

## 4-H FOOD ACTIVITY SCORESHEET EVALUATION CRITERIA

Name: \_\_\_\_\_ Activity: \_\_\_\_\_

Division: \*Cloverbud (Ages 5–7) \_\_\_\_\_ Junior (Ages 8–10) \_\_\_\_\_ Intermediate (Ages 11–13) \_\_\_\_\_ Senior (Ages 14–19) \_\_\_\_\_

Years in 4-H: \_\_\_\_\_ Years in Project: \_\_\_\_\_ Years in this Contest: \_\_\_\_\_

County: \_\_\_\_\_ Judge's Name: \_\_\_\_\_

Time Allowed for this Activity: \_\_\_\_\_ Time Started: \_\_\_\_\_ Time Ended: \_\_\_\_\_

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\*Cloverbud 4-H members are not eligible for competitive situations. Although Cloverbuds do not participate at the State 4-H Fair, counties may allow them to do some of the food activities at county events. Cloverbuds should not be given numerical scores or placings (Blue, Red, 1st, 2nd, etc.). Cloverbuds may receive a participation ribbon. When C1098E, *4-H Food Activity Scoresheet*, is used for Cloverbud participants, judges are to **ONLY** write comments as to how well the member did and gentle suggestions for improvement.

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### FOOD PREPARATION SKILLS

Food Preparation: (Apply the following guidelines as appropriate)

- Created little waste when peeling and measuring
- Made accurate measurements using correct measuring utensils; no pre-measurements
- Followed recipe(s) on worksheet, with any changes noted
- Used proper method of mixing and/or kneading, appropriate length of time (e.g., quick bread mixed just until all ingredients blended), yeast bread kneaded and formed correctly
- Chose correct pans, baking dishes (size, material, finish)
- Cooked meats, poultry, fish, milk, and egg foods at low to moderate temperatures just until done; used thermometer to check internal temperature of meat, poultry, or fish
- Cooked vegetables in little or no extra liquid
- Used microwave to retain nutrients
- Used utensils appropriately (e.g., tongs for meat so juices will not escape, rubber scrapers to remove all food from bowls or containers)
- Used and cared for equipment correctly and safely
- Matched burner size to pan size
- Used timer for accurate times when mixing, kneading, cooking, or baking

Safety: Food Handling

- Transported perishable foods in an ice chest
- Placed carry-in containers on chair or floor, not counter
- Refrigerated perishables
- Cleaned surfaces prior to beginning preparations
- Avoided cross-contamination of foods
- Washed fresh fruits and/or vegetables prior to preparing them
- Used separate spoon for tasting
- Cleaned work surface between raw and cooked foods and between each food prepared, sanitizing as necessary
- Set table handling glasses by bases, plates by rims, and silverware by handles
- Kept hot foods hot until served (above 140 degrees); kept cold foods in refrigerator (below 40 degrees)
- Used separate towels for dishes and hands
- Brought clean towels, dishcloths, and table linens
- Washed hands as needed during preparation (before preparation, after handling raw meats, after sneezing, coughing, touching hair, or using bathroom)

#### Safety: Equipment Usage

- Handled knives, peelers, and cutting boards with ease and skill
- Chose correct size knife for the task
- Placed oven racks in correct position before tuning on oven; preheated oven; placed pans on rack to allow for even flow of heat
- Used stove top safely, pot handles turned to the side
- Turned off oven and elements after use (contestants may ask for help if too short to reach knobs safely)
- Kept work counters and sinks orderly
- Adjusted range elements properly (to maintain a simmer or boil)
- Did not leave drawers, cupboard doors, or oven door open
- Plugged in and unplugged appliances using plug (not cord), stopped mixer or blender before scraping bowl, put beaters in mixer before plugging in, and unplugged mixer before removing beaters

#### Table Service (See EM4733E, *4-H Food Activity Guidelines*, for specific requirements for each contest.)

- Appropriate table setting for food served, including dishes, silver, and linens
- Attractive color scheme; table decorations if required
- Compatible plates, silverware, glasses, table covering, and napkins (formal/informal)
- Cleaned and pressed table linens

### **TIME MANAGEMENT/ORGANIZATION SKILLS**

#### Preparing Food(s)

- Planned a dish or menu consistent with member's age (ability to safely use appliances, heavy pans, etc.), experience (challenging, but not beyond capabilities), and ability (simple preparation suggested for younger members)
- Chose food(s) within time constraints
- Steps in preparation were planned out, done in logical order
- Ingredients and utensils set out and easily available
- Brought all necessary equipment and ingredients
- All foods ready (hot/cold) for serving at designated time or held at appropriate temperatures
- Knew time required for preparation of each dish
- Considered capacity of range and other appliances
- Used microwave (if available) to save time and energy
- Allowed sufficient time to clean up, pack supplies, and interview with judge
- Did not run over allotted time

#### Cleanup

- Wiped up spills immediately
- Cleaned work areas after completing each task
- Washed, rinsed, and drained dishes after each task when time allowed
- Put away ingredients when no longer needed
- Used care when washing sharp knives
- Used care when cleaning electrical appliances
- Cleaned dishes as specified in EM4808, *Sanitizing Dishes*
- Used hot water to rinse dishes containing fats; cold water on dishes containing starch or protein
- During final cleanup, cleaned counters and table, wiped off range and refrigerator, cleaned sink
- Returned all carry-in supplies to containers, everything else to original place
- Swept floor, disposed of garbage

## PERSONAL SKILLS

### Grooming

- Neat and clean appearance
- Hair controlled, pulled back out of face
- Clothing appropriate for cooking (short sleeves or snug-fitting long sleeves, long pants [jeans okay] no bare skin showing at waist, no sandal-type shoes)
- Clean nails (polish okay, but not chipped)
- Wore apron during preparation and cleanup, removed while serving

### Attitude

- Courteous, confident
- Provided information in clear, audible voice
- Willing to listen, ask questions
- If guests were present, made introductions, planned seating arrangements, made sure all items were passed, offered beverages and second helpings

## PRODUCT EVALUATION (quality of food prepared)

(Use appropriate product scorecard instead of the criteria listed below for bread baking or food preservation activities.)

(A judge has the option of not tasting a food product for several reasons, including but not limited to allergies or food handling techniques.)

### Appearance of Foods

- Pieces of food are distinct, even when combined with other foods
- Color of food indicates it is fresh
- Food placed on serving dish in an attractive manner
- Food garnishes are edible and appropriate to food served

### Combination of Foods

(If only one food is served, does it fit into the daily food plan as shown in the worksheet? How does that food plan exhibit the qualities listed below?)

- Good source of nutrients of food group(s) exhibited
- Variety of colors (green, red, yellow, brown, cream, white)
- Variety of flavors (spicy, sour, sweet, salty)
- Variety of textures (smooth, crunchy, liquid, solid)
- Variety of shapes (round, long, small, large)
- Variety of temperatures (hot, cold)

### Eating Quality

- Pleasing taste, appropriate seasoning
- Hot foods served hot
- Cold foods served cold
- Foods cooked to perfection (not over- or under-cooked)
- Foods are intact (not broken or over-stirred)

### Food Served Attractively and Conveniently

- Choice of how food is served
- Consistent passing/ serving of food (clockwise or counter-clockwise/ right- or left-handed)
- Serving utensils compatible with food served (meat fork with large portions of meat, slotted spoon for vegetables, ladle for sauces and gravy)
- Portions easy to remove from serving plate (sliced so they separate easily)
- Portion size small to medium (reasonable size that doesn't dominate the serving plate or intimidate the diner)

## WORKSHEET

- Complete, accurate, and neat; may be computer-generated
- Completed prior to arrival at contest
- Work done by contestant
- Erasures and cross-outs acceptable if neat
- Each ingredient listed in cost itemization (okay to lump seasoning cost, but should be identified by name separately)
- Costs are realistic
- Cost per serving calculated accurately
- Recipe(s) and sources(s) listed on worksheet.
  - o Recipe(s) written in correct format as listed in EM4733E, *4-H Food Activity Guidelines*
  - o Recipe(s) contain the following information as applicable:
    - a. Ingredients listed in the order used
    - b. Each step in the order of preparation
    - c. Oven temperature
    - d. Size of the cooking container
    - e. Number of servings
- Made copy of recipe(s) for judge

## INTERVIEW

- Knows food groups represented on MyPyramid and number of cups/ounces needed for self
- Knows portion size for each section on MyPyramid
- Knows most important nutrients provided by each group on MyPyramid
- Able to discuss nutritional quality of prepared meal or food item
- Able to discuss required information for this activity as listed in EM4733E (for example, bread baking activity requires knowing how leavening works and purpose of each ingredient)

## TOTAL POINTS

(If judging a team, it is okay to give different scores to each individual. For example, if one person uses a sharp knife and cutting board correctly while the other does not.)



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