Unit 301: Developing opportunities for progression in the culinary industry

# Sample lesson plan 3

**Course number:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Course title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Tutor’s name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_ **Time:** \_\_\_\_\_\_\_\_\_\_\_\_\_ **Lesson length:** 6 hours **Room:** \_\_\_\_\_\_\_\_\_\_\_

**Lesson topic:** Improving working practice through application of knowledge and skills

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| **Aims**:   * To develop an awareness of activities that will maximise potential * To gain an awareness of methods used to assess skills and knowledge * To gain an understanding of how a SWOT analysis supports planning personal development * To gain an understanding of how to apply knowledge and skills learnt * To develop an awareness of the impacts development activities have on working practices * To gain an awareness of how to use reflective practice to improve performance. | **Learning outcome**:  To enable learners to understand:   * types of activities to maximise potential * methods to confirm development skills and knowledge * SWOT analysis and action planning personal development * applying knowledge and skills learnt * measuring impacts of development activities on working practices * using reflective practice to improve performance. |

| **Timing (mins)** | **Work to be covered** | **Teaching activity/assessment** | **Learner activity** | **Resources** |
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| 60 mins | Types of activities to maximise potential | Introduction to personal development.  Facilitate class discussion on types of activities a chef de partie can undertake to maximise skills and knowledge.  Present **PowerPoint 3** to confirm the list of activities.  Introduce small group activity to establish benefits of a range of activities used to improve working practices.  Issue **Handout 6** | Listen and answer questions.  Participate in class discussion suggestion types of activities a chef de partie could undertake.  Contribute to small group activity to establish the benefits of different activities to improve working practice.  Read **Handout 6** | PowerPoint presentation 3  Handout 6 |
| 60 mins | Methods used to confirm development skills and knowledge | Introduce small group activity to establish assessment methods used to confirm development of skills and knowledge.  Present **PowerPoint 3** to confirm assessment methods.  Issue **Activity 6** to be completed individually.  Confirm answers to activity, providing opportunities for discussion. | Listen and answer questions.  Contribute to small group activity with ideas on assessment methods.  Complete **Activity 6** independently.  Contribute to discussions on **Activity 6.** | PowerPoint presentation 3  Activity 6 |
| 60 mins | SWOT analysis and action planning personal development | Facilitate class discussion on the purpose of a SWOT analysis and how it can be used in personal development.  Present **PowerPoint 3** on SWOT analysis.  Introduce individual **Activity 7** to complete a SWOT analysis on personal kitchen skills and knowledge.  Support learners in completion of SWOT analysis.  Introduce small group activity to identify how action plans can be used to support personal development. | Listen and ask questions.  Participate in class discussion sharing ideas on the purpose of a SWOT analysis and how it aids the personal development process  Complete personal SWOT analysis.  Contribute to small group activity identifying how action plans can be used to support personal development. | PowerPoint presentation 3  Activity 7 |
| 60 mins | Applying knowledge and skills learnt | Introduction to small group activity to establish how knowledge and skills learnt can be applied by:   * individuals * as a team * as an organisation   Issue **Worksheet 5**, check completion.  Facilitate discussion to establish most appropriate responses. | Contribute to small group activity with suggestions on how knowledge and skills learnt can be applied.  Complete **Worksheet 5** independently.  Participate in discussion by sharing responses with justifications. | PowerPoint presentation 3  Worksheet 5 |
| 60 mins | Measuring impacts of development activities on working practices | Facilitate class discussion on impacts of development activities.  Introduce small group activity to identify the positive and negative impacts of personal development on:   * the business * customers * The team * Individuals   Present **PowerPoint 3** to confirm impacts. | Listen and answer questions.  Participate in class discussion suggesting impacts.  Contribute to small group activity on positive/negative impacts. | PowerPoint presentation 3 |
| 60 mins | Using reflective practice to improve performance | Facilitate class discussion on the purpose of reflective practice/  Introduce small group, activity to establish how reflective practice benefits:   * the individual * the team * the business.   Present **PowerPoint 3** to summarise procedures for carrying out reflective practice.  Issue **Worksheet 6**, check responses. | Listen and answer questions.  Participate in class discussion to identify the purpose of reflective practice.  Contribute to small group activity to establish the benefits of reflective practice.  Complete **Worksheet 6** independently. | PowerPoint presentation 3  Worksheet 6 |

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| **How learning is to be measured:**   * Q&A during the session * Completion of activities and **Worksheets 6 and 7.** | |
| **Homework/research work:**   * Review **Worksheets 6 and 7** and class notes. * Read **Handout 6** to reinforce learning and understanding of types and reasons for staff development. | |
| **Lesson evaluation** (delete as appropriate) | * Was the lesson better than expected * As expected * Worse than expected |
| **Lesson evaluation/comments:** | |
| **Suggestions/modifications for next lessons:** | |