needs and expectations; - communicating with different customers; - listening to customers; - showing emotional control in bargaining situations. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Complies with internal and general sales procedures; ▪ Communicates in a clear and understandable manner in English; ▪ Shows emotional control in bargaining situations; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|---|
| 3. Mange complaints | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Principles and concepts of complaints management; ▪ Strategies of complaint management; ▪ Protocol rules for special clients, groups and committees; ▪ Internal and general procedures during complaints. | The Learner is able to: <ul style="list-style-type: none"> ▪ Select and use complaint management strategies; ▪ Select and use protocol standards for special clients; ▪ Apply general and internal complaints procedures. | The Learner: <ul style="list-style-type: none"> ▪ Manages complaints by: <ul style="list-style-type: none"> - respecting customer needs and expectations; - communicating with different customers; - listening to customers; - showing emotional control when faced with complaints. |
| PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Complies with internal and general complaints procedures; ▪ Communicates in a clear and understandable manner in English; ▪ Shows emotional control when faced with complaints; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Quality communication and customer service; ▪ Quality customer sales; ▪ Management of customer complaints. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|--|-------|---------|
| 8288 | RESTAURANT/BAR SERVICE <i>MISE-EN-PLACE - SERVICE TECHNIQUES</i> | 50 | 4,50 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

| | | | |
|--|--|---|---|
| 1. Restaurant/bar <i>mis-en-place</i> | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Restaurant/bar preparation techniques; ▪ Space preparation rules – restaurant/bar equipment and utensils; ▪ Restaurant service support sections; ▪ Service circuits (collection, delivery and transportation of utensils, food and beverages); ▪ Production plans, menus, recipes and technical datasheets; ▪ Interface procedures between services; ▪ Organization rules and coordination of the kitchen service with the restaurant/bar; ▪ Table clearing procedures and simultaneous replacement of table cloths, dishes and cutlery, etc. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Adequately arrange furniture, equipment and utensils for restaurant/bar; ▪ Adjust lighting, temperature and sonority condition in restaurant/bar; ▪ Prepare spaces, equipment and utensils for restaurant/bar; ▪ Prepare service support sections for the restaurant/bar service; ▪ Organize service circuits in restaurant/bar; ▪ Read and interpret production plans, menus, recipes and technical datasheets; ▪ Organize and coordinate the restaurant/bar service with the kitchen service; ▪ Carryout table clearing procedures and simultaneous replacement of table cloths, dishes and cutlery, etc. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Performs <i>mis-en-place</i> in restaurant/bar by: <ul style="list-style-type: none"> - respecting the restaurant/bar preparation techniques; - respecting the <i>mis-en-place</i> procedures for restaurant/bar service; - respecting safety and health standards at work; - being proactive in solving problems/unforeseen events. |
| | <p align="center">PERFORMANCE CRITERIA</p> <ul style="list-style-type: none"> ▪ Applies restaurant/bar preparation techniques; ▪ Respects <i>mise-en-place</i> procedures for restaurant/bar service; ▪ Articulates with the kitchen service and interface between the kitchen service and the restaurant/bar; ▪ Respects safety and health standards at work; ▪ Adapts to the situation and has the capacity to solve problems/unforeseen events. | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

| | | | |
|--------------------------------------|---|---|---|
| 2. Provision of food products | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Production plans, capitation/waste charts; ▪ Rules for the selection of suppliers; ▪ Order forms; ▪ Delivery forms; ▪ Reception, conference and quality verification procedures; ▪ Non-conformities and complaints; ▪ Packaging, storage and preservation rules of perishable and non-perishable raw materials; ▪ Stock control. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Select suppliers; ▪ Make and receive orders, according to production plans, capitation charts and avoid wastage; ▪ Conduct and manage non-conformities and complaints; ▪ Condition, store and preserve perishable and non-perishable raw materials; ▪ Control stock. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Supplies food products, by: <ul style="list-style-type: none"> - respecting packaging, storage and preservation procedures of raw materials; - managing orders according to needs; - managing stocks; - being proactive and showing initiative; - respecting food safety and hygiene standards; - solving problems and anticipating unforeseen events. |
|--------------------------------------|---|---|---|

| PERFORMANCE CRITERIA | | | |
|--|--|--|--|
| | <ul style="list-style-type: none"> Estimates the quantities of raw materials to be ordered from work plans, capitation charts and technical datasheets; Complies with the reception, verification and quality records of perishable and non-perishable raw materials; Respects the packaging, storing and preservation of perishable and non-perishable raw materials; Complies with the food quality, hygiene and safety rules; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 3. Elaborate menus and price lists | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Preparation procedures for menus and price lists; Distribution norms and commercialization in catering; Dish selection rules; Profitability and popularity indexes; Techniques for elaborating menus. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Analyze distribution and marketing standards; Apply procedures to elaborate menus and price lists in catering. | <p>The Learner:</p> <ul style="list-style-type: none"> Elaborates menus and price lists by: <ul style="list-style-type: none"> - being proactive and showing initiative; - respecting defined procedures; - respecting safety and health standards at work; - solving problems and anticipating unforeseen events. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> Ensures diverse and adequate menus considering the type of establishment; Articulates the kitchen service with the restaurant/bar service in accordance to superior guidelines; Applies techniques for the elaboration of menus and price lists (calculation of capitations, calculation of production losses and wastes, etc.); Takes the production plan and the established budget into account; Respects occupational safety and health standards; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> Restaurant/Bar <i>mise-en-place</i>; Provisioned food products; Menus and price lists. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|-----------------------------------|-------|---------|
| 4664 | ENGLISH LANGUAGE – COOKERY/PASTRY | 25 | 2,25 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|--|
| 1. Carry out cookery/pastry service, communicating in English at the independent user level | The Learner knows and understands: <ul style="list-style-type: none"> ▪ English language (grammar rules, suitable speech, technical vocabulary, etc.); ▪ Language functions (receive, provide, compare information, listen and express ideas, opinions, etc.) | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and understand the rules of English language; ▪ Interpret and use language functions. | The Learner carries out cookery/pastry service, communicating in English at the independent user level, by: <ul style="list-style-type: none"> ▪ Acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Uses grammatical rules; ▪ Complies with reception and customer service guidelines; ▪ Respects specifications; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|--|
| 2. Resolve complaints, using the English language at the independent user level | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Principles and concepts of complaints management; ▪ Strategies of complaint management; ▪ Protocol rules for special clients, groups and committees; ▪ Internal and general procedures during complaints; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Select and use complaint management strategies; ▪ Select and use protocol standards for special clients; ▪ Apply general and internal complaints procedures. | The Learner: <ul style="list-style-type: none"> ▪ Resolves complaints by: <ul style="list-style-type: none"> - respecting customer needs and expectations; - communicating with different customers; - listening to customers; - showing emotional control when faced with complaints. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Complies with internal and general complaints procedures; ▪ Communicates in a clear and understandable manner in English; ▪ Shows emotional control when faced with complaints; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

OUTPUTS

- Carried out cookery/pastry service, communicated in English;
- Resolved customer complaints, communicated in English.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|---|-------|---------|
| 4665 | NUTRITION AND DIETETICS, FOOD RATIONAL | 50 | 4,50 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|---|--|
| 1. Elaborate daily work plan and the product's technical datasheet | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Appliance technology/ kitchen utensils; ▪ Organizational and production procedures; ▪ Articulation with restaurant service; ▪ Techniques of work planning in catering; ▪ Technical datasheets; ▪ Structure of technical datasheets; ▪ Fundamental principles of dietetics. | The Learner is able to: <ul style="list-style-type: none"> ▪ Apply diet rules according to rational eating; ▪ Read and interpret body mass index; ▪ Identify and apply daily nutrient requirements; ▪ Interpret and analyze documents related to the organization and functioning of the kitchen; ▪ Analyze food-groups; ▪ Read and interpret food and beverage labels; ▪ Apply kitchen planning techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates daily work plans and technical datasheets by: <ul style="list-style-type: none"> - designing and defining different types of diets; - identifying and characterizing modern cooking tendencies (vegetarian, macrobiotic, etc.); - working in a team; - respecting occupational safety/health standards; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of the kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects occupational safety and health norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|--|---|---|
| 2. Elaborate menus | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Menus; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Ingredient measures, proportions and weighing procedures; ▪ Caloric and nutritional calculation of food; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, etc.); ▪ Read and interpret menus in Portuguese and English; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select relevant information for the menu; ▪ Apply pricing techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates healthy menus, by: <ul style="list-style-type: none"> - respecting the occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Applies capitation calculation techniques, basic food rational rules, caloric and nutritional calculation; ▪ Complies with the pricing guidelines; ▪ Respects the preparation processes applicable to the raw materials and final product; ▪ Respects occupational safety and health standards; ▪ Adapts to the situation and has the capacity to solve problems/unforeseen events. | | | |

OUTPUTS

- Daily work plans and technical data sheet of the product;
- Healthy menu cards and menus.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|---|-------|---------|
| 8289 | COOKERY/PASTRY - PRODUCTION PLANNING AND MISE-EN-PLACE | 25 | 2,25 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|--|---|
| 1. Prepare the raw material, appliances and workplace | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Daily work plan; ▪ Technical datasheets; ▪ Ingredient measures, proportions and weighing procedures; ▪ Product preparation techniques; ▪ Food quality, safety and hygiene norms; ▪ Cleaning and disinfection techniques; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Read and interpret the product's technical datasheet; ▪ Read and interpret technical specifications in a foreign language; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Select and apply product preparation techniques; ▪ Apply food handling procedures; ▪ Apply food quality, safety and hygiene standards. | The Learner: <ul style="list-style-type: none"> ▪ Prepares the raw material, equipment and workplace, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Selects equipment and utensils according to the product datasheet; ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Teamwork. | | |

OUTPUTS

- Prepared conditions for cookery/pastry service.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|---------------------------|-------|---------|
| 8290 | COOKERY/PASTRY - SUPPLIES | 50 | 4,50 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|---|---|
| 1. Implement a kitchen inventory cycle | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Quality control system for food and beverages; ▪ Par stock. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the quality control plan for food and beverages; ▪ Read and interpret the labels and legends on goods and merchandise. | The Learner: <ul style="list-style-type: none"> ▪ Implements a kitchen inventory cycle by: <ul style="list-style-type: none"> - respecting the occupational safety and health standards; - respecting goods; - being proactive in solving problems and unforeseen events; - defining goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Applies the quality control techniques of food and beverages; ▪ Respects occupational safety and health standards; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|---|---|
| 2. Purchase, receive and store food and beverages | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Specifications of purchases; ▪ Receiving and controlling goods; ▪ Food handling regulations; ▪ Food quality, safety and hygiene standards in catering; ▪ English language in catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret orders; ▪ Apply food handling standards; ▪ Store and conserve food and beverages in accordance to food safety and hygiene standards. | The Learner: <ul style="list-style-type: none"> ▪ Purchases, receives and stores food and beverages by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - solving problems and foreseeing events; - acting in accordance to the set goals; - respecting food quality, hygiene and safety standards. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects inventory circulation procedures; ▪ Respects guidelines and work plans; ▪ Respects food safety and hygiene rules; ▪ Respects the verification techniques: checking the conservation state of raw material; ▪ Uses appropriate equipment and appliances; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|--|
| 3. Inventory stock and control cookery/pastry supplies | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Techniques of merchandise inventory; ▪ Internal requests; ▪ Quality control procedures; ▪ Food handling regulations; ▪ Food quality, safety and hygiene standards in catering; ▪ Different types of stock; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Inventory the merchandise; ▪ Read and interpret internal requests; ▪ Implement food safety and hygiene standards; ▪ Apply food handling standards. | The Learner: <ul style="list-style-type: none"> ▪ Inventories stock and controls cookery/pastry supplies by: <ul style="list-style-type: none"> - performing calculations; - respecting the occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects superior guidelines and work plan; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses appropriate equipment and appliances; ▪ Applies stock control and accounting techniques; ▪ Respects the verification techniques: checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Inventory cycle; ▪ Purchase, reception and storage of food and beverages; ▪ Stock inventory. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|-----------------------------|-------|---------|
| 4662 | PREPARATION OF SOUPS | 25 | 2,25 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|--|--|--|
| 1. Elaborate daily work plans for the production of soups | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ The technology related to kitchen appliances and utensils; ▪ Production and organization procedures: kitchen service; ▪ Articulation with restaurant service (reservations, orders, etc.); ▪ Kitchen planning techniques: production. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to kitchen organization and functioning; ▪ Analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret technical datasheets in PT and EN; ▪ Select and apply production and organization procedures: kitchen service; ▪ Apply kitchen planning techniques. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the production of soups, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - defining goals and acting in accordance; - being proactive in solving problems and unforeseen events. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects occupational safety and health norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|--|--|
| 2. Elaborate the product's technical datasheet | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in Portuguese and English; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - using capitation calculation techniques; - complying with price-fixing guidelines; - respecting production procedures of raw materials and final products; - respecting general and internal procedures for the elaboration of the technical datasheet; - respecting occupational safety and health standards; - being responsible for goods and values; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Applies the capitation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the confection processes applicable to raw materials and the final product; ▪ Respects the general and internal procedures for the preparation of the technical datasheet; ▪ Respects occupational safety and health standards; ▪ Defines goals and acts accordingly. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|--|
| 3. Prepare the raw material, equipment and workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Types of soups, creams, velvets, broths and consommés; ▪ Raw materials used in soups; ▪ National and regional specialties; ▪ Ingredient measures, proportions and weighing procedures; ▪ Food handling procedures; ▪ Techniques for preparation of soups, creams, velvets, broths and consommés: <ul style="list-style-type: none"> - handling of utensils and material; - selection, measuring and preparation of raw materials, industrial preparations and other ingredients; ▪ Food quality, safety and hygiene standards; ▪ Hygiene and disinfection; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in a foreign language; ▪ Select the equipment and utensils required for production; ▪ Organize the working space, appliances and utensils; ▪ Apply food handling standards; ▪ Apply food quality and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, equipment and workplace, by: <ul style="list-style-type: none"> - selecting appliances and utensils according to the product datasheet; - applying techniques for the preparation of soups, creams, velvets, broths and consommés; - being responsible for goods and values; - being proactive in solving problems and unforeseen events. - respecting safety and health standards; - respecting food quality, safety and hygiene standards; - working in a team; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Selects appliances and utensils according to the product datasheet; ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Applies the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 4. Prepare/Confection soups (regional and national specialties) | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Types of soups, creams, velvets, broths and consommés; ▪ Raw materials used in soups; ▪ National and regional specialties; ▪ Soup preparation techniques: creams, velvets, broths and consommés; ▪ Techniques for garnishing soup: creams, velvets, broths and consommés: <ul style="list-style-type: none"> - mise-en-place; - introduction order of the raw material; - cooking time. ▪ Necessary appliances/utensils and control procedures: soup preparation process; ▪ Quality control procedures; ▪ Nutrition and dietetics; ▪ Food handling standards; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in English; ▪ Select the equipment and utensils required for production; ▪ Apply the production procedures for making soups, velvets, broths and consommés; ▪ Apply food quality and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, equipment and workplace, by: <ul style="list-style-type: none"> - using appropriate appliances and utensils;; - applying techniques for the preparation of soups, creams, velvets, broths and consommés; - working in a team; - respecting safety and health standards at work; - solving problems and foreseeing events. - respecting food quality, safety and hygiene standards; - acting in accordance to the defined goals. |

| PERFORMANCE CRITERIA | | | |
|--|---|---|--|
| | <ul style="list-style-type: none"> Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); Respects the work plan and established budget; Complies with food quality, safety and hygiene standards; Uses the appropriate equipment and utensils; Teamwork; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 5. Plating and garnishing soups | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Types of soups, creams, velvets, broths and consommés; Raw materials used in soups; National and regional specialties; Soup plating techniques; Soup garnishing techniques; Techniques for garnishing soup; Necessary appliances/utensils and control procedures: soup preparation process; Quality control procedures; Concepts of nutrition and dietetics; Food handling standards; Food quality, safety and hygiene standards; English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Interpret the product's technical datasheet; Read and interpret datasheets in English; Select the equipment and utensils required for production; Apply the production procedures for making soups, velvets, broths and consommés; Use raw materials for making soup; Use national and regional specialties; Apply food quality and hygiene standards; Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> Plates and garnishes soups, poultry and game, by: <ul style="list-style-type: none"> applying plating procedures; applying garnishing techniques; working in a team; respecting occupational safety and health standards; solving problems and foreseeing events. respecting food quality, safety and hygiene standards; acting in accordance to the defined goals; being creative. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> Respects the plating procedures of soups; Respects the work plan and superior guidelines; Complies with food quality, safety and hygiene standards; Applies soup garnishing techniques; Shows creativity in soup garnishing; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 6. Provision raw materials, utensils and materials | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Packaging and preservation techniques of raw materials and confectioned products; Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Apply packaging and preserving techniques to raw materials and confectioned products; Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> respecting the packaging techniques of raw materials and confectioned products; complying with stock registration and control procedures; working in a team; acting in accordance to the defined goals; solving problems and foreseeing events; respecting occupational safety and health standards; respecting food quality, safety and hygiene standards. |

PERFORMANCE CRITERIA

- Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum);
- Complies with the food safety and hygiene rules;
- Complies with the procedures for stock management.

OUTPUTS

- Daily work plan;
- Product technical datasheet;
- Ready-made soups, plated and garnished;
- Registration of confectioned products;
- Stock registration.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|---|--|---|--|
| 4668 | ENTRÉES AND STARTERS | 25 | 2,25 |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 1. Elaborate daily work plans for the production of entrées and starters | The Learner knows and understands: <ul style="list-style-type: none"> ▪ The technology related to kitchen appliances and utensils; ▪ Production and organization procedures: kitchen service; ▪ Articulation with restaurant service (reservations, orders, etc.); ▪ Kitchen planning techniques: production. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to kitchen organization and functioning; ▪ Analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret technical datasheets in PT and EN; ▪ Select and apply production and organization procedures: kitchen service; ▪ Apply kitchen planning techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the production of entrées and starters, by: <ul style="list-style-type: none"> - working in a team; - respecting safety and health standards at work; - defining goals; - acting in accordance to the defined goals; - being proactive in solving problems and unforeseen events. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects the occupational safety and health norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 2. Elaborate the product's technical datasheet | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capititation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language - catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in PT and EN; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - respecting the procedures for measuring ingredients, proportions and weighing; - selecting information to prepare the product datasheet; - respecting pricing techniques; - respecting occupational safety and health standards; - being responsible for goods and values; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Applies the capititation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the confection processes applicable to raw materials and the final product; ▪ Respects the general and internal procedures for the preparation of the technical file; ▪ Respects occupational safety and health standards; ▪ Defines goals and acts accordingly. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|--|--|--|
| 3. Prepare the raw material, equipment and workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technology of raw materials in catering; ▪ Technical datasheets; ▪ Safety and hygiene norms; ▪ Ingredients and measurements; ▪ Food handling regulations; ▪ Cleaning and disinfection techniques; ▪ Restaurant food safety and hygiene quality norms. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in PT and EN; ▪ Select the raw materials required for entrées and starters; ▪ Apply food handling standards; ▪ Apply food quality and hygiene standards; ▪ Apply cleaning and disinfection techniques. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, equipment and workplace, by: <ul style="list-style-type: none"> - selecting raw material and utensils according to the product datasheet; - working in team; - respecting food quality, safety and hygiene standards; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Selects appliances and utensils according to the product datasheet; ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Respects verification techniques when checking the conservation state of raw material; ▪ Teamwork. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 4. Prepare/Confection entrées and simple solid starters | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Types of entrées and simple starters (hot salsas and cold salads, egg dishes, pâtés, fish tarts, seafood tarts, salted tarts - soft dough, puff pastry, <i>vol-ao-vent</i>, codfish cakes - cold cuts, cheeses and <i>tapas</i>); ▪ Raw materials used for entrées and starters; ▪ Entrée and starter preparation techniques; ▪ Necessary appliances/utensils and control procedures: entrée and starter preparation process; ▪ Quality control procedures; ▪ Nutrition and dietetics; ▪ Food handling standards; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in English; ▪ Select the equipment and utensils required for production; ▪ Apply the production procedures for making entrées and starters; ▪ Apply food quality and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, equipment and workplace, by: <ul style="list-style-type: none"> - respecting the datasheet procedures for entrées and starters; - respecting the established work plan and budget; - working in a team; - respecting food quality, safety and hygiene standards; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures for entrées and solid starters (ingredients, timings, temperatures, confection methods, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Teamwork. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|--|
| 5. Plate and garnish entrées and simple solid starters | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Types of entrées/simple solid starters; ▪ Raw materials: simple solid starters; ▪ National and regional specialties; ▪ Plating techniques: simple solid starters; ▪ Garnishing techniques - entrées; ▪ Necessary appliances/utensils and control procedures: entrées/simple solid starters; ▪ Quality control procedures; ▪ Concepts of nutrition and dietetics; ▪ Food handling standards; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in English; ▪ Select the equipment and utensils required for production; ▪ Apply the production procedures for making entrées and starters; ▪ Use raw materials for making entrées and starters; ▪ Use national and regional specialties; ▪ Apply food quality and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Plates and garnishes entrées and starters by; <ul style="list-style-type: none"> - respecting plating techniques; - respecting the established work plan and budget; - being creative; - working in a team; - respecting food quality, safety and hygiene standards; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects the plating procedures of entrées and starters; ▪ Shows creativity while garnishing entrées and solid starters; ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Applies garnishing techniques - entrées and starters; ▪ Teamwork. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 6. Provision raw materials, utensils and materials | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Packaging and preservation techniques of raw materials and confectioned products; ▪ Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Apply packaging and preserving techniques to raw materials and confectioned products; ▪ Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Provisions raw material, utensils and material, by; <ul style="list-style-type: none"> - applying packaging and preserving techniques of raw materials and confectioned products; - complying with stock registration and control procedures; - working in a team; - respecting food quality, safety and hygiene standards; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum); ▪ Complies with the food safety and hygiene rules; ▪ Complies with the procedures for stock management; ▪ Teamwork. | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Daily work plan; ▪ Product technical datasheet; ▪ Ready-made entrées and starters, plated and garnished; ▪ Registration of confectioned products; | | | |

- Stock registration.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | | HOURS | CREDITS |
|--|--|---|---|---------|
| 8291 | PREPARATION OF FISH AND SEAFOOD | | 50 | 4,50 |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 1. Elaborate daily work plans for the production of fish and seafood | The Learner knows and understands: <ul style="list-style-type: none"> ▪ The technology related to kitchen appliances and utensils; ▪ Production and organization procedures: kitchen service; ▪ Articulation with restaurant service (reservations, orders, etc.); ▪ Kitchen planning techniques: production. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to kitchen organization and functioning; ▪ Analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret technical datasheets in PT and EN; ▪ Select and apply production and organization procedures: kitchen service; ▪ Apply kitchen planning techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the production of fish and seafood, by: <ul style="list-style-type: none"> - working in a team; - respecting safety and health standards at work; - defining goals; - acting in accordance to the defined goals; - being proactive in solving problems and unforeseen events. | |
| | PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects the occupational safety and health norms; ▪ Teamwork; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 2. Elaborate the product's technical datasheet | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in PT and EN; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - respecting the procedures for measuring ingredients, proportions and weighing; - selecting information to prepare the product datasheet; - respecting pricing techniques; - respecting safety and health standards at work; - being responsible for goods and values; - acting in accordance to the defined goals. | |
| | PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Applies the capitation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the preparation processes applicable to the raw materials and final products; ▪ Respects the general and internal procedures for the preparation of the technical file; ▪ Respects occupational safety and health standards; ▪ Carries out the defined goals. | | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|--|--|--|
| 3. Prepare the raw material, equipment and workplace (fish and seafood) | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Types of fish and seafood: physical and nutritional characteristics; ▪ Raw material technology: <ul style="list-style-type: none"> - Varieties/preparation (baked, fried, etc.); - types of fish (fresh, dry, frozen, etc.); - types of crustaceans (lobsters, crabs, etc.) - types of molluscs (clams, mussels, etc.) ▪ Ingredient measures, proportions and weighing procedures; ▪ Techniques for preparing fish and seafood: <ul style="list-style-type: none"> - handling and preparation of material; - checking freshness of fish and shellfish; - selection and capitation of raw material; - cleaning, gutting, skinning deboning, etc.; - Cutting and portion division (fillets, medallions, suprêmes, etc.); - weight and capitation ; ▪ Food handling procedures; ▪ Food quality, safety and hygiene standards; ▪ Cleaning and disinfection techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Select the required utensils and appliances for the preparation of the product; ▪ Select and apply techniques for the preparation of fish; ▪ Organize space, appliances and utensils; ▪ Apply food handling standards; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, equipment and workplace, by: <ul style="list-style-type: none"> - selecting appliances and utensils in accordance to the product's datasheet; - respecting verification techniques - conservation state of fish and shellfish; - being responsible for goods and values; - solving problems and foreseeing events. - respecting food quality, safety and hygiene standards at work; - working in a team; - setting goals; - acting in accordance to the set goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Uses equipment and utensils according to the product's datasheet; ▪ Respects the work plan and established budget; ▪ Complies with food safety and hygiene regulations; ▪ Carries out preparation techniques for fish and seafood; ▪ Respects the verification techniques when checking the conservation state of fish and seafood; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 4. Confection fish and seafood dishes | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Types of fish and seafood: physical and nutritional characteristics; ▪ Main varieties of fish and seafood; ▪ Raw material technology; ▪ Preparation techniques - fish and seafood; ▪ Cooking techniques: steamed, fried, etc.); ▪ Necessary appliances/control procedures; ▪ Concepts of nutrition and dietetics; ▪ Quality control procedures; ▪ Food handling standards; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Read and interpret datasheets in Portuguese/English; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Apply preparation procedures: fish and seafood; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares fish and seafood dishes, by: <ul style="list-style-type: none"> - using appropriate appliances and utensils; - respecting preparation procedures; - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events. - respecting food quality, safety and hygiene standards at work; - acting in accordance to the set goals. |

| PERFORMANCE CRITERIA | | | |
|--|--|--|--|
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures for fish and seafood (ingredients, timings, temperatures, preparation methods, etc.); ▪ Complies work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Teamwork; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|--|
| 5. Prepare garnishes for fish and seafood | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Types of fish and seafood: physical and nutritional characteristics; ▪ Main varieties of fish and seafood; ▪ Raw material technology; ▪ Preparation techniques - fish and seafood; ▪ Necessary appliances/control procedures; ▪ Quality control procedures; ▪ Concepts of nutrition and dietetics; ▪ Food handling standards; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be prepared; ▪ Read and interpret datasheets in English; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Apply garnishing procedures; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares fish and seafood garnishes, by: <ul style="list-style-type: none"> - respecting preparation procedures; - respecting the established work plan and budget; - using appropriate appliances and utensils; - working in a team; - being responsible for goods and values; - solving problems and foreseeing events. - respecting food quality, safety and hygiene standards at work; - acting in accordance to the set goals. |

| PERFORMANCE CRITERIA | | | |
|---|--|--|--|
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures for fish and seafood (ingredients, timings, temperatures, preparation methods, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Teamwork; ▪ Adapts to the situation and has the capacity to solve problems/unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|---|---|
| 6. Plate and garnish fish and seafood dishes | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Fish and seafood plating techniques; ▪ Fish and seafood garnishing techniques; ▪ Necessary appliances/utensils and control procedures: finished dishes and garnishes; ▪ Quality control procedures; ▪ Concepts of nutrition and dietetics; ▪ Food handling standards; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be prepared; ▪ Read and interpret datasheets in English; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Apply plating techniques; ▪ Apply garnishing procedures; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares and garnishes fish and seafood dishes, by: <ul style="list-style-type: none"> - respecting plating techniques; - respecting the established work plan and budget; - applying garnishing techniques; - working in a team; - respecting food quality, safety and hygiene standards; - being responsible for goods and values; - solving problems and foreseeing events; - respecting food quality, safety and hygiene standards; - acting in accordance to the set goals; - being creative. |

| PERFORMANCE CRITERIA | | | |
|--|---|--|--|
| | <ul style="list-style-type: none"> Respects the plating procedures of fish and seafood; Respects the work plan and established budget; Complies with food quality, safety and hygiene standards; Applies garnishing techniques – fish and seafood; Shows creativity while garnishing fish and seafood; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 7. Provision raw materials, utensils and materials | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Packaging and preservation techniques of raw materials and finished products; Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Apply packaging and preserving techniques to raw materials and confectioned products; Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> using appropriate conservation technologies; complying with stock registration and control procedures; working in a team; respecting occupational safety and health standards; respecting food quality, safety and hygiene standards. |
| | <th>PERFORMANCE CRITERIA</th> | | |
| | <ul style="list-style-type: none"> Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum); Complies with food, safety and hygiene regulations; Complies with stock management procedures. | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> Daily work plan for the production of fish and seafood dishes; Product technical datasheet; Plated and garnished fish and seafood dishes; Registration of prepared products; Stock control register. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|--|-------|---------|
| 8292 | PREPARATION OF MEAT, POULTRY & GAME | 50 | 4,50 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|--|---|--|
| 1. Elaborate daily work plans for the production of meat, poultry and game | The Learner knows and understands: <ul style="list-style-type: none"> ▪ The technology related to kitchen appliances and utensils; ▪ Production and organization procedures: kitchen service; ▪ Articulation with restaurant service (reservations, orders, etc.); ▪ Kitchen planning techniques: production. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to kitchen organization and functioning; ▪ Analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret technical datasheets in PT and EN; ▪ Select and apply production and organization procedures: kitchen service; ▪ Apply kitchen planning techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the production of meat, poultry and game, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - defining goals and acting in accordance; - being proactive in solving problems and unforeseen events. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects the occupational safety and health norms; ▪ Teamwork; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|---|
| 2. Elaborate the product's technical datasheet | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in PT and EN; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - using capitation calculation techniques; - complying with price-fixing guidelines; - respecting production procedures of raw materials and final products; - respecting general and internal procedures for the elaboration of the technical datasheet; - respecting occupational safety and health standards; - being responsible for goods and values; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Applies the capitation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the preparation processes applicable to the raw materials and final product; ▪ Respects the general and internal procedures for the preparation of the technical file; ▪ Respects occupational safety and health standards; ▪ Carries out the defined goals. | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|--|---|--|
| 3. Prepare the raw material, equipment and workplace (meat, poultry and game) | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Principle varieties: meat, poultry and game; ▪ Butchered, farmed meat, poultry and game: physical and nutritional characteristics; ▪ Raw material technology; ▪ Ingredient measures, proportions and weighing procedures; ▪ Preparation techniques: <ul style="list-style-type: none"> - handling and preparation of material; - checking freshness and quality; - selection and capitation of raw material; - chopping, deboning, stuffing, etc.; - Cutting and portion division (steaks, etc.); - Usage (stroganoff, sauces, etc.) - Marinades, spices and herbs; - weight and capitation. ▪ Food handling procedures; ▪ Food quality, safety and hygiene standards; ▪ Cleaning and disinfection techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Read and interpret the technical datasheet of the product; ▪ Read and interpret datasheets in foreign languages; ▪ Select the appliances and utensils required for production; ▪ Select and apply the production procedures for preparing meat, poultry and game; ▪ Organize space, appliances and utensils; ▪ Apply food handling standards; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material (meat, poultry and game), appliances and workplace, by: <ul style="list-style-type: none"> - selecting appliances and utensils in accordance to the product's datasheet; - applying preparation techniques: meat, poultry and game; - being responsible for goods and values; - solving problems and foreseeing events. - respecting food quality, safety and hygiene standards; - working in a team; - setting goals; - acting in accordance to the set goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Selects appliances and utensils according to the product datasheet; ▪ Respects the work plan and established budget; ▪ Complies with food safety and hygiene regulations; ▪ Applies preparation techniques: meat, poultry and game; ▪ Respects the verification techniques when checking the conservation state of meat, poultry and game; ▪ Adapts to the situation and has the capacity to solve problems/unforeseen events. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 4. Prepare meat, poultry and game dishes | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Principle varieties: meat, poultry and game; ▪ Butchered, farmed meat, poultry and game: physical and nutritional characteristics; ▪ Raw material technology; ▪ Preparation techniques: meat, poultry and game; ▪ Cooking techniques: frying, grilling, baking, breading, <i>au blue</i>, etc. ▪ Necessary appliances/control procedures; ▪ Nutrition and dietetics; ▪ Quality control procedures; ▪ Food handling procedures; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Read and interpret the technical datasheet of the product; ▪ Read and interpret datasheets in English; ▪ Select the appliances and utensils required for production; ▪ Apply the production procedures for preparing meat, poultry and game; ▪ Apply food handling standards; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares meat, poultry and games dishes, by: <ul style="list-style-type: none"> - using appropriate appliances and utensils; - respecting preparation procedures; - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events. - respecting food quality, safety and hygiene standards; - acting in accordance to the set goals. |

| PERFORMANCE CRITERIA | | | |
|--|--|--|--|
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures for meat, poultry and game (ingredients, timings, temperatures, preparation methods, etc.); ▪ Complies work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Teamwork; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|--|--|--|
| 5. Prepare garnishes for meat, poultry and game | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Preparation techniques: garnishes for meat, poultry and game; ▪ Necessary appliances/utensils and control procedures: meat, poultry and game; ▪ Quality control procedures; ▪ Concepts of nutrition and dietetics; ▪ Food handling standards; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be prepared; ▪ Read and interpret datasheets in English; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Apply garnishing procedures; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares meat, poultry and game garnishes, by: <ul style="list-style-type: none"> - respecting the established work plan and budget; - complying with the technical specifications for the preparation of meat, poultry and game; - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - respecting food quality, safety and hygiene standards; - acting in accordance to the set goals. |

| PERFORMANCE CRITERIA | | | |
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| <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet: meat, poultry and game trimmings (timings, temperatures, cooking/frying methods, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Teamwork; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|---|
| 6. Plate and garnish meat, poultry and game dishes | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Meat, poultry and game plating techniques; ▪ Meat, poultry and game garnishing techniques; ▪ Necessary appliances/utensils and control procedures: meat, poultry and game; ▪ Quality control procedures; ▪ Concepts of nutrition and dietetics; ▪ Food handling standards; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be prepared; ▪ Read and interpret datasheets in English; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Apply plating techniques; ▪ Apply garnishing procedures; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares and garnishes meat, poultry and game dishes, by: <ul style="list-style-type: none"> - respecting plating techniques; - respecting the established work plan and budget; - applying garnishing techniques; - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - respecting food quality, safety and hygiene standards; - acting in accordance to the set goals; - being creative. |

| PERFORMANCE CRITERIA | | | |
|---|---|--|---|
| | <ul style="list-style-type: none"> Respects the plating procedures of meat, poultry and game; Respects the work plan and established budget; Complies with food quality, safety and hygiene standards; Applies garnishing techniques - meat, poultry and game; Shows creativity while garnishing meat, poultry and game; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 7. Provision raw materials, utensils and materials | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Packaging and preservation techniques of raw materials and finished products; Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Apply packaging and preserving techniques to raw materials and prepared products; Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> using appropriate conservation technologies; complying with stock registration and control procedures; working in a team; acting in accordance to the set goals; solving problems and foreseeing events; respecting occupational safety and health standards; respecting food quality, safety and hygiene standards at work. |
| | <th>PERFORMANCE CRITERIA</th> | | |
| | <ul style="list-style-type: none"> Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum); Complies with food, safety and hygiene regulations; Complies with stock management procedures. | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> Daily work plan for the preparation of meat, poultry and game dishes; Product technical datasheet; Plated and garnished meat, poultry and game dishes; Registration of prepared products; Stock control register. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|--------------------------------------|-------|---------|
| 8293 | TRADITIONAL PORTUGUESE CONFECTIONERY | 50 | 4,50 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|--|
| 1. Elaborate daily work plans for the production of pastries and confectionery | The Learner knows and understands: <ul style="list-style-type: none"> ▪ The technology related to kitchen equipment and appliances; ▪ Production and organization procedures: bakery/pastry; ▪ Pastry production planning techniques; ▪ English language for catering | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to pastry shop organization and functioning; ▪ Analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret technical datasheets in PT and EN; ▪ Select and apply production and organization procedures: pastry shop; ▪ Apply planning techniques: pastry production. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the production of pastries/confectionery, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects the occupational safety and health norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|---|
| 2. Elaborate the product's technical datasheet | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in PT and EN ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - capitation calculation techniques; - complying with price-fixing guidelines; - respecting production procedures of raw materials and final products; - respecting general and internal procedures for the elaboration of the technical datasheet; - respecting occupational safety and health standards; - being responsible for goods and values; - acting in accordance to the defined goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Applies the capitation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the confection processes applicable to raw materials and the final product; ▪ Respects the general and internal procedures for the preparation of the technical file; ▪ Respects occupational safety and health standards; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|--|---|
| 3. Prepare the raw material, equipment and workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Raw material technology: pastry; Dessert pastry; Preparation techniques: traditional Portuguese confectionery and pastry; Decorating techniques; Raw material: traditional Portuguese confectionery and pastry (conventional and regional specialties); Safety and hygiene norms; Food handling norms; Cleaning and disinfection techniques; Food quality, safety and hygiene standards. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Interpret and analyze the production plan; Interpret pastry datasheets; Select the raw material required for pastry products; Apply food handling standards; Apply cleaning and disinfection techniques; Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> Prepares the raw material, equipment and workplace, by: <ul style="list-style-type: none"> selecting equipment and appliances in accordance to the product's datasheet; respecting verification techniques - raw material; solving problems and foreseeing events; respecting occupational safety and health standards; respecting food quality, safety and hygiene standards; acting in accordance to the set goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> Selects equipment and appliances according to the product datasheet; Respects the work plan; Applies the capitation calculation techniques: ingredient measurements and proportions; Complies with food safety and hygiene regulations; Respects the verification techniques when checking the conservation state of raw material; Uses appropriate equipment and appliances; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 4. Confection and decorate conventional Portuguese pastry/confectionery (<i>toucinho do Céu, egg lamprey, encharcada, sericaia, etc.</i>) | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Conventional Portuguese pastry; Conventional Portuguese confectionery; Preparation techniques; Conventional pastry decorating techniques; Raw material: conventional pastries and confectionery; Required equipment/appliances and control procedures: preparation processes; Quality control procedures; Food handling norms; Food quality, safety and hygiene standards; English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Interpret the product's datasheet; Read and interpret datasheets in English; Select the appliances and utensils required for preparation; Apply preparation procedures to conventional pastry; Apply food handling standards; Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> Confections and decorates conventional Portuguese pastry/confectionery, by: <ul style="list-style-type: none"> complying with the product's datasheet procedures; respecting the established work plan and budget; using the appropriate equipment and appliances; acting in accordance to superior guidelines, within the framework of the defined responsibilities; respecting food quality, safety and hygiene standards; being creative. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); Respects the work plan and established budget; Shows creativity in decoration; Complies with food quality, safety and hygiene standards; Uses the appropriate equipment and appliances; Respects the verification techniques when checking the conservation state of raw material; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|--|
| 5. Confection and decorate regional Portuguese pastry specialties (Algarve pastry/confectionery, Aveiro confectionery/pastry, etc.) | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Regional pastry specialties; ▪ Regional specialty pastries: confection processes; ▪ Decorating techniques: regional specialties; ▪ Raw material: regional specialties; ▪ Required equipment/appliances and control procedures: conventional preparation processes; ▪ Quality control procedures; ▪ Food handling regulations; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be confectioned; ▪ Read and interpret datasheets in English; ▪ Select the equipment and appliances required for production; ▪ Apply confection procedures: regional pastry specialties; ▪ Apply pastry techniques; ▪ Apply food quality and hygiene standards; ▪ Apply food handling standards. | The Learner: <ul style="list-style-type: none"> ▪ Confections and decorates regional Portuguese pastry specialties, by: <ul style="list-style-type: none"> - complying with the product's datasheet procedures; - respecting the established work plan and budget; - using the appropriate equipment and appliances; - acting in accordance to superior guidelines, within the framework of the defined responsibilities; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate equipment and appliances; ▪ Shows creativity in decoration; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 6. Provision raw materials, utensils and materials | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Packaging and preservation techniques of raw materials and confectioned products; ▪ Stock registration and control procedures. | The Learner is able to: <ul style="list-style-type: none"> ▪ Apply packaging and preserving techniques to raw materials and confectioned products; ▪ Apply stock registration and control procedures. | The Learner: <ul style="list-style-type: none"> ▪ Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> - respecting the packaging and preserving techniques of raw materials and confectioned products; - complying with stock registration and control procedures; - working in a team; - acting in accordance to the defined goals; - solving problems and foreseeing events; - acting in accordance to superior guidelines, within the framework of the defined responsibilities; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum); ▪ Complies with the food safety and hygiene rules; ▪ Complies with the procedures for stock management; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |

OUTPUTS

- Daily work plan for the preparation of Portuguese pastry/confectionery;
- Product technical datasheet;
- Confectioned conventional Portuguese pastry/confectionery;
- Confectioned and decorated regional Portuguese pastry specialties;
- Register of confectioned products;
- Stock control register.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | | HOURS | CREDITS |
|--|---|---|---|---------|
| 4673 | TRADITIONAL PORTUGUESE CUISINE | | 50 | 4,50 |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 1. Elaborate daily work plans for the preparation of traditional Portuguese cuisine | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ The technology related to kitchen appliances and utensils; ▪ Production and organization procedures: kitchen service; ▪ Articulation with restaurant service (reservations, orders, etc.); ▪ Kitchen planning techniques: production. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to kitchen organization and functioning; ▪ Analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret technical datasheets in PT and EN; ▪ Select and apply production/organization procedures; ▪ Apply kitchen planning techniques. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the preparation of traditional Portuguese cuisine, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - defining goals and acting accordingly; - being proactive in solving problems and unforeseen events. | |
| | PERFORMANCE CRITERIA | | | |
| | <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly: teamwork; ▪ Respects the occupational safety and health norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 2. Elaborate the product's technical datasheet | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in PT and EN; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - using capitation calculation techniques; - complying with price-fixing guidelines; - respecting production procedures of raw materials and final products; - respecting general and internal procedures for the elaboration of the technical datasheet; - respecting occupational safety and health norms; - being responsible for goods and values; - acting in accordance to the defined goals. - being responsible for goods and values; | |
| | PERFORMANCE CRITERIA | | | |
| | <ul style="list-style-type: none"> ▪ Applies the capitation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the preparation processes applicable to the raw materials and final product; ▪ Respects the general and internal procedures for the preparation of the technical datasheet; ▪ Respects occupational safety and health standards; ▪ Carries out the defined goals. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|---|---|
| 3. Prepare the raw material, appliances and workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Traditional cuisine: main specialties; ▪ Raw material technology; ▪ Ingredient measures, proportions and weighing procedures; ▪ Preparation techniques: traditional Portuguese cuisine; ▪ Food handling procedures; ▪ Food quality, safety and hygiene standards; ▪ Cleaning and disinfection techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in English; ▪ Select the appliances and utensils required for production; ▪ Select and apply the preparation procedures for traditional Portuguese cuisine; ▪ Organize space, appliances and utensils; ▪ Apply food handling standards; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, appliances and workplace, by: <ul style="list-style-type: none"> - selecting appliances and utensils in accordance to the product's datasheet; - respecting the established work plan and budget; - being responsible for goods and values; - solving problems and foreseeing events; - respecting occupational safety and health standards; - respecting food quality, safety and hygiene standards; - working in a team; - setting goals and acting in accordingly. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Selects appliances and utensils according to the product datasheet; ▪ Respects the work plan and established budget; ▪ Complies with food safety and hygiene regulations; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|---|---|
| 4. Prepare traditional Portuguese dishes | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Traditional cuisine: main specialties; ▪ Raw material technology; ▪ Preparation techniques: traditional Portuguese cuisine; ▪ Necessary appliances/utensils and control procedures: traditional Portuguese cuisine; ▪ Concepts of nutrition and dietetics; ▪ Quality control procedures; ▪ Food handling procedures; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in PT and EN; ▪ Select the appliances and utensils required for preparation; ▪ Apply the preparation procedures for traditional Portuguese cuisine; ▪ Apply food safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares traditional Portuguese dishes, by: <ul style="list-style-type: none"> - complying with the product's datasheet procedures; - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events. - respecting food quality, safety and hygiene standards; - acting in accordance to the set goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures of traditional Portuguese dishes (ingredients, timings, temperatures, preparation methods, etc.); ▪ Respects superior guidelines and work plan; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Teamwork; ▪ Adapts to the situation and has the capacity to solve problems/unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|---|--|
| 5. Prepare garnishes for traditional Portuguese dishes | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Preparation techniques of garnishes and trimming: traditional Portuguese cuisine; Required appliances/utensils and control procedures: garnishes and trimmings; Quality control procedures; Concepts of nutrition and dietetics; Food handling standards; Food quality, safety and hygiene standards; English language - catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Interpret the technical datasheet of the product to be prepared; Read and interpret datasheets in English; Select the required utensils and appliances for the preparation of the product; Apply garnishing procedures; Apply food quality, safety and hygiene standards; Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> Prepares garnishes for traditional Portuguese dishes, by: <ul style="list-style-type: none"> respecting the established work plan and budget; complying with the technical specifications for the preparation of garnishes; working in a team; respecting occupational safety and health standards; being responsible for goods and values; solving problems and foreseeing events; respecting food quality, safety and hygiene standards; acting in accordance to the set goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> Respects the preparation procedures of traditional Portuguese dishes: garnishes and trimmings (timings, temperatures, cooking/frying methods, etc.); Respects the work plan and established budget; Complies with food quality, safety and hygiene standards; Uses the appropriate appliances and utensils; Teamwork; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 6. Plate and garnish traditional Portuguese dishes | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Plating techniques; Trimming and garnishing techniques: traditional dishes; Required appliances/utensils and control procedures: traditional Portuguese dishes; Quality control procedures; Concepts of nutrition and dietetics; Food handling standards; Food quality, safety and hygiene standards; English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Interpret the technical datasheet of the product to be prepared; Read and interpret datasheets in English; Select the required utensils and appliances for the preparation of the product; Apply plating techniques; Apply traditional garnishing procedures; Apply food quality, safety and hygiene standards; Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> Prepares and garnishes traditional Portuguese dishes, by: <ul style="list-style-type: none"> respecting plating techniques; applying garnishing techniques; working in a team; respecting occupational safety and health standards; being responsible for goods and values; solving problems and foreseeing events; respecting food quality, safety and hygiene standards; acting in accordance to the set goals; being creative. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> Respects the plating procedures; Respects superior guidelines and the work plan; Complies with food quality, safety and hygiene standards; Applies garnishing techniques – traditional Portuguese dishes; Shows creativity while garnishing traditional Portuguese dishes; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|--|---|
| <p>7. Provision raw materials, utensils and materials</p> | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Packaging and preservation techniques of raw materials and finished products; ▪ Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Apply packaging and preserving techniques to raw materials and prepared products; ▪ Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> - using appropriate conservation technologies; - complying with stock registration and control procedures; - working in a team; - acting in accordance to the set goals; - solving problems and foreseeing events; - respecting occupational safety and health standards; - respecting food quality, safety and hygiene standards. |
| PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum); ▪ Complies with food, safety and hygiene regulations; ▪ Complies with stock management procedures. | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Daily work plan for the preparation of traditional Portuguese dishes; ▪ Product technical datasheet; ▪ Traditional Portuguese dishes: plated and garnished; ▪ Registration of prepared products; ▪ Stock control register. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | | HOURS | CREDITS |
|---|--|---|--|---------|
| 8294 | CONFECTION OF DESSERT PASTRY | | 50 | 4,50 |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 1. Elaborate daily work plans for the preparation of dessert pastry | The Learner knows and understands: <ul style="list-style-type: none"> ▪ The technology related to pastry appliances and utensils; ▪ Production and organization procedures: bakery/pastry; ▪ Pastry planning techniques: production; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to pastry organization and functioning; ▪ Analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret technical datasheets in PT and EN; ▪ Select and apply pastry production and organization procedures; ▪ Apply pastry planning techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the preparation of dessert pastry, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - defining goals and acting accordingly; - being proactive in solving problems and unforeseen events. | |
| | PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects the occupational safety and health norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 2. Elaborate the product's technical datasheet | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capititation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredients: measures, proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in Portuguese and English; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - respecting the procedures for measuring ingredients, proportions and weighing; - selecting information to prepare the product datasheet; - respecting pricing techniques; - respecting occupational safety and health standards; - being responsible for goods and values; - acting in accordance to the defined goals. | |
| | PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Applies the capititation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the preparation processes applicable to the raw materials and final product; ▪ Respects the general and internal procedures for the preparation of the technical datasheet; ▪ Respects occupational safety and health standards; ▪ Carries out the defined goals. | | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|--|--|
| 3. Prepare the raw material, appliances and workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Raw material technology: pastry; ▪ Dessert pastry; ▪ Preparation techniques: hot and cold ; ▪ Ice-cream and sorbet confection processes; ▪ Dessert decorating techniques; ▪ Raw material used in dessert pastries; ▪ Safety and hygiene norms; ▪ Food handling norms; ▪ Cleaning and disinfection techniques; ▪ Food quality, safety and hygiene standards. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan; ▪ Interpret pastry datasheets; ▪ Select the raw material required for pastry products; ▪ Apply food handling standards; ▪ Apply cleaning and disinfection techniques; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, appliances and workplace, by: <ul style="list-style-type: none"> - selecting appliances and utensils in accordance to the product's datasheet; - respecting verification techniques - raw material; - solving problems and foreseeing events; - respecting occupational safety and health standards; - respecting food quality, safety and hygiene standards at work; - acting in accordance to the set goals. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Selects appliances and utensils according to the product datasheet; ▪ Complies with the work plan; ▪ Complies with food safety and hygiene regulations; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Uses appropriate appliances and utensils; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 4. Confection and decorate dessert pastry | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Dessert pastry; ▪ Preparation techniques: dessert pastry ; ▪ Dessert decorating techniques; ▪ Raw material used in dessert pastries; ▪ Required appliances/utensils and control procedures: preparation processes of dessert pastry; ▪ Quality control procedures; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's datasheet; ▪ Read and interpret datasheets in English; ▪ Select the appliances and utensils required for preparation; ▪ Apply the preparation procedures for dessert pastry; ▪ Apply food handling standards; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Confections and decorates dessert pastry, by: <ul style="list-style-type: none"> - complying with the product's datasheet procedures; - respecting the established work plan and budget; - using the appropriate appliances and utensils; - acting in accordance to superior guidelines, within the framework of the defined responsibilities; - respecting food quality, safety and hygiene standards; - being creative. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Applies pastry decorating techniques; ▪ Shows creativity in dessert pastry decoration. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|--|--|---|
| 5. Confection and decorate dessert pastry: individual portions | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Dessert pastry; ▪ Preparation techniques: dessert pastry ; ▪ Dessert decorating techniques; ▪ Raw material used in dessert pastries; ▪ Required appliances/utensils and control procedures: preparation processes of dessert pastry; ▪ Quality control procedures; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product’s technical datasheet; ▪ Read and interpret datasheets in English; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Apply confectioning procedures: individual portions; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Confections and decorates dessert pastry, individual portions, by: <ul style="list-style-type: none"> - respecting the product’s datasheet procedures; - respecting the established work plan and budget; - using the appropriate appliances and utensils; - acting in accordance to superior guidelines, within the framework of the defined responsibilities; - respecting food quality, safety and hygiene standards; - being creative. |

| PERFORMANCE CRITERIA |
|--|
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Applies pastry decorating techniques; ▪ Shows creativity in dessert pastry decoration: individual portions. |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|--|
| 6. Confection and decorate hot dessert pastry | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Hot dessert pastry; ▪ Preparation techniques: hot dessert pastry ; ▪ Dessert decorating techniques: hot pastry; ▪ Raw material used in hot dessert pastries; ▪ Required appliances/utensils and control procedures: preparation processes of hot dessert pastry; ▪ Quality control procedures; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be prepared; ▪ Read and interpret datasheets in English; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Apply plating techniques: hot desserts; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Confections and decorates hot dessert pastry, by: <ul style="list-style-type: none"> - respecting the product’s datasheet procedures; - respecting the established work plan and budget; - using the appropriate appliances and utensils; - acting in accordance to superior guidelines, within the framework of defined responsibilities; - respecting food quality, safety and hygiene standards; - being creative. |

| PERFORMANCE CRITERIA |
|---|
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Applies pastry decorating techniques; ▪ Shows creativity in dessert pastry decoration: hot desserts. |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|---|
| 7. Confection and decorate cold dessert pastry | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Cold dessert pastry; ▪ Preparation techniques: cold dessert pastry ; ▪ Dessert decorating techniques: cold pastry; ▪ Raw material used in cold dessert pastries; ▪ Required appliances/utensils and control procedures: preparation processes of cold dessert pastry; ▪ Quality control procedures; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be prepared; ▪ Read and interpret datasheets in English; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Apply confection procedures: cold dessert pastry; ▪ Apply plating techniques: cold desserts; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Confections and decorates cold dessert pastry, by: <ul style="list-style-type: none"> - respecting the product's datasheet procedures; - respecting the established work plan and budget; - using the appropriate appliances and utensils; - acting in accordance to superior guidelines, within the framework of defined responsibilities; - respecting food quality, safety and hygiene standards; - being creative. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Applies pastry decorating techniques; ▪ Shows creativity in dessert pastry decoration: cold desserts. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 8. Confection and decorate ice cream and sorbet | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Ice cream and sorbets; ▪ Preparation techniques: ice cream and sorbets; ▪ Decorating techniques: ice cream and sorbets; ▪ Raw material used in ice cream and sorbets; ▪ Required appliances/utensils and control procedures: preparation processes of ice cream and sorbets; ▪ Quality control procedures; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheet of the product to be prepared; ▪ Read and interpret datasheets in English; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Apply confection procedures: ice cream and sorbets; ▪ Apply plating techniques: ice cream and sorbets; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Confections and decorates ice cream and sorbets, by: <ul style="list-style-type: none"> - respecting the product's datasheet procedures; - respecting the established work plan and budget; - using the appropriate appliances and utensils; - acting in accordance to superior guidelines, within the framework of defined responsibilities; - respecting food quality, safety and hygiene standards; - being creative. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Applies pastry decorating techniques; ▪ Shows creativity in dessert pastry decoration: ice cream and sorbets. | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|--|
| 9. Provision raw materials, utensils and materials | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Packaging and preservation techniques of raw materials and finished products; ▪ Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Apply packaging and preserving techniques to raw materials and prepared products; ▪ Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> - using appropriate conservation technologies; - acting in accordance to superior guidelines, within the framework of defined responsibilities; - respecting food quality, safety and hygiene standards; - complying with stock registration and control procedures. |
| PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum); ▪ Complies with food, safety and hygiene regulations; ▪ Complies with stock management procedures. | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Daily work plan for the preparation of dessert pastry; ▪ Product technical datasheet; ▪ Confectioned and decorated dessert pastry: hot and cold; ▪ Register of confectioned products; ▪ Stock control register. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
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8295

PLANNING AND CONFECTION OF INTERNATIONAL PASTRY

50

4,50

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

1. Elaborate daily work plans for the preparation and confection of international pastry

The Learner knows and understands:

- The technology related to pastry equipment and appliances;
- Production and organization procedures: bakery/pastry;
- Pastry planning techniques: production;
- English language for catering.

The Learner is able to:

- Interpret and analyze documents related to pastry organization and functioning;
- Analyze the production plan and other production guidelines (reservations, orders, special services, etc.);
- Read and interpret technical datasheets in PT and EN;
- Select and apply pastry production and organization procedures;
- Apply pastry planning techniques.

The Learner:

- Elaborates daily work plans for the preparation of international pastry, by:
 - working in a team;
 - respecting occupational safety and health standards;
 - defining goals and acting accordingly;
 - being proactive in solving problems and unforeseen events.

PERFORMANCE CRITERIA

- Respects production plans (daily production, orders, special services, etc.);
- Complies with the organization and operation rules of kitchen service;
- Considers the labour division of the brigades;
- Defines objectives and acts accordingly;
- Respects the occupational safety and health norms;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

2. Elaborate the product's technical datasheet

The Learner knows and understands:

- Technical datasheets;
- Technical specifications;
- Capitation calculation techniques;
- Nutrition and dietetics;
- Preparation duration and processes;
- Ingredients: measurements, proportions and weighing procedures;
- Pricing techniques;
- English language for catering.

The Learner is able to:

- Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.);
- Read and interpret datasheets in PT and EN;
- Apply measuring procedures - ingredient proportions and weighing;
- Select information to prepare the product datasheet;
- Apply pricing techniques.

The Learner:

- Elaborates the product's technical datasheet, by:
 - respecting the procedures for measuring ingredients, proportions and weighing;
 - selecting information to prepare the product datasheet;
 - respecting pricing techniques;
 - respecting occupational safety and health standards;
 - being responsible for goods and values;
 - defining goals.

PERFORMANCE CRITERIA

- Applies the capitation calculation techniques;
- Complies with the pricing guidelines;
- Respects the preparation processes applicable to the raw materials and final product;
- Respects the general and internal procedures for the preparation of the technical datasheet;
- Respects occupational safety and health standards;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|--|--|
| 3. Prepare the raw material, appliances and workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Raw material technology: pastry; ▪ Dessert pastry; ▪ Preparation techniques: international pastry and confectionery; ▪ Decorating techniques; ▪ Raw material; ▪ Safety and hygiene norms; ▪ Food handling regulations; ▪ Cleaning and disinfection techniques; ▪ Food quality, safety and hygiene standards. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan; ▪ Interpret pastry datasheets; ▪ Select the raw material required for pastry products; ▪ Apply food handling standards; ▪ Apply cleaning and disinfection techniques; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, appliances and workplace, by: <ul style="list-style-type: none"> - working in a team; - selecting equipment and appliances in accordance to the product's datasheet; - solving problems and foreseeing events; - defining goals; - respecting occupational safety and health standards. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Selects appliances and utensils according to the product datasheet; ▪ Respects the work plan; ▪ Applies the capitation calculation techniques: ingredient measurements and proportions; ▪ Complies with food safety and hygiene regulations; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 4. Confection international pastry | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ International pastry; ▪ Main products of international pastry ; ▪ Pastry confection processes; ▪ Raw material: international pastries; ▪ Required equipment/appliances and control procedures: preparation processes of international pastry; ▪ Quality control procedures; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's datasheet; ▪ Read and interpret datasheets in English; ▪ Select the appliances and utensils required for preparation; ▪ Apply the preparation procedures for international pastry; ▪ Apply food handling standards; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Confections international pastry, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate equipment and appliances; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|---|---|
| 5. Plate and decorate international pastry | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> International pastry; Pastry plating techniques; Pastry decorating techniques; Raw material: international pastry; Required equipment/appliances and control procedures: preparation processes of international pastry; Quality control procedures; Food handling norms; Food quality, safety and hygiene standards; English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Interpret the product's technical datasheet; Read and interpret datasheets in English; Select the required equipment and appliances for the preparation of the product; Apply pastry plating techniques; Apply decorating techniques: international pastry; Apply food quality, safety and hygiene standards; Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> Plates and decorates international pastry, by: <ul style="list-style-type: none"> working in a team; respecting occupational safety and health standards; being responsible for goods and values; solving problems and foreseeing events; defining goals; acting in accordance to the set goals; respecting food quality, safety and hygiene standards. |

PERFORMANCE CRITERIA

- Respects pastry plating and decorating techniques;
- Respects the work plan and established budget;
- Shows creativity in decorating and packaging international pastry;
- Respects food safety and hygiene standards;
- Respects the verification techniques when checking the conservation state of raw material
- Uses the appropriate equipment and appliances;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|--|
| 6. Confection world pastry specialties (German, French, Italian, etc.) | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Specialties of world pastry; Confectioning processes; Decorating techniques; Raw material: world specialties; Required equipment/appliances and control procedures: preparation processes of world specialties; Quality control procedures; Food handling regulations; Food quality, safety and hygiene standards; English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Interpret the technical datasheet of the product to be prepared; Read and interpret datasheets in English; Select the required equipment and appliances for the preparation of the product; Apply confection techniques: world specialties; Apply food quality, safety and hygiene standards; Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> Confections and decorates hot dessert pastry, by: <ul style="list-style-type: none"> working in a team; respecting occupational safety and health standards; being responsible for goods and values; solving problems and foreseeing events; defining goals; acting in accordance to the set goals; respecting food quality, safety and hygiene standards. |

PERFORMANCE CRITERIA

- Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.);
- Respects the work plan and established budget;
- Complies with food quality, safety and hygiene standards;
- Uses the appropriate equipment and appliances;
- Respects the verification techniques when checking the conservation state of raw material
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|--|---|
| 7. Plate and decorate world pastry specialties | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ World pastry; ▪ Pastry plating techniques; ▪ Pastry decorating techniques; ▪ Raw material: world specialties; ▪ Required equipment/appliances and control procedures: preparation processes of world specialties; ▪ Quality control procedures; ▪ Food handling regulations; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in English; ▪ Select the required equipment and appliances for the preparation of the product; ▪ Apply pastry plating techniques; ▪ Apply pastry decorating techniques; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Plates and decorates world specialties, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects pastry plating and decorating techniques; ▪ Respects the work plan and established budget; ▪ Shows creativity in decorating and packaging world pastry specialties; ▪ Respects food safety and hygiene standards; ▪ Respects the verification techniques when checking the conservation state of raw material ▪ Uses the appropriate equipment and appliances; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 8. Provision raw materials, utensils and materials | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Packaging and preservation techniques of raw materials, appliances and confectioned products; ▪ Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Apply packaging and preserving techniques to raw materials, appliances and confectioned products; ▪ Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> - respecting the packaging and preserving techniques of raw materials and confectioned products; - complying with stock registration and control procedures; - working in a team; - acting in accordance to the defined goals; - solving problems and foreseeing events; - acting in accordance to superior guidelines, within the framework of the defined responsibilities; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum); ▪ Complies with the food safety and hygiene rules; ▪ Complies with the procedures for stock management; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

OUTPUTS

- Daily work plan for the preparation of pastry;
- Product technical datasheet;
- Confectioned international pastry;
- Plated and decorated international pastry;
- Plated and decorated world specialties;
- Registration of confectioned products;
- Stock control register.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
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8296

COOKERY/PASTRY - SPECIAL EVENTS

25

2,25

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

1. Elaborate daily work plans for special events

The Learner knows and understands:

- Concepts and types of special events;
- Typology of special events;
- Kitchen equipment and appliance technology;
- Production and organization procedures: special events;
- Articulation with other restaurant services: sales, etc.;
- Kitchen planning techniques: production.

The Learner is able to:

- Interpret and analyze documents related to kitchen organization and functioning;
- Analyze the production plan and other production guidelines (reservations, orders, special services, etc.);
- Read and interpret technical datasheets in PT and En;
- Select and apply kitchen production and organization procedures;
- Apply kitchen planning techniques.

The Learner:

- Elaborates daily work plans for special events, by:
 - working in a team;
 - respecting occupational safety and health standards;
 - defining goals;
 - acting in accordance to the set goals;
 - being proactive in solving problems and unforeseen events.

PERFORMANCE CRITERIA

- Respects production plans for special services;
- Complies with the organization and operation rules of kitchen service;
- Considers the labour division of the brigades: special events;
- Defines objectives and acts accordingly;
- Respects the occupational safety and health standards;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

2. Elaborate cookery/pastry menus for special events

The Learner knows and understands:

- Concepts and types of special events;
- Typology of special events;
- Kitchen equipment and appliance technology;
- Planning and organization techniques: kitchen service;
- Kitchen service organization.

The Learner is able to:

- Analyze the production plan and superior guidelines;
- Analyze information provided by the client;
- Apply kitchen planning techniques.

The Learner:

- Elaborates cookery/pastry menus for special events, by:
 - working in a team;
 - respecting occupational safety and health standards;
 - defining goals;
 - acting in accordance to the set goals;
 - being proactive in solving problems and unforeseen events.

PERFORMANCE CRITERIA

- Respects guidelines and the production plan;
- Ensures diverse and adequate menus in accordance to the type of event;
- Takes the customer's requests and the type of event into account;
- Defines objectives and acts accordingly;
- Respects the occupational safety and health standards;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|--|
| 3. Prepare the raw material, appliances and workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Concepts and types of special events; ▪ Raw material, equipment and appliances for special events; ▪ Raw material technology: food; ▪ Capitation calculation techniques; ▪ Ingredient measurements, proportions and weighing techniques; ▪ Food handling norms; ▪ Technical datasheets; ▪ Food quality, safety and hygiene standards; ▪ Cleaning and disinfection techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in a foreign language; ▪ Select the required equipment and appliances for the preparation of the product; ▪ Select and apply preparation techniques for special events; ▪ Organize the space, equipment and appliances; ▪ Apply food handling standards; ▪ Apply cleaning and disinfection techniques; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, appliances and workplace, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Selects equipment and appliances according to the product datasheet; ▪ Respects superior guidelines and the work plan; ▪ Applies the capitation calculation techniques and ingredient measurements and proportions; ▪ Complies with food safety and hygiene regulations; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 4. Confection delicacies for special events | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Concepts and types of special events; ▪ Raw material, equipment and appliances for special events; ▪ Raw material technology: food; ▪ Confection processes: delicacies; ▪ Quality control procedures; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's datasheet; ▪ Read and interpret datasheets in English; ▪ Select the equipment and appliances required for preparation; ▪ Apply the confection procedures for the delicacies; ▪ Apply food handling standards; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Confections delicacies for special events, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); ▪ Respects food quality, safety and hygiene standards; ▪ Uses the appropriate equipment and appliances; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|---|
| 5. Cut and prepare fish, seafood, meats, fruits, pastries and cheeses | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Concepts and types of special events; ▪ Raw material technology, equipment, etc.; ▪ Techniques for special events; ▪ Preparation techniques: cutting fish, etc.; ▪ Decoration techniques: special events; ▪ Confection processes: delicacies; ▪ Quality control procedures; ▪ Food handling regulations; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in English; ▪ Select the equipment and appliances required for the art of food carving; ▪ Analyse and apply food carving techniques; ▪ Apply decorative techniques for special events; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Cuts and prepares fish, seafood, meats, fruits, pastries and cheeses by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - solving problems and foreseeing events; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Complies with superior guidelines and the work plan; ▪ Complies with the artistic techniques of food carving; ▪ Complies with food quality, safety and hygiene standards; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 6. Plate and decorate delicacies | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Concepts and types of special events; ▪ Raw material technology, equipment, etc.; ▪ Techniques for special events; ▪ Plating techniques for different delicacies; ▪ Decoration techniques; ▪ Food handling regulations; ▪ Occupational safety and health standards. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in English; ▪ Select the required equipment and appliances; ▪ Apply decorative techniques for special events; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Plates and decorates delicacies, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - solving problems and foreseeing events; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| | <ul style="list-style-type: none"> ▪ Shows creativity in plating and decorating delicacies; ▪ Complies with superior guidelines and the work plan; ▪ Respects basic plating rules; ▪ Complies with food quality, safety and hygiene standards; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 7. Provision raw materials, utensils and materials | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Packaging and preservation techniques of raw materials and finished products; ▪ Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Apply packaging and preserving techniques to raw materials and finished products; ▪ Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - solving problems and foreseeing events; - respecting food quality, safety and hygiene standards. |
| | | | |

PERFORMANCE CRITERIA

- Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum);
- Complies with the food safety and hygiene rules;
- Complies with the procedures for stock management;
- Respects the verification techniques when checking the conservation state of raw material;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

OUTPUTS

- Daily work plan for the preparation of special events;
- Product technical datasheet;
- Confectioned delicacies for special events;
- Plated and decorated delicacies for special events;
- Register of final products;
- Stock control register.

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|---------------------------------|-------|---------|
| 8297 | BASIC COOKING PROCEDURES | 50 | 4,50 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

| | | | |
|--|--|---|---|
| 1. Elaborate the product's daily kitchen plan and technical datasheet | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technology of equipment / kitchen appliances; ▪ Kitchen organization and management; ▪ Articulation with restaurant service; ▪ Technical datasheets; ▪ Technical datasheet specifications. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to organization and management; ▪ Analyze the activity plan and other guidelines (reservations, orders, special events, etc.); ▪ Read and interpret technical forms in PT and EN; ▪ Select and apply organizational and production procedures; ▪ Apply production plan techniques. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Elaborates daily production plans and technical data sheets by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals. |
| PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects the safety and health at work norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

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|---|---|--|--|
| 2. Carryout main tasks for cooking bases | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Raw material technology; ▪ Ingredient quantification : proportion and weighing techniques; ▪ Organizational and production procedures; ▪ Cooking techniques: preparation of bases; ▪ Food handling procedures; ▪ Food quality, safety and hygiene standards; ▪ Cleaning and hygiene techniques; ▪ English language for catering | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in a foreign language; ▪ Select the required equipment and appliances; ▪ Select and apply preparation techniques; ▪ Organize the space, equipment and appliances; ▪ Apply food handling standards; ▪ Apply cleaning and disinfection techniques; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Carries out main task for preparing cooking bases by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
| PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Selects equipment and appliances according to the product datasheet; ▪ Respects work plan and established budget; ▪ Applies techniques of capitation calculation, ingredient quantification and proportions; ▪ Complies with food safety and hygiene regulations; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems/unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|--|
| 3. Prepare cooking bases | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Cooking bases; ▪ Raw material technology; ▪ Required equipment/appliances and control procedures: preparation processes; ▪ Nutrition and dietetics concepts; ▪ Quality control procedures; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in English; ▪ Select the required equipment and appliances; ▪ Apply preparation techniques; ▪ Apply food handling standards; ▪ Apply food safety and hygiene standards. | The Learner: <ul style="list-style-type: none"> ▪ Prepares cooking bases by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
| PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); ▪ Respects work plan and established budget; ▪ Complies with food safety and hygiene regulations; ▪ Uses the appropriate equipment and appliances; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Daily work plan and technical datasheet of the product; ▪ Prepared cooking bases; ▪ Register of cooking bases. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | | HOURS | CREDITS |
|--|--|--|--|---------|
| 4674 | WORLD CUISINE | | 50 | 4,50 |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 1. Elaborate daily work plans for making dishes of the world | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Kitchen equipment and appliance technology; ▪ Production and organization procedures; ▪ Articulation with restaurant service; ▪ Planning techniques: cookery. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze documents related to organization and management; ▪ Analyze the activity plan and other guidelines (reservations, orders, special events, etc.); ▪ Read and interpret technical forms in PT and EN; ▪ Select and apply organizational and production procedures; ▪ Apply production plan techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates daily work plans for the preparation of dessert pastry, by: <ul style="list-style-type: none"> - working in a team; - respecting occupation safety and health standards; - defining goals; - acting in accordance to the set goals; - being proactive in solving problems and unforeseen events. | |
| | PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Respects production plans (daily production, orders, special services, etc.); ▪ Complies with the organization and operation rules of kitchen service; ▪ Considers the labour division of the brigades; ▪ Defines objectives and acts accordingly; ▪ Respects the safety and health at work norms; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE | |
| 2. Elaborate the product's technical datasheet | The Learner knows and understands: <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Preparation duration and processes; ▪ Ingredient quantification: proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | The Learner is able to: <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in PT and EN; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | The Learner: <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - respecting the procedures for measuring ingredients, proportions and weighing; - selecting information to prepare the product datasheet; - respecting pricing techniques; - respecting occupational safety and health standards; - being responsible for goods and values; - acting in accordance to the defined goals. | |
| | PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Applies the capitation calculation techniques; ▪ Complies with the pricing guidelines; ▪ Respects the preparation processes applicable to the raw materials and final product; ▪ Respects the general and internal procedures for the preparation of the technical datasheet; ▪ Respects occupational safety and health standards; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|---|---|
| 3. Prepare the raw material, appliances and workplace | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Ingredient quantification: proportions and weighing techniques; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ Cleaning and hygiene techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Read and interpret the product's datasheet; ▪ Read and interpret datasheets in a foreign language; ▪ Select the required equipment and appliances; ▪ Select and apply preparation techniques; ▪ Organize the space, equipment and appliances; ▪ Apply food handling standards; ▪ Apply cleaning and disinfection techniques; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares the raw material, appliances and workplace, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Selects equipment and appliances according to the product datasheet; ▪ Respects work plan and established budget; ▪ Applies techniques of capitation calculation, ingredient quantification and proportions; ▪ Complies with food safety and hygiene regulations; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
| 4. Prepare dishes of the world | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ World cuisine; ▪ Raw material technology; ▪ Preparation techniques: world cuisine; ▪ Required equipment/appliances and control procedures: preparation processes; ▪ Nutrition and dietetics concepts; ▪ Quality control procedures; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's datasheet; ▪ Read and interpret datasheets in English; ▪ Select the appliances and utensils required for preparation; ▪ Apply the preparation procedures; ▪ Apply food handling standards; ▪ Apply food safety and hygiene standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Confections and decorates dessert pastry, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> ▪ Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); ▪ Respects the work plan and established budget; ▪ Complies with food quality, safety and hygiene standards; ▪ Uses the appropriate appliances and utensils; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|---|
| 5. Prepare garnishes and trimmings: world cuisine | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Preparation techniques: garnishes and trimmings; Required equipment/appliances and control procedures: preparation processes; Nutrition and dietetics concepts; Quality control procedures; Food handling norms; Food quality, safety and hygiene standards; English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Interpret the product's technical datasheet; Read and interpret datasheets in English; Select the required utensils and appliances for the preparation of the product; Apply garnishing and trimmings procedures; Apply food quality, safety and hygiene standards; Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> Prepares garnishes and trimmings of world cuisine, by: <ul style="list-style-type: none"> working in a team; respecting occupational safety and health standards; being responsible for goods and values; solving problems and foreseeing events; defining goals; acting in accordance to the set goals; respecting food quality, safety and hygiene standards. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.); Respects guidelines and work plan; Respects food quality, safety and hygiene standards; Uses the appropriate appliances and utensils; Respects the verification techniques when checking the conservation state of raw material; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|--|---|---|
| 6. Plate and decorate delicacies of the world cuisine | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> Plating techniques; Trimming and garnishing techniques; Required equipment/appliances and control procedures: world cuisine; Quality control procedures; Concepts of nutrition and dietetics; Food handling standards; Food quality, safety and hygiene standards; English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> Interpret the technical datasheets; Read and interpret datasheets in English; Select the required equipment and appliances for the preparation of the product; Apply plating techniques; Apply garnishing procedures; Apply food quality, safety and hygiene standards; Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> Plates and decorates delicacies of the world cuisine, by: <ul style="list-style-type: none"> respecting plating techniques; applying garnishing techniques; working in a team; respecting occupational safety and health standards; being responsible for goods and values; solving problems and foreseeing events; respecting food quality, safety and hygiene standards; acting in accordance to the set goals; being creative. |
| | PERFORMANCE CRITERIA | | |
| <ul style="list-style-type: none"> Respects the plating procedures; Respects superior guidelines and the work plan; Complies with food quality, safety and hygiene standards; Applies garnishing techniques - world cuisine; Uses the appropriate appliances and utensils; Shows creativity while garnishing world dishes; Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|---|---|--|---|
| <p>7. Provision raw materials, utensils and materials</p> | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Packaging and preservation techniques of raw materials and finished products; ▪ Stock registration and control procedures. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Apply packaging and preserving techniques to raw materials and prepared products; ▪ Apply stock registration and control procedures. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Provisions raw material, utensils and material, by: <ul style="list-style-type: none"> - using appropriate conservation technologies; - complying with stock registration and control procedures; - working in a team; - acting in accordance to the set goals; - solving problems and foreseeing events; - respecting occupational safety and health standards; - respecting food quality, safety and hygiene standards. |
| PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Uses appropriate conservation technologies (refrigeration, rapid cooling, freezing, vacuum); ▪ Complies with food, safety and hygiene regulations; ▪ Complies with stock management procedures; ▪ Respects the verification techniques when checking the conservation state of raw material; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events. | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Daily work plan for the preparation of world dishes; ▪ Product technical datasheet; ▪ Confectioned and decorated world delicacies; ▪ Register of finished products; ▪ Stock control register. | | | |

UNIT OF LEARNING OUTCOME

| CODE | UNIT OF LEARNING OUTCOME | HOURS | CREDITS |
|------|--------------------------|-------|---------|
| 8298 | CREATIVE COOKING | 25 | 2,25 |

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

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|--|--|---|---|
| 1. Elaborate the technical datasheets for creative delicacies | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Technical datasheets; ▪ Technical specifications; ▪ Capitation calculation techniques; ▪ Nutrition and dietetics; ▪ Timings and processes; ▪ Ingredient quantification: proportions and weighing procedures; ▪ Pricing techniques; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret and analyze the production plan and other production guidelines (reservations, orders, special services, etc.); ▪ Read and interpret datasheets in PT and EN; ▪ Apply measuring procedures - ingredient proportions and weighing; ▪ Select information to prepare the product datasheet; ▪ Apply pricing techniques. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Elaborates the product's technical datasheet, by: <ul style="list-style-type: none"> - respecting the procedures for measuring ingredients, proportions and weighing; - selecting information to prepare the product datasheet; - respecting pricing techniques; - respecting occupational safety and health standards; - being responsible for goods and values; - acting in accordance to the defined goals. |
|--|--|---|---|

PERFORMANCE CRITERIA

- Applies the capitation calculation techniques;
- Complies with the pricing guidelines;
- Respects the preparation processes applicable to the raw materials and final product;
- Respects the general and internal procedures for the preparation of the technical datasheet;
- Respects occupational safety and health standards;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|-----------------------|-----------|--------|------------|
|-----------------------|-----------|--------|------------|

| | | | |
|---------------------------------------|--|--|--|
| 2. Prepare creative delicacies | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Preparation techniques: creative cooking; ▪ Required equipment/appliances and control procedures: preparation processes; ▪ Nutrition and dietetics concepts; ▪ Quality control procedures; ▪ Food handling norms; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the product's technical datasheet; ▪ Read and interpret datasheets in English; ▪ Select the required utensils and appliances for the preparation of the product; ▪ Apply garnishing and trimmings procedures; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Prepares creative delicacies, by: <ul style="list-style-type: none"> - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - defining goals; - acting in accordance to the set goals; - respecting food quality, safety and hygiene standards. |
|---------------------------------------|--|--|--|

PERFORMANCE CRITERIA

- Respects the preparation procedures indicated on the datasheet (ingredients, timings, temperatures, garnishing, etc.);
- Respects guidelines and work plan;
- Respects food quality, safety and hygiene standards;
- Uses the appropriate appliances and utensils;
- Respects the verification techniques when checking the conservation state of raw material;
- Adapts to the situation and has the capacity to solve problems and/or unforeseen events.

| KEY TECHNICAL OUTCOME | KNOWLEDGE | SKILLS | COMPETENCE |
|--|---|---|---|
| <p>3. Plate and decorate creative delicacies</p> | <p>The Learner knows and understands:</p> <ul style="list-style-type: none"> ▪ Plating techniques; ▪ Trimming and garnishing techniques; ▪ Required equipment/appliances and control procedures: creative cooking; ▪ Quality control procedures; ▪ Concepts of nutrition and dietetics; ▪ Food handling standards; ▪ Food quality, safety and hygiene standards; ▪ English language for catering. | <p>The Learner is able to:</p> <ul style="list-style-type: none"> ▪ Interpret the technical datasheets; ▪ Read and interpret datasheets in English; ▪ Select the required equipment and appliances for the preparation of the product; ▪ Apply plating techniques; ▪ Apply garnishing procedures; ▪ Apply food quality, safety and hygiene standards; ▪ Apply food handling standards. | <p>The Learner:</p> <ul style="list-style-type: none"> ▪ Plates and decorates delicacies of the world cuisine, by: <ul style="list-style-type: none"> - respecting plating techniques; - applying garnishing techniques; - working in a team; - respecting occupational safety and health standards; - being responsible for goods and values; - solving problems and foreseeing events; - respecting food quality, safety and hygiene standards; - acting in accordance to the set goals; - being creative. |
| PERFORMANCE CRITERIA | | | |
| <ul style="list-style-type: none"> ▪ Respects the plating procedures; ▪ Respects superior guidelines and the work plan; ▪ Complies with food quality, safety and hygiene standards; ▪ Applies garnishing techniques - creative cooking; ▪ Uses the appropriate appliances and utensils; ▪ Shows creativity while garnishing dishes; ▪ Adapts to the situation and has the capacity to solve problems and/or unforeseen events | | | |
| OUTPUTS | | | |
| <ul style="list-style-type: none"> ▪ Product technical datasheet; ▪ Plated and decorated creative delicacies; ▪ Register of finished products; ▪ Stock control register. | | | |

TECHNICAL SHEET

This training referential is based on learning outcomes and adapted from the original qualification training referential for the “Cookery and Pastry Technician”, EQF level 4, for IVET Courses, available through the Portuguese National Qualifications Catalogue.

This training referential only contains the technical component of the Course.

It was elaborated during the implementation of a Pilot Project - Intellectual Output no. 2 of the *EURspace_European IVT Recognition Gateway* Project. The adaptation of the original training referential was influenced by the methodology developed during the project implementation, presented in the *ECVET Methodological Guide for Professionals*, which is available for download at <https://eurspace.eu/>.

The partner responsible for the adaptation of this training referential is EPRALIMA_Vocational Training School (Escola Profissional do Alto Lima, CIPRL).

EURspace: European IVT Recognition Gateway

Project number 2015-1-PT01-KA202-013119

ERASMUS+ PROGRAMME

KA2 Strategic Partnerships for Vocational Education and Training

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