



## Baking & Pastry Arts

### Available Certifications:

Certified Pastry Culinarian (CPC)  
Serv/Safe Food Handler Certification  
Serv/Safe/Manager Food Safety Certification

### Complete Task List:

Task Number	Description	Hours	Level
<i>*State Approved Program of Study</i>			
100	Introduction to the Hospitality and Baking Industry		
101	Define hospitality and the importance of customer service within the baking and pastry industry.		
102	Discuss the growth and development of the baking and pastry industry.		
103	Describe cuisines and their relationship to history and cultural development.		
104	Outline the structure and functional areas in businesses, e.g., retail, wholesale, baking, and distribution.		
105	Identify career opportunities and personal traits for jobs in the baking industry.		
106	Identify professional organizations and certifications.		
107	Use multimedia resources to identify industry trends.		
200	Sanitation and Safety		
201	Identify microorganisms which are related to food spoilage and food-borne illnesses and describe their requirements and methods for growth, symptoms, and prevention.		
202	Describe cross-contamination and procedures for preparing and storing potentially hazardous foods.		
203	Follow guidelines for hygiene, health habits, and industry-standard apparel.		
204	Identify the requirements for receiving and storing raw and prepared foods and the reasons for and signs of food spoilage and contamination, e.g., FIFO.		
205	Explain the difference between cleaning, sanitizing, and the use and storage of chemicals.		
206	Develop and follow a cleaning schedule.		
207	Practice methods of waste disposal, recycling, and sustainability.		
208	Identify measures for the control of insects, rodents, and pests.		
209	Identify sanitary, safety design, and construction features of food production equipment and facilities, e.g., NSF, UL, OSHA, ADA.		
210	Identify Safety Data Sheets (SDS) and the requirements for handling hazardous materials.		
211	Conduct a sanitation self-inspection and identify modifications necessary for standards compliance.		
212	Identify the hazard analysis and critical control points (HACCP) and the temperature danger zone during all food handling processes as a method for minimizing the risk of food-borne illness.		
213	List common accidents and injuries in the foodservice industry and outline a safety management program and emergency policies.		
214	Identify types, uses, and locations of fire extinguishers in the foodservice area.		
215	Describe the role of regulatory agencies governing sanitation and food safety.		
216	Acquire industry sanitation certifications, e.g., ServSafe.		
300	Business and Math Skills		
301	Perform basic math functions using the baker's percentage (%) and friction factor.		

<b>Task Number</b>	<b>Description</b>	<b>Hours</b>	<b>Level</b>
302	Discuss labor costs.		
303	Calculate the cost of recipes/formulas, including as purchased, edible portion, and factors affecting yield percentage.		
304	Calculate the selling price of bakery items.		
305	Complete a sales transaction using related industry standards, including cash handling and current technology, e.g., guest checks, computers, calculators.		
306	Perform basic math functions using decimal, percentages, fractions, conversions, and measurements as related to the baking and pastry industry.		
307	Perform equivalent measures associated with weight and volume and distance, including metric and English units.		
400	Baking Preparation		
401	Identify ingredients used in baking, describe their properties, and list the functions of various ingredients, including but not limited to, flours, sugars, fats, egg products, dairy, chocolates, herbs, spices, and extracts.		
402	Perform knife skills and classic cuts while practicing safety techniques.		
403	Use and care for hand tools.		
404	RESERVED		
405	Prepare and fill a pastry bag and utilize a variety of tips to demonstrate proper use, e.g., cake decorating and pastry products.		
406	Use and care for food processing, cooking, and baking equipment.		
407	Read and follow a standard recipe/formula.		
408	Perform a variety of cooking methods, e.g., baking, frying, deep frying, boiling, blanching, poaching, and steaming.		
409	RESERVED		
410	Perform food presentation techniques, e.g., plated desserts.		
411	Write food requisitions for production requirements.		
412	RESERVED		
500	Baking Fundamentals		
501	Demonstrate scaling and measurement techniques used in baking.		
502	Prepare yeast products, e.g., hard and soft breads and rolls.		
503	Prepare enriched yeast dough products including laminated dough and sweet dough.		
504	Prepare quick breads.		
505	Prepare pies and tarts.		
506	Prepare cookies.		
507	Prepare creams, mousses, custards, and related sauces.		
508	Prepare cakes.		
509	Prepare icings and glazes.		
510	Perform cake decorating techniques, e.g., icing writing, borders, flowers, leaves, and rosettes.		
511	Perform cake decorating techniques, including royal icing, rolled fondant, gum paste, air brush designs, and edible images.		
512	Discuss the applicability of convenience, value added, further processed, or par-baked food items.		
513	Prepare fillings and toppings for pastries and baked goods.		
514	Prepare pastry products from pate choux, phyllo, puff pastry and crepes.		
515	Prepare French, Italian, and Swiss meringues.		
516	Prepare doughnuts.		
517	Prepare frozen desserts.		

<b>Task Number</b>	<b>Description</b>	<b>Hours</b>	<b>Level</b>
518	Prepare breakfast items and sandwiches.		
519	Label and store bakery products to prevent or reduce spoilage and staling.		
520	Discuss showpieces, including gingerbread, chocolate, sugar, ice, and fruit carvings.		
521	Prepare a variety of petit fours, e.g., macarons, petit four glace, financiers.		
600	Purchasing, Receiving, Inventory and Storage		
601	List factors that affect food prices and quality which may include market fluctuation and product cost.		
602	Describe purchasing methods, e.g., bids, purchase orders, phone, sales quotes, online.		
603	Identify regulations for the inspection and grading of bakery ingredients, e.g., flour, sugar, eggs, dairy products, and fruits.		
604	Identify inventory systems including perpetual and physical inventories and requisition systems for controlling costs, e.g., computerized systems.		
700	Nutrition		
701	List food groups and recommended servings in USDA Food Guide Charts.		
702	Discuss dietary guidelines and recommended dietary allowances for a nutritious diet.		
703	Define energy nutrients and non-energy nutrients and how they are metabolized by the human body.		
704	Calculate individual dietary intakes by using the RDA dietary guidelines.		
705	RESERVED		
706	Interpret food labels in terms of the portion size, ingredients, nutritional value, and nutritional claims.		
707	Describe the six classes of nutrients ∃ carbohydrates, fats/lipids, protein, vitamins, minerals, and water.		
708	Discuss the functions, sources, and effects of the six classes of nutrients on a healthy lifestyle.		
709	Discuss various diets and health concerns related to alternative dieting, vegetarianism, poor nutrition, and food allergies.		
710	RESERVED		
711	Apply principles of nutrition and nutrient preservation while preparing bakery goods and menu items.		
712	RESERVED		
713	RESERVED		
714	RESERVED		
715	RESERVED		
716	RESERVED		
800	Baking Planning		
801	Determine basic production planning principles.		
802	Create menu item descriptions for bakery goods.		
803	Discuss baking facilities, planning, and layout principles.		
804	Discuss planning and time management as it relates to a baking facility.		
805	Identify methods of promoting baked goods, display techniques, and seasonal merchandising.		
900	Human Relations Skills		
901	Work as a member of a diverse team as it relates to the baking industry.		
902	Identify the benefits of a positive work environment by motivating employees, reducing stress, and resolving conflict.		
903	Use professional communication, e.g., email, phone, and social media.		

<b>Task Number</b>	<b>Description</b>	<b>Hours</b>	<b>Level</b>
904	Identify the baker's role in decision making, problem solving, and delegation of duties.		
905	Identify current federal and state employment laws, e.g., Equal Opportunity, Harassment, Affirmative Action, Wage and Hour.		
<b>*Local Task List</b>			
VA150	Prepare a Portfolio. Complete a resume and interview.		
VA3513	13.2.11.A- Apply effective speaking and listening skills used in a job interview.		
VA3514	13.2.11.B- Apply research skills in searching for a job. (CareerLink, O-NET, Networking, Newspapers, Professional Associations, Resource Books (OOH), etc.		
VA3515	13.2.11.C-Develop and assemble, for career portfolio placement, career acquisition documents, such as, but not limited to: job application, letter of appreciation, Cover Letter, Resume, Post-Secondary Application, etc.		
VA3516	13.2.11.E- Demonstrate, in the career acquisition process, the application of essential workplace skills/knowledge, such as, but not limited to: Communication, Health and Safety, Resilience, Integrity, Problem Solving, Teamwork and Communication.		
VA3517	13.3.11.A- Evaluate personal attitudes and work habits that support career retention and advancement, with focus on Resilience, Integrity, Problem Solving, Communication, Teamwork.		
VA3518	13.3.11.B-Evaluate team member roles and describe and illustrate active listening techniques: clarifying, encouraging, reflecting, restating, and summarizing.		
VA3519	13.3.11.C- Evaluate conflict resolution skills as they related to the workplace.: constructive criticism, group dynamics, managing leaderships, mediation, negotiation, problem solving.		
VA3520	13.3.11.D- Develop a personal budget based on career choice, such as but not limited to : fixed/variable expenses, gross pay, net pay, saving, taxes.		
VA405.1	Prepare cornet's and practice with chocolate.		
VA502.1	Prepare sourdough bread.		
VA502.2	Prepare Italian/ french bread.		
VA502.3	Prepare knotted soft rolls.		
VA503.1	Prepare sticky and cinnamon buns.		
VA503.2	Prepare Danish		
VA503.3	Prepare Challah.		
VA504.1	Prepare Scones		
VA504.2	Prepare biscuits.		
VA505.1	Prepare fluted pie shell.		
VA505.2	Prepare tart shells		
VA505.3	Prepare double crust pie.		
VA510.1	Slice, moisten, fill, trim, crumb coat, and flat ice a cake.		
VA513.1	Prepare petit fours.		
VA514.1	Prepare puff pastry products		
VA514.2	Prepare pate a choux.		
VA520.1	Discuss chocolate and confectionary work including types of chocolate and tempering.		