

SOUTH SEATTLE COMMUNITY COLLEGE
Technical Education Division

COURSE OUTLINE

Origination: Christopher S Harris – October 2009

DEPARTMENT: Hospitality and Service Occupations
CURRICULUM: Pastry and Specialty Baking
COURSE TITLE: Introduction to Baking Management
COURSE NUMBER: PST 102
TYPE OF COURSE: Vocational Theory
COURSE LENGTH: 1 quarter
CREDIT HOURS: 5
LECTURE HOURS: 55
LAB HOURS: 0
CLASS SIZE: 15 to 18
PREREQUISITES: PST 101 or Instructor's permission

COURSE DESCRIPTION:

This course prepares students for understanding bakery and pastry production management. During this class students will learn procedures and organizational tools needed to run the day to day operations of a bakery or pastry shop. Comprehension of concepts such as; Standardized Formulas, Cost Control, AP and EP, Menu Mix, Purchasing and Receiving, storeroom organization, and Formula Cost Analysis will be the focus of this class. Students will learn about professional and ethical behavior, and attitude, as well as trade terminology. Safety procedures and sanitation will be stressed.

STUDENT LEARNING OUTCOMES ADDRESSED:

1. **Communication** - Use of verbal and written communication by: participation in class discussions and answering of questions related to lectures and reading assignments.

2. **Computation** - Calculation of formula costs, edible portions, and formula standardization.
3. **Human Relations** - Use of social interactive skills to effectively learn with other students. Work as a team on group projects.
4. **Critical Thinking and Problem Solving** - Diagnosis and solving of problems as related to ordering and receiving, and cost controls.
5. **Technology** - Selection, use, and demonstration of appropriate tools and equipment for bakery management. Use of computers for research and homework assignments.
6. **Personal Responsibility** - Professional behavior, punctuality, motivation and self-assessment will be required. Management of personal health and hygiene. Self motivation and pride in one's work. Ability to continue learning and adapt to change.
7. **Information Literacy** - Access and evaluation of information from a variety of sources, including technology.

GENERAL COURSE OBJECTIVES:

At the end of the course the student will be able to:

1. Create and understand a Standardized Formula
2. Demonstrate cost controls and their relevance in a business
3. Understand and perform; AP and EP calculations and formula cost analysis
4. Understand and demonstrate a menu mix
5. Understand and demonstrate ordering, receiving and storeroom organization
6. Demonstrate professional behavior and positive attitude for the work environment
7. Understand and practice work safety and sanitation procedures

TOPICAL OUTLINE:

APPROX. HOURS

I.	Trade terminology	5
II.	Cost control	5
III.	Cost analysis, AP,EP	20
IV.	Menu mix	10
V.	Ordering and receiving	5
VI.	Professionalism and Ethics	5
VII.	Sanitation and safety	5
	Total	55

ORIGINATED BY: Christopher Harris
DATE: October 18, 2009