



Khalil Culinary Arts Center (KCAC)

Course Outline

Diploma in Food & Beverage production

CURRICULUM SALIENTS:

Course Name	: Diploma in Food & Beverage production.
Total Duration of Course	: 1 Year (920 hours)
Institutional Training hours	: 400 hours (100 class) : 12hours/week (3Dx4H)
Industrial Attachment	: 520 hours (tentative) : 60hours/week (6Dx10H)
Regarding Assessment	: Level-1, Level-2, Level-3, Level-4 Internal: Level-1, Level-2 NSDA: Level-3, Level-4 : 80 hours (20hours/assessment)
Training Methodology	: Practical: 70% Theory: 30%
Medium of Instruction	: English

Internship may be carried out on successful completion of institutional trainings.

Methods of Instruction:

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| ➤ Lecture and Discussion | ➤ Use of Available Audio-visual Materials |
| ➤ Demonstrations | ➤ Group discussions |
| ➤ Lab projects and Analysis | ➤ Role play |
| ➤ Research and Reports | ➤ Demonstration |

Evaluation: Grade without numerical values: The student must complete a comprehensive evaluation system. The Grades at this institute will be indicated in the following manner:

Numerical Scores	Letter		Grade Point
80%- 100%	A+	(A Plus)	4.0
75%-79%	A	(A Regular)	3.75
70%-74%	A-	(A Minus)	3.5
65%-69%	B+	(B Plus)	3.25
60%-64%	B	(B Regular)	3.0
55%-59%	B-	(B Minus)	2.75
50%-54%	C+	(C Plus)	2.5
45%-49%	C	(C Regular)	2.25
40%-44%	D	-	2.0
Less than 40%	F	Failure	0.0

Note: At least 80% class attendance is compulsory for all students to sit for mid-term and final examinations.

Assessment:

By class attendance, class tests, assignments, one mid-term examination and one final examination.

Assessment	Worth
Class Tests	10%
Assignment	10%
Attendance	10%
Mid Term Exam	30%
Final Exam	40%
Total:	100%

Course Description: This course is an option following Culinary Arts. This course allows culinary students more in-depth study of Culinary arts. Areas of study include Cooking terminology, tool and equipment use, OSH, formula conversions, functions of ingredients, and methods used in Food & Beverage Production. The appropriate use of technology and industry-standard equipment is an integral part of this course. The Competency Standards are the core element for training, assessment and Certification of skilled workers. Candidates who are successful in the assessment will received a qualification in the Bangladesh National Qualification Framework (BNQF).

The following uniform components required for all students:

- White Chef coat with Logo.
- Tie.
- Black Chef pants.
- Black 4-way aprons.
- White beanie hat.
- Side towel.
- Black shoes with slip resistant sole.

Course Objective: Upon completion of this course, the student will be able to:

The NSC-I in Cooking Qualification consists of a set of cooking works of competencies that a person must achieve in order to work competently in hospitality sector as a Commis-III.

Level-1:

The Generic Competencies:

01. Use basic mathematical concepts.
02. Practice occupational safety and health (OSH) Procedure.
03. Use English in work place.

The Sector Specific Competencies:

04. Kitchen brigade & identity of hospitality sector.
05. Follow workplace hygiene procedure.

The Occupation Specific Competencies:

06. Receive and store cooking goods.
07. Knife and Knife skills.
08. Clean and maintain premises.
09. Organize and prepare for cooking.
10. Use basic method of cookery.

SL	Units of Competency:	Nominal
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		Hours
01	Apply Basic Mathematics for Measurements and Calculation: a) Identify calculation requirements in the workplace. b) Select appropriate mathematical methods for calculation. c) Basic workplace calculation.	6
02	Practice Occupational safety and health (OSH) Procedure: a) Interpret OSH policies and procedure. b) Apply personal health and safety practices. c) Identify and report OSH hazards and risk. d) Follow emergency response procedure. e) Maintain and improve safety hygiene in the workplace.	6
03	Use English in work place: a) Practice to prepare simple sentence. b) Read and Interpret workplace document in English. c) Write simple routine. d) workplace documents in English. e) Listen conversation in English. f) Perform conversation in English.	12
04	Kitchen Brigade & Identity of Tourism and Hospitality Sector: a) History of cooking. b) Identity hospitality sector. c) Identity of kitchen brigade.	02
05	Follow Workplace Hygiene Procedure: a) Perform personal hygiene and well grooming standard. b) Identify and prevent hygiene risks.	04
06	Receive and store cooking goods: a) Receive goods. b) Store goods.	04
07	Clean and Maintain premises: a) Clean, sanitize and store equipment. b) Clean and sanitize premises. c) Dispose of wastes.	04

08	Organize and prepare for Cooking: a) Prepare tools, utensils and equipment for use. b) Prepare ingredients according to menu. c) Clean and maintain facilities, tools and equipment.	04
09	Knife and Knife skills: a) Knife construction and uses. b) Specify cutting technique and skills. c) knife care and storing.	20
10	Use Basic Method of Cookery: a) Prepare tools, utensils and equipment for use. b) Prepare ingredients according to menu item. c) Apply method of cooking. d) Clean and maintain facilities, tools and equipment.	18
	Total	80 hrs

Course Objective: Upon completion of this course, the student will be able to work as Commis-II in hospitality sectors.

Level-2:

The Generic Competencies:

01. Work in a team environment.
02. Present and apply workplace information.

The Sector Specific Competencies:

03. Provide effective guest services.
04. Acquire and update industry knowledge.

The Occupation Specific Competencies:

05. Prepare stock, soup and sauces.
06. Prepare breakfast, eggs, vegetables and farinaceous dishes.
07. Follow food safety procedure with legislation.
08. Prepare appetizer, Burger, sandwich and salad.
09. Prepare meat, poultry and game-bird.
10. Prepare fish, shellfish and sea-foods.

SL	Units of Competency:	Nominal Hours
01	Work in team environment: a) Interpret team objectives and work processes. b) Define team role and scope. c) Work as a team member. d) Communicate and cooperate with team members.	02
02	Present and apply workplace environment: a) Read and interpret workplace documents. b) Identify information requirements. c) Process, analyze and interpret data. d) Organize and disseminate workplace information.	02
03	Provide effective guest services: a) Greet guests. b) Identify guest needs. c) Deliver service to guest d) Handle queries through telephone, scanner and internet service.	04
	Prepare stock, soup and sauces: a) Prepare for stocks soups sauces and curry sauces. b) Cook and present stocks, soups, sauces and curry sauces. c) Store stocks, soups, sauces and curry sauces. d) Reheat stocks, soups, sauces and curry sauces.	12
04	Acquire and update industry knowledge: a) Collect information on the industries. b) Update industries knowledge.	02
05	Prepare breakfast, eggs, vegetables and farinaceous dishes: a) Prepare and present vegetable dishes. b) Prepare and present farinaceous dishes. c) Prepare and present breakfast. d) Store vegetables, egg and farinaceous dishes. e) Clean and maintain facilities, tools and equipment.	16
06	Follow food safety procedure with legislation: a) Identify food safety hazard and risks. b) Follow workplace Hazard Analysis and Critical Control Points (HACCP) plan. c) Follow international and local legislation of food safety.	04

07	Prepare appetizer, burger, sandwich and salad: a) Prepare appetizer salad and sandwich, Burger. b) Make appetizer salad and sandwich, Burger. c) Present appetizer salad and sandwich, Burger. d) Store appetizer salad and sandwich, Burger.	16
08	Prepare meat, poultry and game-bird: a) Prepare and cook meat, poultry and game-bird. b) Cook & present meat, poultry and game-bird. c) Clean and Store tools, utensils and equipment.	12
09	Prepare fish, shellfish and sea-foods: a) Prepare for fish, shellfish and sea-foods. b) Cook & present fish, shellfish and sea-foods. c) Store fish, shellfish and sea-foods. d) Clean and store tools, utensils and equipment.	10
	Total	80 hrs

Course Objective: Upon completion of this course, the student will be able to work in hospitality sector as a Commis-I.

Level-3:

The Sector Specific Competencies:

01. Perform computer operation.
02. Work hospitality sectors.

The Occupation Specific Competencies:

03. Prepare hot and cold dessert.
04. Prepare basic bakery and pastry products.
05. Plan, prepare and display a buffet.
06. Prepare diet based food and preservation.

SL	Units of Competency:	Nominal Hours
01	Perform Computer Operation: a) Prepare for task. b) Prepare a word document. c) Prepare a spreadsheet document. d) Prepare a power point presentation. e) Access information using internet service.	12
02	Work in hospitality Sectors: a) Identify Job roles and responsibilities in hospitality sectors. b) Work with others.	04
03	Prepare Hot and Cold Dessert: a) Prepare hot and cold dessert. b) Produce hot and cold dessert. c) Present dessert. d) Store hot and cold dessert. e) Clean and store tools and equipment.	12
04	Prepare basic Bakery and pastry products: a) Make pastries. b) Make cake. c) Prepare yeast-based and non-yeast-based products. d) Store pastries, cake, yeast-based and non-yeast-based products. e) Clean and maintain facilities, tools and equipment.	20
05	Plan, Prepare and display a buffet: a) Plan a buffet set-up. b) Prepared decorative food presentations. c) Display food items. d) Present buffet in a safe and hygiene manner.	16
06	Prepare Diet Based Food and Preserved Food: a) Prepare and present foods to satisfy dietary needs. b) Preserve foodstuff.	16
	Total	80 hrs

Course Objective: Upon completion of this course, the student will be able to work as a Demi Chef de Parties.

Level-4:

The Occupation Specific Competencies:

- 01. Apply catering control principles.
- 02. Menu planning and food costing.
- 03. About multi culture cuisine.

SL	Units of Competency:	Nominal Hours
01	Apply Catering Control Principles: a) Identify procedure to reduce wastage. b) Carry out catering control procedure. c) Dispose of waste.	02
02	Menu planning and food costing: a) Kinds and structure of menu. b) Essential considerations prior to plan the menu. c) Food costing.	02
03	ABOUT MULTI-CULTURE CUISINE: a) Bangladeshi b) Indian and Mughlai c) French & Italy d) American e) Mexican, f) Greek g) Turkish h) Mediterranean, i) Arabian j) Japanese & Korean k) Thai & Chinese l) Indonesian and Malaysian	76
	Total	80 hrs