

Accreditation : This Module is a Nationally Accredited Course

Title
Field Of Study : **THHBKA01 – PREPARE AND SERVE NON-ALCOHOLIC BEVERAGES**
: **Retail Food**

What is this course all about?

This unit deals with the skills and knowledge required to organise and prepare a variety of foods for the kitchen of hospitality or catering operation. It focuses on general food preparation techniques.

Prepare and use equipment– THHBKA01/01

- ❑ Select equipment of the correct type and size for the job, and ensure that it is clean, safely assembled and ready before use.
- ❑ Use equipment correctly, safely and hygienically.

Assemble and prepare ingredients for menu items – THHBKA01/02

- ❑ Identify ingredients correctly, according to standard recipes, recipe cards or enterprise requirements.
- ❑ Assemble ingredients according to the correct quantity, type and quality required.
- ❑ Prepare ingredients in the required form and time frame.

Prepare dairy, dry goods, fruits and vegetables– THHBKA01/03

- ❑ Prepare food according to correct weight, amount and/or number of portions.
- ❑ Clean, peel and/or prepare vegetables and fruit as required for menu items.
- ❑ Prepare dairy products as required for menu items, ensuring they are correctly handled.
- ❑ Measure, sift where appropriate, and use dry goods as required for menu items.
- ❑ Prepare general food items correctly as required for menus.

Prepare meat, seafood and poultry – THHBKA01/02

- ❑ Prepare and portion food accurately, according to size and/or weight and required menu

items.

- ❑ Trim, mince or slice and prepare meat correctly.
- ❑ Clean, prepare and/or fillet fish and seafood correctly.
- ❑ Trim and prepare poultry correctly.
- ❑ Store meat, seafood and poultry hygienically.

Some examples of individuals that will benefit from these courses are: -

- ❑ Managers
- ❑ Supervisors
- ❑ Bar staff
- ❑ Waiters/ Waitress

What Recognition will you achieve?

Where a demonstrated competency has been achieved in accordance with the endorsed Australian Quality Training Framework (AQTF) standards, a Statement of Results can be issued for those competencies successfully completed in this course. These can be combined with additional competencies achieved later, and together may build towards the issuing of qualification, at Certificate II plus. A certificate will be issued upon successful completion of this module.

How will you be assessed?

Demonstration of competencies for this qualification is achieved via formal assessment. Participants complete a work related project/activities, which incorporates the range of competencies covered for each unit.

Will you be eligible for subject exceptions?

The units can be completed through attendance at MTG training courses. You may have already attained some competencies covered in the units through previous training, work, or life experience. If you feel you can already demonstrate a competency, then you should apply for **Recognition of Current Competencies (RCC)**. An RCC application form can be found in the MTG trainee welcome kit where you can fill out and fax back to us on (03) 9482-6988 or simply visit our website on www.matrixtraininggroup.com/downloads.php In order to download this application.

What training materials and training aids will you have?

1. **Learner Guides:** - Matrix Training Group will supply each trainee with a module for each unit which contains must know information, learning activities and projects, which will keep you enthusiastically involved in the course. Upon completion of each module these

activities will be handed in to the trainer, assessed then returned to trainees with relevant comments to keep you informed with your progress.

2. **Online Support:** - Your Trainer is always available through E-mail & Website support. Our website address is www.matrixtraininggroup.com
3. **Telephone Support:** - You may call your trainer during business hours for over the telephone support