

7103 Level 1 Professional Food and Beverage Service Summary of revisions to assessment documentation



October 2012

Dear Colleague

Revisions to 7103 Level 1 Professional Food and Beverage Service

Some revisions have been made to the assessment requirements for the 7103 at Level 1.

A summary of all the revisions to date is detailed on the pages that follow.

We have indicated which amendments have been published in the latest versions of the Assessment and Answer Packs.

Please do not hesitate to contact the Assessment team if you have any queries or feedback.

7103 Level 1 Professional Food and Beverage Service Summary of revisions to assessment documentation

7103 Level 1 Assessment pack

Page/assignment	Amendment	Revision Date & Version
Assessment title	7103-11 Level 1 Certificate in General Food and Beverage Service Skills added to the title of the document. No other changes made to the content	August 2013 v2.2
Assessor guidance	The generic Assessor Guidance has been updated and 'Additional Conditions of Use (Assessment Materials)' on copying/copyright has been added. The General Information section has also been updated.	September 2012 v2.1
General	<p>Short answer tests</p> <p>Cover sheets have been added to the front of each test. More space for answers has been added.</p> <p>The total marks for some tests have changed.</p> <p>All tests with a total of 20 marks or more are now graded. The grade now contributes to the overall grade for the unit, as indicated in each Assignment Mark Sheet.</p> <hr/> <p>Grading criteria checklists</p> <p>All the gridlines on tables are now showing for a clearer layout.</p> <p>Individual candidate checklists (optional) have been provided in addition to the Multiple candidate checklists.</p>	July 2012 v2.0
Assignment 103 Health and safety awareness for catering and hospitality	<p>Section C Health and safety hazards</p> <p>'Hazards' column – 'Gravity fed slicer' changed back to 'Hot food container'.</p> <p>'Deep fryer' changed back to 'Slicing accompaniments'.</p>	July 2012 v2.0
Assignment 104 Legislation in food and beverage service	<p>Task A</p> <p>Versions A & B – various revisions made.</p> <p>Assessor guidance</p> <p>Following sentence added to beginning of guidance: While the short-answer questions are at Level 1, some legal terminology is used to familiarise candidates with the specific terms used in industry, for example, 'consequence', 'breach', and 'grant'.</p>	July 2012 v2.0
Assignment 105 Understand menus	<p>Task A</p> <p>Versions A & B – various revisions made.</p>	July 2012 v2.0

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<p>Assignment 106 Introduction to personal workplace skills</p>	<p>Task B (Review of Contribution)</p> <p>The table has been put into landscape format giving more space to complete answers.</p> <p>The general headings in bold at the top '<i>Questions to help you review...</i>' / '<i>You should try to explain...</i>' have been replaced with '<i>What I did</i>', '<i>What I should have done when things didn't go so well</i>' and '<i>Why the workplace skill described is important</i>'.</p> <p>Some of the review aspects have been tweaked and some subheadings added into the table to make it clearer to candidates what information is required.</p> <p>Task C (Scenario and questions)</p> <p>New Q2 added in to replace old Q5 and subsequent questions renumbered.</p> <p>Assessor guidance</p> <p>Task B – additional guidance added in on alternatives to Review pro forma and what can be done if evidence of problems does not naturally occur during the assessment.</p>	<p>July 2012 v2.0</p>
<p>Assignment 107 Dealing with payments and bookings</p>	<p>Task B</p> <p>Short answer test is now graded P, M or D.</p> <p>Versions A & B - various revisions made.</p>	<p>July 2012 v2.0</p>
<p>Assignment 108 Food & beverage service skills</p>	<p>Task C</p> <p>Short answer test is now graded P, M or D.</p> <p>Versions A & B – various revisions made.</p> <p>Grading criteria (Task B): The below criteria have been revised as follows:</p> <ul style="list-style-type: none"> - 'took initiative to identify dishes to customers and received order' changed to 'identified dishes to customers and received orders' - 'queried customer taste and dietary requirements and suggested appropriate dishes' changed to 'identified and supported customer preferences, including any dietary requirements' - 'communicated with the kitchen regarding demand for dishes' regraded from Distinction to Merit. - 'anticipated requirements for extra cutlery' -(Distinction criteria) removed 	<p>July 2012 v2.0</p>

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<p>Assignment 109 Bar service skills</p>	<p>Task A</p> <p>Task Ai - has been aligned with L2 209 Task Bi.</p> <p>Task Aiii – reference to ‘clean, clear and restock the bar area’ has been changed to ‘clean and the bar area...’ as ‘restocking’ is covered in Task Ai.</p> <p>Task B</p> <p>Short answer test is now graded P, M or D.</p> <p>Versions A & B - various revisions made.</p> <p>Grading criteria/Checklist (Task Aiii) - the below criteria have been revised as follows:</p> <ul style="list-style-type: none"> - ‘selected and used correct procedures to clean, clear and restock’ changed to ‘selected and used the correct procedures to clean and clear’ 	<p>July 2012 v2.0</p>
<p>Assignment 110 Hot Beverage Skills</p>	<p>Old Task B</p> <p>Promotional leaflet/poster has been removed and the knowledge requirements are now covered in the short answer test which has been renamed Task B.</p> <p>Task B (formerly Task C)</p> <p>Task B (short answer test) is now graded P, M or D.</p> <p>Versions A & B - various revisions made including incorporation of old Task B.</p>	<p>July 2012 v2.0</p>
<p>Assignment 106 Introduction to personal workplace skills</p>	<p>Task C – scenario reference to ‘kitchen porter’ has been changed back to ‘waiter’.</p> <p>Reference to ‘dish washer’ has been consistently corrected to ‘glass washer’.</p>	<p>January 2012 v1.07</p>
<p>Assignment 101 Introduction to the catering and hospitality industry</p>	<p>Task A replaced by short answer questions. Assignment mark sheet, task wording, grading criteria and assessor guidance updated to reflect this change.</p> <p>Task B & C combined and wording of the task simplified. Content of tasks has not changed. Assignment composition, assignment mark sheet, task wording, grading criteria and assessor guidance updated to reflect this change.</p>	<p>September 2011 v1.05</p>

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Assignment 103 Health and safety awareness for catering and hospitality	Task A Replaced by short answer questions, all tasks combined into one; a question paper with three sections. Marks for each section aggregated to form overall grade. Assignment composition, assignment mark sheet, task wording and assessor guidance updated to reflect this change.	September 2011 v1.05
Assignment 105 Understand menus	Task A – Question 9 reworded.	September 2011 v1.05
Assignment 106 Introduction to personal workplace skills	Task B – reference to ‘preparing a meal’ has been changed back to ‘working as part of the front of house team’.	September 2011 V1.05
	Task A uniform section tailored to food and beverage service.	
	Task B wording of the task simplified. Content of task has not changed. Number of questions reduced in pro- forma for Task B.	September 2011 v1.05

7103 Level 1 Answer pack

Page/assignment	Amendment	Revision Date & Version
Assessment title	7103-11 Level 1 Certificate in General Food and Beverage Service Skills added to the title of the document. No other changes made to the content	August 2013 v2.2
Assignment 103 Health and safety awareness for catering and hospitality	Task A Section A (short answer questions): The P/M/D mark ranges have been removed at the end of Section A and changed back to a pass mark out of 46 marks , which now aligns with the overall grading conversion at the end of Task A.	October 2012 v2.1
General	All assignments revised in line with changes to the short answer tests within the Assessment Packs	July 2012 v2.0
Assignment 101 Introduction to the catering and hospitality industry	Marking guide added to reflect changes in task	September 2011 v1.06
Assignment 105 Understand menus	Marking guide edited to reflect changes in question 9	September 2011 v1.06

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