



# Food and Nutrition Management Diploma

## PLAR Candidate Guide

Prior Learning Assessment and Recognition (PLAR)

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### Prior learning credit options at Saskatchewan Polytechnic

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See [Get Credit for What you Know](#) for important information about all options to get credit for prior learning at Sask Polytech, including PLAR, transfer credit, Canadian Armed Forces credit, and equivalency credit.

### How to navigate this document

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This document contains links to other document sections or webpages. To return to where you were from another section in this document, press the *ALT* key and *left arrow* key at the same time. To return to this webpage from another webpage, close the other webpage or click back on the browser tab for this document.

### Contents of this guide

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This guide contains the following specific PLAR information and tools for this program

- A. [PLAR fees](#)
- B. [PLAR eligibility and options](#)
- C. [Dates when PLAR assessment is available](#)
- D. [Special directions for this program](#)
- E. [PLAR contact person](#)
- F. [Self-rating course outlines](#)

## A. PLAR fees

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Fees for PLAR challenges are set to cover our costs for consultation, assessment, and related administrative tasks. PLAR fees are non-refundable and non-transferrable.

The PLAR fees policy is subject to change for each new academic year. Please see the **Cost** section on the [PLAR webpage](#) for current fee information.

## B. PLAR eligibility and options

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To be eligible for PLAR for courses in this program, you must be a registered student at Sask Polytech. You must also consult with the [PLAR contact person](#) and be approved for PLAR assessment.

### Course prerequisites and corequisites

Some courses have one or more other courses that must be completed first (prerequisite) or at the same time (corequisite). See [course outlines](#) in this guide to identify any pre- or co-requisites for each course. Discuss with your [PLAR contact person](#) how to deal with courses with corequisites.

### Block assessment

Some programs may assess a cluster of courses together in one block, which may save you time and effort. Ask the [PLAR contact person](#) whether there are any block assessment options in this program.

## C. Dates when PLAR assessment is available

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PLAR assessment for this program is available from Sept 1 to June 15 in each academic year.

**All PLAR assessments must be completed by June 15 of each academic year.**

## D. Special directions for this program

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1. **Review** the [PLAR process and FAQs](#) and the information in this guide.
2. **Self-rate** your learning for each course using the [Course Outlines](#) in this guide.
3. **Consult** with the [PLAR contact person](#) for PLAR approval. Be prepared to provide your resume, course self-ratings (see [section F](#)), and a partially completed [PLAR application](#). If you are approved for PLAR, the contact person will sign your PLAR application and explain next steps.
4. **Register** for PLAR at [Registration/Enrolment Services](#) once you have signed approval on your [PLAR Application Form](#). The PLAR fee will be added to your student account.
5. **Finalize** an assessment plan with your assigned assessor.
6. **Complete** assessment before your PLAR registration expires.

## E. PLAR contact person

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Contact one of the Program Heads below to arrange a consultation **after** you have read this guide and [general PLAR information](#) and rated yourself for each course (see next section). Consultation may be by phone, online, or in person. Be prepared to provide your resume, course self-ratings, and a partially completed [PLAR application](#). If agreement is reached to go ahead with PLAR, the contact person will sign approval on your PLAR application and explain the next steps. Admission to the program is required before you can register for PLAR.

**Leanne McFarland, Program Head**  
Saskatoon Campus  
Phone: 306 – 659 - 4056  
Email: [leanne.mcfarland@saskpolytech.ca](mailto:leanne.mcfarland@saskpolytech.ca)

## F. Self-rating course outlines

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Clicking on a course code below opens a page where you can rate yourself on the knowledge and skills assessed for PLAR credit. For Arts & Sciences courses, clicking on the course code opens another PLAR guide. The [PLAR contact person](#) for this program will refer you to another person to discuss PLAR for courses delivered by Arts & Sciences or another program/department.

COURSE CODE	COURSE NAME	Delivered by another department/program
<b>Semester 1</b>		
<a href="#">ACCT 191</a>	Accounting	
<a href="#">CAPL 151</a>	Career Development	
<a href="#">COM 101</a>	Written and Oral Communications	
<a href="#">FOOD 108</a>	Basic Food Preparation	
<a href="#">FOOD 183</a>	Principles of Food Preparation	
<a href="#">NUTR 180</a>	Nutrition and Healthy Living	
<a href="#">PLAN 102</a>	Fundamentals of Service	
<a href="#">SANT 111</a>	Safe Food Management	
<b>Semester 2</b>		
<a href="#">ASRT 180</a>	Assertiveness Training	
<a href="#">CLTR 100</a>	Diversity	

<b>COURSE CODE</b>	<b>COURSE NAME</b>	<b>Delivered by another department/program</b>
<a href="#">COMM 291</a>	Interpersonal Communications	<a href="#">Arts &amp; Sciences</a>
<a href="#">COMP 174</a>	Introduction to Microsoft EXCEL 1	
<a href="#">FIN 281</a>	Financial Management	
<a href="#">FOOD 115</a>	Quantity Food Production	
<a href="#">PLAN 200</a>	Food Service Planning and Layout	
<a href="#">FOOD 202</a>	Contemporary Trends in Food Service	
<a href="#">MGMT 107</a>	Introduction to Food Service Management	
<a href="#">PLAN 179</a>	Menu Development	
<b>Semester 3</b>		
<a href="#">NUTR 186</a>	Diet Therapy 1	
<a href="#">NUTR 194</a>	Introduction to Computrition Software	
<b>Semester 4</b>		
<a href="#">FOOD 203</a>	Food Modification	
<a href="#">FOOD 281</a>	Food and Beverage Cost Controls	
<a href="#">HLTH 200</a>	Health Care Operations	
<a href="#">MGMT 215</a>	Organizational Behaviour for the Food Service Industry	
<a href="#">MKTG 181</a>	Purchasing	
<a href="#">MKTG 283</a>	Marketing	
<a href="#">NUTR 202</a>	Diet Therapy 2	
<a href="#">PLAN 202</a>	Applied Service	
<b>Semester 5</b>		
<a href="#">FIN 281</a>	Financial Management	
<a href="#">HR 202</a>	Human Resources Management in the Food Service Industry	
<a href="#">LEAD 203</a>	Leadership in the Food Services and Hospitality Industry	

COURSE CODE	COURSE NAME	Delivered by another department/program
<a href="#">NUTR 203</a>	Nutrition Care Planning Through the Life Cycle	
<a href="#">PLAN 200</a>	Food Service Planning and Layout	
<a href="#">PLAN 201</a>	Food Service Operations Planning	
<a href="#">PRAC 208</a>	Practicum	
<b>Semester 6</b>		
<a href="#">PROJ 212</a>	Food Service Operations Management	

**ACCT 191 - Accounting**

You will be introduced to fundamental accounting concepts used in business. You will learn to appreciate the value of information presented in an organization's financial statements and will acquire and practice basic bookkeeping and financial statement preparation skills.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Explain the primary functions of business, accounting, and professional ethics.			
2. Use financial information in the preparation of financial statements.			
3. Prepare a basic set of accounting records.			
4. Adjust accounts for financial statements.			
5. Prepare classified financial statements.			
6. Distinguish between businesses that sell services and merchandise.			
7. Maintain perpetual inventory records.			
8. Prepare cash records as part of a system of internal control.			
9. Prepare payroll liabilities.			

## CAPL 151 - Career Development

You will discuss the scope, nature and trends of the food service industry. You will tour industry locations, observe the workplace, and ask questions to apply and/or clarify theory you have learned. You will also receive an overview of the sectors that make up the industry, as well as discuss the skills needed to be successful in today's job market. Finally, you will learn strategies for developing resumes, cover letters and electronic portfolios and will have an opportunity to practice job interview skills.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

Use a checkmark (✓) to rate yourself as follows for each learning outcome		Competent	Learning	None
<b>Competent:</b>	I can apply this outcome without direction or supervision.			
<b>Learning:</b>	I am still learning skills and knowledge to apply this outcome.			
<b>None:</b>	I have no knowledge or experience related to this outcome.			
1.	Describe the scope, characteristics, and markets of the food service industry including various careers and ladder opportunities.			
2.	Explain the skills, attitudes and behaviors essential for both workplace and personal successes.			
3.	Demonstrate professionalism and employability skills.			
4.	Prepare a resume, cover letter, and a personal and professional electronic portfolio.			
5.	Apply job interview techniques.			

**COM 101 - Written and Oral Communications**

You will receive instruction and practice in written and oral communication skills needed for the professional workplace. You will review the principles of effective writing, prepare oral presentations, and practice common forms of business communication. Communicating a professional image will be emphasized.

**Credit unit(s):** 2.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Create business correspondence.			
2. Use professional email practices.			
3. Write business reports and proposals.			
4. Deliver oral presentations.			



## FOOD 108 - Basic Food Preparation

You will learn how to prepare a variety of foods using the tools, equipment and techniques common to professional kitchens. You will acquire an understanding of the basic culinary terms and cooking principles. You will also learn a safety management system that reduces the risk of injuries occurring on the job.

**Credit unit(s):** 4.0  
**Prerequisites:** SANT 109, SANT 111  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Complete WHMIS Certification.			
2. Perform safety and sanitation practices.			
3. Practice sustainability.			
4. Describe the procedures for using, operating, and maintaining hand tools and equipment.			
5. Explain procedures for mise en place.			
6. Prepare hot and cold sandwiches, salads, salad dressings and cold foods.			
7. Prepare stocks, sauces, and soups.			
8. Prepare a variety of proteins using an array of cooking techniques.			
9. Prepare rice, starches, and vegetables.			
10. Prepare a variety of breakfast entrees.			
11. Prepare traditional Indigenous foods			

**FOOD 183 - Principles of Food Preparation**

You will learn to analyze specific food composition characteristics, apply food science principles and evaluation standards involved with the preparation of basic foods.

**Credit unit(s):** 3.0  
**Prerequisites:** FOOD 108, SANT 111  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Analyze prepared fruits and vegetables according to quality standards.			
2. Analyze prepared legumes according to quality standards.			
3. Analyze prepared milk and milk products according to quality standards.			
4. Analyze prepared eggs and egg products according to quality standards.			
5. Analyze quick breads, batters, and doughs according to quality standards.			
6. Analyze prepared starchy foods according to quality standards.			
7. Analyze cereals, rice, and pasta products according to quality standards.			

## NUTR 180 - Nutrition and Healthy Living

You will study the fundamental principles of the science of human nutrition, including how nutritional intake affects health.

**Credit unit(s):** 4.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Demonstrate knowledge of nutrient composition of foods and making healthy food choices.			
2. Apply guidelines to healthy menu planning and food choices.			
3. Describe the physiology and function of the digestive tract and the related organs of the body.			
4. Determine the role of the energy-yielding nutrients in health and disease.			
5. Describe how the body uses vitamins, minerals, and water.			
6. Determine the roles, energy balance, body composition, and diet play in maintaining a healthy body weight.			

**PLAN 102 - Fundamentals of Service**

You will develop the skills used in the service of clients, patients, residents, and customers.

**Credit unit(s):** 4.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain the importance of professionalism in food service.			
2. Compare types of service.			
3. Demonstrate using various food service equipment.			
4. Demonstrate effective methods of communication with various customers.			
5. Demonstrate steps of service.			

**SANT 111 - Safe Food Management**

You will learn sanitary food handling techniques that reduce the risk of food poisoning. You will develop management skills and tools to foster a culture of food safety.

**Credit unit(s):** 1.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Analyze risks related to food hazards.			
2. Correlate standard operating procedures with legal and HACCP requirements.			

**ASRT 180 - Assertiveness Training**

You will focus on the cognitive and behavioural aspects of assertiveness. You will examine how you approach conflict. You will also discuss and practice specific techniques for successful conflict management.

**Credit unit(s):** 1.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe conflict and conflict resolution styles.			
2. Demonstrate assertive behaviour.			
3. Describe how thinking processes and assertiveness are related.			
4. Describe the use of behavioral rehearsal procedure in assertiveness training.			

## CLTR 100 - Diversity

You will examine the elements of cultural, gender and disability diversity in Canada and the processes that promote inclusion. You will explore elements of Indigenous culture with a view to understanding both historical elements and contemporary issues in Canada. Your studies will also provide opportunities to participate in various cultural practices.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Examine the diverse Canadian identity.			
2. Describe diversity and social inequality in Canadian society.			
3. Examine the impact of colonization and treaties on Indigenous peoples.			
4. Examine contemporary realities and resilience of Indigenous people in Canada.			
5. Explore cultural events.			
6. Promote inclusion.			

## COMM 291 - Interpersonal Communications

You will develop employability skills through the study of interpersonal communications theory and applications in the workplace. Learning outcomes include the importance of self-awareness and self-esteem, perception problems, verbal and nonverbal messages, and listening skills, creating positive communication climates and resolving interpersonal conflict.

**Credit unit(s):** 2.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
7. Describe interpersonal communication.			
8. Describe how self-concept and perception affect communication.			
9. Discuss verbal and nonverbal messages.			
10. Discuss factors affecting communication climates.			
11. Apply skills to improve communication.			



### COMP 174 - Introduction to Microsoft Excel 1

You will study the basic features of Excel. You will learn to create workbooks, format spreadsheet elements, manipulate multiple worksheets, create simple charts, and use simple formulas and functions.

**Credit unit(s):** 1.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b>  <b>Competent:</b> I can apply this outcome without direction or supervision. <b>Learning:</b> I am still learning skills and knowledge to apply this outcome. <b>None:</b> I have no knowledge or experience related to this outcome.	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Create a spreadsheet.			
2. Use basic functions and productivity tools.			
3. Work with multiple worksheets.			
4. Create basic charts.			

## FIN 281 - Financial Management

The course provides an introduction to analyzing and interpreting financial statements for management decision making. You will acquire financial management skills related to the successful management of a small business or department of a larger business.

**Credit unit(s):** 2.0  
**Prerequisites:** ACCT 191  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Solve a comprehensive accounting problem.			
2. Analyze financial statements.			
3. Calculate basic financial ratios.			
4. Calculate prices using the "bottom up" approach.			
5. Determine the components of a mixed cost.			
6. Perform cost volume profit calculations.			
7. Prepare budgets.			

## FOOD 115 - Quantity Food Production

You will prepare, produce, and serve food in a Food Service Operation. You will apply portion and quality controls.

**Credit unit(s):** 3.0  
**Prerequisites:** SANT 111, FOOD 108  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss procedures for pre-preparation, production, and service of quantity for a Food Service Operation.			
2. Establish portion and quality control standards.			
3. Produce recipe yields and conversions for quantity food production.			
4. Perform costing calculations used in quantity food management.			
5. Prepare and present quantity of food for a Food Service Operation.			
6. Perform safety and sanitation practices in production of quantity of foods.			
7. Participate in the preparation, set up, and service of a catered event.			

**PLAN 200 – Food Service Planning and Layout**

You will be introduced to the complexities of designing, planning, and developing food service operations that make optimum use of money, materials, manpower and equipment to ensure customer and/or user satisfaction. You will study design, layout, workflow, equipment, food service functional areas, food production and delivery systems, and atmosphere development.

**Credit unit(s):** 2.0  
**Prerequisites:** SANT 111, FOOD 108  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<p><b>Competent</b></p>	<p><b>Learning</b></p>	<p><b>None</b></p>
1. Identify trends and technology affecting the planning of food service facilities.			
2. Describe the steps in the planning process.			
3. Explain the design process			
4. Discuss layout and workflow principles.			
5. Explain the goals, considerations, and placement of functional areas.			
6. Identify sanitation and safety concerns.			
7. Discuss equipment design and selection			

## FOOD 202 - Contemporary Trends in Food Service

You will learn about current trends in the food service and hospitality industry. You will explore indigenous and regional foods including their place in health care. Finally, you will explore sustainability issues affecting the food service and hospitality industry.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Describe the history of food trends including current trends.			
2. Discuss indigenous and regional foods and their role in health care.			
3. Discuss sustainability in food services and hospitality.			

## MGMT 107 - Introduction to Food Service Management

Your studies will focus on the fundamental principles and concepts related to the field of management in the food service industry. The major components of management are controlling, leading, organizing, and planning. You will be introduced to a range of management styles and skills necessary for success in foodservice.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Describe the process and components of management.			
2. Discuss management styles and their applications in the food service industry.			
3. Explain the process of decision making and problem solving.			
4. Explain how to manage change in the food service industry.			
5. Identify strategies for managing effective food service teams.			
6. Explain the purpose and components of the control function in the food service industry.			

## PLAN 179 - Menu Development

You will learn the basic principles of menu planning and standardizing recipes as a tool for maintaining quality, controlling production, and simplifying purchasing. You will also plan various types of menus.

**Credit unit(s):** 3.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain successful and profitable menu planning.			
2. Explain the role of nutrition in menu planning.			
3. Demonstrate principles of menu planning.			
4. Adapt regular menus for modified and culturally diverse diets.			
5. Discuss the financial considerations in menu planning.			
6. Plan menus.			
7. Explain the implementation of a recipe standardization program.			
8. Standardize recipes for use in a foodservice operation.			

## NUTR 186 - Diet Therapy 1

You will learn about various disease states and their required specialized diets. You will gain practical experience writing special diets and marking menus.

**Credit unit(s):** 4.0  
**Prerequisites:** NUTR 180  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Apply the principles of medical terminology to special diets planning.			
2. Discuss dietary texture modification techniques.			
3. Discuss food sensitivities and allergies and their associated implications and diet modifications.			
4. Explain how food, herb, and drug interactions can affect health.			
5. Distinguish between the characteristics and uses of enteral and parenteral nutritional support and when it is appropriate to use each.			
6. Describe the diet therapy used in the treatment of inborn errors of metabolism.			
7. Examine the body's response to stress and what diet manipulation is necessary to aid in recovery.			
8. Compare dietary treatments for diseases of the upper and lower gastrointestinal tract.			
9. Generate menus for patients with specialized diets.			



**NUTR 194 - Introduction to Computrition Software**

Your studies will introduce you to basic skills in the use of Computrition software. This software is designed to run an entire food service operation including menu planning, food inventories, recipe files, and patient care management. You will learn the basics about the program and participate in data entry using the Computrition software.

**Credit unit(s):** 1.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Create a menu using recipes from a database.			
2. Develop a personal nutrient database.			

**FOOD 203 - Food Modification**

You will analyze foods and recipes according to specific dietary requirements. You will modify foods and recipes to meet specified dietary requirements.

**Credit unit(s):** 3.0  
**Prerequisites:** NUTR 180, NUTR 186, SANT 111  
**Corequisites:** NUTR 202  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Modify foods and recipes based on IDDSI requirements.			
2. Modify foods and recipes based on specific religious or cultural dietary requirements.			
3. Modify foods and recipes based on specific therapeutic dietary requirements.			
4. Modify foods and recipes based on specific allergens.			

**FOOD 281 - Food and Beverage Cost Controls**

You will focus on the necessity of establishing and enforcing control systems used by various Food and Beverage operations. You will learn how to perform control procedures and compile information on a day-to-day basis.

**Credit unit(s):** 2.0  
**Prerequisites:** COMP 174  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Define standard costs.			
2. Examine income statements for a food and beverage operation to identify issues.			
3. Discuss the causes and remedies of inventory fluctuation.			
4. Discuss ways an undesirable food cost can be changed.			
5. Explain the importance of revenue control.			
6. Perform inventory control procedures.			
7. Perform calculations used to control food and beverage costs.			

## HLTH 200 - Health Care Operations

You will examine the unique inner workings of health care facilities and how they operate with focus on Lean concepts, mental health, safety and security, policy and procedure development, and meetings.

**Credit unit(s):** 2.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Examine Lean concepts in health care settings.			
2. Discuss pandemic and disaster planning.			
3. Discuss mental health issues affecting the workplace.			
4. Discuss current safety and security issues in health care.			
5. Discuss the development of policies and procedures.			
6. Describe the steps for planning, conducting, and evaluating a meeting.			

**MGMT 215 - Organizational Behaviour for the Food Service Industry**

You will explore how individual and group behaviour impacts food service operations. Your studies will focus on motivation, organizational culture, power, and politics and how they relate to food service.

**Credit unit(s):** 3.0  
**Prerequisites:** MGMT 107  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Examine the impact of individuals on behaviour within food service organizations.			
2. Identify effective techniques for motivating food service employees.			
3. Discuss organizational culture and culture of hospitality and food services.			
4. Identify the types of power, politics and ethics and their relevance in the food service industry.			

## MKTG 181 - Purchasing

You will become familiar with the market, market functions and the knowledge, skills and attitudes needed as a purchaser. The course content includes food purchasing, receiving, storage and inventory procedures.

**Credit unit(s):** 2.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe the different types of markets and the movement of goods through the market system.			
2. Explain the need for, and the application of specifications.			
3. Explain the use of common purchasing forms.			
4. Describe basic purchasing management principles.			
5. Identify purchasing criteria for food, beverage, and nonfood products.			
6. Apply common inventory control systems, receiving practices, storage and issuing of supplies.			
7. Identify the use of standards and specifications for equipment purchases.			
8. Practice procurement of kitchen equipment and small wares.			

## MKTG 283 - Marketing

You will focus on marketing as a means of generating and maintaining satisfied customers. You will complete assignments in marketing research, social media, and desktop publishing to complement the theory component. Healthcare marketing will be assessed.

**Credit unit(s):** 4.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Explain marketing and the marketing process.			
2. Discuss consumer/customer behavior.			
3. Describe the marketing environment.			
4. Apply the marketing research process.			
5. Describe how to develop, manage, and market products and services.			
6. Determine the role of social media in marketing.			
7. Prepare aesthetically sound promotional material using a software package.			

## NUTR 202 - Diet Therapy 2

Building on the skills you developed in Diet Therapy 1, you will continue to learn about various disease states and required specialized diets. You will continue to gain practical experience writing special diets and marking menus.

**Credit unit(s):** 4.0  
**Prerequisites:** NUTR 186  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Compare the dietary treatments used for diabetes mellitus.			
2. Compare the dietary treatments used for disorders of the circulatory system.			
3. Compare the dietary treatments used for kidney diseases.			
4. Compare the dietary treatments used for liver diseases, gallstones, and gout.			
5. Compare the dietary treatments used for cancer and HIV patients.			
6. Generate menus for patients with specialized diets.			
7. Create a therapeutic menu for an acute or long-term care facility.			
8. Use Computrition software for clinical applications.			



## PLAN 202 - Applied Service

You will develop communication, management, and practical service skills in a variety practice environments.

**Credit unit(s):** 3.0  
**Prerequisites:** PLAN 102  
**Corequisites:** none  
**Equivalent course(s):** none

<b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b>  <b>Competent:</b> I can apply this outcome without direction or supervision. <b>Learning:</b> I am still learning skills and knowledge to apply this outcome. <b>None:</b> I have no knowledge or experience related to this outcome.	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Demonstrate a professional attitude.			
2. Demonstrate appropriate customer service skills in commercial foodservice environments.			
3. Demonstrate appropriate customer service skills in non-commercial foodservice environments.			

**FIN 281 – Financial Management**

The course provides an introduction to analyzing and interpreting financial statements for management decision making. You will acquire financial management skills related to the successful management of a small business or department of a larger business.

**Credit unit(s):** 2.0  
**Prerequisites:** ACCT 191(concurrent)  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Solve a comprehensive accounting problem.			
2. Analyze financial statements.			
3. Calculate basic financial ratios.			
4. Calculate prices using the "bottom up" approach.			
5. Determine the components of a mixed cost.			
6. Perform cost volume profit calculations.			
7. Prepare budgets.			

## HR 202 - Human Resources Management in the Food Service Industry

You will focus on the staffing and directing function of food service management to include human resource planning, recruitment, selection, orientation, training, development, performance appraisals, compensation, discipline, labour relations, and legislation.

**Credit unit(s):** 4.0  
**Prerequisites:** MGMT 215  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Define human resource management and identify its significance in foodservice.			
2. Explain the legislated requirements of human resource management.			
3. Assess the staffing needs of a foodservice operation.			
4. Describe procedures for recruiting and selecting employees.			
5. Determine techniques used for orientating, training, and evaluating employees.			
6. Discuss discipline and termination.			
7. Identify the components of the Union - Management framework.			

### LEAD 203 - Leadership in the Food Services and Hospitality Industry

You will explore the concept of leadership in the food service and hospitality industry. Focus will be on the development of skills in coaching, conflict management, and emotional intelligence, with special attention to leading in hospitality settings.

**Credit unit(s):** 4.0  
**Prerequisites:** HR 202, MGMT 107, MGMT 215  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Discuss professional behaviors expected within the food service industry.			
2. Determine your leadership style and strengths.			
3. Describe the connection between emotional intelligence and effective leadership.			
4. Demonstrate coaching techniques within scope of practice for food services and hospitality.			
5. Demonstrate strategies for conflict management.			

### NUTR 203 - Nutrition Care Planning Through the Life Cycle

You will study nutritional needs throughout the life cycle. Maternal, infant, childhood, adolescent and gerontological nutrition will be emphasized. You will also be introduced to nutritional assessment and patient counselling.

**Credit unit(s):** 3.0  
**Prerequisites:** NUTR 186, NUTR 202  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Explain nutrient needs during pregnancy and lactation.			
2. Determine nutrient recommendations during infancy, childhood, and adolescence.			
3. Determine nutrient recommendations for older adults.			
4. Describe food service practices to prevent malnutrition.			
5. Describe principles and procedures involved in developing the nutrition care plan.			
6. Participate in the development and implementation of the nutrition care plan.			

## PLAN 200 - Food Service Planning and Layout

You will be introduced to the complexities of designing, planning, and developing food service operations that make optimum use of money, materials, manpower and equipment to ensure customer and/or user satisfaction. You will study design, layout, workflow, equipment, food service functional areas, food production and delivery systems, and atmosphere development.

**Credit unit(s):** 2.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Identify trends and technology affecting the planning of food service facilities.			
2. Discuss layout and workflow principles.			
3. Explain the goals, considerations and the placement of the functional areas.			
4. Identify sanitation and safety concerns.			
5. Discuss equipment design and selection.			

**PLAN 201 - Food Service Operations Planning**

You will apply your food service management skills to plan and organize the operation of a food service establishment.

**Credit unit(s):** 2.0  
**Prerequisites:** none  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Plan a new menu for a food service operation.			
2. Organize activities for the operation of a food service facility.			

**PRAC 208 - Practicum**

You will be assigned to an acute care, long term care and/or commercial setting for on-the-job training and experience.

**Credit unit(s):** 11

**Prerequisites:** COMP 175, HR 280, LEAD 203, NUTR 203, PROJ 208, ACCT 191, ASRT 180, CLTR 100, COM 101, COMM 291, COMP 174, COOK 197, FIN 281, FOOD 183, FOOD 192, HLTH 200, MGMT 184, MGMT 286, MKTG 181, MKTG 283, NUTR 180, NUTR 186, NUTR 194, NUTR 202, PLAN 179

**Corequisites:** none

**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Manage conflict of interest and confidentiality issues.			
2. Use time management effectively in food service management activities.			
3. Demonstrate professionalism in the workplace.			
4. Implement problem-solving.			
5. Demonstrate general nutrition knowledge.			
6. Participate in procurement of food and equipment.			
7. Follow safety and sanitation procedures.			
8. Demonstrate food service management principles.			
9. Manage financial resources.			
10. Demonstrate effective oral and verbal communication.			
11. Demonstrate respect and empathy.			
12. Use technology appropriately.			
13. Participate as a member of the team.			



**PROJ 212 - Food Service Operations Management**

You will apply your food service management skills to direct and control the opening, operation and closing of a food service operation.

**Credit unit(s):** 4.0  
**Prerequisites:** PLAN 201  
**Corequisites:** none  
**Equivalent course(s):** none

<p><b>Use a checkmark (✓) to rate yourself as follows for each learning outcome</b></p> <p><b>Competent:</b> I can apply this outcome without direction or supervision.  <b>Learning:</b> I am still learning skills and knowledge to apply this outcome.  <b>None:</b> I have no knowledge or experience related to this outcome.</p>	<b>Competent</b>	<b>Learning</b>	<b>None</b>
1. Implement the plans for a food service operation.			
2. Participate in the daily activities required to operate a food service operation.			
3. Manage and supervise the activities of a food service operation.			
4. Evaluate the success of a food service operation.			