



CULINARY
INSTITUTE OF
CHILD NUTRITION

CULINARY QUICK BITES

BASIC FOOD PREP SKILLS:
HOW TO BUILD A SANDWICH



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BASIC FOOD PREP SKILLS: HOW TO BUILD A SANDWICH

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Institute of Child Nutrition
The University of Mississippi, School of Applied Sciences
www.theicn.org

Key Area: 2 – Operations

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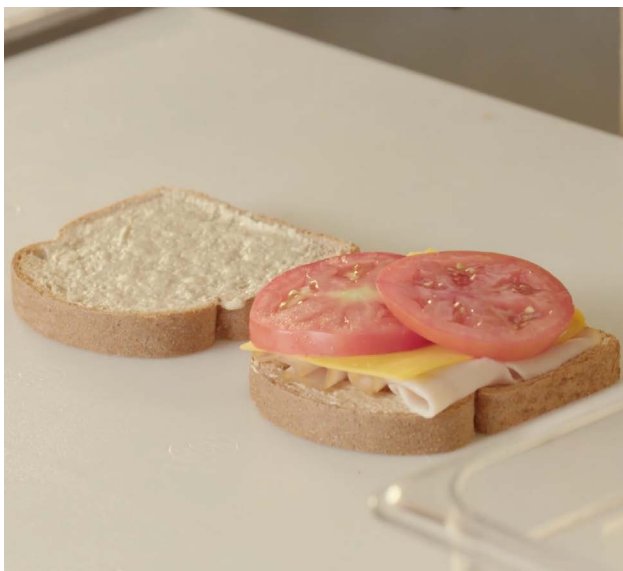


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TRAINING OVERVIEW

The Culinary Quick Bites training series is a tool to help child nutrition professionals develop and refine their culinary skills. Each lesson is designed to last approximately fifteen minutes. Each lesson should be facilitated (led) by the person responsible for overseeing food production at a meal site, service area, or at the district level.

Training facilitators should review the training, in its entirety, prior to conducting the training.

This training has been developed to address a variety of learning styles. The training includes an overview of the topic presented by the facilitator, an infographic to reinforce the training topic visually, a video to demonstrate the topic, and an activity to reinforce learning.

Please contact the Institute of Child Nutrition Help Desk at 1-800-321-3054 or helpdesk@theicn.org if you have any questions about how best to facilitate this training.

KEY AREA

Key Area: 2 – Operations

PROFESSIONAL STANDARDS

FOOD PRODUCTION – 2100

Employee will be able to effectively utilize food preparation principles, production records, kitchen equipment, and food crediting to prepare foods from standardized recipes, including those for special diets.

2130 – Develop culinary skills necessary for school meal preparation.

FACILITATOR'S NOTES

This training counts for 15 minutes of training credit under USDA Professional Standards learning objective 2130 – Develop culinary skills necessary for school meal preparation.

The activity at the end of this lesson involves making sandwiches. You can use one of your recipes or find a Child Nutrition Recipe Box (CNRB) recipe. The activity helps reinforce knowledge and skills learned during this lesson. Sandwiches prepared during this lesson may be included in the next day's menu production.

Before the training, prepare for the lesson activity and set up the kitchen workstation as described on page 13.

Deliver the lesson/training to participants:

- Read the lesson overview to the participants.
- Discuss the infographic and how it relates to the training topic.
- View the instruction video with participants.
- Answer any questions participants may have on the lesson, infographic, and video.

Complete the activity as instructed on page 15.

MATERIALS NEEDED



- Anti-slip mat – 1 per person
- Cutting board – 1 per person
- Chef knife – 1 per person
- Waste pan – as needed
- Food pan – as needed
- Containers for sandwiches – as needed
- Sandwich recipe of your choice – 1 per person
 - Note: For this lesson, you will need to choose a recipe from the site's recipe catalog or choose a recipe from the [Child Nutrition Recipe Box](https://theicn.org/cnr/) (<https://theicn.org/cnr/>).
- Food items for sandwiches based on the site's selected recipe
- Infographic: How to Build a Sandwich – 1 per person
- Access to a screen to show the training video. Possible options include:
 - Site computer monitor with sound
 - Projector with sound
 - Tablets and smartphones
 - A QR code has been provided for quick access to the video on handheld devices.

LESSON OVERVIEW

OBJECTIVE:

At the end of this lesson, participants will be able to build a sandwich.

GENERAL INFORMATION ABOUT HOW TO BUILD A SANDWICH

- There are four basic parts to a sandwich: bread, spreads, body, and garnish.
- **Bread:** The main function of bread in a sandwich is to encase the filling. Bread provides texture and flavor to the sandwich.
- **Spreads:** The main purpose of spreads is to add moisture and flavor to the sandwich and create a barrier between the body and the bread. Only use the amount listed on the recipe.
- **Body:** The body (filling) of a sandwich can be comprised of any combination of meats, cheeses, vegetables, or grains. This is the focal point of the sandwich. All of the other components should complement the body and not overpower or take away from its flavor and texture.
- **Garnish:** The garnish complements the body of the sandwich and adds both texture and flavor.

NOTE: When available, substitute food products and menu items with lower-sodium versions. Work with your menu planner to determine the products that best fit your recipe. It is important to follow the recipe and not add additional or extra amounts of ingredients which could change the nutritional content and cost.

After we review the infographic and video, there will be an activity to reinforce skills learned.

Culinary Quick Bites

BASIC FOOD PREPARATION SKILLS

HOW TO BUILD A SANDWICH

Types of Bread:

- loaf bread
- quick breads
- buns and rolls
- flatbreads
- specialty bread
- other sandwich holder (i.e., lettuce leaves)

Spreads:

- almond butter
- bean purees
- butter
- cashew butter
- cheese spreads
- chutneys
- dressings
- ketchup
- low-fat mayonnaise
- low-fat cream cheese
- pepper spreads
- vegetable purees
- mustards
- olive spreads
- pesto
- salad dressing

Body:

- beans
- beef
- pork
- chicken
- turkey
- fish
- chicken salad
- eggs
- grilled vegetables
- low-fat cheese
- meatballs
- nut or seed butters
- tuna salad

Garnish:

- bell peppers
- cabbage
- cucumber
- grated carrot
- greens
- herbs
- lettuces
- marinated vegetables
- mushrooms
- vegetables (grilled or roasted)
- olives
- onions
- peppers
- pickled salads
- pickles
- tomatoes
- radish
- relishes
- salad mix
- salsas
- slaws
- sprouts

Culinary Quick Bites

BASIC FOOD PREPARATION SKILLS

HOW TO BUILD A SANDWICH

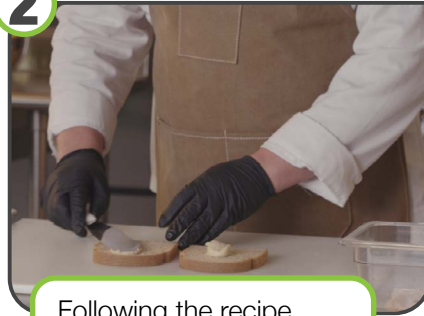
Quick tips for cold sandwiches:

1



Arrange preparation area. All sandwich ingredients should be within easy reach of the work area. Arrange sandwich bread on work area. If using loaf bread, four rows of 12 slices is a manageable number.

2



Following the recipe amount, spread all bread slices to the edge with desired spread.

3



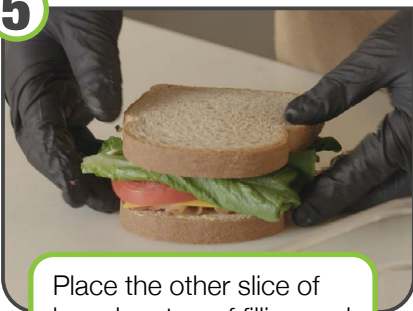
Following the recipe, add the correct amount of filling or meats and cheese.

4



Arrange lettuce or other vegetable accompaniments on top of filling.

5



Place the other slice of bread on top of filling and any lettuce or vegetable accompaniments added.

6



Cut sandwiches as desired, using a serrated knife, being careful not to crush the bread. Place sandwiches in the designated container, sandwich bag, or wrap in plastic wrap to maintain freshness. Refrigerate until service.

Culinary Quick Bites

BASIC FOOD PREPARATION SKILLS

HOW TO BUILD A SANDWICH

Quick tips for grilled sandwiches:



Place sandwich bread on a sheet pan. A full sheet pan (18" x 26") will accommodate 24 sandwiches in a 4 x 6 array. Brush the outside of each bread slice with melted margarine or butter or vegetable oil. A brush, roller, or spray may be used.



Turn the bread over. Add filling, meat, or cheese to all slices in the pan. Spread or layer evenly.



Top with slices of bread. Brush the outside of each bread slice with melted margarine, butter, or vegetable oil as per the recipe. Brown the sandwich on a griddle, in a hot oven, or under a broiler. Serve immediately.



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How to Build a Sandwich Cold and Grilled

[WATCH THE VIDEO](#)

<https://vimeo.com/854355787/3c79efccca>

QR CODE

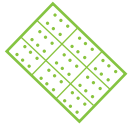
Utilize the QR code embedded to the right to share the video with staff utilizing handheld devices such as smartphones and tablets. Use the photo app on the smart device to scan the code to be directed to the video.



ACTIVITY

SETUP

MATERIALS:



Anti-slip mat
– 1 per person



Food pan
– as needed



Infographic: How to
Build a Sandwich
– 1 per person



Cutting board
– 1 per person



Containers for sandwiches
– as needed



Chef knife
– 1 per person



Sandwich recipe of your choice
(Site recipe or CNRB recipe)
– 1 per person



Waste pan
– as needed



Food items for sandwiches based
on the site's selected recipe

NOTE: If your site does not have enough materials for all participants to complete the activity simultaneously, divide participants into groups based on the materials available. Participants will be working together to make sandwiches. Determine the quantity of sandwiches to prepare based on the number of servings needed for your service. Scale recipe accordingly.

SETUP INSTRUCTIONS FOR FACILITATOR

- 1** Prior to the training, gather the materials needed for the activity. Pre-wash the produce, if any will be used for the training. Set up a workstation for each participant with the required utensils and food items.
- 2** Use mise en place (preparing food items for assembly) to set up the stations. All sandwich breads, spreads, and filling ingredients should be prepared:
 - Meat, poultry, or fish should be cooked, chilled, and sliced or chopped. Vegetables should be washed, dried, and sliced.
 - Spreads should be prepared and chilled.
 - Breads should be sliced.
- 3** During the activity, remember to monitor and observe staff as they practice their culinary skills.

ACTIVITY

ACTIVITY INSTRUCTIONS FOR PARTICIPANTS

Each participant will build a sandwich per recipe determined by the facilitator.

- 1** Refer the participants to the infographic. Then read the instructions for the activity. Ask the participants if there are any questions before beginning the activity.
- 2** Instruct all participants to wash their hands and put on single-use gloves before starting the activity.

POST ACTIVITY

- After completing the hands-on activity, recap the lesson with the participants. Offer an opportunity for participants to share their learning experience during the training and highlight any tips or takeaways they want to share with the group.
- If time allows, facilitate a discussion with the participants. Suggested discussion topics include:
 - Ask participants to discuss how they plan to incorporate what they have learned into building sandwiches.
 - Ask participants what sandwiches do they think their students would enjoy.
- Ask if the participants feel more comfortable with how to build a sandwich or want more time to develop the skill further if time allows.
- Plan the next training session based on the needs of your staff.



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