

Overview

Prep Basics

- Demonstrate understanding of product holding times, Tempering, First-in, First-out (FIFO) rotation system & secondary shelf lives

Stocking & Cleaning

- Wash hands and role model good hygiene
- Check and maintain stock levels during shift
- Station & floor cleanliness during shift
- Use the Station Guide as a visual during training

Shelf Life & Holding Times

- Bulk Ketchup and Mustard (24 hrs once opened)
- Mayonnaise, Mac & Tartar Sauce (24 hrs)
- Dehydrated Onions (24 hrs refrigerate & prep table 4 hrs)
- Regular Pickles (24 hrs in brine & prep table 6 hrs)
- Crinkle Cut Pickles (30 days & chilled rail 4 hrs or prep table 2 hours)
- Lettuce (24 hrs refrigerated & prep table 2 hrs)
- American Cheese (72 hrs prepped in container refrigerated & prep table total 4 hrs)
- Roma Tomatoes (24 hrs & prep table 2 hrs or 4 hrs in chilled rail)
- Squeeze Bottle Sauces and Glazes (7 days once bottled & room temp 4 hrs)
- Burrito Mix (Thaw time: Minimum 24 hrs & 24 hrs once assembled)

FIFO Squeeze Bottles

- Clean and sanitize area & remove sauce from storage areas.
- Pick the correct caps and identification rings.
- Fill empty squeeze bottle – NEVER mix new sauce with old product.
- Cover and cap bottles.
- Cover opening with plastic wrap (until ready to use) and screw on correct cap.
- Label bottles with expiration date and time.
- Temper sauces at least 4 hours before use.
- At close, remove caps and ID rings to be washed, rinsed, and sanitized.
- Cover with plastic wrap and put on new cap and ID ring. Store squeeze bottles in walk-in fridge or reach-in cooler. Use first the next day.

Practice Prepping Products

- Dress table products
- UNSWEETENED/SWEET tea & Iced coffee
- Assemble Burritos & any other products needed for your restaurant

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Baked Products

Stocking & Cleaning

- Wash hands and role model good hygiene
- Check and maintain stock levels during shift
- Station & floor cleanliness during shift

Q-ing & Baking Biscuits

- Use eProduction to assess the amount of product needing prepared.
- Remove from freezer. Remove wrap & place cardboard tray in the Q-ing oven. Q biscuits.
- Transfer Q-ed biscuits to the oven.
Note: full run=1 tray. Smaller trays can be baked but must be kept on the cardboard tray.
- Shut oven door and start timer.
- Prep UHC or 2/3 biscuit tray with liner & place tray near oven.
- When timer sounds, remove biscuits from oven using oven mitt.
- Butter biscuit crowns (Brush 4 biscuits at a time after dipping in butter).
- Slide biscuits from the biscuit tray onto the UHC tray with a clean liner.
- Place UHC biscuit tray in UHC and start timer for 30 minutes.

Baking Soft-Baked Cookies

- Use eProduction to assess the amount of product needing prepared
- Put on clear/white gloves. Place cookies onto baking tray. *Place bakeable tray liner onto baking tray. (Max run 20 cookies/ tray)*
- Place tray in oven.
1 tray: middle shelf. 2 trays: top and bottom shelves. 3 trays: top, middle, and bottom.
- Shut oven door and start timer. *Cookies bake for 2 minutes.*

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- When timer sounds, remove cookies using oven mitt and let cool. Cool 6 minutes (3 minutes in higher altitudes).
- Cooled cookies are bagged in 2's or 3's (based on BU menu), folded and placed in baked goods container with 2 4-hour expiration stickers.
- Bag cookies can be placed from bin to Cambro container at condiment center if your restaurant does not have enough counter space. One of the 4-hour stickers from bin should be placed on Cambro container.

Baking McGriddles

- Use eProduction to assess the amount of product needing prepared
- Wash hands and put on clear/white gloves.
- Place McGriddles, Arches facing up onto baking pan with liner (maximum run size 12)
- Place pan(s) in oven
- Shut oven door and start timer.
- When timer sounds, remove griddles from oven using oven mitt.
- Place McGriddles in 1/3-size, 4-inch-deep pan with false bottom and mark with 4-hour hold time. **Hold time is 15 minutes. If used within this time, there is no need to Q them.**

Baking Pies

- Use eProduction to assess the amount of product needing prepared
- Put on clear/white gloves. Place pies on tray.
Full tray: 10-12 pies. Partial tray: 4, 6 or 8 pies. Place the first 4 pies in the corners to ensure the liner doesn't cover the pies.
- Place tray in oven. Shut oven door & start timer.
½ -1 tray: middle shelf. 2 trays: top and bottom shelves. 3 trays: top, middle, and bottom.
- When timer sounds, remove pies using oven mitt and box immediately. *Pies do not cool.*
- Mark with sticker—pies have a 3-hour expiration time. Place in Pie Merchandiser.

Station Training Aid: **Breakfast Cooking**



**Please see the Simplified Breakfast Station Training Aid if your restaurant is on Simplified Breakfast*

Safety

- Walk new Crew through things they should look out for such as spills, unsafe conditions, or items in need of repair
- Look out for food safety hazards
 - Wear blue gloves when handling raw items at the grill
 - Use dedicated tools for the grill station
 - Do not use expired food – Look for “Best Before” date on products in the station refrigerator and freezer
 - If a product does not look cooked, do not serve it

Overview

Stocking & Cleaning

- Check and maintain stock levels during shift
- Wash hands and role model good hygiene
- Station & floor cleanliness during shift
- Use the Station Guide as a visual during training
- Clean release sheets with a sanitizer-soaked grill cloth at least every 15 minutes

UHC and eProduction

- Familiarize new Crew with the UHC and eProduction monitors
- eProduction
 - Review the different eProduction monitors (Bake, UHC, and Tempering screen)
 - Explain that the UHC monitor indicates how much product is to be cooked and held at any given time

- It is the production system for UHC management

- UHC
 - Review UHC holding time, temperature, as well as maximum quantity in the tray
 - Vertical Cabinet Management (VCM) - All the items in the UHC should be set up vertically to show how many slots are dedicated to each ingredient.
 - The waste bin for expired products, when and what it is used for

Equipment & Tools

Grill, Egg Cooker, and Combi Oven

- Familiarize new Crew with the breakfast grill settings, egg cookers and Combi oven used in the restaurant

Q-ing Oven

- Familiarize new Crew with the Q-ing oven, codes, proper product smallwares, and the different products it is used for

Combi Oven

- Familiarize new Crew with the Combi oven, proper product smallwares, and the different products it is used for

Toasters

- Familiarize new Crew with toaster and settings. Refer to the target toast guide.

Egg Tools

- Familiarize new Crew with the different smallwares that are used for cooking round eggs, folded eggs, and scrambled eggs

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Station Training Aid: **Breakfast Cooking**

**Please see the Simplified Breakfast Station Training Aid if your restaurant is on Simplified Breakfast*

Grill Tools

- Familiarize new Crew with the different smallwares that are used at the grill for breakfast (sausage and eggs)

Cleaning

- Clean As You Go (CAYG): grill, grill tool organizers, area floor
- Grill equipment
 - Wash, rinse, and sanitize UHC trays every 4 hours
 - Empty and clean grill troughs daily
 - Steam cleaning the grill surface - grill surfaces should be cleaned before and after peak hours, and at least 4 times per day. This prevents the carbon buildup that happens over the regular course of cooking on the grill.

**This is a resource to use in addition to the PQRG.*

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Safety

- Walk new Crew through things they should look out for such as spills, unsafe conditions, or items in need of repair
- Look out for food safety hazards
 - Wear blue gloves when handling raw items at the grill
 - Use dedicated tools for the grill station
 - Do not use expired food – Look for “Best Before” date on products in the station refrigerator and freezer
 - **If a product does not look cooked, do not serve it**

Overview

Stocking & Cleaning

- Check and maintain stock levels during shift
- Wash hands and role model good hygiene.
- Station & floor cleanliness during shift
- Use the Station Guide as a visual during training
- Clean release sheets with a sanitizer-soaked grill cloth at least every 15 minutes

Staging Cabinet

- Familiarize new Crew with the staging cabinet and Simplified Breakfast Smallwares
- When batch cooking, build to eProduction Bake monitor insert levels
- Inserts are where product is placed after batch cooking. Inserts are then moved to the staging cabinet. There are different color insert rings for different products
 - White – Round eggs
 - Yellow – Folded eggs
 - Green – Scrambled eggs
 - Orange - Sausage

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- Only batch cook once every 2 hours to maximize run sizes
- Recommend batch cooking: **begin 20-30 minutes before opening**. Example times if open at 5am: 4:30am, 6:30am, 8:30am – share your cook time schedule with new Crew ***NOTE: After first cook – for peak cooking, begin cooking products that have the lowest amount of staging in the cabinet.**
- Fill each staging cabinet shelf to maximum capacity with the same product. Communicate to crew which products go on which shelf referring to the cabinet control panel.
- Select the product and set timer
- Shelf recommendations:
 - Avoid keeping scrambled eggs on top shelf
 - Rolled burritos should always be on the bottom shelves
- Maintain food safety and quality

UHC and eProduction

- Familiarize new Crew with the UHC eProduction monitors (Bake, UHC, and Tempering screen)
- Follow eProduction UHC monitor to determine the number of inserts of each product needed for 15-minute period and use current holding times
- Assembler moves product from the staging cabinet to the UHC.
- Toast/bake/Q person assist in transferring product

Foundations

Verify the following products are cooked correctly:

- Sausage
- Round Eggs on the Grill
- Folded Eggs
- Scrambled Eggs
- Burritos

Equipment & Tools

Grill and Combi Oven

- Familiarize new Crew with the breakfast grill settings and Combi oven used in the restaurant

Q-ing Oven

- Familiarize new Crew with the Q-ing oven, codes, proper product smallwares, and the different products it is used for

Toasters

- Familiarize new Crew with toaster and settings. Refer to the target toast guide.

Egg Tools

- Familiarize new Crew with the different smallwares that are used for cooking round eggs, folded eggs, and scrambled eggs

Grill Tools

- Familiarize new Crew with the different smallwares that are used at the grill for breakfast

Cleaning

- Clean As You Go (CAYG): grill, grill tool organizers, area floor
- Grill equipment
 - Wash, rinse, and sanitize inserts and UHC trays every 4 hours
 - Empty and clean grill troughs daily
 - Steam cleaning the grill surface - grill surfaces should be cleaned before and after peak hours, and at least 4 times per day. This prevents the carbon buildup that happens over the regular course of cooking on the grill.

**This is a resource to use in addition to the Crew Academy Simplified Breakfast [Crew Trainer/Coach Guide](#) and the PQRG.*

Additional Simplified Breakfast Resources

[Simplified Breakfast @McD Page](#)
[Simplified Fundamentals Guide](#)
[Simplified Breakfast Execution Manual](#)

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Training Checklist

Use this checklist to keep track of the modules you have completed.

- Keeping It Safe At The Grill Video
- 1. Batch Cooking
 - Round Eggs
 - Folded Eggs
 - Scrambled Eggs
 - Sausage
 - Burritos
- 2. Other Breakfast Meats
 - Strip Bacon
 - Canadian Bacon
 - Steak
- 3. Toasting & Baking
 - Toasting English Muffins & Bagels
 - Biscuits
 - McGriddles
- 4. Other Menu Items
 - Hotcakes

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Overview

Filling Orders

- What are the customer expectations?
Hot, fresh, neat, and safe.
- Speed. How long should it take to assemble sandwiches? Why is it important? 35-55"
- Don't forget the grill slips when necessary.

Stocking & Cleaning

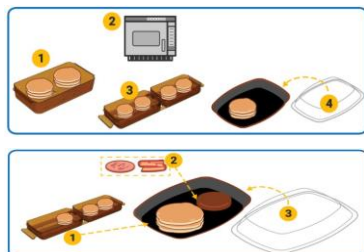
- Wash hands and role model good hygiene
- Check and maintain stock levels during shift
- Station & floor cleanliness during shift
- Review rotation, holding times and proper rotation (FIFO)
- Review how to discard expired products
- Review how to use eProduction monitors
- Use the Station Guide as a visual during training

Breakfast Assembly

- What are the customer expectations for assembled breakfast products?
- Right ingredients, fresh ingredients, and neatly assembled.
- Review glove procedures
- Review proper use of utensils

Assembling Breakfast Platters

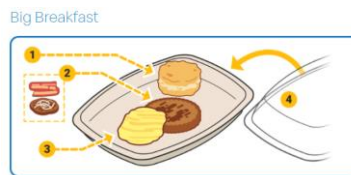
- Hotcakes only & Hotcakes and Sausage



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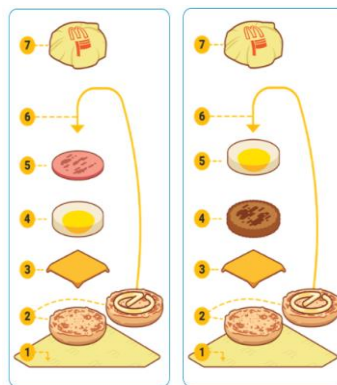
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- Big Breakfast & Big Breakfast with Hotcakes

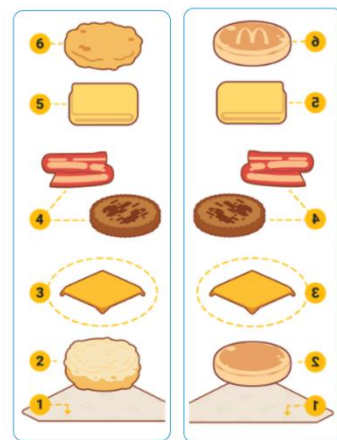


Practice Assembling Breakfast Sandwiches

- Assemble McMuffin Sandwiches



- Assemble Biscuit and McGriddle Sandwiches



- Review side orders

Safety

- Walk new Crew through things to look out for such as spills, unsafe conditions, or items in need of repair
- Look out for food safety hazards
 - Wear blue gloves when handling raw proteins and loading the basket
 - Use dedicated tools for the fryer station
 - Ensure all items in reach in freezer are solidly frozen (temp should be maintained at or below 0 to -10F)
 - Look out for undercooked product – **If a product does not look cooked, do not serve it**
- Be careful when loading baskets.
 - Load **AWAY** from the oil
 - **NEVER** load baskets over a vat
 - Wait at least 30 seconds before lowering another basket in the same vat

Stocking & Cleaning

- Wash hands and role model good hygiene
- Check and maintain stock levels during shift
- Station & floor cleanliness during shift
- Use the Station Guide as a visual during training
- Check temperature settings, oil levels & quality, eProduction UHC Monitor and discuss how to discard expired product

UHC and eProduction

- Familiarize new Crew with the UHC and eProduction monitors
- eProduction
 - Explain that the UHC monitor indicates how much product is to be cooked and held at any given time and is the

production system for UHC management

- UHC
 - Review UHC holding time, temperature, as well as maximum quantity in the tray
 - Vertical Cabinet Management (VCM) - All the items in the UHC should be set up vertically to show how many slots are dedicated to each ingredient.
 - The waste bin for expired products, when and what it is used for

The Frying Process

- Walk new Crew through the fryer process
- Follow eProduction UHC monitor levels for each product
- Prepare the fryer by selecting the correct basket and setting
- Cook the product by placing into the assigned vat – once submerged in oil, start the cook cycle by pressing the button
- Once the timer sounds, remove the basket from the vat, drain for 5-10 seconds, and place into dedicated UHC tray
- Place cooked product into an empty UHC slot and start the timer
- Maintain oil quality by skimming the vats every 30 minutes and more often through peak periods – **Do not skip auto filtering**

Cleaning

- Walk new Crew through Clean As You Go (CAYG): vats, oil, area floor

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Station Training Aid: Fryer



- ❑ Fryer equipment
 - 4-Step Sanitization (wash, rinse, sanitize, and air dry) of fryer tools and UHC trays
 - The skimmer can

NOTE: By washing equipment every 4 hours, it removes both debris and bacteria. Making it safe and hygienic. **Safety tip** – Let items dry thoroughly before returning them to the vats to prevent water from getting in oil

Oil Quality

- ❑ Oil can affect the color, texture, and taste of our fried products
- ❑ To extend the life of oil, protect it from the 6 enemies of oil: water, air, heat, carbon, salt and soap

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Safety

- Walk new Crew through things to look out for things such as spills, unsafe conditions, or items in need of repair
- Look out for food safety hazards
 - Wear blue gloves when handling raw items at the grill
 - Use dedicated tools for the grill station
 - Do not use expired food – Look for “Best Before” date on the frozen boxes and containers of fresh beef patties
 - **If a product does not look cooked, do not serve it**
 - You should not see pink meat or juices in a burger when it’s cooked
 - Internal temperatures of beef should be above 155°F (69°C) - During **Food Safety runs**, 10:1 patties are removed from the grill **after seasoning**. Once the correct temp has been verified, use the onion shaker to apply onions to the patties in the UHC tray, then move to UHC

Stocking & Cleaning

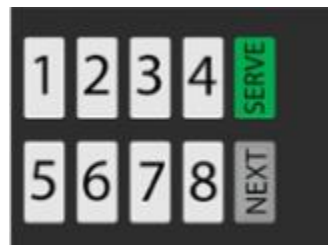
- Wash hands and role model good hygiene
- Check and maintain stock levels during shift
- Station & floor cleanliness during shift
- Use the Station Guide as a visual during training
- Scraping/squeegeeing/wiping platens and grills every 15 minutes.
- Platens should be clean and in down position when not in use.

UHC and eProduction

- Familiarize new Crew with the UHC and eProduction monitors
- eProduction
 - Explain that the UHC monitor indicates how many 10:1 patties are to be cooked and held at any given time and is the production system for UHC management
- UHC
 - Review UHC holding time, temperature, as well as maximum quantity in the tray
 - Vertical Cabinet Management (VCM) - All the items in the UHC should be set up vertically to show how many slots are dedicated to each ingredient
 - The waste bin for expired products, when and what it is used for

Grill Monitor

- Familiarize new Crew with the Grill monitor and remind them that cooked 4:1 patties are **never** held in the UHC
- Provide detail on how to use the Bump Bar with the Grill monitor



- Share that the top row of the Grill monitor shows the grill orders (i.e. no-onions, no seasoning) for 10:1 and the bottom row shows the number of 4:1 fresh beef patties to cook.

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Station Training Aid: **Grilling Regular Menu**

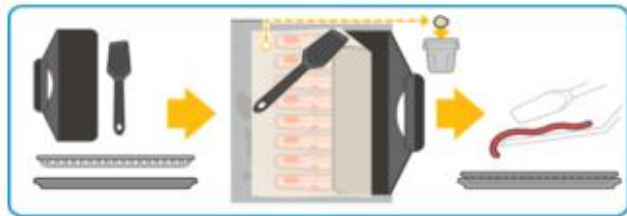


- ❑ Explain the concept of Look-Bump-Cook-Serve
 - **Look:** to determine how many grill order patties are needed
 - **Bump:** the order off the Grill monitor
 - **Cook:** the patties
 - **Serve:** the ribbon off the screen (**Note:** The ribbon lets you know what side of the prep table the 4:1 is for.)
- Wipe down release sheets with a damp grill cloth at least every 15 minutes
- Inspect Grill equipment, tools, and release sheets looking for signs of wear and tear – notify management if anything needs maintenance or replaced

**This is a resource to use in addition to the Crew Academy Grilling [Crew Trainer/Coach Guide](#) and the PQRG.*

Bacon

- ❑ Demonstrate how to cook and remove bacon



- ❑ Label tray with a 4-hour holding time and place on the bacon rack
- ❑ Explain FIFO and proper rotation

Cleaning

- ❑ Walk new Crew through Clean As You Go (CAYG): grill, grill tool organizers, area floor
- ❑ Grill equipment
 - Wash, rinse, and sanitize grill tools and UHC trays every 4 hours
 - Empty and clean grill troughs daily
 - Steam cleaning the grill surface - grill surfaces should be cleaned before and after peak hours, and at least 4 times per day. Explain this prevents the carbon buildup that happens over the regular course of cooking on the grill.

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Overview

Quality

- What are the customer expectations for toasted & steamed buns?
- Review eProduction, holding times & how to waste product.
- Review utensils and prep table product secondary code dates.

Stocking & Cleaning

- Wash hands and role model good hygiene.
- Check and maintain stock levels during shift.
- Station & floor cleanliness.
- Ensure the toaster belt is clean.
- Use the Station Guide as a visual during training.

Toasting Buns

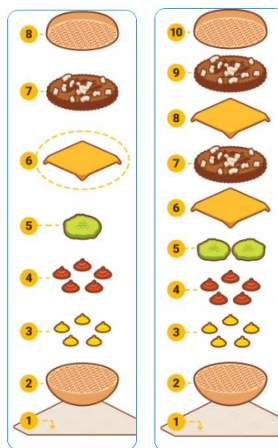
- Select correct bun and insert in toaster. Place the cut side of the bun against the heated platen.
- Place buns on wrap or in box, toast-side up. Attach grill slips, if appropriate.
- Dress and build sandwich until the assembler pulls the product & bumps the order.

Steaming Buns

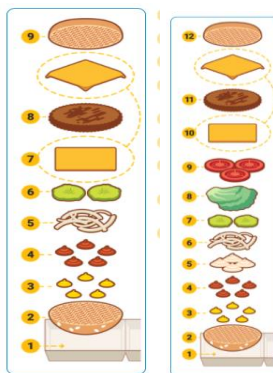
- When Filet-O-Fish appears on the KVS, place 2 buns, both crown and heel, cut-side down on spatula or directly onto steamer.
- Press start.
- When buns are fully steamed remove.
- Dress sandwich.

Sandwich Assembly Practice

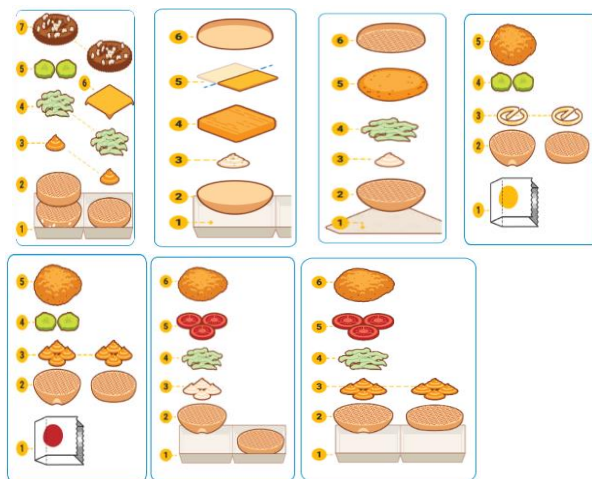
- Hamburger, Cheeseburger, McDouble, Double Cheeseburger



- Quarter Pounder, Double & Deluxe



- Big Mac, Filet-O-Fish, McChicken, and McCrispy, Spicy McCrispy, Deluxe McCrispy, Deluxe Spicy McCrispy



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