

**FOOD LAB PLANNING WORKSHEET: DUTIES, EQUIPMENT, GROCERY LIST  
(one lab worksheet per group)**

Name of Lab: \_\_\_\_\_ Date of Planning: \_\_\_\_\_  
Group No. \_\_\_\_\_ Kitchen No. \_\_\_\_\_ Date(s) in Lab: \_\_\_\_\_ Class per. \_\_\_\_\_  
Name of Students in Group: \_\_\_\_\_

Duties or Responsibilities (Rotation basis): Each member carries out the duties assigned and helps other members when necessary. The blank lines are for assigning the responsibilities for making the various recipes in lab. Write out what part of the recipe each member will prepare.

1. Chef- \_\_\_\_\_ is responsible for the success of the product; reads the recipe instructions and makes sure they are followed in the correct order using the specified amounts.

\_\_\_\_\_  
\_\_\_\_\_

2. Assistant Chef- \_\_\_\_\_ assists the chef by reading the recipe and making sure the instructions are followed in the correct order using the correct amounts. Washes the dishes, preheats the oven and cleans the countertops.

\_\_\_\_\_  
\_\_\_\_\_

3. Manager- \_\_\_\_\_ collects the food supplies from the supply cart and returns them; dries dishes.

\_\_\_\_\_  
\_\_\_\_\_

4. Host or Hostess- \_\_\_\_\_ sets the table when necessary; puts away dishes; greases pans when necessary. Sweeps or mops floor when necessary. Makes sure all trash and garbage is in the container.

\_\_\_\_\_  
\_\_\_\_\_

Equipment needed to make the recipe(s): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Grocery/Ingredient List (Use the amounts of each ingredient in the recipe):

After the Lab is completed, each member will need to complete an Evaluation Worksheet.