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Caterers On The Run







AGRUPAMENTO DE ESCOLAS DE BARCELOS





AN IMPRINT

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Title

Caterers on the run

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FOREWORD

Secondary School of Economics Sombor from Serbia, Agrupamento de Escolas de Barcelos from Portugal and Stredna odborna skola from Slovakia successfully participated Erasmus+ Call for Proposals 2019 Round 1 KA2 - Cooperation for innovation and the exchange of good practices, KA202 - Strategic Partnerships for vocational education and training.

Joint Project was approved to these three schools under a title 'Caterers On The Run'

Project Identification Number: 2019-1-RS01-KA202-000847

Project Duration: 1st October 2019. – 31st August 2022.

Partners involved in the project are:

Leading applicant SRB: Srednja ekonomska škola Sombor, Srbija

Partner SVK: Stredna odborna skola, Banska Bystrica, Slovakia

Partner PRT: Agrupamento de Escolas de Barcelos, Barcelos, Portugal

Catering On The Run originated as a cooperation result those three schools with the intention that students of vocational education profile such as cook, waiter, baker, confectionery chef and entrepreneur are given the opportunity to learn the bases of catering service and strengthen their key competencies in theory as well as practice.

This manual is divided into three parts which allow users to gain knowledge and skills in specific catering and entrepreneurial areas.

We would like to express our thanks to all the participants in the Catering Business Project – subject teachers, lead trainers and to give our special thanks to external expert associates, catering representatives and other institutions for their quality contribution. Due to your engagement and support during the realization of the entire project, you simultaneously made an impact on the quality content of this manual.

The manual caters to teachers, students, caterer representatives sector as well as anyone who wants to engage in this promising food-service industry branch - catering.





INTRODUCTION

Food service industry, as a branch of Economy, has been rapidly developed in the recent years, especially the part of service activity which refers to Catering Business. Taking into account this fast -paced lifestyle and chronic lack of time, there is a higher demand in hiring expert teams that carry out catering service in a creative and professional manner.

Based on its key competencies, all of the three schools had an assignment to create one of the aspects for the Catering Service Manual:

- 1st part cooking and serving aspect of catering business as a part of catering service
 - Srednja ekonomska škola Sombor, Srbija
- 2nd part bakery and confectionery aspect as a part of catering service
 Srednja Stredna odborna skola, Banska Bystrica, Slovakia
- 3rd part entrepreneurial aspect of catering service
 Agrupamento de Escolas de Barcelos, Portugalija

The aim is to strengthen and improve vocational subject teachers' competencies in Food Service Management and Entrepreneurship schools and to enable, through the additional teaching, the possibility for students to acquire the knowledge and skills and provide them with better chances in finding job or starting their own business.

We do believe that the manual can help you in providing educational support for majority of your students who wants to gain new knowledge, to join labor market as well as for those who would like to start their own business.

PART ONE

COOKING AND SERVING ASPECT AS A PART OF CATERING BUSINESS





THE MEANING OF THE TERM CATERING AND ITS DEVELPOMENT THROUGH HISTORY

The term was coined from the English verb to caterto serve, to provide food and drink at an event. Catering entails preparation, distribution and service of food as per client's wish at a chosen location, in an establishment or outside it, i.e. on a location of client's choice.

Apart from preparing, distributing and serving food for various occasions, catering services can also rent equipment, inventory, and professional servers, lighting, music, etc. All these services can be integral parts of the catering service. Catering services need to have modern preparation, storage, serving and distributing systems.

Catering dates back to the 4th century B.C. when the Chinese organized celebrations for large groups of people where they served food. At the same time, slaves in Egypt prepared food and drinks for the parties of their rulers.

Laws and regulations regarding catering were brought in the 14th and the 15th century in Germany. In 1778 Caesar Cranshell organized a ball which was the first major catering event on the occasion of the inauguration of the British general William Howe.

Ancient Greeks offered free service of food and drink in their inns which was later transferred in the Roman Empire as well. This period is famous for its lavish feasts with abundance of food and drinks





After the French Revolution, when the need for serving food and drinks was on the rise, gastronomists found a new way of selling their services to the aristocrats and the first restaurants were opened (circa 1799)

- ✤ 1820 the first catering company was founded in Philadelp bhia
- * 1822 restaurant "Sobrino de Botin" offers catering services
- 1930 in the Soviet Union, the first public catering restaurants were founded in Moscow and St. Petersburg.







THE DIFFERENCE BETWEEN CATERING AND RESTAURANT SERVICE

When we look at the differences between catering and restaurant service, what initially comes into view in scientific literature is the technical characteristics of the venues where the event takes place. .(Govedarica,2015,str.6)

While restaurants are establishments built and equipped specifically for providing classic catering service, catering services can be provided outside the restaurant at various venues outside the restaurant.

Restaurants usually have the restaurant manager, head waters, bussers, waiters and bartenders (in more prominent establishments), and other servers, while catering services usually have managers and servers.

The uniforms are the same for all serving staff.

In the caterings service, gusts are not given the menu, drinks menu or wine lists, which are typical of restaurants. The offer in catering service is unique and pre-agreed with the client.Types of service (French, English, Viennese, American or Russian) are not present in catering. Food is often served in small bite-size pieces and is eaten as such. All guests help themselves, there is no distinct feeling of having a meal, the food is positioned in a discrete manner, and the accent is on gathering, socializing and conversation.(*taken from*:<u>https://sta-je-ketering</u>)

Providing restaurant service is based on table booking, receiving guests, receiving orders, serving the orders and paying for the service provided.



In catering service, everything depends on the client. The service can be provided within an establishment or outside it. The guests are greeted by the host (the client), there are no individual orders, and everything is set in advance. Payment is either done at the end of the event or in advance. (Govedarica,2015,str.7)



Observe, list and explain the main differences



(source: https://splavakapulko.rs/wp-content/uploads/2017/09/DAC_0844-630x315.jpg)





CATERING SERVICE PROCESS

As a result of modern, fast-paced lifestyle, the number of available catering services on the market has grown in the recent years.

There are various manners of providing catering services:

- Prepared food is delivered to the client, while the decorations and utensils are provided by the client himself;
- The client hires the serving staff as well as the food;
- The client is provided with complete service: food, serving staff, décor, utensils and the lighting.

Catering service depends completely on the clients wishes: the choice of food (traditional, organic, vegan...); on the budget available and the type of event (birthdays, weddings, banquets, cocktail parties, baptisms, promotions, exhibitions, concerts).

Catering services and clients consult on the type of menu and service required, i.e. whether the food is served outdoors or indoors, whether the food is served as a buffet table or on several stations. If it is a major event with a large number of guests, a detailed plan is made with the seating arrangements, bar organization, job division, etc.

One of the prerequisites of delivering food safely to an agreed location is that the catering business owns a specialized, sanitary approved vehicle and appropriate dishes for serving different types of food.

In catering services, the food is most often served as a buffet table. All the prepared food is served on a table, and the guests help themselves.





One of the basic characteristics of catering service is the diversity and creativity in food preparation and serving. Laying the table, food and decoration have become a sort of art, with the aim of visually attracting the client.

As much as the quality of the food, details have also become equally important:

- styles and manners of laying the table,
- the choice of crockery and glasses,
- ***** serving dishes and colours.

The food on the table should be easily accessible to all guests so that they can help themselves without any difficulties.

For easier consumption, food is prepared in bite-size pieces

Plates, silverware, napkins and glasses should also be available for the guests.

The aims of catering service are functionality, speed, practicality and quality.

(*taken from*:https://macvapress.rs)

When we talk about complete catering service, the provider must sometimes deliver lighting, music and décor: flowers, centrepieces, candles, etc.

The price of catering service can be formed on different basis and is consequent to many factors. Most commonly, it is determined by a kilo of prepared food, or per person. It depends heavily on the quality of ingredients necessary for the preparation of food and deserts, distance of the venue, and number of hired staff.





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FOOD QUALITY PARAMETERS

SENSORY QUALITIES

Sensory qualities of food represent one of the most important factors in defining the overall quality of the product.

From the standpoint of the consumer, brad and baked goods must have appealing appearance (colour, shine, texture and shape), appropriate firmness at room temperature, characteristic snap, pleasant aroma and taste, as well as ability to keep well in storage.

In order for the sensory analysis, or defining specific, dominant sensory qualities to yield objective results, it is vital to possess a high level of expertise, appropriate equipment (well calibrated), optimal working conditions and well-chosen methods (Radovanović & Popov-Raljić, 2000/2001) Specifically, one must have knowledge of the general terms, terms related to senses, terms that define sensory qualities and those related to methods of immediate testing (JUS ISO 5492:2000E).

It is of great significance to define three sensory qualities: appearance (visual), consistency/texture (visual, tactile, gustatory) and aroma (olfactory and gustatory).

Visual effect (appearance) includes observation of the characteristics of food by sight, and those are colour, shape, surface, structure (Mac Dougal, 1998)

Sensory analysis is a science measuring the sensory traits of quality, such as appearance, consistency/texture and aroma of food by using the senses. The first notions of the quality of food are created by observing, i.e. using the sense of sight.

Within the visual impressions, we can distinguish the following:

- Visual impressions (appearance, colour, surface and shine)
- Assessment of the aroma
- Assessment of taste
- Assessment of structure/consistency





Human taste can register and distinguish not only the four basic categories (sweet, salty, sour and bitter), but hundreds of different flavours. In practice, we mostly encounter the mix of these and successful combinations of the four basic tastes.

Technical quality includes an array of traits of the ingredients, preparation procedures, norms and methods of serving food and drinks. In most establishments, the staff and the management are acquainted with this aspect of quality.

Hospitality laws and regulations and special hospitality customs must be abided by all hospitality establishments, which need to set their norms or standards about food and beverages and other resources expenditure, and which must be made known upon request of the client. It is worth noting that every establishment decides on its own standards or norms, these are by no means restricted by the government, and every establishment creates their own standards based upon practice, but the enforcement of those standards is monitored by the authorities. (Tešanović, 2007).

Microbiological aspect of the quality pertains to whether food or beverages contain larger number of microorganisms than allowed, and whether the food has possible pathogens which can cause food deterioration, toxic contamination and toxic infections, i.e. food poisoning.

HEALTH AND SAFETY

In the ever continuous race for profit and in midst of fierce competition in the food industry, many producers sell products of dubious quality not paying attention to whether or not those kinds of products can be detrimental to people's health.

Health and safety quality means that food must not contain prohibited quantities of heavy metals, pesticides, radionuclides, veterinary drugs, mycotoxins and other harmful substances.

The allowed quantities of heavy metals, pesticide residues, veterinary drugs, mycotoxins and other harmful substances as well as the allowed concentration of radionuclides in food are regulated by the bylaws set by the Ministry of Health.

Pesticides are used as protective measures form insects and fungi in agriculture in developed countries, and less so in developing countries. They are still an important factor in maintaining the farming industry as a base for food industry, hospitality establishments and household use.





Heavy metals are chemical matters which can be found in nature. They can only be found in minuscule quantities and can be harmful for people, flora and fauna. They originate from rock minerals that make up the Earths' crust, and in larger quantities form smelting plants, thermal power stations and agricultural chemicals (Kastari, 1987).

NUTRITIONAL QUALITY

One of the crucial aspects in food production and distribution are certainly its quality and safety. It is the obligation and duty of every producer to provide the market with high quality nutritive and sensory characteristics, but at the same time, hygienically safe food which affects the customers' health beneficially. (Kastari, 1987).

Food is made up of nutrients, chemical compounds which are vial for people's life. Some of these are essential, and cannot be naturally produced by the human body, hence they must be ingested. An example of these are minerals such as iron and calcium, vitamins and certain amino acids that make up proteins. They are crucial in maintaining good health.

In a well-balanced meal, proteins should make up about 10-15% of energy, carbohydrates 55-58% of energy and fats and oils no more than 30% of energy. Vitamins, minerals and water do not have energy value, but are essential for overall wellbeing (Tešanović, 2007).





HACCP

(Hazard Analysis Critical and Control Points)

HACCP is a logical, scientific system of food production and distribution control which enables

- Identification and assessment of risks, i.e. all physical, chemical or microbiological hazards in all food production stages;
- Determination of necessary precaution measures for prevention and control of those hazards;
- Enabling the successful implementation of those measures

HACCP system consists of two elements:

- HA entails hazard analysis, namely identification of risks and threats in all stages of food production and assessment of the significance of those hazards for human health
- CCP (critical and control points) entails phases in food production when it is possible to prevent or eliminate food safety hazards or minimize their effects to acceptable levels, as well as hazard control. (taken from: https://haccp.rs/)

HACCP is adjusted to all kinds of food products and all production and handling phases-"from farm to table". Which branches of food industry require this system?

- Production, processing and packaging.
- Storing, transport and distribution.
- Food distribution and application childcare facilities, hospitals, hotels, restaurants and airlines.
- Trade retail and hospitality
- Organic food production





HACCP is vital for food producers form the standpoint of consumer protection, because it enables production and distribution of safe foods. Its application is worldwide and in the EU it is also legally binding.

HCCP is a management system in which food safety is considered through analysis and control of biological, chemical and physical hazards from the raw materials, handling, production, distribution and consumption of the final product. To implement the system successfully, management must be strongly committed to the HACCP concept. (taken from https://www.podovi.org/o-tome-se-prica-haccp-standard/).

HACCP system is a modern, preventive concept which enables hygienic, nontoxic and safe food. According to the HACCP standard, the area in the main kitchen where the food is prepared is designed in such a way that easy cleaning and disinfection of all areas is enabled. The control is done by the sanitary health inspectors.

Basic control measures which are enforced in the main kitchen are temperature checks in cold and refrigerated rooms, checking the packages for expiry dates and preventing crosscontamination.

It is worth noting that there must be no crossing of clean and dirty pathways, which is an important hygiene safeguard for meal health and safety.

In catering services, it is necessary to regularly perform internal and external control. Internal control entails checking the ingredients upon delivery, paperwork- attest of health safety and bill of entry for delivered food, as well as preparation and distribution control. (source:https://keteringservis.rs/haccp/)





Beside the internal control, external control is also regularly performed by the adequate authorities. Expert representatives of the authorities periodically take swabs of the surfaces, hands of the employees, thermos flasks and random samples of the prepared meals. External control checks the quality of the meals, but also checks sanitary and hygienic conditions of food preparation and distributing in keeping with HACCP standards



Picture no. 53: HACCP (source: <u>www.salmonellablog.com</u>)





CATERING MARKET AND TYPES OF CATERING SERVICES

Depending in the type of client and his/ he needs, there are several types of catering services. These are:

1. COMPLETE CATERING SERVICE

This type of catering service is usually provided for various celebrations, business lunches, dinners and social events. The provider of the service helps the client in planning g the menu, decoration and the entertainment. Chefs, servers and bartenders are hired for these kinds of celebrations. This type of catering service is charged per guests.

- ***** Wedding catering
- ***** Banquet catering (inauguration, company day, congresses)
- * Cocktail party catering







2. MOBILE CATERING

In this type of catering, the service provider travels from one place to another. These are mostly busy locations outside building sites or companies, festivals, concerts and similar events, where vendors can sell sandwiches, hamburgers and cold and hot beverages. Offer and opening hours depend on the clients.

There are many different examples of mobile catering, such as fast food trucks, food trailers, snack shops, tea houses, coffee shops, bakeries, Chinese restaurants, ice-cream carts, hot dog, hamburger or waffle trucks, fast food trailers, mobile kitchens, doughnut trailers, etc.



(source: <u>https://www.google.com/search?q=photos+gray-tata-ace-</u>)





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3. INDUSTRIAL CATERING

This is the least glamorous type of catering service because it involves preparation of simple meals in vast quantities. The users of such catering service are usually schools, airlines, huge factories and prisons.

- railway catering services
- ✤ airline catering service

Based on the event itself, we can distinguish several types of catering:

- Sirthday catering
- Reception catering
- Party catering
- Wedding catering
- Employee catering
- Building site catering

Food choice included in the catering services has become diverse. Depending on the clients wishes, the offer/ menu can be:

- * Traditional regional or national dishes
- * Macrobiotic cuisine
- Vegetarian food
- Vegan food
- Organic food





EQUIPMENT USED IN CATERING BUSINESS

Equipment entails all necessary tools which are used in providing professional and timely, economic and sophisticated service. (Drljević, O)

Precondition for providing a quality service in food serving facilitation is The cleanliness of inventory

Technical equipment and appliances used:

- Coffee machines (espresso i filter coffee)
- Food warmers
- Cup warmers
- * Refrigerators
- Ice machines
- Ice crushers
- Beer taps
- Refrigerator display cases

- Blenders
- Commercial juicers
- Thermal boxes (insulated boxes)
- Thermal serving dishes
- Thermal trolley
- Cereal dispensers, cold and hot beverage dispensers
- Bain-marie pots
- Melamine dishes



Large inventory



Small inventory



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CANAPÉS

Canapés are at type of cold appetizer. They were first served 200 years ago in France with *foie gras* and caviar, as well as in England where they were called "tea sandwiches". The name for canapés comes from the French word *couch*, a term for a sofa, because it was served on a base. These are, in fact, miniature sandwiches made of different ingredients (one canape- one bite). They are an integral part of every catering offer. They are often representative of the imagination of the person who making them. They are mostly savoury and well-seasoned to open up the appetite.



(source:https://slatkakuca.rs/wp-content/uploads/2016/03/ketering-za-zurke.jpg)

Canapés consist of the following:

- The base pastry, puff pastry, savoury pastry baskets, wafers, toast and crackers (Crustless bread is u into shapes: rings, squares, triangles etc.)
- Spread butter, cream cheese, mustard, mayonnaise pate, caviar
- Filling different food is used as a filling: fish (salmon, anchovies), meet pieces, or i vegetarian varieties grilled, blanched or fresh vegetables and fruit
- Decoration usually parsley leaves, rocket, aromatic herbs and olives





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CATERING FOR BUSINESS GATHERINGS

Catering depends entirely on the teste of the client, so it is important to adjust to the clients' needs who usually expect top service.

If organised at a business conference, duration of breaks should be investigated in advance.

If organised for corporate needs, it is necessary to acquire information about the type of event a company is organising. If it is negotiation with the clients, which entails a lot of face-toface communication, it is important to avoid food that could get tuck between the teeth or cause bad breath.

If the event is a kind of celebration on the occasion of a birthday, negotiation of a new deal or closing party, several types of alcoholic drinks may be included.

Among the ingredients used in preparing food, we shod steer clear of potential allergens (walnuts, hazelnuts, peanuts, cow's milk and eggs, wheat flour, citrus fruits, fish and shellfish). If these ingredients are used, they need to be clearly listed and labelled.(*taken from:* https://matram.hr/blog/vodic-za-savrsen-catering-84/)







SERVING THE FOOD

Ways (techniques) of serving depend on the type and category of the establishment, food preparation methods, quality of the ingredients used for a certain dish, quality of the equipment used for certain dishes, quality of the equipment, appliances and utensils, as well as knowledge and skills of the waiting staff.

Basic characteristics of catering service:

- Guests help themselves to food
- ***** Drinks are served by the staff or guests help themselves to drinks
- Speed of laying and clearing tables and setting new cutlery

Every time a major party is organized, regardless of the fact whether a buffet services is used or classic table waiting, a trained professional staff is needed. Depending on the type of catering service, the number of staff may vary. Namely, if buffet is used, there will be less waiting staff and bartenders, and vice versa.



(source:https://www.biscani.net/radim-kao-konobar-u-restoranu/)

In order to make all guests feel comfortable at all kinds of events, it is vital to have all kinds of food on offer at all times, so that every invite feels welcome. Regardless of the type of event, it is important to have professional and pleasant staff at disposal of the guests.





RECIPES

Small bite meals that can be served in catering which belong to Traditional Serbian Cuisine

- Bacon-wrapped dried prunes
- Cheese pie/ burek
- ✤ Fried Caciocavallo cheese with ground paprika sauce
- ***** Grilled Chicken with paprika thin bread rolls

Recipe: Bacon-wrapped dried prunes

Ingredients:

- ✤ ½ kg dried prunes
- * 2tbsp black tea in bulk
- * 300gr home-made bacon



Preparation

- **1.** Dried prunes need to be soaked in a black tea and rest for at least 2 hours
- 2. After that, the prunes should be squeezed gently, and wrapped into tiny layers of bacon, placed on a baking paper and bake in a pre-heated oven around 20 minutes until you achieve that fine colour.





Recipe: Cheese pie / Cheese Burek

Ingredients:

- ✤ 1.1/2 kg Filo dough
- ✤ 2. 250grcottage cheese
- ✤ 3.200 gr clotted cream
- ✤ 41 whole egg5
- ✤ 1 dlc vegetable oil, a pinch of salt, pepper is optional

Preparation:

- **1.** Prepare the filling: mix the cottage cheese , clotted cream and an egg all together, whisk everything together and spice it (optional)
- 2. Put two sheets of Filo dough on previously oiled tray oven, put some more oil and also a little bit of filling, and then put another sheet with some oil and filling on top of the other sheet and repeat until you ran out of the filling.
- **3.** Save one piece of Filo dough sheet as a final layer and use that final piece 'to tuck in' the top part as well as the edges.
- 4. Put some more oil on the top layer and bake it in the pre-heated oven for 35minutes.





Recipe: Fried Caciocavallo cheese with ground paprika sauce

Ingredients:

- ✤ 300 gr Caciocavallo cheese
- ✤ 5 eggs
- ✤ 100 gr wheat flour
- ✤ 200 gr breadcrumbs
- ✤ ½ l sunflower oil

Preparation:

- 1. Cut the cheese into rectangular shape, and then bread it (flour, egg, breadcrumbs)
- 2. The procedure should be repeated twice to avoid cheese leakage during the pan-frying process
- 3. Heat up oil and fry the cheese until it reaches golden- yellow colour
- 4. You can serve fried cheese with ground paprika sauce. The sauce preparation is explained in the following recipe.





Recipe: Grilled chicken with paprika thin bread rolls

Ingredients:

- ✤ ½ chicken breast
- 300 gr sour cream
- ✤ 30 gr tomato pure
- ✤ 30gr mustard
- ✤ 20 gr honey
- ✤ 1 yellow and 1 red bell pepper paprika
- 5 gr ground paprika
- ✤ 350 gr home-made thin dough (thin bread)
- ✤ 1 dcl sunflower oil

Preparation:

- 1. We put oil in a frying pan and braise chicken breast and paprika separately from the rest. The meat and bell pepper was previously sliced into strips.
- 2. Then we prepare the sour cream sauce, blend in the sour cream, tomato puree, mustard and honey (we need a third of the sauce for the ground paprika sauce aside)
- **3.** Every thin bread must be baked previously. When it gets cold, we spread the filling with some chicken and bell pepper, then roll it in and constantly put pressure so the rolls remain compact.
- 4. Wrap it up in tin foil and keep in the refrigerator until served
- 5. Before serving, we take off the tinfoil and cut it diagonally.
- 6. We take the third part of the sauce and add a little bit of ground paprika and the ground paprika sauce is done.



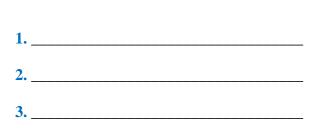


Task

Participants of the training need to come up with a traditional menu typical of their country for the catered event of their choice.

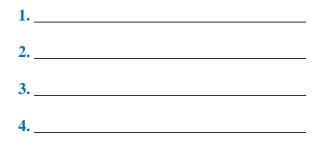


Barcelos, Portugal





Banska Bistrica, Slovakia





Sombor, Serbia







FOOD FOR THOUGHT

- *All sorrows are less with bread." Miguel de Cervantes*
- "One should eat to live, not live to eat." Molière
- "Tomatoes and oregano make it Italian; wine and tarragon make it French. Sour cream makes it Russian; lemon and cinnamon make it Greek. Soy sauce makes it Chinese; garlic makes it good." Alice May Brock
- Salt is born of the purest parents: the sun and the sea." Pythagoras
- So long as you have food in your mouth, you have solved all questions for the time being." Franz Kafka
- "Cooking is like love. It should be entered into with abandon or not at all." Harriet Van Horne
- "A good dinner is of great importance to good talk. One cannot think well, love well, and sleep well, if one has not dined well." Virginia Woolf
- * "A crust eaten in peace is better than a banquet partaken in anxiety" Aesop
- ✤ There is no sincerer love than the love of food. " –George Bernard Shaw
- "Hunger is the best cook" Xenophon
- "A man may be a pessimistic determinist before lunch and an optimistic believer in the will's freedom after it." Aldous Huxley
- "Let food be thy medicine and medicine be thy food" Hippocrates
- "There are people in the world so hungry, that God cannot appear to them except in the form of bread." Gandhi
- "The fat sow knows not what the lean one thinks" Anonymous
- "He who eats until he is ill must fast until he is well" English proverb
- "Every time you eat or drink, you are either feeding disease or fighting it."
- Wever eat in the restaurant where the chef is thin. "Chinse proverb
- "Good food is very often, even most often, simple food." Anthony Bourdain

Aforementioned food thoughts are useful while working with students in order to analyze them, exchange their opinions, have differing attitudes and experiences.

PART TWO

BAKERY AND CONFECTIONERY ASPECT OF CATERING SERVICE





The object of this brochure is to acquaint the project participants with:

- ✤ bakery and confectionery production,
- the methods of evaluating the quality of food products,
- the HACCP system in food operations and it scontent.



The aim of this project is to enablestudents to acquire and developvocational knowledge and skills and tostrengthen these through vocational education and training in the framework of international cooperation with other secondary schools and also through the development of professional competencies of VET (vocational education and training) teachers.



Learn more about the "Bakery and confectionery aspects of catering business"

The following bakery and confectionery products presented in this brochure are typically part of the refreshments at various social event





BAKERY PRODUCTION



Bakery products are products made from flour, water, yeast and other additional ingredients baked in such a way that they are suitable for human consumption.

Bread, our everyday food, is the basic and oldest bakery product. In addition to bread, bakery production includes a wide range of products with different ingredient composition, shape, appearance, taste and weight.

Bakery production can be divided into:

- Bread different types (according to different flour types used wheat, rye, wholemeal, etc.)
- Common baked goods a group of commonly consumed products (bread rolls, buns, finger rolls, bagels, baguettes, kaiser rolls).
- Fine baked goods a group of products with a higher content of sugar and fat, i.e. sweet pastries (sweet braided bread/brioche bread, marble cake, strudels, Viennoiserie, Danish pastries, round Moravian cakes with different fillings, etc.)
- Other bakery products hardtack, breadcrumbs, breadsticks, matzo, fried and steamed products.





HISTORY AND DEVELOPMENT OF BAKERY



The history of bakery is closely linked with the cultivation and processing of grain.

In ancient times, people consumed whole grains, only later they were ground in mortars or using friction stones, which were later replaced by millstones.

Ground grain was mixed with water into a mashlike mixture which was then boiled. Thicker mash was baked on hot stones.

6000 years ago, Egyptians were the first to bake bread from fermented dough.

They mixed flour with water and salt to make dough and left it in the sun, the dough fermented spontaneously from the air by the action of yeasts and bacteria.

The bread was similar to today's flatbread, it was round, oblong or oval in shape, it wasn't cut but broken. It was baked on the wall of a hot oven or in clay pots.

The foundations of bakery quickly spread from Egypt to the surrounding countries.







In Rome, bakery production began to develop and there was an ever wider range of bread.

The bread had various shapes, e.g. shape of lyre or ring. People called it "ars pistorica", the art of baking. Various ingredients were added to the bread - anise, black pepper, nuts, milk, honey, cheese, etc.

Ovens were improved, hand mixers were used, and bakers' fraternities were established. The emperors used bread as a means of appeasing a dissatisfied, riotous people, and the lack of bread played a significant role in the disintegration of the Roman Empire.

The Slavs also took over the production of bread from the Romans. At first, they only baked bread in households. It wasn't until the 11th century that bakery became a craft. Bread began to be produced not only for own use, but also for sale and first bakery guilds were formed.







BAKERY GUILDS



The first guild in Slovakia was founded in 1374 in Prešov.

The guilds had great authority and bakers had to submit to them. They determined the scope of production of individual bakery masters in the city, the dimensions of the oven and without the consent of the guild, bakers were not allowed to build new ones.

The apprenticeship exams were very difficult and lasted several days. If the apprentice passed, he became a journeyman. When he wanted to become independent, he had to prove his possessions and apply for master's exams.

These rules applied throughout Central and Western Europe.

Slovak bakery entered the history of European bakery thanks to a Bratislava baker named Schiermann, who began producing "Bratislavský rožok" (a fine, crescent-shaped pastry with a poppy-seed or walnut filling). This later became known throughout Europe as "Pressbur-ger Beugel". The range of bakery products began to expand.

BAKERY PRODUCTION DEVELOPMENT

Until 1989, production was concentrated in large bake-ries. Small factories reopened after 1989 and a healthy competitive environment was created. The range of bakery products expanded and the freshness and quality increased.





CONFECTIONERY PRODUCTION



Confectionery products are food products of various composition, intended for fast consumption and consisting of ingredients of plant and animal origin.

Confectionery products differ not only in shape and various decorations, but especially in the type of base, toppings, fillings and their tastes.

Confectionery is associated with the word sweet.

When people think of sweet, they imagine something nice and pleasant, something that appeals to their senses and affects the psyche positively.

Confectionery is also referred to as the production of sweets.



Confectionery production can be divided into:

- **semi-finished confectionery products** dough, masses, bases, fillings, toppings;
- finished confectionery products shortbread, choux pastry, nut dough pastry, whipped confectionery, leavened confectionery;
- special confectionery products tea cookies, molded pastry, puff pastry, thickbattered cakes, waffle cakes and other special products.





HISTORY OF CONFECTIONERY PRODUCTION

The beginnings of confectionery production can be traced to ancient Egypt around the year 3,400 BC.

First confectionery was sweetened with honey and sweet plant juices - nectar. Honey was used mainly by gingerbread makers. The history of confectionery is closely linked to the history of the world economy.

Thanks to the Crusades, Europe came to know about sugar, which is one of the main ingredients of confectionery production. It was obtained from sugar cane and was called cane honey or Indian salt.

In places where sugar was available sporadically, it was considered a medicine or a very rare delicacy of the rich only, who used it to sprinkle boiled fruit.

Things changed when another type of sugar appeared - beet sugar. The production of beet sugar took over in Central Europe, where the climatic conditions for growing this crop were suitable.

The first sugar factories started in the middle of the 19th century and the sugar industry began to develop.









HONEY-CAKE AND CANDY MAKERS

The predecessors of confectionery production in our country were honey- cake and candy makers. The first guild of confectioners was founded in Bratislava in 1697. The period of Turkish domination left several sweets in Slovakia, e.g. Turkish honey, and drinking coffee also became popular in our country.

Cafés began to emerge, with which confectionery and ice cream sale were closely connected. Our ancestors established beautiful and luxuriously furnished confectioneries, because confectionery products - aesthetically prepared and served in a pleasant and beautiful environment - satisfied all the senses of man.

Until 1950, confectionery production was much simpler and modest. It was only after 1960 that the range of products was expanded and diversified. Ingredients such as tropical and subtropical fruits (almonds, coconut, bananas, pineapple), cocoa, natural colourings, flavours and gelling agents began to be imported, and confectionery packaging was also used more widely.

New technologies and tastes

With the introduction of new technological processes, new raw materials and ingredients, flavors, fillings as well as their mutual combination, the range of confectionery products is expanding.



During production, it is necessary to adhere to the principles of quality and ensure the protection of population health.





BAKERY AND CONFECTIONERY PRODUCTS EVALUATION

The following methods are used to evaluate the quality of bakery and confectionery products:

Subjective methods:

- sensory evaluation colour
- o taste appearance
- o Smell
- o shape

***** Objective methods:

- **analytical evaluation** (quality of ingredients, semi-finished and finished products compliance)
- **microbiological evaluation** (the presence of undesirable microorganisms is studied (in case of possible contamination)





Further evaluation may focus on:

- Technological quality
- Nutritional quality
- Food safety
- ***** Compliance with HACCP





BAKERY PRODUCTS

Refreshments at various social events and on special occasions - weddings, various children's celebrations, high school or university graduations and anniversaries - also include various bakery and confectionery products. In addition to bread, other types of baked goods are served (baguettes, small bread rolls, buns).

These can be coated with various spreads, decorated with other ingredients and served as an appetizer, e.g. open sandwiches, canapés, finger food such as mini hamburgers.

Savoury pastries, e.g. greaves cakes, cheese puff pastry, are served as complementary baked goods.

Small bread rolls

These are occasional bakery products of the "common baked goods" group of various shapes, each piece weighing at least 25 g.

Greaves cakes

Greaves cakes are a type of leavened puff pastry.

They typically weigh about 30g / piece and have a round or square shape.

They are made from the following ingredients: wheat flour (finely ground), yeast, salt, pork greaves, powdered milk, roll-in margarine, eggs.

They are made from the following ingredients: flour (various types), salt, fat, a little sugar.

The surface can be sprinkled with salt and caraway seeds.









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Recipe: Greaves cakes

Ingredients

*	wheat flour (finely ground)	0.60 kg
*	compressed yeast	0.02 kg
*	salt	0.02 kg
*	milk powder	0.01 kg
*	roll-in margarine	0.13 kg
*	greaves	0.30 kg
*	eggs (for dough)	0.04 kg
*	eggs (for egg wash)	0.01 kg

Priprema

- **1.** Mix the ingredients into a dough and let it mature for ca. 15 minutes.
- **2.** When matured, roll the dough and put the margarine in the middle.
- **3.** Fold the top, bottom, right and left side of the rolled dough over the margarine to enwrap it.
- **4.** Roll the wrapped dough and fold it the same way as before.
- 5. Let the folded dough rest for ca. 10-15 minutes.
- 6. Roll the dough into a 1 1.5 cm thick layer and cut out circles or squares.





- 7. Put them on a baking tin, make a grid on top using a knife and brush with egg wash.
- 8. Place them into a leavening machine and let them leaven for 30 45 minutes.
- 9. Bake for 15 minutes at 230 235 degrees Celsius.

"We eat with our eyes."

Japanese proverb





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CONFECTIONERY PRODUCTS

Requirements for confectionery products are changing, more emphasis is placed on modern methods of preparation and new tastes.

Simplicity, quality and longer shelf life of products are required while a harmony of tastes and tasteful decoration of cakes play a big role as well.

Tempting confectionery

Tempting, dainty cake or desserts have become an integral part of not just the festive table on holidayssuch as Christmas, New Year or Easter, but also other occasions such as parties, anniversaries and gatherings with friends.



They are also part of the refreshments at various social events. Depending on the nature of the social event and the customer's requirements, we also make smaller confectionery products.

We use quality ingredients like classic butter cream, make quality, visually beautiful, tasty confectionery and various marzipan decorations to adorn cakes for social events (weddings, christenings, birthdays, graduations, other anniversaries).





WEDDINGS

Confectionery products for this occasion are made to order. This means that the assortment, quantity, type and color of marzipan decorations are decided by the customer.













CHILDREN'S CELEBRATIONS

Confectionery products for kids parties are decorated with ornaments with a children's theme, depending on the nature of the occasion - christening, birthday or other anniversaries.













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GRADUATION CEREMONY













BIRTHDAYS

On this occasion, confectionery products are decorated according to the person in question (e.g. Is it a cake for a man or a woman?), also according to the person's profession. Decorations are made to order or according to the customer's template.













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Recipe: Hand-drawn strudel

Ingredients (dough)

- ✤ ½ kg fine flour
- ✤ a pinch of salt
- ✤ 1 tbsp vegetable oil
- ✤ 1 tsp vinagre
- ✤ 1 egg
- ✤ Ca. 2 dcl lukewarm water



- **1.** Mix the ingredients into a smooth dough, work the dough well in a larger bowl.
- 2. Put the dough on a floured board.
- **3.** Cover the dough with an empty, warmedup pot for about 10 minutes.
- **4.** Cover a table with a canvas tablecloth and dust it well with coarse flour.
- 5. Place the dough on the floured table, roll it a little and brush with melted butter.







Recipe: Hand-drawn strudel

- **1.** Using the opposite side of your palms, draw the dough outwards until it reaches the table edges. (Cut off any overhanging dough)
- 2. Sprinkle the drawn dough with melted butter and granulated sugar, vanilla sugar, poppy seeds and pitted sour cherries or peeled apples.
- **3.** Sprinkle again with sugar and butter.
- 4. Using the tablecloth, roll the dough into a "strudel", then cut it into three same-sized pieces and carefully move them into a butter greased tin.









Ingrediens (poppy seed filling)

- * 1/2 kg ground poppy seeds 1
- * 1 pack (8 grams) vanilla sugar
- ✤ 2 tins / packs of sour cherry compote
- ✤ Ca. 6-8 fistfuls granulated sugar







Recipe: Salted caramel and chocolate baskets

Ingredients (dough)

- ✤ 150 g butter
- ✤ 50 g powdered sugar
- ✤ 210 g flour (finely ground)
- ✤ 2 egg yolks
- lemon zest
- * pinch of salt

- **1.** Mix all ingredients into a smooth dough and let it rest for 1 hour in a cool place.
- 2. Press the dough evenly into small basket molds, pierce each with a fork and bake at 170 Celsius for 7 10 minutes.





Salted caramel

Ingredients

- ✤ 1 cup granulated sugar
- ✤ 85 g butter
- ✤ ¹/₂ cup heavy cream
- * 1 teaspoon (or less) sea salt



- **1.** Melt sugar in a saucepan until it dissolves, add butter, salt and cream, stir and let it cook.
- 2. Once cooled down, fill the baskets with caramel and let them harden in a cool place.





Chocolate icing

Ingredients

- ✤ 80 g chocolate bar (min. 50% cocoa)
- ✤ 80 g heavy cream
- ✤ 1 teaspoon butter



Preparation

- **1.** Break the chocolate into pieces, put them into a saucepan and add hot cream and butter.
- 2. Whip until smooth.
- 3. Let rest at room temperature and sprinkle with chopped nuts (covered in caramel).

Final steps

Put the chocolate icing on the caramel- filled baskets and sprinkle with chopped nuts (covered in caramel).





Recpie: Cheese and poppy seed cake

Ingredients (dough)

- ✤ 4 eggs
- ✤ 120 g sugar
- ✤ 120 g poppy seeds

Preparation

- **1.** Whisk the egg whites into a stable foam.
- 2. Add sugar and egg yolks while stirring continuously.
- **3.** Add poppy seeds and stir.
- 4. Put the dough into a mould and bake at 160 degrees Celsius.

Ingredients (filling)

- ✤ 200 g creamy curd/cheese
- ✤ 200 g lemon paste
- ✤ 200 ml cream

Preparation

- **1.** Whisk the cream together with curd, add lemon paste.
- 2. Spread the mixture over the baked and cooled down base.

Final steps

Decorate with chocolate topping and when colled down, cut into eight pieces.







Recipe: Sheep cheese puff pastry

Ingredients (dough)

- puffy pastry dough
- ✤ 250 g sheep cheese (creamy)
- ✤ 125 g butter
- ✤ salt
- ✤ pepper
- egg (for egg wash)

- **1.** Roll the puff pastry dough into a 4-5 mm thin layer.
- 2. Cut out circles, then cut out a small inner circle in some of them.
- **3.** Lay them on a tin, brush them with egg wash and bake at 230 235 degrees Celsius for 10 minutes.
- 4. When baked, put the circles with a hole on top of full circles, fill the hole with the sheep cheese filling, sprinkle with chives or dill and finally put a full circle on top.

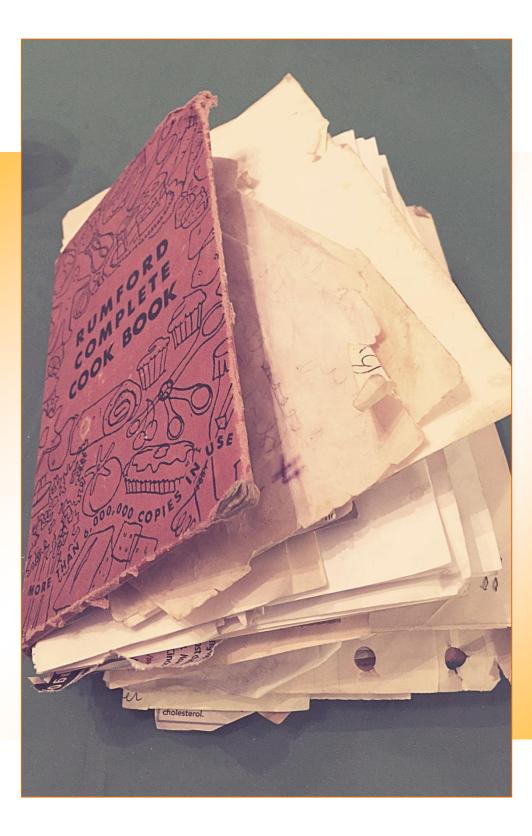








In the end, there are two traditional grandmother's recipes







Traditional recipe: Pirohy

Ingredients

- **♦** 800 g potatoes
- ✤ 300 g semi-coarse wheat flour
- ✤ 1 egg
- ✤ a pinch of salt
- plum jam
- ✤ breadcrumbs
- ✤ powdered sugar
- st oil
- butter

- 1. Cook unpeeled potatoes in salted water, let them cool down, then peel and mash them.
- 2. Add semi-coarse flour, an egg and a pinch of salt.
- **3.** Mix the ingredients to make dough.
- **4.** Roll out the dough on a floured rolling board.
- 5. Cut out circles = "pirohy" (7 10 cm in diameter) and fill them with plum jam.









Grandmother's recipe: Pirohy

- **1.** Bring salted water to the boil.
- **2.** Throw pirohy into boiling water and stir lightly so that they don't stick to the bottom of the pot.
- **3.** After ca. 3 4 minutes when they float on the surface, take them out, put them into a bowl and sprinkle with melted butter.
- 4. Sprinkle pirohy with fried bread crumbs and sugar and stir lightly.













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Traditional recipe: Haluski

Ingredients

- ✤ potatoes,
- ✤ coarse flour
- ✤ semi-coarse flour
- ✤ sheep cheese (bryndza)
- ✤ sour cream,
- ✤ bacon,
- salt 🔅

- **1.** Wash and peel the potatoes. Grate them finely.
- 2. Add a little water and flour of both types in 1:1 ratio and stir to make a semi- thick dough.
- **3.** Place a halushki/spaetzle maker (a holey tin plate) over the pot with salted boiling water , pass the dough through the haluski maker.









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Grandmother's recipe: Haluski

- 1. Once the halushki start floating on the surface, take them out and put them into a bowl.
- 2. Mix sheep cheese (bryndza) with sour cream.
- **3.** Dice and fry the bacon.
- 4. Add the bryndza-sour cream mixture to the bowl with halushki and stir lightly.
- 5. Sprinkle with fried bacon on top.





PART THREE

ENTREPRENEURIAL ASPECT OF CATERING SERVICE



INTRODUCTION

The aim of this part of the manual "Entrepreneurial aspects of catering service" is to acquire basic knowledge, skills and professional competencies necessary to perform the tasks of creating a marketing plan for catering services and sales of catering services.

In this chapter, you are presented with 3 modules:

- Module 1 Entrepreneurship in catering, dedicated to topics: introduction to the basic concepts of entrepreneurship in catering, business idea and SWOT analysis, marketing strategy catering services and defining marketing goals in the catering service.
- Module 2 Catering marketing, with emphasis on the topics: Marketing mixture product, price, promotion, distribution and creating a catering marketing plan.
- Module 3 Catering sales, dedicated to topics: sales procedure, Negotiations with clients, prices and special requests, Communication with catering service users, catering organization - an example of good practice





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Module 1

ENTREPRENEURSHIP IN CATERING

1.1. Introduction to the basic concepts of entrepreneurship in catering

The business model in creating a catering company is very complex, once it must be able to integrate several objective and subjective aspects that contribute in a very decisive way to the quality of the final product or service that is being provided.

First of all, the idea needs to come up. There has to be an idea of creating a company that comes up in the market with a different value proposal. One proposal that gives to the customer something he/she wants, even before they know they want it, better, first or cheaper than the other companies in the area.

Secondly, based on the value proposal, there has to be a preparation phase in which the company founder(s), establish the practical ways or procedures that will allow them to deliver on their value proposal. How will they deliver a better quality in the service provided, controlling the costs, how will they grow and get to the customers faster than their competitors, or how will they be more efficient in order to deliver a service that is at least equal in quality, to their competitors, but cheaper.

Then, we advance to the practical aspects of establishing the company and the chain of value. We have to provide to the company the minimal resources that it needs in order to operate, according to our value objective. We have to acquire the physical aspects, in order to operate (warehouses, kitchens, kitchen utensils, and other), but also, the people that will carry out the idea that embodies our value proposal to the market. And in that area, the company has to be aware of the need of people devoted to creating new products or services (typically the cookers), commercial people, to sell the service, and administrative people, to negotiate, buy and control stocks, and to distribute them in the several places where the company is providing services, and so on.





As I said earlier, all the company activity should be based in value proposal that makes it have a competitive advantage towards the competitors. But the market is a complex ecosystem, in which many companies are operating at the same time, where some are dependent on others to develop their activity, and where the customers tend to change their perception of value (and this process is getting faster and faster, very much due to the easiness of information sharing in a global scale, and also because of disruptive events that tend to create new trends, as the pandemic and all the social change around it).

1.2. Business idea and SWOT analysis

In order to make it easier for the entrepreneur to position their company in this living and fast changing ecosystem, there are some simple management tools that allow us to have a clear, objective and incisive view of the company. One of the most popular is the SWOT analysis. The SWOT analysis allows us to have a clear and crossed view of internal and external aspects of the company and its environment. SWOT is a "word" that results on the junction of the four initial letters of the factors this analysis allows us to objectify.

On the internal aspects, we have Strengths, where we must include most of all the value proposal factors that are in the bases of the idea that motivated us to create the company, we need to count in the weaknesses also, and they are also always present. It is practically impossible to create a company with no weaknesses and the manager has to be very aware which are the ones he has to deal within his company, in order to contain and decrease their negative impact. In the external factors, being it the aspects that we don't tend to control, but are market related, and so impact with the activity of our company, we can enunciate the Opportunities, that must be the more important drive to redefine in continuous basis the company strategy and action, and Threats, that in the other hand should be in the mind of the manager in order for him to react, once a threat becomes real.





1.3. Marketing strategy catering services

Every marketing strategy should be based on the five "P" of marketing, being them: price, product, placement, people and promotion. When we are looking to catering services, being the complex companies, as I said earlier, it is essential to master these five aspects. The company has to have a competitive price, when compared to its competitors, or at least, a price that is perceived has fair by the customer, but also a price that is suited to pay all the bills and give return to the shareholders. It also has to have a product that is valued by the customer (in catering companies, the product is related to the food itself, and also to the delivering service), in order to motivate him to buy. The placement is also essential. The company has to be present in places where there are potential customers, in order to increase the business probabilities.

1.4. Defining marketing goals in the catering servisse

Human resources are also a key factor. Catering is a specific area. A good chef is an artist. Part of the company's activity needs to be dedicated to constant improvement aforementioned new value, which is crucial for the development.. In a super integrated and connected world, promotion is also a deciding factor, in order to make your company recognizable to the potential customer, and create a customer's desire to reach out to you.





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Module 2

CATERING MARKETING

2.1. Marketing mixture - product, price, promotion, distribution

After defining the five "P" of marketing mixture and SWAT analysis, as well as measuring its Strengths, weaknesses, opportunities and threats, we can then create a marketing plan.

The company must have a very clear notion of the product or the service it wants to provide , ways it will be created, where, and who is going to be in charge of the product or service promotion

2.2. Creating a catering marketing plan

Looking back to the company's original business idea which we desire to create, we go through the SWOT analysis, and the aim is gain a clear vision of the internal and external factors that create company's reality. In order to do so, it is of extremely important to create a marketing plan which gives us the answers to basic questions as: what, who, when, where.





Module 3

CATERING SALES

3.1. Sales procedure

The sales strategy is very dependent of the market that the company which is addressing. Firstly, we have to establish if the company will provide service or product in B2B (business to business) or B2C (business to client), or both relationship models. Regarding this first definition, we can start implementing a sales strategy, and sales team. How can we sell our product to the potential customers?

3.2. Negotiations with clients, prices and special requests

We know that if we are in a B2B relationship the interest of the customer is more related with objective aspects of the service or product –

- How much does it cost?
- * Can you deliver on time?
- If I buy more of this, will you make a discount?
- When can I pay?

On the other hand, if we are on a B2C relationship, we will face other issues, that are customers perceive as issues regarding quality to the customers –

- Is this really the product that I am looking for?
- S Is this the price I can pay?
- S Is the price fair and leveled with the market?
- What people say about this product/service?
- Can I customize the service/product to my own needs?



3.3. Communications with catering service users

So, as you can see, the sales strategy is very different if your core business is developed in a B2B or B2C basis. The way you customize the service, and you communicate you commercial advantages should be adjusted to your customer's needs and wants.

3.4. Visiting a catering organization - an example of good practice

The training group visited an event space, Quinta de Alferes, where they had the opportunity to listen, learn and discuss ideas, with the manager of that space, about the business aspects of the catering business.

Farm emblem

Quinta do Alferes de Crasto is one of the pioneers in organizing events in the Douro Litoral area – Vila do Conde, being distinguished in the quality, professionalism, demand and reliability of its services. The farm's biggest advertising is done by satisfied customers. It is a space of luxury and charm. Retaining its original design, Quinta do Ensign de Crasto is a place with a relevant historical heritage. Built in 1866, and after a thorough restoration, it is today an exemplary model of the junction between contemporary and traditional Portuguese architecture, being surrounded by bucolic and romantic nooks, ideal for a unique party.

Spaces and capacity

It has a main lounge, with a glazed front, which offers a wide view of the skyline, with the sea as a backdrop, with all amenities, including living room, with TV, children's room with nursery, dressing room for the bride and groom and a decoration with an interesting combination between contemporary and classic style. At the main access to the outside, there is a balcony with a comfortable outdoor sofa and a fireplace lit in the evening, where you can enjoy the aforementioned view, to the sound of a relaxing music and extremely pleasant atmosphere, especially in the evening. The lawn is the perfect space for aperitifs and starters, before the banquet, with shade corners and surrounded by bushes, which is being complemented by a totally innovative space, the Ensign Open Air. Integrated in this extensive garden is an old watering tank, which preserves a water mirror, as well as a playground for the little ones.



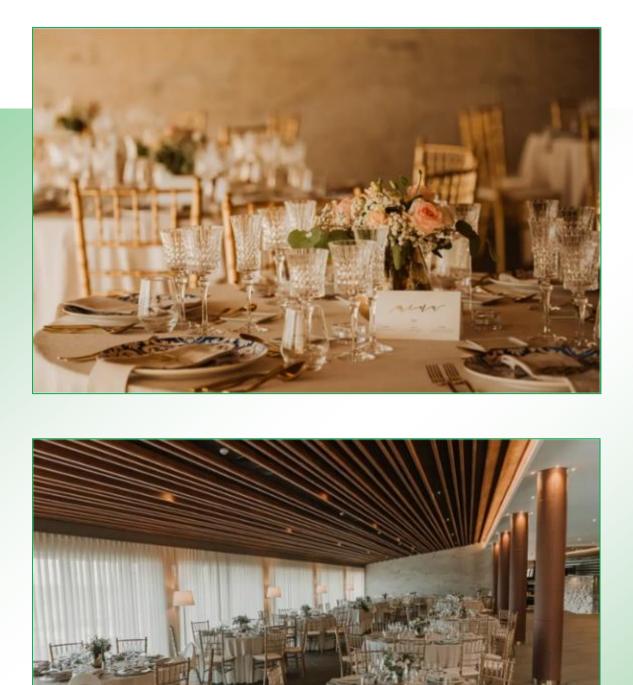








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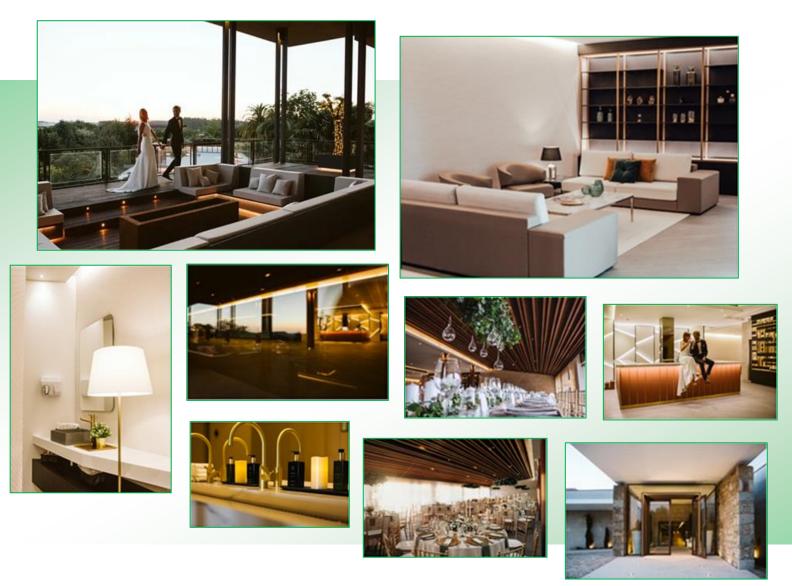






Services

There is a capacity for about 300 people seated, conducting civil ceremonies, dressing room availability for the couple/family, high level of event customization (decoration, menus, animations), baptized, conferences, product presentation, conventions, birthday parties, communions, and so on.



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