VALENCIA COLLEGE

# Food Service Sanitation Management FOS 2201

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| --- | --- |
| Term /Year | Fall 2018    CRN 10154 |
| Professor | Pierre Pilloud |
| Building/Classroom | On-line |
| Meeting day/Time | Home work only due Saturday of every week |
| Email | ppilloud@valenciacollege.edu |
| Contact Phone, One on one meeting | 407-582-1880 or leave a clear message, one on one meeting During the week 9-141A, Monday through Thursday around noon time, Friday Email only. |
| Front door access | http://frontdoor.valenciacollege.edu/ppilloud |
| Office | West campus Bldg. 9, room 141A |

**This course is a pre-requisite to all the FSS  Classes**

**COURSE DESCRIPTION:**

This course will acquaint students with the Food and Drug Administration’s Food Code as well as the challenges and opportunities facing hospitality managers in the area of sanitation risk management.  It presents a system approach to sanitation management, utilizing the Hazard Analysis Control Point Program (HACCP) and it provides a basic understanding of quality sanitation management. Credit hours: 3

**Course Objectives:** **Course Objectives:**

* Discuss the Hazard Analysis Critical Control Point system of ensuring food safety
* Describe the type of microorganism most associated with foodborne illness
* Provide 3 examples each of biological, chemical and physical hazards connected with contamination and foodborne illness
* Describe the correct hand washing procedures for food service employees
* List at least 3 general rules for safely receiving food products
* Name 5 external signs that canned food should be rejected
* Name 3 permissible methods of thawing frozen food

Describe the desirable characteristics of dry-storage

* Discuss fundamental foodservice rules about cleaning and sanitizing food-contact surfaces
* List the 6 steps in manual cleaning and sanitizing
* List 5 advantages of developing an organized cleaning program
* Describe 6 general preventative practices to keep pests out of foodservice facility
* Provide steps included in a good accident-prevention program
* Discuss OSHA regulations
* Describe the functions of the FDA with regard to food protection

**Things I need to do for this course.**

Choose a day/time to dedicate 3 hours to work on classwork/technique practice/ project etc. each week.

**Tapseries Course Component.**

FOS 2201 on line is an interactive course where you will submit work and assignments through both **Canvas** and **Tapseries.com** website.  Pay close attention to due dates and where to submit assignments by reviewing the FOS 2201 Sanitation on line syllabus.

Students must complete the weekly lesson listed in Tapseries each week. Please follow the scheduled chapter lessons in Tapseries that are found in your syllabus. Each week's worth of work will open on Sunday at 8am and close on Saturday at 11:59pm. This means that the instructor is grading your attendance based on whether you did the assigned assignment within the scheduled week it is due. **Do not work ahead of the schedule**. Students will complete the lessons and/or tests in the Tapseries website each week, and the case study when assigned.

**Materials required before starting the class.**

The portal access packet containing instructions for entering the code, accessing the portal, and engaging in the course is available exclusively in the West Campus Bookstore for approximately $ 75.00.

The student will have to enroll themselves into the Tapseries.com, by following the following instruction.

**Tapseries Registration: On your computer type www.tapseries.com/4u/vcc.**

**Your user’s name and pass-word:**  you user name is your **first initial and last name** used in your Atlas account, same as your Valencia email address, it may include numbers, ( example: ppierre 5). and the password will be your Voucher ID serial number.

Top of Form

School Name:

\* Class Code: **vcsfm1,** the other codes are for different professor.

Bottom of Form

\* First Name:

\* Last Name:

\*Student Email: Valencia address only, **no personal email** such as gmail or yahoo

\*Confirm Student Email:

\* Student Username: **first initial and last name, including number.**

\* Voucher Number:

\* Verify Voucher Number:

\* Training Program: Food Safety Manager training program.

\* Training Language: English

**If you encounter a problem contact me at ppilloud**[**@valenciacollege.edu**](mailto:ppilloud@valenciacollege.edu)**or by   Phone 407-582-1880, leave a clear message and I will contact you back. Please don’t wait until the last minute; our class starts the first day of the session.**

**How to start the training program:**

To start the class on the internet go to:  **tapseries.com**

Click on Login to Course.

Type your user name and click SUBMIT

Click on CONTINUE

In User Name: type your user name again

In password Type: The voucher’s number, click on SUBMIT

Click on: Go to Training

Click on: Orientation, you need to watch this before you can start the first lesson.

For technical assistance call 888-826-5222 X 4

**Reference book: You don’t have to purchase a book, but we highly encourage you, if you do here is the information,**

# ServSafe Course Book (6th Edition) [Paperback] [National Restaurant Association](http://www.amazon.com/s/ref=ntt_athr_dp_sr_1?_encoding=UTF8&field-author=National%20Restaurant%20Association&search-alias=books&sort=relevancerank) ISBN-10: 0133075834 | ISBN-13: 978-0133075830 |

**Evaluation and Course Grading.**

This course is divided into 4 major categories, which will comprise the final grade:

**Punctual participation 30%, Discussion Posts 20% Chapter test 20%, Final 30%**

**- I am expecting the student to reach 90% on all lesson, to reach this goal you can re-take the lesson during the same week as assigned. I you re-take the lesson a week later it will change the completion date, and I will not be able to give you the proper grade.**

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**-If you take more than the number of lesson assigned for the week 2 times during the entire session, without my consent, you will be withdrawn from the class immediately. This is for documented emergency only, not to go on vacations.**

**-You can enter the system at any time during the week, (Sunday – Saturday calendar) to do the assignment, the deadline is Saturday 11:59 pm.**

**Written Final exam is scheduled for Tuesday 12/04/2018**

Taking the final is a mandatory requirement for passing the class.

**Lesson #15 Sample Test is the Final.**

**-Failure to take the final on time will result in a non-passing grade for the class, F grade will be assessed. No Re-take on the final.**

**Attendance:**

**No show withdrawal**:

Valencia policy is that any student that does not come to class during our first week’s meeting will be withdrawn. **For an online course, if students do not engage in discussions within the first week, the student may be withdrawn from the course.**  Attendance will be taken online through the use of discussion postings and the completion of assigned lessons each week. Punctual and regular attendance is mandatory in this course. You should plan to engage in the Canvas / Tapseries several times a week in order to complete all lessons due to get the best grade.

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Taking the final is a mandatory requirement for passing the class. **Tuesday 12/04/2018**

 Missing assignment deadline or working ahead of schedule will affect your final grade.

1. First missed weekly lesson or working ahead, will result in a deduction of 1/3 of your final attendance grade.
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3. **Missing three (3) weekly lessons will result in withdrawal from the class, and “W” grade will be assigned.**

Students are advised that illness, work hours, and medical appointments for themselves or family members do not constitute as excused absence; in fact the only “excused absence” the college recognizes are jury duty and military service.

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| --- | --- | --- | --- |
| Week | Date | **CANVAS** Discussion | **TapSeries** Lesson |
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| Week 2 | 09/02- 09/08/2018 |  | Lesson 2 |
| Week 3 | 09/09-09/15/2018 |  | Lesson 3 |
| Week 4 | 09/16-09/22/2018 | Case Study Discussion #1 | Lesson  4 |
| Week 5 | 09/23-09/29/2018 |  | Lesson 5 |
| Week 6 | 09/30- 10/06//2018 |  | Lesson 6 |
| Week 7 | 10/07-10/13/2018 | Case Study Discussion #2 | Lesson 7 |
| Week 8 | 10/14-10/20/2018 |  | Lesson 8 |
| Week 9 | 10/21-10/27/2018 |  | Lesson 9 |
| Week 10 | 10/21-10/27/2018 |  | Lesson10 |
| Week 11 | 10/28-11/03/2018 | Case Study Discussion #3 | Lesson 11 |
| Week 12 | 11/04-11/10/2018 |  | Lesson 12 |
| Week 13 | 11/11-11/17/2018 |  | Lesson 13 |
| Week 14 | 11/18-11/24/2018 | Thanksgiving | No assignment |
| Week 15 | 11/25-12/01/2018 |  | Lesson 14 |
| Week 16 | Tuesday  only 12/04/2018 | Date Cannot be changed | Lesson 15/Final Exam |

**Core Competencies of a Valencia Graduate:**

Valencia’s Student Core Competencies are complex abilities that are essential to lifelong success. This course will help you develop and demonstrate the abilities to (1) think clearly, critically, and creatively; (2) communicate with others verbally and in written form; (3) make reasoned value judgments and responsible commitments; and (4) act purposefully, reflectively, and responsibly.

**Academic Honesty:**

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  A- 90 – 100%

  B- 80 – 89%

  C- 70 – 79%

  D- 60  –  69%

  F- below 60%

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**Students with Disabilities**:

The Office for Students with Disabilities (OSD) is committed to the fulfillment of equal educational opportunity, autonomy, and full inclusion for students with disabilities. The OSD exists to determine and ensure appropriate accommodations for qualified students with documented disabilities, to assist students in self-advocacy, to educate the Valencia community about disabilities, and to ensure compliance with the ADA, ADAAA and Section 504 of the Rehabilitation ACT.

In order for the OSD to accommodate students at Valencia College, students MUST register with the OSD. Students are responsible for (1) providing appropriate documentation of the disability and how it limits participation in courses, programs, services, activities and facilities; (2) following the OSD procedures to request accommodations in a timely manner; (3) presenting a Notification to Instructors (NTI) form each term to professors; and (4) meeting an discussing accommodation needs with faculty. Student documentation Guidelines: <http://valenciacollege.edu/osd/DocumentationGuidelines.cfm>

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**Internet Research Statement:**

Because of the variety of sources, ease of publication, lack of central control and proliferation of commercial information on the free Internet, it is often hard to tell if the information is reliable.  Many sites contain research and information of high quality.  However, unlike traditional print publications or library-based electronic resources, there is usually no process of peer review, nor is there an editor verifying the accuracy of information presented on the Internet.  There are an increasing number of sites containing information that may be incomplete, anonymously written, out-of-date, biased, fraudulent, or whose content may not be factual. Students should, therefore, use caution in use of the free Internet for their research needs.  For academic topics that are addressed in scholarly literature, using electronic databases or visiting the library may better meet your needs.  However, each professor makes the final determination of what is or is not accepted as a valid source so review the syllabus for specific guidelines from your professor. See the following tutorial for more information:

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Schedule of classes

|  |  |  |  |
| --- | --- | --- | --- |
| Week | Date | Black Board Discussion | Tap Series Lesson |
| Week 1 | 05/07-05/12/2018 | Introduction Discussion | Lesson 1 |
| Week 2 | 05/13-05/19/2018 |  | Lesson 2- Lesson 3 |
| Week 3 | 05/20-05/26/2018 | Case Study Discussion #1 | Lesson 4 |
| Week 4 | 05/27-06/02/2018 |  | Lesson 5- Lesson 6 |
| Week 5 | 06/03-06/09/2018 |  | Lesson 7- Lesson 8 |
| Week 6 | 06/10-0616/2018 | Case Study Discussion #2 | Lesson 9 |
| Week 7 | 0617-0623/2018 |  | Lesson 10 |
| Week 8 | 06/24-06/30/2018 |  | Lesson11 |
| Week 9 | 07/01-07/07/2018 | Case Study Discussion #3 | Lesson 12 |
| Week 10 | 07/08-07/14/2018 |  | Lesson 13 |
| Week 11 | 07/15-07/21/2018 |  | Lesson 14 |
| Week 12 | Tuesday 07/24/2018 |  | Lesson 15/Final Exam |
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**Professor Expectations:**

To successfully complete this course, all students are expected to actively engage in the online learning environment each week.

**All students are expected to:**

* Read and become familiar with the course syllabus and expectations.
* Keep up with assignments and readings.
* Ask for clarifications about material or course expectations.
* Analyze assigned readings and offer thoughtful interpretations.
* Actively participate in weekly course room discussions. Create substantive posts which add to and advance the quality of the discussion.
* Engage other students by contributing substantive responses to their posts.
* Be respectful of diverse perspectives and refrain from making inappropriate comments in course discussions and personal interactions.

**Disclaimer**:

Please note this syllabus is subject to change at the discretion of the instructor. The course calendar/schedule is also subject to change. Time spent on certain topics may vary depending on the needs and desires of class members. Changes in the syllabus and/or course calendar may be made at any time during the term by announcement of the instructor. A revised course calendar may be issued at the discretion of the instructor.

VALENCIA COLLEGE

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| --- | --- |
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Top of Form

School Name:

\* Class Code: **vcsfm1,** the other codes are for different professor.

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\* First Name:

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\*Confirm Student Email:

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\* Voucher Number:

\* Verify Voucher Number:

\* Training Program: Food Safety Manager training program.

\* Training Language: English

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| Week 11 | 10/28-11/03/2018 | Case Study Discussion #3 | Lesson 11 |
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| Week 3 | 05/20-05/26/2018 | Case Study Discussion #1 | Lesson 4 |
| Week 4 | 05/27-06/02/2018 |  | Lesson 5- Lesson 6 |
| Week 5 | 06/03-06/09/2018 |  | Lesson 7- Lesson 8 |
| Week 6 | 06/10-0616/2018 | Case Study Discussion #2 | Lesson 9 |
| Week 7 | 0617-0623/2018 |  | Lesson 10 |
| Week 8 | 06/24-06/30/2018 |  | Lesson11 |
| Week 9 | 07/01-07/07/2018 | Case Study Discussion #3 | Lesson 12 |
| Week 10 | 07/08-07/14/2018 |  | Lesson 13 |
| Week 11 | 07/15-07/21/2018 |  | Lesson 14 |
| Week 12 | Tuesday 07/24/2018 |  | Lesson 15/Final Exam |
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**Professor Expectations:**

To successfully complete this course, all students are expected to actively engage in the online learning environment each week.

**All students are expected to:**

* Read and become familiar with the course syllabus and expectations.
* Keep up with assignments and readings.
* Ask for clarifications about material or course expectations.
* Analyze assigned readings and offer thoughtful interpretations.
* Actively participate in weekly course room discussions. Create substantive posts which add to and advance the quality of the discussion.
* Engage other students by contributing substantive responses to their posts.
* Be respectful of diverse perspectives and refrain from making inappropriate comments in course discussions and personal interactions.

**Disclaimer**:

Please note this syllabus is subject to change at the discretion of the instructor. The course calendar/schedule is also subject to change. Time spent on certain topics may vary depending on the needs and desires of class members. Changes in the syllabus and/or course calendar may be made at any time during the term by announcement of the instructor. A revised course calendar may be issued at the discretion of the instructor.