

## PREPARE BEVERAGES

UNIT CODE: HOS/OS/FP/CR/10/6/A

### UNIT DESCRIPTION

This unit specifies the competencies required to plan, prepare and present beverages.

### ELEMENTS AND PERFORMANCE CRITERIA

<b>ELEMENT</b> These describe the key outcomes which make up workplace function.	<b>PERFORMANCE CRITERIA</b> These are assessable statements which specify the required level of performance for each of the elements. <i><b>Bold and italicized terms are elaborated in the Range</b></i>
1. Prepare hot beverages	1.1 Select type and size of equipment suitable to prepare beverages 1.2 Ingredients identified and selected as per the recipe. 1.3 Weigh and measure ingredients according to recipe. 1.4 Hygiene and procedures are observed as per HACCP 1.5 Beverages are prepared using recommended <i><b>methods</b></i> as per the recipes 1.6 Taste, strength, temperature and appearance for each drink is prepared as per the recipe 1.7 Beverages are presented according to standard operating procedures and style of service
2. Prepare cold beverages	2.1 Select type and size of equipment suitable to prepare cold beverages 2.2 Ingredients identified and selected as per the recipe. 2.3 Weigh and measure ingredients according to recipe. 2.4 Hygiene and procedures are observed as per HACCP 2.5 Cold beverages are prepared as per the recipe 2.6 Chilling done (optional)

	2.7 Prepare and mix a range of cocktails 2.8 Beverages are presented according to standard operating procedures and style of service
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## RANGE

This section provides work environments and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

Variable	Range
1. <i>Hot beverages ingredients</i> may include but not limited to:	<ul style="list-style-type: none"> <li>• Tea</li> <li>• Coffee</li> <li>• Chocolate</li> </ul>
2. <i>Cold beverage ingredients</i> may include but not limited to:	<ul style="list-style-type: none"> <li>• Fruits</li> <li>• Vegetables</li> </ul>
3. <i>Beverage Equipment</i> may include but not limited to:	<ul style="list-style-type: none"> <li>• Percolators and urns</li> <li>• Drip filter systems</li> <li>• Plungers</li> <li>• Blenders</li> <li>• Fridges</li> <li>• Juicers</li> <li>• Milkshake machines</li> <li>• Teapots</li> </ul>
4. <i>Mixing methods and procedures</i> may include but not limited to:	<ul style="list-style-type: none"> <li>• Blending</li> <li>• Brewing</li> <li>• Juicing</li> <li>• Mixing</li> <li>• Plunging</li> <li>• Shaking</li> <li>• Stirring</li> <li>• Steaming</li> <li>• Boiling</li> </ul>

## REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit of competency.

### **Required Skills**

The individual needs to demonstrate the following skills:

- Knife skills
- Vegetable cuts (battones, paysane, chiffonade)
- Cooking methods (steaming, infusion, brewing, boiling)
- Cleaning methods (scrubbing, dusting, wiping)
- Use of other working tools and equipment (chopping board)
- Creativity/Innovation
- Piping
- Garnishing
- Chilling of drinks
- Presentation
- Communication
- Interpersonal relations

### **Required Knowledge**

The individual needs to demonstrate knowledge and understanding of:

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The individual needs to demonstrate knowledge and understanding of:

- Hazard Analysis of Critical Control Points (HACCP)
- Standard Operating Procedure (SOP)
- Occupational Safety and Health (OHS)
- Work place procedures
- Salad dressing
- Seasoning salads
- Time management
- Efficient workflow
- Culture and religion (kosher, halal, vegans)
- Special needs
- Garbage management
- Food trends (organic products, molecular gastronomy)
- Hospitality law
- Political, Economic, Social, Technological Environmental and Legal (PESTEL)

- Allergens (gluten free & nut allergy, milk intolerance)
- Professional ethics
- Costing and cost control
- Storage of breads
- Portion control
- Purchase specification
- Sugar and salt and their substitutes
- Types and characteristics of beverages and its respective flavors
- Mixing tools and equipment specifications and uses
- Glassware and garnitures required for different types of beverages
- Serving techniques for different types of beverages, cocktails and non-alcoholic concoctions
- Nutrition and dietetics
- Garbage management
- Hospitality law
- Political, Economic, Social, Technological Environmental and Legal (PESTEL)
- Allergens (gluten free & nut allergy, milk intolerance)
- Professional ethics
- French Language

## EVIDENCE GUIDE

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This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

<p>1. Critical aspects of Competency</p>	<p>Assessment requires evidence that the candidate:</p> <ol style="list-style-type: none"> <li>1.1. Demonstrated ability to prepare and present a diverse range of beverages</li> <li>1.2. Demonstrated ability to present beverages</li> <li>1.3. Used the correct equipment, ingredients and standard measures</li> <li>1.4. Worked with speed and efficiency to deal with numerous service tasks simultaneously</li> <li>1.5. Served major types of teas, coffees, chocolates and other non-alcoholic beverages</li> <li>1.6. Applied organizational and traditional presentation standards</li> </ol>
<p>2. Resource Implications</p>	<p>The following resources must be provided:</p> <ol style="list-style-type: none"> <li>2.1 Fully equipped kitchen</li> <li>2.2 Wide range of beverage ingredients</li> <li>2.3 Utensils and kitchen tools to prepare beverages</li> </ol>

	2.4 Beverage menus and recipes
3. Method of Assessment	<p>Competency may be assessed through:</p> <ul style="list-style-type: none"> <li>• Direct observation using a checklist of the individual preparing and serving a variety of beverages</li> <li>• Evaluation of the taste and visual appeal of drinks produced by the learner</li> <li>• Written or oral questioning to assess knowledge of: major types of teas, coffees and other beverages and their characteristics, preparation methods and standards for presentation</li> <li>• Review of portfolio of evidence and third-party workplace reports of on-the-job performance by the individual</li> </ul>
9. Context of Assessment	<p>Competency may be assessed:</p> <p>4.10 On-the-job</p> <p>4.11 Off-the-job</p> <p>4.12 During Industrial attachment</p>
5. Guidance information for assessment	<p>Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.</p>

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