Joan Bice Underwood Tearoom HRI 380L

Tuesday, February 14,2017

Main Menu

Oven-Fried Chicken

Delmonico Potatoes

Savory Peas

Scones

Dessert Menu

Russian Cream with Raspberries

Hotel, Restaurant, and Institution Management 380L

REFRIGERATOR LAYOUT

(Identify those items to be stored in the refrigerator)

Manager CHIA-HSUAN LIU Meal Date/# 02/14/2017

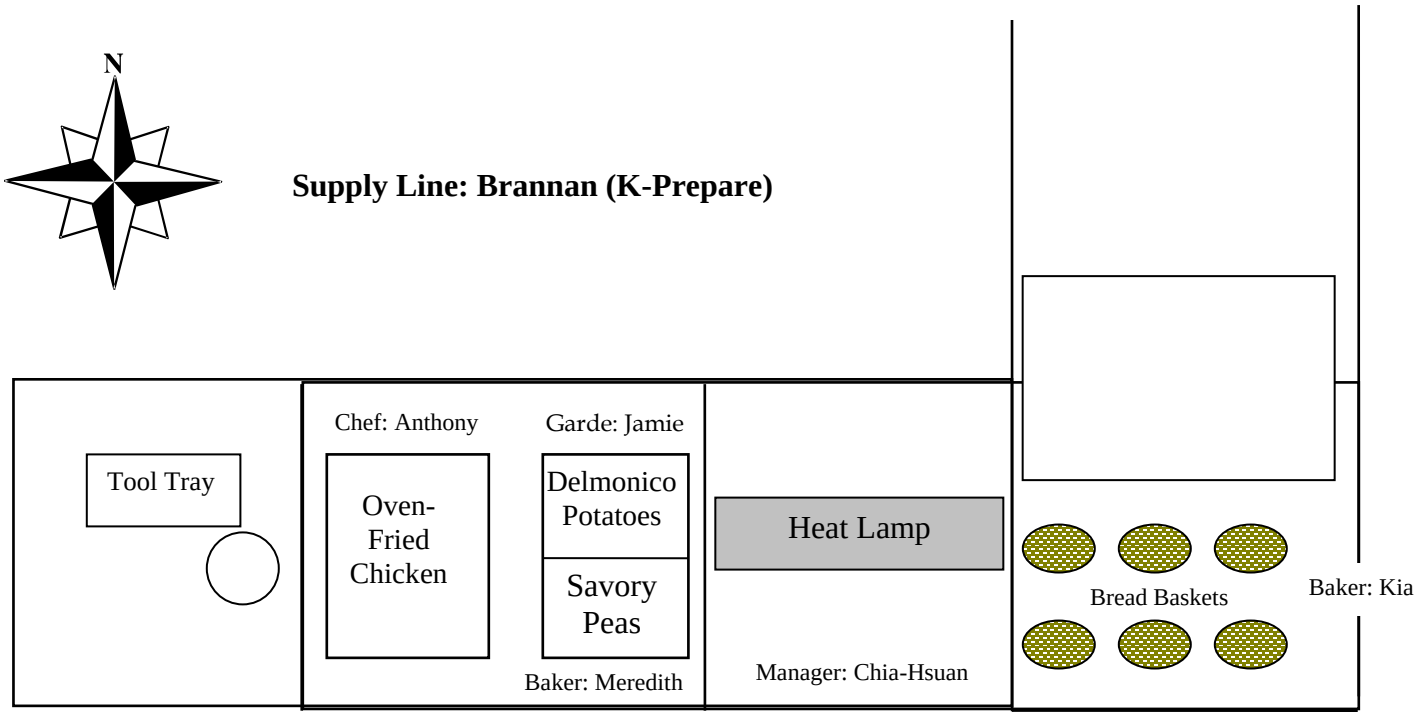
Dessert	Beverage Area
Dessert	
Dessert	Beverage Area
Dessert	
Dessert	Beverage Area
FM Peas	
PM Peas	
PM Peas	
PM Peas	
Raw Chicken Breast	
Raw Chicken Breast	
Raw Chicken Breast	
Raw Chicken Breast	

* No raw items stored above cooked items. Use proper sanitation & common sense!

Hotel, Restaurant, and Institution Management 380L
Quantity Food Production Management Laboratory

Serving Area Diagram

Manager: CHIA-HSUAN LIU
Date: 02/14/2017



Set Up:

Time:__11:15____ Time:___11:45 ___
Person Responsible: **Anthony Kinley**

Plates: ☒ Luncheon

Plate Arrangement



On <u>Equipment tray</u> you will need:

1. Plate Wiping Towels (4)
2. Counter wiping towels (2)
3. Hot Pads (2)
4. Tong - Chicken
5. 3 Oz Spoodle (1) – Savory Peas
6. #10 Scoop (1) - Delmonico Potatoes
7. Plastic Gloves for all servers

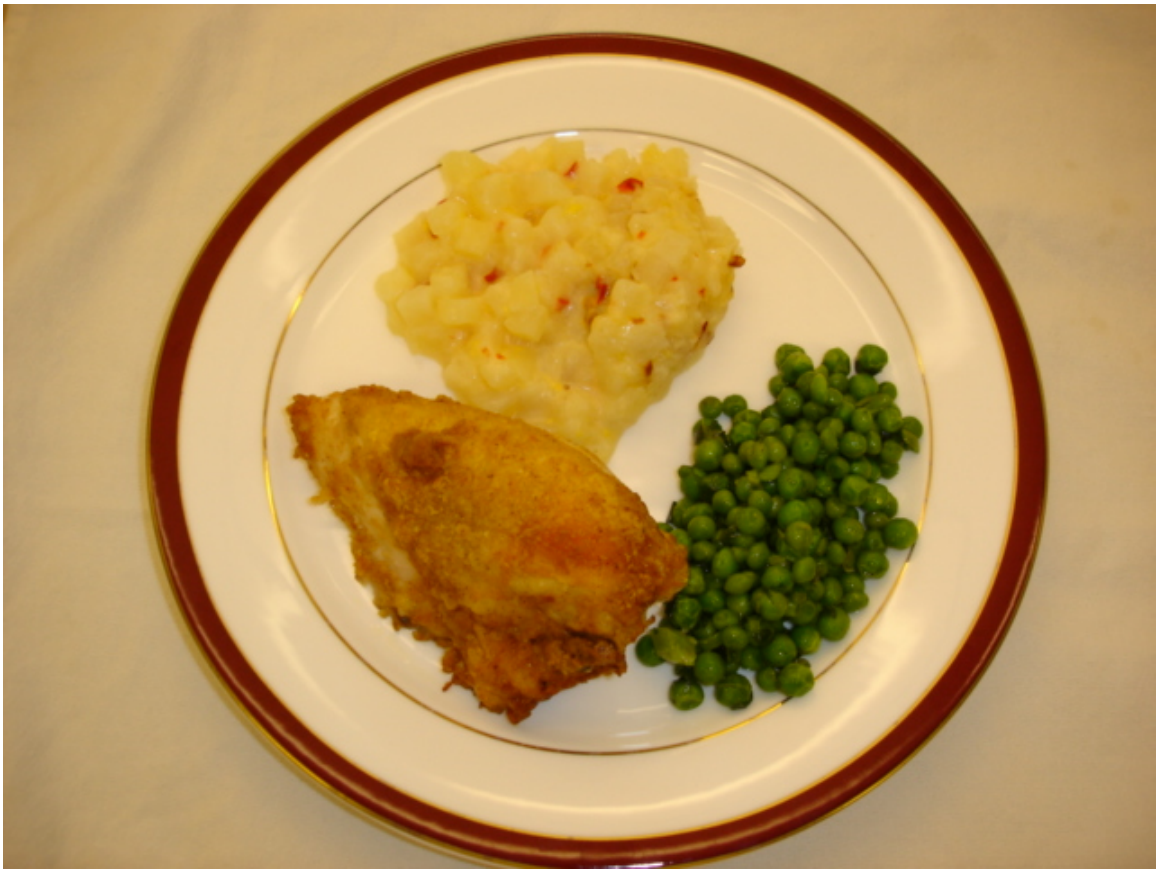
Hotel, Restaurant, and Institution Management 380L

PLATE DIAGRAM

Manager CHIA-HSUAN LIU Meal Date/# 02/14/2017

(Oven-Fried Chicken, Delmonico Potatoes, and Savory Peas)

China Plate



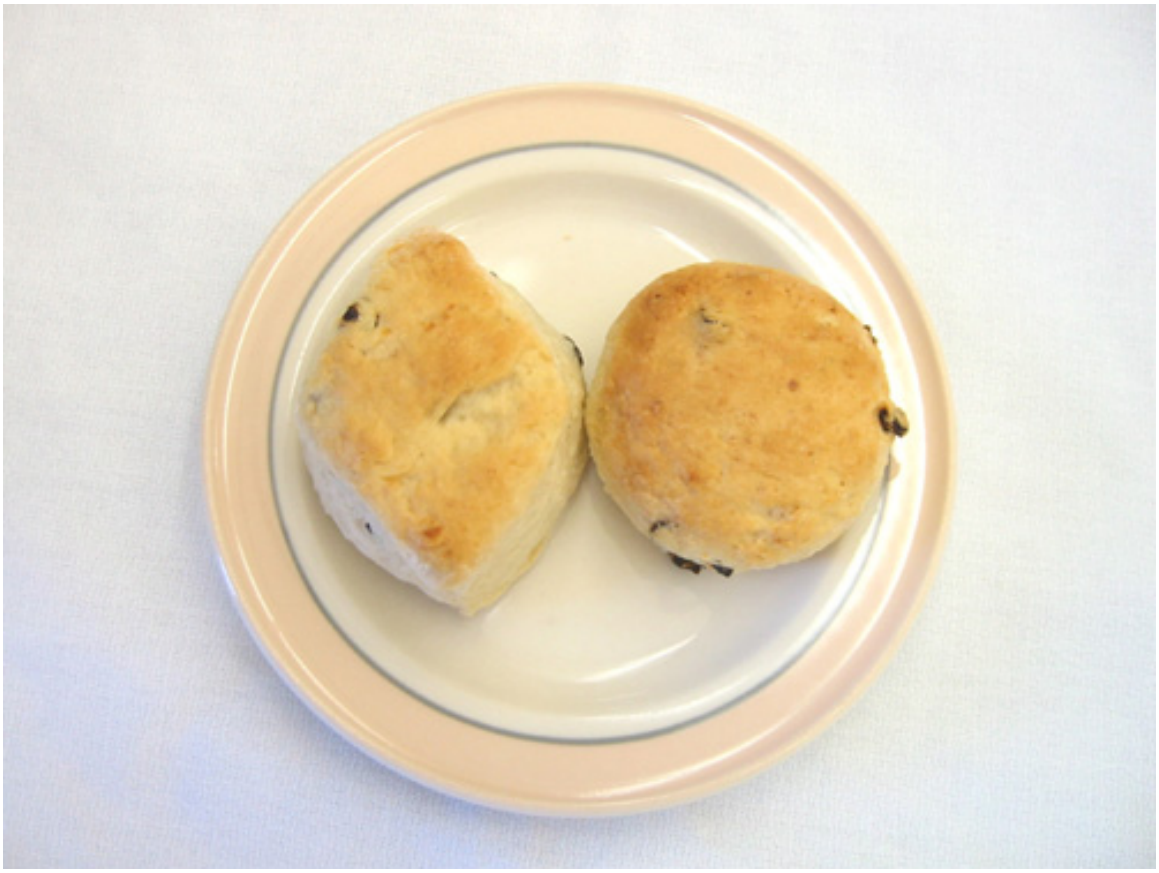
Hotel, Restaurant, and Institution Management 380L

PLATE DIAGRAM

Manager CHIA-HSUAN LIU Meal Date/# 02/14/2017

(Scones)

Diamond Shape



Hotel, Restaurant, and Institution Management 380L

PLATE DIAGRAM

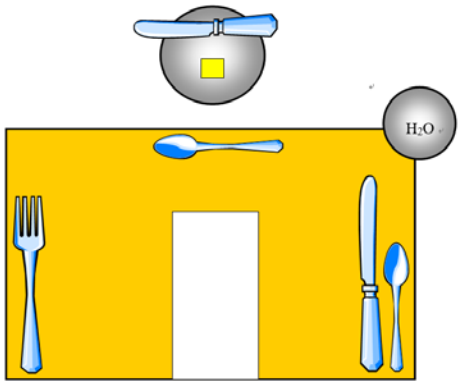
Manager CHIA-HSUAN LIU Meal Date/# 02/14/2017

(Russian Cream with Raspberries)

Sherbet Glass with plate



No Garnish!

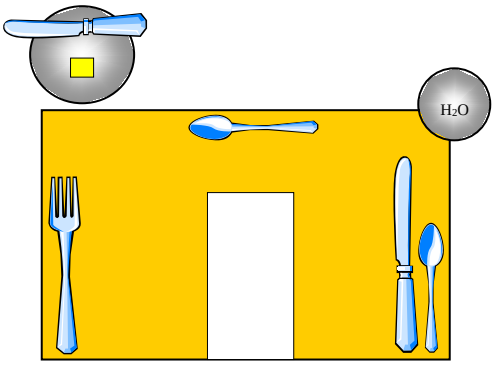


- Individual B&B plate and knife for Scones
- Knife, fork, and spoon for Oven-fried Chicken, Delmonico Potatoes, and Savory Peas
- Dessert spoon for Russian Cream with Raspberries

Hotel, Restaurant, and Institution Management 380L

TABLE COVER DIAGRAM

Manager Megan Tisue Meal Day/Date 2/14/2017



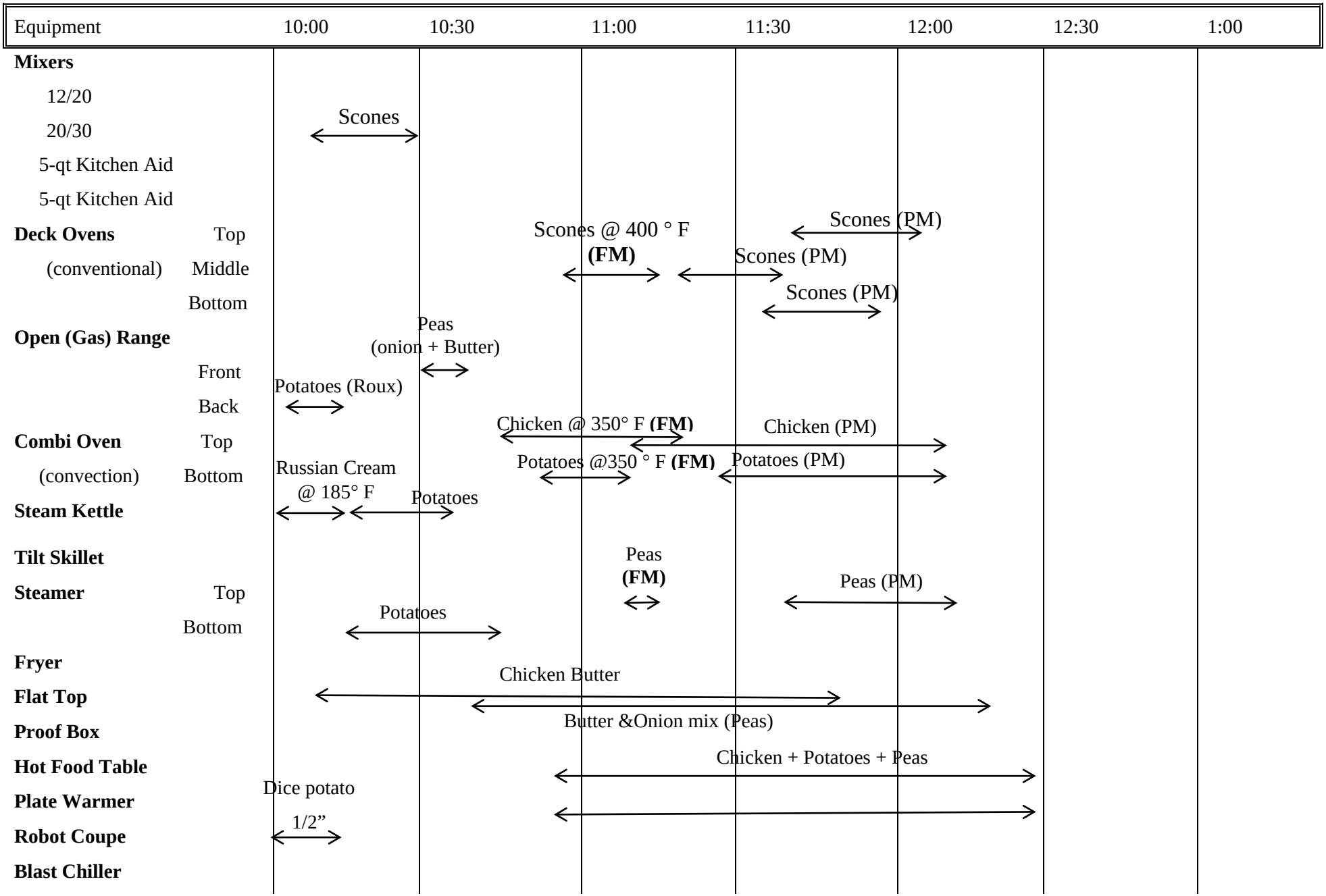
MENU ITEM & DESCRIPTION	*FLATWARE*	*SERVICE*	*PLACEMENT*
Oven-Fried Chicken, Delmonico Potatoes, Savory Peas	Knife, fork, and spoon	Serve from the left, with the left hand, counterclockwise	Center of placement with chicken at 6:00
Scones	B & B knife and B & B plate	Served with beverages, in bread basket	Above forks and placemat: butter in center of plate
Russian Cream with Raspberries	Dessert spoon	Serve from the left with left hand, counterclockwise	Center of placement

Hotel, Restaurant, and Institution Management 380L

Equipment Schedule

Date: 2/14/2017, Tuesday

Manager: CHIA-HSUAN LIU



Hotel, Restaurant, and Institution Management 380L
Quantity Food Production Management Laboratory

Date _2/14/2017, Tuesday _____

WORK SCHEDULE

Manager ____Chia-Hsuan Liu_____

Full Name	Position	10:00	10:30	11:00	11:30	12:00	12:30	1:00
Chia-Hsuan Liu	1. Kitchen Manager	Supervise Production				Supervise Serving		Eat
Anthony Kinley	2. Chef	Oven-Fried Chicken			Serve FM	Serve Meal		Eat
Kia Richards	3. Baker	Scones			Serve FM	Serve Meal		Eat
Meredith Markowitz	4. Baker	Savory Peas			Serve FM	Serve Meal		Eat
Jamie Sorensen	5. Grade Manger	Delmonico Potatoes			Serve FM	Serve Meal		Eat
Jessica Chu	6. Pastry Chef	Russian Cream with Raspberries			Eat	Dessert		Clean
Megan Tisue	7. FOH Manager	FOH			Eat	FOH		
Llasmin Soto-Moore	8. Retail Manager	Retail			Eat	Retail		
Amanda Leick	9. Retail Manager	Retail			Eat	Retail		
Amber Baughman	10.Sanitor 1	Clean			Eat	Clean		
Maggie Horrigan	11.Sanitor 2	Clean			Eat	Clean		
Heidi Jones	12.KitchenPrep/Sanitor 3	Russian Cream		Clean	Eat	Clean		
Brittney Harriman	13.KitchenPrep/Sanitor 3	Delmonico Potatoes		Clean	Eat	Clean		
Brannan Murphy	14.Kitchen Prep	Delmonico Potatoes			Eat	Supply line		Clean

Jordan Ross	15.Kitchen Prep/Table Server	Scones			Eat	Serve Meal	Clean
Robert Doan	16.Kitchen Prep	Delmonico Potatoes			Eat	Serve Meal	Clean
Yuzhu Jiang	17.Kitchen Prep	Scones			Eat	Serve Meal	Clean
Jessica Havel	18.Kitchen Prep	Russian Cream with Raspberries			Eat	Serve Meal	Clean
Madeleine Kiepura	19.Kitchen Prep	Oven-Fried Chicken			Eat	Serve Meal	Clean
Hannah Greiner	20.Kitchen Prep/Table Server	Savory Peas	Scones	Savory Peas	Eat	Serve	Clean
Jade Gibson	21.Retail Prep	Retail			Eat	Serve Meal	Clean
Anna Venjohn	22.Retail Prep	Retail			Eat	Serve Meal	Clean
Lisa Smith	23.Beverage Server	Help with decorating tearoom	Set up Beverage Station		Eat	Serve Beverages/Clean	Clean
Caitlyn Coonts	24.Table Server	Help with decorating tearoom	Set up Beverage Station		Eat	Serve	Clean
Morgan Bahl	25.Table Server	Help with decorating tearoom	Set up Beverage Station		Eat	Serve	Clean

* WA = Work Area ** DR= Dining Rom

Hotel, Restaurant, and Institution Management 380L
Quantity Food Production Management Laboratory

Manager Check List

	Manager Oversee Production	**Entrée** Oven-Fried Chicken	Delmonico Potatoes	Savory Peas	**Bread** Scones	**Dessert** Russian Cream with Raspberries
		Bake for 35 ~40 min.	Bake for 20~25 min. Stand for 10 min.	Steam 5 min. Add sautéed onions	Bake for 20 min.	
10:00		Preheat top Combi Oven to 350 ° F (Combi mode)	Preheat bottom Combi Oven to 350 ° F (Combi mode)		Preheat top, middle, and bottom Deck Oven to 400 ° F	
10:05	Count the number of FM	Wash, drain and trim chicken	- Dice potatoes to 1/2'' by using Robot Coupe - Gather Ingredients -Melted butter on open range	Sacle peas into 6 inch half pans		- Gather ingredients -Weight Raspberries
10:10		- Mise En Place - Melt butter		Gather ingredients	Mise En Place in 30 qt.	Heat milk to 185° F in SJK
10:15			Have potatoes in steamer	Mise En Place		
10:20		Weigh all-purpose flour			Added shortening	Remove the mixture into Ring Stand Bowl in ice bath, cool to 125° F for 10 min.

10:25			- Heat milk (185 ° F) in SJK - Have thermometer to measure temperature -Wash, drain, and dice pimento into 1/8''	Cut green onion	Added wet ingredients (eggs, water, and half and half), 30 second	Cool down
10:28			Add roux into hot milk		Knead dough	
10:30		Place Chicken on parchment-lined sheet pan			Roll dough into 3/4''	-Added dairy products and vanilla - Send **Heidi** back to dish area - Continue to cool and stirring mixture
10:35		- Brush with butter - Store FM chicken in refrigerator	Weigh cheese	-Cooked butter mix with green onion on Open Range -Hannah helps Kia	Cut it into 1.5 oz biscuits (diamond-shaped cutter)	Put into Sherbet Glasses

10:40		- Have **FM** chicken in Oven - Send **Madeleine** help **Jamie** (Garde Manager)	-Take out potatoes from steamer -Add potatoes and pimento into cream sauce	Hold sautéed onion on Flat Top		- Use #10 to portion in sherbet glasses with plates on yellow trays - Store in refrigerator
10:45			-Sauce is ready -Clean SJK -Weigh FM cream sauce and sprinkle cheese		Place on parchment-lined pan with paper	
10:50			-Have PM potatoes in bottom of oven -Weigh PM cream sauce and sprinkle cheese		Brush with milk	
10:55					Have the **FM** Scones into Combi Oven	
11:05		- Take out PM chicken from refrigerator - Brush with butter				
11:10	Hot wells on? Plate warmer on? Heat lamp?	- 1st PM batch of chicken in oven - set up serving area	Ready to bake in Combi Oven **(FM)**	Have FM peas in steamer		

11:15		- Take out FM from Oven - Transfer into 4" full pans - Brush with melted butter on top of chicken		Take out FM peas from steamer, added sautéed onion	Take the **(FM)** Scones out	
11:20	Serve FM	Serve FM	Serve FM	Serve FM	Serve FM	Eat
11:25		Have 2nd PM batch of chicken in oven	Have 1st PM in Oven		Have the 1st PM Scones (2 trays) into Combi Oven	
11:30		Have 3rd PM batch of chicken in oven	Have 2nd PM batch of potatoes in oven			
11:40		Have last PM batch of chicken in oven	Have 3rd PM batch of potatoes in oven	Have 1st PM in steamer	Have the 2nd PM Scones (2 trays) into Combi Oven	
11:45		- Take out 1st PM batch of chicken - Transfer it into 6'' full hotel pan - Set up serving area	-Take out 1ST PM, stand for 10 min. - Have last PM batch of potatoes in oven	Take out 1ST PM, added sautéed onion	Take out 1st PM Scones	
11:50	Serve FM		Take out 2nd batch of potatoes, stand for 10 min.	Have 2nd PM batch in steamer		
11:55				Take out 2nd batch of peas, added sautéed onion		

12:00		Take out 2nd batch of chicken	Take out 3nd batch of potatoes, stand for 10 min.		- Take out 2nd batch of scones - Have the 3rd PM Scones (2 trays) into Combi Oven	
12:05		Take out 3rd batch of chicken	Take out last batch of potatoes, stand for 10 min.	Have 3rd PM batch in steamer		
12:10		Take out last batch of chicken		Take out 3rd batch of peas, added sautéed onion	Take out 3rd batch of scones	Added raspberries before serve
12:30	Wrap-up meal/eat	Send Chef to eat	Send Garde Manager to eat	Send Baker to eat	Send Baker to eat	
12:40	CLEAN UP	CLEAN UP	CLEAN UP	CLEAN UP	CLEAN UP	CLEAN UP
1:00	REJOICE/RELAX	REJOICE/RELAX	REJOICE/RELAX	REJOICE/RELAX	REJOICE/RELAX	REJOICE/RELAX

SPECIAL INSTRUCTIONS

To:	Anthony Kinley
Position:	Chef
From:	Chia-Hsuan Liu (Abby), Manager
Subject:	Special Instructions & Time Goals
Date:	Tuesday, 2/14/2017

Oven-Fried Chicken

Major Equipment

DVD VIDEO - I expect you to know how to operate all kitchen equipment.

A. Combi-Oven
B. Flat Top
C. 50lb. Scale
D. 25lb. Scale

You will need to use the following along with the equipment above:

A. Parchment-lined sheet pans (bun pans) for chicken
B. 4-inch full hotel pan - FM
C. 6-inch full hotel pan - PM
D. Bowls
E. Tongs
F. Pastry Brush

Help Available

Madeleine Kiepura – K-prep (10:00 AM– 1:00 PM)

Major Time Goals

A. 10:00 – Preheat Combi Oven (Top) to 350 ° F , Combi Mode
B. 10:05 – Wash, drain, and trim chicken
C. 10:08 – Place chicken, skin on top, on parchment-lined sheet pans
D. 10:10 – Mis En Place
E. 10:10 – Melt butter on the flat top
F. 10:20 – Weigh flour into bowl
G. 10:25 – Place chicken into flour and shaking well
H. 10:30 – Put Chicken back on parchment-lined sheet pan
I. 10:35 – Store FM chicken in refrigerator
J. 10:35 – **FM** chicken Brush with butter
K. 10:40 – Ready to bake in Combi Oven
L. 10:40 – Send **Madeleine** to help with **Jamie** (Garde manager)
M. 11:05 – Take PM chicken pans from refrigerator and brush with butter
N. 11:10 – 1st PM chicken in Combi Oven
O. 11:10 – Set up serving area
P. 11:15 – Take out **FM** chicken and place into 4'' full hotel pans (12 X 20 X 4)

000 STREET • AMES, IOWA • 50011-1120
PHONE: 515-555-5555 • E-MAIL: CHIA @IASTATE.EDU

Q. 11:20 – Serve Family Meal
R. 11:20~ 11:45 Keep baking other batches by turns
S. 11:45 – Transfer PM chicken breast into 6'' full hotel pans (12 X 20 X 6)
T. 11:50 – Serve Public Meal
U. 12:30 – Eat/Clean

Special Instructions

Prepare a Time & Work Schedule and a work flow diagram for you and your assistants.

1. Wash hands and sanitize work area. Secure all necessary ingredients, equipment, and sanitation supplies before proceeding with the recipe. Measure all of your ingredients into available containers (stainless steel bowls, stainless steel pans, plastic containers, etc.) before proceeding with this recipe. Check with the instructor or the teaching assistant for permission to begin cooking! This is called Mise en Place, which is French for "everything in its place." Having a clean, organized work area with all of your ingredients gathered and chopped/cut/measured before your begin cooking is essential for the success of this meal!

2. Preheat the top of Combi Oven into 350 ° F. **Madeleine** and you can start washing, draining, and trimming the chicken, and then place it (top skin side up) on parchment lined sheet pans**.**

3. After that, **Madeleine** and you combine salt, white pepper, and paprika into a bowl. ** *Please check with TA, when mis en place.* Then evenly distribute the seasoning over chicken.

   **you should add the weight of salt, pepper and paprika together, dividing into 100 portions and then multiply into amount of chicken you have in each pan.

   Salt : 0.25 cup 3 Tbsp. (1 lb. = 1.5 cup; 1oz = 1.5 Tbsp.)
   White Pepper: 2 Tbsp. 2tsp
   Paprika : 2 Tbsp. 2tsp

   (Salt + White Pepper + Paprika)/total portions = Each portion need
   Each portion need * ____how many pieces of chicken in each pan____ = the requirement of seasoning in each pan

4. After spread the seasoning, store PM chicken into refrigerator. During the time, **Madeleine** is going to melt butter on the flat top by using a saucepan. After that, dividing into several bowls, each bowl presents the oz. of melted butter each pan need. Same as previous seasoning calculation. *

   1 lb. melted butter/ total portions = Each portion need
   Each portion need * ____how many pieces of chicken in each pan____ = the

requirement of melted butter in each pan.

5. You weigh all-purpose flour in a bowl, and then place each chicken with coat into the parchment-lined sheet pan. Then only store PM chicken pan into cooler, you will brush melted butter later before bake it.

6. At 10:35, **Madeleine** uses pastry brush to brush melted butter on top of each **FM** chicken breast. **BEING CAREFUL NOT TO REMOVE FLOUR AND SEASONINGS!!!! Then, place it into Combi Oven, bake around 35~40 minutes.

7. When 11:05, take the 1st PM chicken from cooler, then brushed with melted butter on the top of each chicken breast. Again, PLEASE BE CAREFUL NOT TO REMOVE FLOUR AND SEASONINGS!! after you finished the step, place the PM chicken into Combi Oven. Then, Have **Madeleine** to set up the hot food table by filling 1 gallon of hot water into hot wells and turning on the switches (includes plate warmer).

8. Around 11:15, And you should take out the **(FM)** chicken from Combi Oven, then transfer to 4-inchfull pan. **Madeleine s**hould brush melted butter on the top of chicken breast

9. Around 11:20, Send **Madeleine** to eat. You will not be eating until around 12:30 when PM is finished. Also, you will serve Oven-Fried Chicken by using a tong.

10. 11:25 ~11:45, keep baking chicken as needed, make sure you brush with melted butter before bake it.

11. PM chicken should transfer to a 6'' full hotel pan and ready to be served using a tong, by 11:45.

Thank you so much for your wonderful work. Have a nice day!!!!

↓↓↓ Please clean and check below areas before you leave.

CHEF/ SOUS CHEF

☐ **CHEF AREA**	☐ **COMBI OVEN**	☐ **TILT SKILLET**
☐ **OPEN RANGE/FLAT TOP**	☐ **SJK**	☐ **GAS OVEN**
☐ **HOT FOOD UNIT (HOT WELLS)**	☐ **CHAR BROILER**	
☐ **STEAM EQUIPMENT AREA**	☐ **25 POUND CHECK WEIGH SCALE**	

SPECIAL INSTRUCTIONS

TO: Jamie Sorensen

Position: Garde Manger

From: Chia-Hsuan Liu (Abby), Manager

Subject: Special Instructions & Time Goals

Date: Tuesday, 2/14/2017

T·H·E Joan Bice Underwood TEAROOM
IOWA STATE UNIVERSITY

Delmonico Potatoes

Major Equipment

DVD VIDEO - I expect you to know how to operate all kitchen equipment.

A. Combi Oven
B. 2 Compartment Steamer
C. SJK
D. Open Range
E. 25lb. Scale
F. 50lb. Scale
G. Robot Coupe

You will need to use the following along with the equipment above:

A. 2-inch Half Hotel pan (5)
B. 6-inch Half Hotel Pan
A. #10 Scoop
B. Bowls
C. Cutting Board

Help Available

Brannan Murphy – K-prep (10:00 – 1:00 PM)
Brittney Harriman – K-prep / Sanitor 3 (10:00~10:45AM)
Robert Doan - K-prep (10:00 – 1:00 PM)

Major Time Goals

A. 10:00 – Preheat Bottom Combi Oven to 350 ° F, Combi Mode
B. 10:05 – Dice potatoes 1/2"
C. 10:05 – Gathers ingredients and Mis En Place
D. 10:05 – Melts butter on Open Range
E. 10:15 – Have potatoes in steamer
F. 10:25 – Heat milk (185 ° F) in SJK
G. 10:25 – Dice pimento into 1/8''
H. 10:28 – Add Roux to hot milk (Cream Sauce)
I. 10:35 – Weigh cheese into different bowls
J. 10:40 – Take out Potatoes from steamer
K. 10:40 – Adding potatoes and pimento into Cream Sauce
L. 10:45 – Sauce is ready.
M. 10:45 – **Brittney** cleans SJK and back to dish area.

000 STREET • AMES, IOWA • 50011-1120
PHONE: 515-555-5555 • E-MAIL: NAMES@IASTATE.EDU

N. 10:45 – Weigh **FM** cream sauce and sprinkle cheese
O. 10:50 – Have **FM** potatoes in Bottom of Combi Oven
P. 10:50 – Weigh PM cream sauce and sprinkle cheese.
Q. 11:20 – Serve **FM**!!!
R. 11:25 – Have 1st PM potatoes in oven, around 20 to 25 min.
S. 11:25 ~ 12:10 – Keep batch cooking
T. 11:45 – Take out 1st PM, stand for 10 min.
U. 11:50 – Serve PM
V. 12:30 – Eat/ Clean

Special Instructions

Prepare a Time & Work Schedule and a work flow diagram for you and your assistants.

1. Wash hands and sanitize work area. Secure all necessary ingredients, equipment, and sanitation supplies before proceeding with the recipe. Measure all of your ingredients into available containers (stainless steel bowls, stainless steel pans, plastic containers, etc.) before proceeding with this recipe. Check with the instructor or the teaching assistant for permission to begin cooking! This is called Mis en Place, which is French for "everything in its place." Having a clean, organized work area with all of your ingredients gathered and chopped/cut/measured before your begin cooking is essential for the success of this meal!

2. **Brannan** and **Brittney** can start gather ingredients** ***Have TA to check before Mis En Place***. you can melt butter on Open Range by using a saucepan. **Robert** can start dicing the potatoes into 1/2'' by using Robot Coupe and place it into 6-inch Half Pans.

3. After that, **Brannan** combine flour, salt, and pepper into saucepan and you continue to stir around 3~4 minutes that becomes Roux.

4. Around 10:25, Jessica (Pastry Chef) should be done using SJK, make sure it's already clean. Now assign **Brittney** heat milk in SJK until scalding (185° F). ** ***Get a digital thermometer from Jessica (Garde Manager).*** In the time, **Brannan** should start rinse, drain, and dice the pimento into 1/8"

5. 10:28, you are going to add the Roux into hot milk, and **Brittney** should stir it approximately 12~15 minutes until thickened.

6. 10:35, you weigh the cheddar cheese for five bowls. If total portions not change, do 2 lb. per bowl. If change, do calculation.

- Total weight cheese/ total portions = weight per portion.
- Weight per portion * per pan portions = the requirement of cheese in

each pan

7. Around 10:40, **Robert** and **Brannan** takes out potatoes from steamer and use perforated pan to remove water. After that, adding potatoes and pimento into cream sauce, **Brittney** continues to stir it until combine.

8. When 10:45, the mixture cream sauce is ready. Have **Brannan** gets a container to fill up with sauce, please weigh the total weight. Have **Brittney** cleans up the SJK and back to dish area. You and **Robert** can start weigh (Do calculation) * and pour cream sauce in each **FM** pan. ** **Brannan** spreads cheese evenly over top of each pan. after that, have **FM** potatoes into Combi Oven.

    - Total weight of mixture cream sauce / total portions (FM+PM) = weight per portion

    - Weight per portion * per pan portions = weight of each pan

** Because the time is so tight, **Robert** and you will weigh **FM** sauce and chees first and bake it by 10:50 then weigh the PM potions later.

9. At 10:50, Have **FM** Delmonico Potatoes in the bottom Combi Oven. Put the rest of pans on a side, we will weigh the sauce and spread cheese before baked the potatoes. During the time, **Robert, Brannan** and you can start to weigh PM sauce and spread cheese on the top of each pan. After you sprinkle cheese on the top, place all of pans into refrigerator.

10. After 11:10, take out the **FM** potatoes from Combi Oven. Stand 10 minutes before serving.

11. By 11:20, you are going to serve the Delmonico Potatoes by using #10 scoop/dipper. You have 1st PM batch cook in oven.

12. Around 11:40, take out the 1st PM from oven, stand for 10 minutes.

13. 11:45 ~12:20 – Keep batch cooking, make sure stand for 10 minutes before you serve.

14. You are ready to serve PM by using the #10 scoop/dipper at 11:50

15. You will eat at 12:30, then Clean!!!

↓↓↓ Please clean and check below areas before you leave, Thank you for your help.

GARDE MANGER/ ASSISTANT GARDE MANGER

- ☐ **GARDE MANGER AREA**
- ☐ **CARTS**
- ☐ **FLATWARE SHELVES**
- ☐ **HAND SINK**
- ☐ **RING STAND BOWL**
- ☐ **ROBOT COUPE**
- ☐ **FOOD PROCESSOR**
- ☐ **REACH-IN REFRIGERATOR**

SPECIAL INSTRUCTIONS

To: Meredith Markowitz

Position: Baker

From: Chia-Hsuan Liu (Abby), Manager

Subject: Special Instructions & Time Goals

Date: Tuesday, 2/14/2017

T·H·E Joan Bice Underwood TEAROOM
IOWA STATE UNIVERSITY

Savory Peas

Major Equipment



- I expect you to know how to operate all kitchen equipment.

A. Steamer
B. Open Range
C. Flat Top
D. 25lb. Scale
E. 10lb. Scale

You will need to use the following along with the equipment above:

F. 4'' Half Hotel Pans (4)
G. Saucepan
H. 3 oz. spoodle
I. Perforated pans

Help Available

Hannah Greiner – K-prep/ Table Server (10:00 – 11:15AM)

Major Time Goals

A. 10:00 – Wash hand and sanitize
B. 10:05 – Scale peas into 4-inch half pans
C. 10:10 – Gather all ingredients
D. 10:15 – Mis En Place
E. 10:20 – Cutting green onion and parsley
F. 10:30 – Cooked butter mix with green onion on Open Range
G. 10:30 – Hold sautéed onion on Flat Top
H. 10:35 ~10:50 – Send **Hannah** to help Kia
I. 10:50 – weight sautéed onion
J. 11:05 – Add chopped parsley
K. 11:10 – Have **FM** Peas in Steamer
L. 11:15 – Take the **FM** Peas out, drained, and added sautéed onion.
M. 11:20 – Serve Family Meal
N. 11:40 – Have 1st PM Peas in Steamer
O. 11:45 – Take the PM Peas out, drained, and added sautéed onion.
P. 11:50 ~ 12: 10 – Keep batch cooking
Q. 12:30 – Eat/Clean
R. 1:00 – Go Home!

000 STREET • AMES, IOWA • 50011-1120
PHONE: 515-555-5555 • E-MAIL: NAMES@IASTATE.EDU

Special Instructions

Prepare a Time & Work Schedule and a work flow diagram for you and your assistants.

1. Wash hands and sanitize work area. Secure all necessary ingredients, equipment, and sanitation supplies before proceeding with the recipe. Measure all of your ingredients into available containers (stainless steel bowls, stainless steel pans, plastic containers, etc.) before proceeding with this recipe. Check with the instructor or the teaching assistant for permission to begin cooking! This is called Mise en Place, which is French for "everything in its place." Having a clean, organized work area with all of your ingredients gathered and chopped/cut/measured before your begin cooking is essential for the success of this meal!

2. You and **Hannah** can start scale peas into four **4'' Half Pans** instead of full pans. If the total portion change, just do the calculation. ***

   - Total weight of Frozen peas/ 4 pans. = weight of each pan

   After that, **Hannah** can gather all ingredients and Mis En Place.

3. You are going to add combined seasoning to each pan. Please calculated.

   - Combined weight of seasoning/ total portions = weight per portion
   - Total portions/4 pans = number of portions for each pan
   - Weight per portion * number of portions for each pan = the requirement o seasoning for each pan

   During the time, assign **Hannah** cuts green onions into thinly sliced (including green top !!!) and cuts parsley. After that, melted butter on the open range by using a saucepan. After finished it, put the saucepan on the Flat Top to keep the sautéed warm until you use.

4. At 10:30~10:50, **Hannah** will help with Kia.

5. At 11:05, added chopped parsley into each pan, same as step 3 calculation. **(Total weight of parsley/ total portions) * number of portions per pan = the requirement of parsley in each pan. After finished it, mixed peas to distribute seasoning uniformly.

6. Around 11:10, have the peas ready into steamer, steam around 5~6 minutes and drain it by using Perforated pans. **Hannah** will back at 10:50, assign her weight the sautéed onions.**

- (Combine weight/total portions) * number of portions per pan = the requirement of sautéed onion in per pan.

7. At, 11:15, Take the FM savory peas out from steamer and then drained it by using perforated half pan. After that, added sautéed onion (On the Flat Top) into each pan, mix lightly to distribute uniformly. Put on hot well.

8. At 11:20, Send Hanna to eat. You are going to serve the FM, by using 3 oz. spoodle.

9. Around 11:40, have 1st pan of savory peas in steamer, steam 5~6 minutes. Take out the peas at 11:45 then adding sautéed onion, mixed equality.

10. Between 11:45 and 12:20, you should keep batch cooking, make sure added sautéed onions before serve.

11. You will eat at 12:30 and serve the PM, using 3 oz. spoodle.

12. Clean then you may leave at 1: 00.

Thank you so much for your wonderful work!

↓↓↓ Please clean and check below areas before you leave.

BAKERS / ASSISTANT BAKERS

☐ **BAKER AREA**	☐ **25, 26 & 50 POUND SCALES / TABLES**
☐ **CONVENTIONAL (DECK) OVEN**	☐ **PROOF BOX**
☐ **FAMILY MEAL EATING AREA**	☐ **20/30 MIXER**
☐ **BREAK D OWN CLASS CART**	☐ **CARTS**
☐ **FM BEVERAGE AREA**	☐ **SUGAR & FLOUR BINS**

SPECIAL INSTRUCTIONS

To: Kia Richards

Position: Bakers

From: Chia-Hsuan Liu (Abby), Manager

Subject: Special Instructions & Time Goals

Date: Tuesday, 2/14/2017

Scones

Major Equipment

 - I expect you to know how to operate all kitchen equipment.

A. Deck Oven
B. 20/30 qt Mixer
C. 50lb. Scale
D. 25lb. Scale
E. 10lb. Scale

You will need to use the following along with the equipment above:

A. Flat Beater
B. Rubber Spatula (Scraper)
C. Bowl
D. Ruler
E. Wire Whip – mixing wet ingredients.
F. Rolling pin
G. Diamond-shaped cutter
H. Offset Spatula
I. Parchment-lined pan (18x26x1)

Help Available

Yuzhu Jiang – K-prep (10:00 – 1:00 PM)
Jordan Ross - K-prep / Table Server (10:00 – 11:15 AM)

Major Time Goals

A. 10:00 – Preheat Deck Oven to 400˚F (Top, Middle, and Bottom)
B. 10:10 – Mis en Place in 30 qt. mix bowl with low speed
C. 10:20 – Added shortening, with low speed
D. 10:25 – Added wet ingredients (eggs, water, and half and half) from low to medium speed (30 sec)
E. 10:28 – Knead the dough (approx. 10~12 times)
F. 10:30 ~10:50 – **Hannah** (K-prep from the other baker) will help you
G. 10:30 – Roll dough with rolling pin (Uniform 3/4" thickness)
H. 10:35 – Cut into 1.5 oz. biscuits (Using diamond-shaped cutter)
I. 10:40 – Use offset spatula to lightly greased or parchment-lined pan
J. 10:50 – Brush with milk

000 STREET • AMES, IOWA • 50011-1120
PHONE: 515-555-5555 • E-MAIL: NAMES@IASTATE.EDU

K. 10:55 – Have the **FM** Scones into Deck Oven
L. 11:15 – Take the **(FM)** Scone out
M. 11:15 – Brush with milk
N. 11:20 – Serve **FM**
O. 11:25 – Have the 1st PM Scones (2 trays) into Deck Oven
P. 11:35 ~12:10 – Keep Batch cooking
Q. 11:45 – Take out 1st PM Scones
R. 11:50 – Serve PM
S. 12:30 – Eat/Clean
T. 1:00 – Go Home!

Special Instructions

Prepare a Time & Work Schedule and a work flow diagram for you and your assistants.

1. Wash hands and sanitize work area. Secure all necessary ingredients, equipment, and sanitation supplies before proceeding with the recipe. Measure all of your ingredients into available containers (stainless steel bowls, stainless steel pans, plastic containers, etc.) before proceeding with this recipe. Check with the instructor or the teaching assistant for permission to begin cooking! This is called Mise en Place, which is French for "everything in its place." Having a clean, organized work area with all of your ingredients gathered and chopped/cut/measured before your begin cooking is essential for the success of this meal!

2. **Yuzhu**, **Jordan**, and you gather all ingredients and have checked and then start mixing into 30-qt mixing bowl by using flat beater with low speed.

3. Add shortening to dry ingredients, mix on low speed. STOP!!!! Then scrape down bowl midway through mixing around 2 minutes.

4. Take a bowl, and assign **Yuzhu** beats eggs by using wire whip until mixed well. Then have Jordan adds water and half and half to eggs, blend well. After that, mixed the liquid combination into the previous dry ingredients mixing bowl (30-qt mixing bowl), from low speed to medium speed around 30 seconds.

5. At 10:28, you start to knead the dough (approx. 10~12 times). ***PLEASE ADD LIGHTLY FLOUR ON THE DOUGH SURFACE.*** **Hannah** will come and help you. **Yuzhu** uses the rolling pin to roll dough into 3/4'' thickness. ***Please use ruler to measure size.*** **Jordan** cut it into 1.5 oz biscuits by using diamond-shaped cutter. **Hannah** uses offset spatula to lightly greased in parchment lined 18 x 26 x1 pan, with 5*8 = 40 per tray. (don't forget put the parchment paper on the top of pan.)

6. Around 10:50, stored PM trays in carts, you will brush milk later before bake it. During the time, another person brushes milk on the **FM** scone's surface, then bake at 400 ˚F (around 20 minutes or until golden brown) Send **Hannah** back to original area.

7. At 11:15, take the **FM** scones out from oven. After that, you're going to brush lightly milk on the 1st pan of PM scone before baked it.

8. At 11:20, send K-prepare to eat. You are going to serve **FM** (2 pieces per each person) 5 minutes later, have 1st PM batch cooking. (2 trays0

9. From 11:35 to 12:20 keep baking other batches by turns. ** ***Don't forget brush milk on the surface before baked it.***

10. Clean and go home!!

Thanks so much for all your wonderful work!

↓↓↓ Please clean and check below areas before you leave, Thank you for your help.

BAKERS / ASSISTANT BAKERS

☐ **BAKER AREA**	☐ **25, 26 & 50 POUND SCALES / TABLES**
☐ **CONVENTIONAL (DECK) OVEN**	☐ **PROOF BOX**
☐ **FAMILY MEAL EATING AREA**	☐ **20/30 MIXER**
☐ **BREAK D OWN CLASS CART**	☐ **CARTS**
☐ **FM BEVERAGE AREA**	☐ **SUGAR & FLOUR BINS**

SPECIAL INSTRUCTIONS

TO: Jessica Chu

Position: Pastry Chef

From: Chia-Hsuan Liu (Abby), Manager

Subject: Special Instructions & Time Goals

Date: Tuesday, 2/14/2017,

Joan Bice Underwood T·H·E TEAROOM
IOWA STATE UNIVERSITY

Russian Cream with Raspberries

Major Equipment

DVD VIDEO - I expect you to know how to operate all kitchen equipment.

A. Flat Top
B. SJK
C. Ring Stand Bowl
D. 25 lb. Scale
E. 10 lb. Scale

You will need to use the following along with the equipment above:

A. # 10 scoop/ dipper
B. 1 Oz ladle
C. Bowls
D. Wire whip
E. Rubber spatula

Help Available

Jessica Havel - Kitchen Prep (10:00 – 1:00)
Heidi Jones–K-prep / Sanitor 3 (10:00 – 10:30)

Major Time Goals

A. 10:05 – Gather ingredients and weight raspberries
B. 10:10 – Measure milk into SJK and heat to 185 ° F
C. 10:15 – Added sugar and soften gelatin into SJK
D. 10:20 – Remove SJK mixture into Ring Stand Bowl in ice bath (cool to 125 ° F for 10 minutes)
E. 10:30 – Added dairy products and vanilla
F. 10:30 – Send **Heidi** back to dish area.
G. 10:30 – Continue to cool and stirring mixture
H. 10:40 – Use #10 to portion in sherbet glasses with plates on yellow trays and stored into refrigerator
I. 11:20 – Eat **FM**
J. 12:00 – Added raspberries before serve guests
K. 1:00 – Go Home

G000 STREET • AMES, IOWA • 50011-1120
PHONE: 515-555-5555 • E-MAIL: NAMES@IASTATE.EDU

Special Instructions

Prepare a Time & Work Schedule and a work flow diagram for you and your assistants.

1. Wash hands and sanitize work area. Secure all necessary ingredients, equipment, and sanitation supplies before proceeding with the recipe. Measure all of your ingredients into available containers (stainless steel bowls, stainless steel pans, plastic containers, etc.) before proceeding with this recipe. Check with the instructor or the teaching assistant for permission to begin cooking! This is called Mise en Place, which is French for "everything in its place." Having a clean, organized work area with all of your ingredients gathered and chopped/cut/measured before your begin cooking is essential for the success of this meal!

2. Have **Jessica H.** and **Heidi** gather all dry ingredients and weight raspberries. After finish weighting, wrap it up then store in refrigerator. You can start mixing soften gelatin by sparkling slowly in COOL WATER. Set it beside for 5 minutes.

3. **Jessica H.** and **Heidi** will measure milk in SJK, heating to 185 ° F, ***BUT DON'T BOIL!!!!. ** Please borrow a digital thermometer from TA and measure temperature.*** After you check temperature, give thermometer to **Brittney.** If boiling, just start over. After that, you add sugar and softened gelatin into hot milk, stirring until dissolved. The SJK should be done by 10:20 and ***please tell Sanitors to clean it up.***

4. At 10:20, Heidi**.** and you move the mixture into Ring Stand Bowl in ice bath and cool to 125 ° F, around 10 minutes.

5. Around 10:30, **Jessica H.** starts adding dairy products into cooled mixture by using wire whip or rubber spatula mixed well. In that time, send **Heidi** back to dish area.

6. When you done with dairy products in cooled mixture, starting add vanilla into it, blend well.

7. You and **Jessica H.** should continue to stir it and cool it until the mixture begins to set. *** *DO NOT ALLOW MIXTURE TO SET COMPLETELY.*

8. Both of you can portion into sherbet glasses by using #10 dipper/scoop. Place all of glasses with plates on yellow trays and then put it into refrigerator. *** *DON'T SEASONING YET, YOU WILL DO IT BEFFORE SERVE PEOPLE.*

9. At 11:20, you and **Jessica H** can eat FM

10. At 12: 00, prepare 1oz ladle to serve dessert. Make sure you add the raspberries on the top before serve it.

11. Clean and go home.

↓↓↓ Please clean and check below areas before you leave, Thank you for your help.

PASTRY CHEF/ ASSISTANT PASTRY CHEF

- ☐ **PASTRY AREA**
- ☐ **BAKER/DESSERT RACK**
- ☐ **FLAT TOP**
- ☐ **RING STAND BOWL**
- ☐ **5-QT KITCHEN AID MIXERS**
- ☐ **12/20 MIXER**
- ☐ **STEAM EQUIPMENT AREA**
- ☐ **BLAST CHILLER**
- ☐ **10 LB SCALE & 2 LB SPRING SCALES**

NAME: Anthony _Kineley

DATE: 02/14/2017 Tuesday

POSITION: Chef

QUANTITATIVE: (1-10)

Hospitality / Teamwork/ Professionalism	1	2	3	4	5	6	7	8	9	(10)
Food Production / Organized	1	2	3	4	5	6	7	8	9	(10)
Food Quality / Presentation	1	2	3	4	5	6	7	8	9	(10)
Sanitation	1	2	3	4	5	6	7	8	9	(10)
Equipment Knowledge	1	2	3	4	5	6	7	8	9	(10)
Procedural Adherence	1	2	3	4	5	6	7	8	9	(10)

COMMENTS:

Anthony did the pretty good job in the Lab Day. He was organized and understood the entire procedure. He was always followed the timeline or even ahead. On the other hand, he is a good leader. He understood how to lead his k-prep (Madeleine) by telling her how to do and what to do. Although the k-prep added additional flour on the top of chicken without telling him, it didn't affect the food quality. Therefore, I didn't deduct the point in the food quality and presentation part. The overall of Anthony was perfect enough.

NAME: Jamie Sorensen

DATE: 02/14/2017

POSITION: Garde Manager

QUANTITATIVE: (1-10)

Hospitality / Teamwork/ Professionalism	1	2	3	4	5	6	7	8	9	**10**
Food Production / Organized	1	2	3	4	5	6	7	**8**	9	10
Food Quality / Presentation	1	2	3	4	5	6	7	8	9	**10**
Sanitation	1	2	3	4	5	6	7	8	9	**10**
Equipment Knowledge	1	2	3	4	5	6	7	8	**9**	10
Procedural Adherence	1	2	3	4	5	6	7	8	9	**10**

COMMENTS:

Jamie exactly did the good job for leading her k-preps. Even though she was behind the schedule in the beginning, she finished the food on time. On the other hand, she did change one thing. She cooked the potatoes all in one time instead of doing batching cooking; it was cost-effective. I believed it was a good idea. She understood how to portion, but she forgot weight the cream sauce before portioning. A mistake she made, she didn’t monitor the size of potatoes cutting when used Robert Cube.

NAME: Kia Richard

DATE: 02/14/2017

POSITION: Baker

QUANTITATIVE: (1-10)

Hospitality / Teamwork/ Professionalism	1	2	3	4	5	6	7	8	9	**10**
Food Production / Organized	1	2	3	4	5	6	**7**	8	9	10
Food Quality / Presentation	1	2	3	4	5	6	7	**8**	9	10
Sanitation	1	2	3	4	5	6	7	8	9	**10**
Equipment Knowledge	1	2	3	4	5	6	7	8	9	**10**
Procedural Adherence	1	2	3	4	5	6	7	8	9	**10**

COMMENTS:

Initially, Kia did great job. She understood how to portioning and how to mix all ingredients by follow special instruction. However, she took too much time to place scones into parchment-lined pan. It should be done before FM, but she didn't finish on time. Another mistake, she brushed milk after cooked, not before cooked. However, I didn't deduct a point for this mistake because I had wrong information in Special Instruction. On the other hand, the scones didn't cook well. Some of them overcooked, but some of them just in the right time. She probably needed to monitor the cooking time. The last point, our customers were waiting for our scones for a while. She probably needed to do the batch cooking early.

NAME: Meredith Markowitz

DATE: 02/14/2017 Tuesday

POSITION: Baker

QUANTITATIVE: (1-10)

Hospitality / Teamwork/ Professionalism	1	2	3	4	5	6	7	8	9	(10)
Food Production / Organized	1	2	3	4	5	6	(7)	8	9	10
Food Quality / Presentation	1	2	3	4	5	6	7	(8)	9	10
Sanitation	1	2	3	4	5	6	7	8	9	(10)
Equipment Knowledge	1	2	3	4	5	6	7	8	9	(10)
Procedural Adherence	1	2	3	4	5	6	7	(8)	9	10

COMMENTS:

During the lab day, Meredith spent too much time in portioning, so she was behind the schedule. Another point, I found out her k-prep, Hannah, was always telling her how to do during the portioning. On the other hand, she forgot to drain the pea after took out from steamer. I didn't deduct point for it because I forgot to mention it in special instruction. To sum up, even the timeline is a little bite behind, but she did finish the peas on time.

NAME: Jessica Chu

DATE: 02/14/2017

POSITION: Pastry Chef

QUANTITATIVE: (1-10)

Hospitality / Teamwork/ Professionalism	1	2	3	4	5	6	7	8	9	(10)
Food Production / Organized	1	2	3	4	5	6	7	8	(9)	10
Food Quality / Presentation	1	2	3	4	5	6	7	8	9	(10)
Sanitation	1	2	3	4	5	6	7	8	(9)	10
Equipment Knowledge	1	2	3	4	5	6	7	8	9	(10)
Procedural Adherence	1	2	3	4	5	6	7	8	(9)	10

COMMENTS:

Jessica did a good job on following special instructions and timeline. While she didn't lead her k-prep in the beginning instead of her k-prep, another Jessica, leaded her. On the other hand, the raspberries should be stored in refrigerator, but she forgot to do it.

Hotel, Restaurant, and Institution Management 380L
COSTING SHEET

Manager's name: CHIA-HSUAN LIU
Plate/Glass size: Dinner Plate
Recipe title: Oven-Fried Chicken
Kitchen position: Chef
Predicted yield: 100
Pan size: Parchment-lined pan
4 inch pan
Meal date: 2/14/2017
Portion size: 1 Chicken Breast
Prep time: 1 hour
Cooking time/temp: 35 – 40 minutes
350ºF

INGREDIENTS:	A.P. WEIGHT	E.P. WEIGHT OR MEASURE	COST/UNIT OR PACK	EXTENDED COST
Chicken breasts, bone-in	100	100	0.97 each	97
Salt	4.67 oz.	¼ c 3 Tbsp.	0.024/oz.	0.12
Pepper, white.	0.667 oz.	2 Tbsp. 2 tsp	1.26/oz.	0.85
Flour, all-purpose	2 lb.	2 lb.	0.54/lb.	1.08
Butter Print	1 lb.	1 lb.	3.57/lb.	3.57

Total $102.62

* COSTING MUST INCLUDE CONDIMENTS, GARNISHES, EXTRAS, ETC.

Yield 100

Portion cost $1.026

Hotel, Restaurant, and Institution Management 380L
COSTING SHEET

Manager's name	CHIA-HSUAN LIU	Plate/Glass size:	Dinner Plate
Recipe title:	Delmonico Potatoes	Kitchen position:	Gard Manager
Predicted yield	120	Pan size:	12x10x2½
Meal date	2/14/2017	Portion size:	Cut 20
Prep time	1 hour 10 minutes	Cooking time/temp:	350 Degree 20 – 25 minutes

INGREDIENTS:	A.P. WEIGHT	E.P. WEIGHT OR MEASURE	COST/UNIT OR PACK	EXTENDED COST
Potatoes	27.6 lb.	20.4 lb.	0.55 / lb.	15.18
Butter	0.75 lb.	12 oz.	3.57 / lb.	2.68
Flour, all-purpose	0.75 lb.	12 oz.	0.54 / lb.	0.41
Salt	3 oz..	3 oz.	0.024 / oz.	0.08
Pepper, white	0.3 oz.	1.2 Tbsp.	1.26 / oz.	0.38
Milk, 2%	23.4 c	1 gal. 7.4 c	0.20 / c	4.68
Pimento	1.05 lb.	16.8 oz.	5.16 / lb.	5.42
Cheese Cheddar, Shredded	0.75 lb.	12 oz.	2.79 /lb.	2.10

Total	$30.93
Yield	120
Portion cost	$0.258

* COSTING MUST INCLUDE CONDIMENTS, GARNISHES, EXTRAS, ETC.

Hotel, Restaurant, and Institution Management 380L
COSTING SHEET

Manager's name	CHIA-HSUAN LIU	Plate/Glass size:	Dinner plate
Recipe title:	Savory Peas	Kitchen position:	Garde Manager
Predicted yield	120	Pan size:	12x10x4"
Meal date	2/14/2017	Portion size:	2 - 2½ oz.
Prep time	20~25 minutes	Cooking time/temp:	5~6 minutes

INGREDIENTS:	A.P. WEIGHT	E.P. WEIGHT OR MEASURE	COST/UNIT OR PACK	EXTENDED COST
Peas, green, frozen	15.6 lb.	15.6 lb.	$0.88/ lb.	13.73
Sugar, granulated	1.867 oz.	4 Tbsp. 0.6 tsp	$0.70/ oz.	1.31
Salt	2.8 oz.	4 Tbsp. 0.6 tsp	$0.024/ oz.	0.07
Pepper, black.	0.0375 oz.	0.6 tsp	$0.81/ oz.	0.031
Parsley	4 Bunches	3 oz.	$0.74 / bunches	2.96
Butter	0.9 lb.	14.4 oz.	$3.57 / lb.	3.22
Onions, Green	18 oz.	14.4 oz.	$1.98 / lb.	35.64

Total	$56.961
Yield	120
Portion cost	$0.475

* COSTING MUST INCLUDE CONDIMENTS, GARNISHES, EXTRAS, ETC.

Hotel, Restaurant, and Institution Management 380L
COSTING SHEET

Manager's name	CHIA-HSUAN LIU	Plate/Glass size:	Bread Basket
Recipe title:	Scones	Kitchen position:	Baker
Predicted yield	112	Pan size:	Parchment-lined pan
Meal date	2/14/2017	Portion size:	1½ oz. each 2 per portion
Prep time	1 hour	Cooking time/temp:	400 ˚F 20 minutes

INGREDIENTS:	A.P. WEIGHT	E.P. WEIGHT OR MEASURE	COST/UNIT OR PACK	EXTENDED COST
Flour, all-purpose	8.375 lb.	8 lb. 6 oz.	$0.54 / lb.	4.53
Baking powder	0.53125 lb.	8.5 oz.	$2.26 / lb.	1.21
Salt	2 oz.	2 oz.	$0.024 / oz.	0.048
Sugar, granulated	1.375 lb.	1 lb. 6 oz.	$0.70 / lb.	0.97
Milk, non-fat dry	0.8125 lb.	13 oz.	$0.79 / lb.	0.65
Currants dried zante	1 lb.	1 lb.	$4.15 / lb.	4.15
Shortening, hydrogenated	2.0625 lb.	2 lb. 1 oz.	$1.49 / lb.	3.08
Eggs, whole	1.0625 lb.	1 lb. 1 oz.	$1.73 / lb.	1.84
Water, cool	1 qt	1 qt	$0 / qt	0
Cream, Half and half	1.5 qt	1.5 qt	$0.56 / qt.	0.84
Milk, 2%	1 c	1 c	$0.20 / c	0.20

Total	$17.52
Yield	112
Portion cost	$0.156

* COSTING MUST INCLUDE CONDIMENTS, GARNISHES, EXTRAS, ETC.

Hotel, Restaurant, and Institution Management 380L
COSTING SHEET

Manager's name	CHIA-HSUAN LIU	Plate/Glass size:	Sherbet Glasses
Recipe title:	Russian Cream	Kitchen position:	Pastry Chef
Predicted yield	100	Pan size:	-
Meal date	2/14/2017	Portion size:	#10 dipper 3½ oz.
Prep time	40 minutes	Cooking time/temp:	SJK 5 min.

INGREDIENTS:	A.P. WEIGHT	E.P. WEIGHT OR MEASURE	COST/UNIT OR PACK	EXTENDED COST
Gelatin, unflavored	0.21875 lb.	3.5 oz.	$10.85 / lb.	2.38
Water, cool	1 qt.	1 qt.	$0 / qt.	0
Milk, 2%	1 gal	1 gal	$3.18 / gal.	3.18
Sugar, granulated	4.75 lb.	4 lb. 12 oz.	$0.70 / lb.	3.325
Cream, half and half	1.25 qt.	1.25 qt.	$0.56 / qt.	0.7
Sour cream	5.25 lb.	5 lb. 4 oz.	$0.95 / lb.	4.99
Vanilla, pure extract	1.67 oz.	3 Tbsp. 1 tsp.	$1.297 / oz.	2.17
Raspberries, frozen,	6.5 lb.	6 lb. 8 oz.	$2.94 / lb.	19.11

Total $35.86

* COSTING MUST INCLUDE CONDIMENTS, GARNISHES, EXTRAS, ETC.

Yield 100

Portion cost $0.359

IOWA STATE UNIVERSITY

FOH Manager
Beverage Cost Sheet

Class Day: Tuesday Lunch

Date: 2/14/2017

FOH Manager: Megan Tisue

Manager: Chia-Hsuna Liu

Beverage Server: Lisa Smith

Item	Amount used	Unit cost	Cost
Milk, ½ pt, 2%	3	0.23 / ½ pt.	0.69
Milk, ½ pt, skim	6	0.21 / ½ pt.	1.26
Milk, ½ pt, chocolate	5	0.25/ ½ pt.	1.25
Half and half	4	0.63 / oz.	2.52
Tea bags, hot	7	0.05 / Each bag	0.35
Tea bags, iced	3	0.29 / Each bag	0.87
Lemons	5	0.26/ each	1.3
Coffee packets, regular	3	0.74 / packet	2.22
Coffee packets, decaffeinated	2	0.73 / packet	1.46
Butter chips	72	0.037 / count	2.664
Total pantry costs			14.584
Total number of persons served			91
Cost per person served			0.1603

F15

Hospitality Management
Tearoom Requisition

Class _____380L_____
Date of Class __2/14/2017____
Day of Class __Tuesday ____
Kitchen Mgr _CHIA-HSUAN _LIU _

√	*Item and Description	Manager's Order _100__ Servings	Manager's Order Verified by Mgr day of lab	Action Plan
	Meat, Poultry, Fish, Cheese, Eggs			
	Chicken Breasts, Bone in	100		
	Eggs, whole	1 lb. 1 oz.		
	Cheese, Cheddar	10 oz.		
	Fresh and Frozen Fruits and Vegetables			
	Potatoes (approx. 17 lb.)	22~23lb		
	Peas	13 lb.		
	Green Onions (approx. 12 oz.)	15 oz.		
	Parsley (approx. 2.5 oz.)	2~3 bunches		
	Raspberries	6 lb. 8 oz. (3.25 qt.)		
	Lemons	6		
	Canned and Dried Fruits and Vegetables			
	Pimento, canned	14 oz.		
	Currants	1 lb.		

F15

√	*Item and Description	Manager's Order _100__ Servings	Verified by Mgr day of lab	Action Plan
	Dairy Products			
	Milk, 2%	2 gl. 4.5 c		
	Cream, Half and Half	2.75 qt.		
	Butter	2 lb. 6 oz.		
	Milk, non-fat dry	13 oz.		
	Sour Cream	5 lb. 4 oz.		
	Butter Chips	100		
	Milk, 0.5 pt.	10 each		
	Bread and Cereal Products			
	Flour, all-purpose	11 lb.		
	Baking Powder	8.5 oz.		
	Shortening	2 lb. 1 oz.		
	Gelatin, unflavored	3.5 oz.		
	Miscellaneous Foods			
	Salt	17 Tbsp. 0.75 tsp		
	Sugar, Granulated	6 lb. 3.6 oz.		
	Paprika	2 Tbsp. 2 tsp		
	Basil, Crushed	1Tbsp. 0.5 tsp		
	Pepper, White	3 Tbsp. 2 tsp		
	Pepper, Black	0.5 tsp		
	Vanilla, pure extract	3 Tbsp. 1tsp		
	Water	2 qt.		
	Iced Tea Bags	3		
	Hot Tea Bags,	10		
	Coffee Packets, regular	6 bags		
	Coffee Packets, decaffeinated	3 bags		

√	Special Equipment and Supplies	√		√	
	Electric slicing machine		Water Spray Bottle		Cheese Cloth
√	Robot Coupe		Large aluminum bowl		Wooden skewers
	Portable Refrigerator		Pastry bag		Extra pot holders
√	Basket for SJK		Pastry tip	√	Cloth napkins
	Large Stock Pot		2" round cookie cutters	√	Roll baskets
	Extra induction burner	√	Diamond cookie cutters	√	Cloth gloves
	Induction Ready Sauce Pan		Large Pizza serving spatulas		Mortar & Pestle
	Serrated Knives		Acrylic template		Mandoline
	Immersion Stick Blender		Ninja Food Chopper		

Hotel, Restaurant, and Institution Management 380L

Manager's Food Cost Report

CHIA-HSUAN LIU
Manager

Tuesday, 2/14/2017
Day and Date of Laboratory

Food Sales

			Number Served		Rate
Guest Meals:	Regular		62	@	6.5 = $403
	(Extra Portion)			@	= $
	(Extra Beverage)			@	= $
Labor Meals:					
Class:	Regular	24			
	Tearoom Assignment	1			
	Hosting/Cashiering				
Instructors		2			
Laboratory Staff		2			
Cashier and Service Personnel					
Total Labor Meals			29		
Total Meals Served			91		
Extra Income (food sales)					$161.75
Gross Sales					$564.75

Food Cost

Menu Item	Cost per Prepared Portion	Number of Portions Prepared	Total Cost of Menu Item	Amount Leftover or Short (vol. or no. of servings)
Oven-Fried Chicken	$1.026	100	$102.60	9
Delmonico Potatoes	$0.258	120	$30.96	5
Savory Peas	$0.475	120	$57.00	4
Scones	$0.156	112	$17.48	5
Russian Cream with Raspberries	$0.359	100	$35.90	17
Beverages	$0.1603	91	$14.59	
	$		$	
	$		$	
Total Food Cost	¦¦¦¦¦¦¦¦¦¦¦	¦¦¦¦¦¦¦¦¦¦¦	$258.53	¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦
Supplementary Cost (5%)	¦¦¦¦¦¦¦¦¦¦¦	¦¦¦¦¦¦¦¦¦¦¦	$12.93	¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦
Gross Food Cost	¦¦¦¦¦¦¦¦¦¦¦	¦¦¦¦¦¦¦¦¦¦¦	$274.46	¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦¦

Gross Food Cost ÷ Total Meals Served = Gross Food Cost per Meal $3.02

No. Labor Meals x Gross Food Cost per Meal = Cost of Labor Meals $87.58

Gross Food Cost - Cost of Labor Meals = Net Food Cost (Cost of Food Sold) $186.88

Net Food Cost ÷ Gross Sales x 100 = Percent Food Cost 33.10%

Hotel, Restaurant, and Institution Management 380L

LABOR COSTING SHEET

Position	Salary	Hours Worked	Total Dollars
Kitchen Manager: **Chia-Hsuan Liu**	$15.00	3	$45.00
FOH Manager: **Megan Tisue**	$9.50	3	$28.50
Retail Manager: **Amanda Leick**	$9.00	3	$27.00
Retail Manager: **Llasmin Soto-Moore**	$9.00	0	$0.00
Chef: **Anthony Kinley**	$10.50	3	$31.50
Baker: **Kia Richards**	$10.00	3	$30.00
Baker: **Meredith Markowitz**	$10.00	3	$30.00
Garde–Manger: **Jamie Sorensen**	$9.50	3	$28.50
Pastry Chef: **Jessica Chu**	$10.00	3	$30.00
Kitchen Prep: **Brannan Murphy**	$7.50	3	$22.50
Kitchen Prep: **Madeleine Kiepura**	$7.50	3	$22.50
Kitchen Prep: **Yuzhu Jiang**	$7.50	3	$22.50
Kitchen Prep/Table Server: **Jessica Havel**	$6.25	3	$18.75
Kitchen Prep/Table Server: **Robert Doan**	$6.25	3	$18.75
Kitchen Prep/Table Server: **Hannah Greiner**	$6.25	3	$18.75
Kitchen Prep/Table Server: **Jordan Ross**	$6.25	3	$18.75
Table Server: **Caitlyn Coonts**	$5.00	3	$15.00
Table Server: **Morgan Bahl**	$5.00	3	$15.00
Sanitor 1: **Amber Baughman**	$8.00	3	$24.00
Sanitor 2: **Maggie Horrigan**	$7.25	3	$21.75
Kitchen Prep/Sanitor 3: **Heidi Jones**	$7.50	3	$22.50
Kitchen Prep/Sanitor 3: **Brittney Harriman**	$7.50	3	$22.50
Beverage Server: **Lisa Smith**	$7.25	3	$21.75
Retail Prep: **Jade Gibson**	$7.25	3	$21.75

Retail Prep: **Anna Venjohn**	$7.25	3	$21.75
		Total Labor Cost	$579.00
		Labor Cost Percentage	105%

Rational for menu changes and garnishes

Oven-Fried Chicken

For the Oven-Fried Chicken, I didn't change anything because we should cook all chicken breasts, so everything was same by following the original receipt and special instruction.

Delmonico Potatoes

Potatoes did change, the portion changed from 100 to 120. Due to the total portions change, everything was required calculation, such as seasoning.

Savory Peas

The savory peas' portion did change from 100 to 120 as well. Because total portion change, the seasoning and each pan weight should change.

Scones

The total portion of scones didn't change. Everything was following the receipt except for place at least 50 doughs per tray instead of 40 doughs per tray.

Russian Cream with Raspberries

I didn't make any change to the dessert. Everything is following the receipt and special instruction.

Kitchen Manager Day Summary

The following summary is an overview of my preparation, implementation, and reflection in my kitchen manager day. During the three hours' work, I was excited and nervous to be a head position because I had to make sure everyone was in the right track. After looking back my manager day, I understood why the course is requirement in food science major.

Due to I am the fifth kitchen manager, I had plenty of time to prepare my kitchen manager packet. Since I was the first time to plan a restaurant project, I spent almost three weeks to finish it. Initially, I went through among lab manual, samples and receipts in order to get any ideal of planning. Firstly, I started with the easier part, menu list, then doing the serving diagram, refrigerator layout, plate composition, and work schedule. When I designed the work schedule, I usually assume myself who worked on the meal, then predict the entire time from beginning to finish the course. Then deciding how many workers should each head position had. Finally, I did the most difficult components in kitchen manager packet, equipment schedule and special instruction. After that, I prepared all my rough drafts before meeting with Mr. Kramer. During the meeting, Mr. Kramer briefly explained every single detail about food production process. For example, how to calculate each pan's seasoning, which size of pans should I noted in special instruction, and how to set up the equipment schedule. It was helpful for me because I didn't realize the food procedure even I looked at it. After the meeting, there were a lot of modification and revision to do. Actually, I got all of ideas after having a conversation with Mr. Kramer. Therefore, I started to look at recipes repeatedly in order to understand which equipment should be used, what temperature should be, and how long should be cooked. When I had any questions, I would make notes. Because I realized entire food process after meeting, the special instructions should be revised. When I composite special instruction, I would pretend myself to work on the course, then to make sure head positons who had enough time to prepare meals. A week before my manager day, I had everything done, so I started to look at it and making sure I had corrective information in special instruction.

On my kitchen manager day, I believed that I didn't do very well in the lab day. Even though I thought I had planned all of information corrective, it still had a few of errors in special instructions. The first mistake I made, the scones should be brushed with milk before baked it, not after baked it. Another mistakes I made it, I didn't mention that after steamed peas, it should be drained by using perforated hotel pan. In the day, I believe I should push up my employee harder to make sure we served food on time. When I plan a schedule of Delmonico potatoes, I was too worry Jamie, who

had very tight schedule in potatoes. However, she made it perfectly although she had behind schedule in the beginning. On the other hand, in the back of house, there were vary things happened. In the preparation of savory peas, Madeleine spent too much time to do portioning because she was lack of knowledge about portioning. I believed if she reviewed the special instruction before lab or asked me any questions about portioning. The entire process the savory peas would be finished on time and much faster. Another issue I came up with, we had many k-preps to be part of table server in that day, so it made the shortage of labor in the back of house and delayed some tasks. In that point, if I had another change, I would assign both bakers to do scones and peas together; it would be helpful instead of only one head position to do each course. Also, I should let Jordan kept working on scones production that would complete the dough before family meal. Another problem I came up with, we set up the serving table and plating the food slowly, I should tell them to speed up. The last problems, our customers were waiting for scones a while. I should tell Kia place at least 2 pans or 3 pans of scones one time in Deck Oven; it could avoid delay serving the food.

After gathering all information, I was really excited because I would know how many profit and cost we had. In that day, the gross sale ended up with $564.75, which gave us $290.29 of profit by subtracting the cost of good sols or net food cost ($186.88) and cost of labor meals ($87.58). Taking the net food cost ($186.88) divided into gross sales ($564.75), then the percent food cost contributed 33.10%. It means that we should spend $0.33 in order to earn one dollar from each food sale. The total labor cost was $ 579, around 105% of gross sales, which is over 100%. If this situation happened in real world, the restaurant couldn’t even make a profit instead of reducing the labor cost by firing employee, adjusting wages, or cross-training. Finally, our gross food cost ended up in $3.02 per meal, which is almost half price of meal because the chicken breast is the most expensive ingredients compare with the rest courses. If we want to make more profit, we probably should increase selling price.

To sum up, after finishing the kitchen manger packet, I believe the actual experience is more important than just reading a book. By spending almost three weeks to plan and prepare it was the most impressive experience I have never had. It isn’t only writing papers, but also I should consider every single step and process in order to complete entire project.

MANAGER'S SELF-EVALUATION

1. **WHAT DID YOU DO RIGHT TODAY?____During the kitchen manager day, I was making sure each head positions were following the special instruction and preheat both combi oven and deck oven. Also, checked the timeline by following my manager check list. For example, making sure grade manager and pastry chef measured the milk temperature.**

2. **WHAT DID YOU HAVE PROBLEMS WITH TODAY?__In the day, I had some problems occurred. Firstly, the potatoes didn't dice in the right size in the beginning, but later on it fixed. Secondly, scones didn't cook well. Some of them were overcooked, but a few of them weren't. Thirdly, we were pretty late to serve family meal and public meal. Customers were waititng for scones almost 15 minutes. Finally, the first pan of savory pea didn't drain it after taking out from steamer.**

3. **HOW WOULD YOU IMPROVE YOUR MEAL IF GIVEN A SECOND CHANCE?_If I have a second chance, I would have meeting with each head position before the lab. To make sure everyone understood how to do the portioning. Also, I wouldn't send Jordan to be a server because scones should be placed into parchment-lined pan before family meal. Finally, I would let Kia to do batch booking much earlier and cooked with two trays in each time instead one trays.**

4. **WHAT WOULD YOU CHANGE IN THE TEAROOM IF YOU COULD? If I could change something in the Tearoom, I would make kitchen more spacious. I feel like the kitchen isn't big enough. Every time, I crossed the chef and baker areas. If someone is there, they probably need to move their body a little bite in order to let me cross it. The other suggestion, the flat top and open range. I found out if retail preps are using the equipment as well. As an example, during the lab day, at least three dishes are required to melt butter. However, I didn't know that the retail preps require to use open range as well. Therefore, I suggested the open range and flat top should switch with SJK and tilt skillet area. If they are able to switch those equipment, the serving line will be more efficiently.**

5. **DO YOU THINK THAT YOU KEPT YOUR COOL AND TREATED YOUR FELLOW STUDENTS WITH RESPECT AND DIGNITY? I think I might a little bit nervous when some dishes were behind the schedule. But I believe I treated my fellow students with respect and dignity. I did encourage them instead of yelling them. Every time, when they were behind schedule, I would remind them to speed up in order to finish it on time.**

6. **WHAT IS THE FUNNIEST THING THAT HAPPENED TO YOU TODAY? The funniest thing that happened in the day might be I was really late to serve FM and PM.**

7. **YOUR OVERALL ASSESSMENT OF YOUR ABILITIES AS A MANAGER IN ONE SENTENCE. I felt like I should do more effort and be able to lead other in order to serve meals on time.**