

	<p>University of North Texas College of Merchandising, Hospitality, and Tourism Department of Hospitality, Event &amp; Tourism Management <b>HMGT 1470 Introduction to Professional Food Preparation</b></p>
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**INSTRUCTOR:** Luwis A Mhlanga, Ph.D.  
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**REQUIRED TEXT:**

Duryea, Jodi (2019). *Cooking for Hospitality Professionals (1<sup>st</sup> edition)*.  
Dubuque, IA: Kendall Hunt. ISBN 978-1-5249-8057-3

<p><b>CLASS MEETINGS:</b> Lecture: Mondays 9:00 -10:50 am CHIL 345 HMGT 1470 Labs: Tuesday 2:00 - 4:50 pm CHIL 322 Wednesday 9:00 - 11:50 am CHIL 322 Wednesday 2:00 - 4:50 pm CHIL 322</p>	<p><b>OFFICE HOURS:</b> Monday: 11:00 -1:00 Tuesday: 12:45 -1:45pm Or by appointment.</p>
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**REQUIRED SUPPLIES:** *Lab Uniform*

- \*1. **White** chef hat white- beanie or classic chef hat.
- \*2. **White** long-sleeved chef coat with your **first and last** name monogrammed or iron- on left side over pocket
- \*3. White & black checkered or black cook's pants
- \*4. Green Bibb apron with our HETM logo on it.
- \*5. Pen

\* These items can be purchased online at  
For the following vendor orders must be placed by the 19 of January at noon, please allow delivery and I have samples if you would like to try them on contact me for an appointment.  
<https://schools.theultimateimage.com/schools/category/University-of-North-Texas.html>

**Or Barnes & Noble Campus bookstores** will also have uniforms and aprons. They will not be able to put your name on it so you will have to make other arrangements. On the Cuff in Denton there will monogram for you but you must give them a week to do it.

You will also need:

1. Socks
2. Black, rubber soled, closed toe shoes non-slip and oil resistant (**no ballet type flats**)
3. Pen or pencil in the lab
4. Calculator
5. Notebook or note pad

**Course Description:**

Laboratory-based course designed to familiarize students with professional food preparation principles and techniques.

**HETM Mission**

We educate the next generation of hospitality and tourism leaders who strive for excellence and embrace our diversity in a caring, innovative, and empowering community.

**HETM Vision**

To be world class in advancing innovative education, creating collaborative knowledge, and transforming future hospitality and tourism leaders.

**HTM Program Learning Outcomes (PLO)**

**PLO1:** Identify and apply the knowledge and skills necessary for hospitality and tourism operations.

**PLO2:** Develop and integrate a core set of business skills necessary to successfully operate a hospitality and tourism organization.

**PLO3:** Demonstrate competence in the communication skills necessary for hospitality and tourism management.

**PLO4:** Formulate business decisions in hospitality and tourism management. **PLO5:** Evaluate leadership principles necessary in the diverse and global hospitality and tourism industry.

<b>Course Objectives and Learning Outcomes:</b>
Identify the basic Professional food preparation principles and techniques used in hotels, restaurants, clubs, fast-food franchises, and institutional feeding establishments. (PLO 1)
Demonstrate basic recipe conversion and costing. (PLO 2)
Analyze the basic food science principles that affect the outcome of the finished food product. (PLO 2)
Implement and demonstrate correct sanitary, maintenance, and safety procedures when handling food products, utensils, and equipment. (PLO 1)
Develop correct knife skills. (PLO 1)
Collaborate and communicate effectively with your fellow classmates to achieve the best outcome for each lab. (PLO 3)
Develop a professional and ethical attitude for the workplace. (PLO 5)
Demonstrate socially responsible behavior in the lab. (PLO 5)

GRADING CRITERIA		
Assignment/activity	Total grade	Your score
Chapter Quiz grades	105	
Three (3) Major Exams 100 pts. each	100	
	100	
	100	
Final exam	100	
Conversion and Costing Assignment	35	
Second Costing assignment	25	
Journal Assignment	100	
Lab Grade	180	
Extra Credit	-----	Career Expo, and Other Events!
<b>TOTAL</b>	<b>845</b>	

COURSE ADMINISTRATION:	
PARTICIPATION	This is your class; we go over important information during lectures that is needed for your lab. Take Pride in your Education!
LECTURE ATTENDANCE	Lectures will often include material beyond the scope of the text. Lectures will mostly consist of power points for each chapter, and You Tube videos and class discussions. They will be on the learning module for the week. Be sure to listen to the power points, watch any videos for the week, and review the week's recipes.
TARDINESS	Please be on time. Being on time means being at your station in your uniform at the start of lab. There will be 5 points off the 15 points for being 5 or more minutes late.

POLICY ON ATTENDANCE	<p>Class attendance is mandatory for all laboratory sessions. Attendance will be taken. If you <b><i>maintain a 100% attendance</i></b> record (i.e., attending all your scheduled labs; this does not include make-ups), you will be <b><i>exempt from taking the final exam</i></b> (no exceptions). Consistent participation is vital for mastering course material and achieving a passing grade.</p> <p>If you are unable to attend class, please email me in advance whenever possible. Prior communication allows me to consider accommodation and arrange make-up opportunities for laboratory sessions as appropriate.</p>
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STUDENT COURSE RESPONSIBILITIES AND PROCEDURES:	
TEXTBOOK AND LAB Recipes:	You must have the physical recipe for lab, not on your electronic device. The recipes will either be from the textbook or on excel /pdf workbook on canvas. <b>5 points will be deducted if you don't have a physical recipe.</b>
RESPONSIBILITIES:	<ol style="list-style-type: none"> <li>Students will be responsible for all material presented in lecture, lab, and what is specified in the textbook and on Canvas.</li> <li><b>All exams must be taken when scheduled.</b> Exams are on the course schedule so please make note of them now.</li> <li>All assignments must be turned in on time to receive credit. Late, unexcused assignments will not receive credit. It is the student's responsibility to seek help when problems with the course arise. <b>Please contact the instructor as soon as you experience a problem.</b></li> </ol>
LAB REQUIREMENTS:	A proper uniform is part of your in-person lab grade for the day. Be sure to have proper closed shoes and your hair restrained. <b>NO</b> nail polish or fake nails allowed (-3 points/lab).
In-Person Labs	<p><b>This is a hands-on class. If you are unable to attend the lab let us know in advance.</b></p> <p><b>It is required that you attend every lab.</b></p> <p>Be aware that lab space was very limited and there were students that wanted your place. Please don't take it for granted and be sure to come each week unless you have a legitimate excuse. <b>Three absences</b> in the semester will automatically lower the semester grade by a letter grade, unless you make up the labs.</p> <p><b>Labs are worth 15 points each and you must participate to receive these points.</b></p>
Lab Assignments	Each lab is worth 15 points. Points are based on you being in uniform, having your filled in production sheet <b>before</b> the start of lab, following directions, product evaluation, cleaning up lab and being on time.

<b>Make up of excused labs</b>	<p>Only <i>two make-up labs</i> are allowed during the semester. This lab/class is not an online class. I know things happen in life. If you cannot make your lab, you may email me and come to a different lab that same week. If you cannot make the lab that week, you have <b>two</b> options:</p> <p>Make-up lab work must be submitted by Saturday of the same week you missed the lab. Submit it to Canvas by 11:59 pm. No exceptions. The make-up consists of either cooking the items we made in class at home or watching a related video and writing a report on it.</p> <p>You can prepare the dishes we make that week, you must have a production sheet, take pictures along the way and of the final product (total 6-10 pictures) and evaluate the product and how you did making it. The pictures must be copied and pasted or inserted onto the production sheet along with comments about making the items and evaluations of them by you and another person(s). You can make your dishes that were assigned or other stations dishes. It should be comparable to what we make in class. <b><i>Please see the grading rubric!</i></b></p>
	<p><b>Or</b> find similar recipe videos on YouTube (if there are not enough of my videos to cover the dishes assigned. (Write a standardized recipe for that cooking video). You should compare between three and four videos of the different techniques covered in the lab you missed.</p> <p>Write a minimum of 2 pages comparing and discussing all the techniques being used in that lab. Please do not write a step-by-step account of the videos. This should be college level writing, not random words strung together to fill 2 pages. They are <b>due</b> the same week you missed the lab by <b>Saturday at 11:59</b>. Submit it on Canvas. <b><i>Please see the grading rubric!</i></b></p>
<b>Hand Washing:</b>	<p>Wash your hands often! Always wash hands with soap and water before working with food, after each time the restroom is visited and after any cough or sneeze. (Please leave the food prep area if you must cough or sneeze or if you are ill.)</p>
<b>LAB CLEAN UP DUTY:</b>	<p>Each student is responsible for washing their own dishes. Please wash as you go. Each student is required to clean, sanitize, and return all articles used in the lab to storage. Make sure your station is clean and in order. For every lab, each station will be assigned a specific clean-up duty in addition to cleaning their station. A clean-up schedule will be posted. <b>NO ONE WILL LEAVE THE LAB UNTIL THE CLEAN-UP OF THE INDIVIDUAL STATION AND SPECIFIC DUTY HAS BEEN COMPLETED. NO ONE IS TO LEAVE THE LAB UNTIL DISMISSED BY THE INSTRUCTOR.</b></p> <p><b>Do Not change until you have been dismissed. Help your fellow students so we can all get out in a timely manner.</b></p>
<b>Beverages</b>	<p>You may bring non-alcoholic beverages to the lab. They must be in closed, non-breakable re-usable containers. No disposable drink containers will be allowed in the kitchen.</p>

<b>EXPLANATION OF GRADING CRITERIA</b>	
<b>Chapter Exams</b>	<b>Chapter material from the book along with any other material covered on canvas such as power points, video, etc. is testable. The exam dates and times are on this syllabus, be sure that you are aware of them prior to the exam. The exam will be administered in class. Students unable to attend must receive prior authorization from the instructor. Unauthorized absences will result in a zero grade.</b>
<b>Final Exam</b>	<b>The final will cover Chapter 3, 16-19. It will include Recipe conversion and costing.</b>
<b>Assignments</b>	<b>On canvas and in-person, Written or worksheet assignments will be given periodically throughout the semester. Points for each assignment will vary.</b>
<b>Chapter Quizzes</b>	Every chapter will have a short quiz. You must take the quiz(s) each week. Be sure to read the chapter(s) in the book, listen to the power points and watch any videos in the learning module before taking the quiz. Each quiz will be available the week that we go over the material in lab and must be taken by that <b>Friday at midnight on Canvas</b> . Once you open them, they must be completed, you do not get a second chance. The quizzes will be worth 5 points each. There will be 21 quizzes worth 5 points each.
<b>Cheating or Academic Dishonesty</b>	As per the student handbook, cheating on a quiz, assignment, exam, or final will not be tolerated. If caught you will receive a 0(zero) for the item and be referred to the Dean of Students. Further, you may fail this course and be asked to leave the University. If you are an HETM major, and allowed to remain at the University, you will also have to repeat the course. Cheating is when you do not do your own work. Using Chatbots/AI to write your paper or assignments is considered cheating and will result in receiving a zero for the assignment. Communicating with another student or person by any means during quizzes and exams is not allowed. Consulting on the internet during an exam (in any form) is not allowed. Plagiarism is not giving clear acknowledgment of the author/source. Academic dishonesty will bring about disciplinary action which may include expulsion from the university. This is explained in the UNT Student Handbook. It is also submitting someone else's work as your own. This will also earn a "0".
<b>Incomplete policy</b>	An incomplete may be given, if the student is only missing one key grade (such as the final) for the semester and provides an official excuse. The student will have one year from the end of the semester to make up the grade and have their Incomplete changed to a letter grade. It will automatically change to an "F" if the student does not make up the missing assignment.
<b>Laboratory Grade</b>	This grade is based upon knowledge of your recipe, timeliness, participation, attitude in lab, and completion of cleaning duties. You must arrive on time and be properly dressed for lab. No nail polish or fake nails. Hair fully restrained. Each lab (11 total) is worth 15 points.

<b>Lab Uniform</b>	<b>*** You must have your complete uniform on at the beginning of lab***</b> <b>Chef hat, chef coat, Bibb apron, chef pants, pen, and closed shoes. If you do not have your hat, a hairnet will be provided. Only a chef's hat or hairnet will be worn in the lab!!!! 5 points will be deducted from your lab score if the proper uniform is not worn during lab. 1 point taken off for each item not worn. 3 Points for nails.</b>
<b>Sustainability</b>	Part of everyone's grade is composting, recycling, using older but still good items before the new, cleaning, and generally showing a responsible attitude towards the day's production.
<b>Production Schedule</b>	<p>You will complete a production schedule based on the recipes assigned to you for each lab period. Read recipes carefully and then coordinate your time in lab with the steps in the different recipes.</p> <p>Be sure to reference the techniques that will be used in the book. I.E Simmered, sautéed, etc.</p> <p>Reading the techniques discussed in the book will make applying them in the lab much more effective. Watching YouTube videos on Canvas will help your day go more smoothly. To encourage, please take the quizzes on the chapters before lab starts.</p> <p>The production sheet must be completed <b><u>before</u></b> you come to the lab. The instructor will check the production sheet at the beginning of lab and return them to you. <b>5 Points will be deducted from your lab grade of 15 points for not having this ready.</b> <b><i>Extra points – 3 Pts will be added if the Production Sheet is typed and printed. See the example.</i></b></p>
<b>Journal Assignment</b>	This semester, you will be compiling an <b><i>individual journal project</i></b> for your portfolio that documents all the work you completed throughout the term. For each lab, please include before-and-after photos of your product along with a short paragraph describing the item you made, how it tasted, its presentation, and any other relevant observations. This portfolio is an excellent way to showcase your most impressive cooking and baking creations. Since it serves as a photographic representation of your work, your portfolio should reflect your best efforts. Don't be afraid to show some creativity. A soft copy must be submitted by <b><i>April 27</i></b> . See rubric for grading.
<b>Extra Credit</b>	There is a possibility of extra points: CMHT Career Expo, TBA, from 10:00 am-1:00 pm at the Union 314 CMHT Symposium TBA

TENTATIVE SCHEDULE FOR HMG T 1470.001, 302, 303, 304		
DATE	CHAPTER	TOPIC
January 12 <i>Week 1</i>	1	Intro. To Class, Professionalism and history
January 13-14	2	Sanitation and Introductions
January 19 <i>Week 2</i>	<b>Martin Luther King Jr. Holiday</b>	
January 20-21	4,	Cooking Methods
January 26 <i>Week 3</i>	<b>3, 5</b>	Menus, Conversion, Costing & Mise En Place
January 27-28	<b>Lab Begins: Must have uniform</b>	Knife skills, mise en place <b>Conversion Due</b>
February 2 <i>Week 4</i>	<b>6, 7</b>	
February 3-4	Lab: Soups <b>First Production sheet due</b>	Stocks, Sauces, and Soups
February 9 <i>Week 5</i>	<b>Exam #1 (Ch.1-5)</b>	
February 10-11	Lab: Salads	Salads
February 16 <i>Week 6</i>	8, 9 & 10	
February 17-18	Lab: Vegetables & starches	Vegetable & starches <b>CMHT Career Expo- 2/18/2026</b>
February 23 <i>Week 7</i>	11, 13	<b>Costing Due</b>
February 24-25	Lab: Eggs, Dairy	Dairy and eggs
March 2 <i>Week 8</i>	<b>Exam #2 (Ch.6 -10)</b>	
March 3-4	Lab: Combination methods, Poultry, root vegetables and Whole Grains	Poultry
March 9-11	<b>Spring Break/No Class</b>	
March 16 <i>Week 9</i>	12	
March 17-18	Lab: Sauté and pan fry meat and potatoes	Meat
March 23 <i>Week 10</i>	14	
March 24-25	Lab: Poaching and steaming Fish & Shellfish, rice pilaf & risotto and vegetables/legumes	Fish & Shellfish
March 30 <i>Week 11</i>	15 & 16	



March 31-April 1	Lab: Quick breads	Intro to Bakeshop Quick Breads
April 6 <i>Week 12</i>	17 <b>Exam #3 (Ch.11-15)</b>	
April 7-8	Lab: Yeast Breads	Yeast Breads
April 13 <i>Week 13</i>	18	
April 14-15	Lab: Pies & custards	Pies, Custards
April 20 <i>Week 14</i>	19	Cakes & Frostings
April 21-22	Lab: Cakes and Frostings	
April 27 <i>Week 15</i>		<b>Journal assignment Due</b>
April 28-29	<b>Mandatory Lab Clean Up</b>	You will receive an incomplete until you make up clean up
<b>Final Exam</b> Wednesday, May 6, 2026, 8:00 am- 10:00 am <i>Week 16</i>	<b>Chapters 3, 4, 16-19 and conversions &amp; Costing</b>	

This schedule may change or be rearranged due to guest speaker opportunities, additional information or other unforeseen conflicts.

**This class is a great way to learn some basic cooking skills that will be useful for the rest of your lives. I am here to encourage you and am available for help. Please contact me if I can be of assistance.**