



UNIT 213 (2BS3)

PREPARE AND SERVE COCKTAILS

Creating cocktails is an art form, and requires skills that can take time to develop. There's a lot to know, but preparing and serving cocktails can be one of the most enjoyable parts of working behind a bar. From keeping the Gin Fizz fizzing to making sure the Tequila Sunrise doesn't disappoint, this unit covers all the shaking and stirring of the cocktail maker's art.

UNIT 213 (LEVEL 2 UNIT, 5 CREDITS)

PREPARE AND SERVE COCKTAILS

This unit is about preparing cocktail making equipment and cocktail ingredients. It also covers mixing and serving cocktails and giving customers accurate information about them.

This unit has four learning outcomes:

1. Be able to prepare areas and equipment for serving cocktails
2. Know how to prepare areas and equipment for serving cocktails
3. Be able to serve cocktails
4. Understand how to serve cocktails.



Did you know?

The Singapore sling was invented by Ngiam Tong Boon for the Long Bar in Singapore's Raffles Hotel in about 1915. The recipe, written on a bar-chit, is now on display in the Raffles museum.

Useful words

COCKTAIL

A style of mixed drink originally made from spirits, sugar, water and bitters.

CORDIAL OR LIQUEUR

Sweet distilled spirits with a base liquor, sugar and a variety of fruits, herbs and spices for flavour that varies greatly by type or brand.

DASH

The smallest bar measurement.

DRY

Refers to the quantity of vermouth in a cocktail – a dry martini, for example, contains less vermouth.

FLAIR BARTENDING

To mix and serve cocktails in a theatrical style. This often includes juggling bottles and utensils while preparing drinks.

FLOATING

To carefully pour a small amount of liquid over the back of a spoon to create a layered drink.

MIXED DRINK

A drink that combines one or more alcoholic beverages with other drinks. Mixed drinks can include cocktails, spritzers and shandies.

MIXER

Any non-alcoholic beverage used as an ingredient in a cocktail.

MIXOLOGY

The art of mixing cocktails.

MUDDLING

To combine ingredients in the bottom of a glass using a muddler, a tool similar to a pestle.

ON THE ROCKS

When a drink is served over ice.

ROLLING

To mix drinks by pouring the ingredients from one glass into another and back again.

STRAIGHT UP

When a drink is chilled with ice in a cocktail shaker and then served strained.

KNOW YOUR... COCKTAIL GLASSES



Hurricane



Champagne flute



shot



Highball



Collins

UNIT 213 (2BS3)

**PREPARE AND
SERVE COCKTAILS**

Evidence

This space is to record your evidence for this unit. The criteria that you should be able to record are within the learning outcomes.

| No | Method | Summary of evidence, or portfolio reference | Assessor initials |
|----|--------|--|----------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |

Photocopy if required

*Assessment method key: **O** Observation; **PD** Professional discussion; **Q** Questioning; **WP** Work product; **WT** Witness testimony; **Oth** Other

What you must do

(OUTCOME 1)

You must show that you can perform consistently to the same standard. This will be assessed by your assessor using various methods which must include observation of your performance.

Circled numbers
must be observed

| | 1 | 2 | 3 | 4 |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| 1 Make sure that work areas are clean, tidy and ready to use | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 2 Make sure that cocktail-making equipment is clean and undamaged | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 3 Prepare and store cocktail ingredients ready to use | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 4 Store cocktail accompaniments ready to use. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

'if I had to pick one favourite cocktail accessory it absolutely has to be fresh herbs.'
Kathy Casey, US chef



What you must cover

(OUTCOME 1)

You must show that you have covered **ALL** of the following:

1 2 3 4

Equipment

All must be covered. At least **five** of these must be observed by your assessor.

| | | | | |
|-----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 1 pourers | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 2 blenders | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 3 shakers/mixers | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 4 stirring equipment | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 5 squeezers and strainers | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 6 knives and chopping board | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 7 glasses/jugs | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 8 ice scoops | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 9 cocktail list/menu | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Ingredients

All must be covered. At least **three** of these must be observed by your assessor.

| | | | | |
|----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 1 fruit | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 2 fruit juices/soft drinks | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 3 cream/milk | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 4 alcohol | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Accompaniments

All must be covered. At least **three** of these must be observed by your assessor.

| | | | | |
|--------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 1 ice | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 2 food garnish | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 3 decorative items | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

UNIT 213 (2BS3)

PREPARE AND SERVE COCKTAILS**What you must do****(OUTCOME 3)**

You must show that you can perform consistently to the same standard. This will be assessed by your assessor using various methods which must include observation of your performance.

Circled numbers**must be observed**

| | 1 | 2 | 3 | 4 |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| 5 Identify customer requirements | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6 Provide customers with accurate information about cocktails as required | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7 Promote cocktails to customers at appropriate times | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8 Assemble cocktails using the recommended measures, techniques, equipment and accompaniments | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9 Finish cocktails and serve them using the recommended equipment and accompaniments | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10 Serve alcoholic cocktails to permitted people only. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**HINTS AND TIPS LAYERING**

To 'float' or layer different coloured ingredients, pour each successive layer into the glass over the flat end of a bar spoon that is just touching the previous layer.

What you must cover**(OUTCOME 3)**

You must show that you have covered **ALL** of the following:

1 2 3 4

Information

All must be covered. At least **two** of these must be observed by your assessor.

| | | | | |
|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 1 price | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 ingredients | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3 relative strength | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4 measures | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Type of cocktail

All must be covered. At least **four** of these must be observed by your assessor.

| | | | | |
|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 1 spirit-based | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 non-alcoholic | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3 cream-based cocktail | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4 champagne-based cocktail | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5 gin/vodka-based cocktail | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6 tequila-based cocktail | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7 fruit juice-based cocktail | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8 sour cocktail | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Techniques

All must be covered. At least **three** of these must be observed by your assessor.

| | | | | |
|-----------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 1 shaken | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 mixed | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3 stirred | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4 blended | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5 built/poured | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Accompaniments

All must be covered. At least **two** of these must be observed by your assessor.

| | | | | | |
|---|------------------|---|---|---|---|
| 1 | ice | ● | ● | ● | ● |
| 2 | food garnishes | ● | ● | ● | ● |
| 3 | salt/sugar | ● | ● | ● | ● |
| 4 | decorative items | ● | ● | ● | ● |

Equipment

All must be covered. At least **five** of these must be observed by your assessor.

| | | | | | |
|---|----------------------------|---|---|---|---|
| 1 | pourers | ● | ● | ● | ● |
| 2 | blenders | ● | ● | ● | ● |
| 3 | shakers/mixers | ● | ● | ● | ● |
| 4 | stirring equipment | ● | ● | ● | ● |
| 5 | squeezers and strainers | ● | ● | ● | ● |
| 6 | knives and chopping boards | ● | ● | ● | ● |
| 7 | glasses/jugs | ● | ● | ● | ● |
| 8 | ice scoops | ● | ● | ● | ● |



Did you know?
 In the book 'Casino Royale', James Bond demands his martini in a deep Champagne goblet, rather than the more traditional cocktail glass.



HINTS AND TIPS MEASURING

It's vital to get the balance of ingredients right when making cocktails, so use pourers or measure everything until you've got enough experience to do a 'free pour'.

UNIT 213 (2BS3)

PREPARE AND SERVE COCKTAILS**What you must know**

Evidence for this section can be collected in a variety of ways. Your assessor will discuss with you how to collect and record this information.

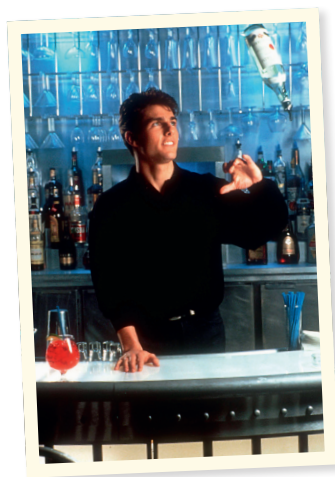
(OUTCOME 2)

To understand how to prepare areas and equipment for serving cocktails you need to:

- K1** Describe safe and hygienic working practices when preparing areas and equipment for making cocktails
- K2** State why it is important to keep preparation areas and equipment hygienic when preparing cocktails
- K3** State what safe working practices should be followed when preparing cocktails
- K4** State why it is important to have all the ingredients ready before preparing cocktails
- K5** Outline the types of unexpected situations that may happen when preparing areas and equipment to make cocktails.

**HINTS AND TIPS**
SHAKEN NOT STIRRED

When preparing cocktails that contain syrups, fruit juices or dairy components, it's generally better to use a shaker rather than stir the drink. The more vigorous action will better combine the ingredients.



*Did you know?
For the 1988 film 'Cocktail', Tom Cruise was trained by John Bandy, a flair bartender, who taught the actor the elaborate mixology moves.*

What you must know

Evidence for this section can be collected in a variety of ways. Your assessor will discuss with you how to collect and record this information.

(OUTCOME 4)

To understand how to serve cocktails you need to:

- K6** State current relevant legislation relating to licensing and weights and measures legislation
- K7** Describe safe and hygienic working practices when serving cocktails
- K8** State why and to whom any customer incidents should be reported
- K9** Describe how to respond to signs that someone might be under the influence of drugs or buying/selling drugs
- K10** Describe how to deal with violent/disorderly customers
- K11** State what procedures to follow in response to people smoking in a non smoking area
- K12** State where and from whom health and safety and food legislation can be obtained
- K13** State why it is important to offer customers accurate information eg about strength of drinks and their basic characteristics
- K14** State why it is important to offer customers accurate information about special offers and promotions
- K15** State why correct information must be provided to customers at all times
- K16** State why it is important to recognise the name of different cocktails
- K17** Describe the different techniques for mixing cocktails
- K18** State different measures for different types of cocktails

- K19** State why it is important to use the correct measures when preparing cocktails
- K20** State when it is permissible to free-pour when making cocktails
- K21** State what legal measures must be used to serve alcohol and why they must be used
- K22** State what the law is in relation to serving underage drinkers and how this affects the bar staff
- K23** State what the law is in relation to the times of day/night that alcohol may be served
- K24** Describe what symptoms indicate that a customer has drunk excessive amounts and what the legal responsibilities are in relation to this
- K25** State under what circumstances customers must not be served with alcohol
- K26** Outline the types of unexpected situations that may happen when preparing and serving cocktails and how to deal with these.



Green Apple Martini

*One part vodka,
one part apple
schnapps and
one part apple
juice, shaken.*

Notes and feedback

You or your assessor may use this space for any notes or additional comments about your work.

*'Make sure you're ready for service
- ice wells full, fruit cut and
everything clean. Learn the classics
and everything else will follow.'*
Will Beckett, Director,
Underdog Consultancy