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*The American  
University of Florence***SYLLABUS**

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**APCIUS INTERNATIONAL SCHOOL OF HOSPITALITY**

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**SCHOOL OF FOOD AND WINE STUDIES  
DEPARTMENT OF BAKING AND PASTRY  
COURSE TITLE: COOKIES AND PETIT FOURS  
COURSE CODE: FWBPCC360  
3 Semester Credits**

**1. DESCRIPTION**

This course provides students with fundamental working knowledge of the traditional methods of production for cookies and basic petit fours.

The course will explore the preparation and design of cookies and mignardises ranging from Italian traditional cookies and biscuits to international specialties.

Topics covered include mixing and make-up methods as well as shaping, baking, filling, finishing and storing. The course will also provide an introduction to petit fours production, with a focus on the description and service of petit fours and basic production techniques. Upon completion of the course students will be confident in choosing the most appropriate cookie for each occasion.

**2. OBJECTIVES**

Students will gain confidence with traditional Italian cookies and biscuits production along with learning the origins of traditional Italian products.

Upon successful completion of this course students will be able to:

- Identify different types of cookies and make a distinction between cookies and biscuits
- Apply previously learned mixing methods to cookies and biscuits production
- Demonstrate various techniques for cookies production
- Recognize the most famous traditional Italian cookies and biscuits
- Apply chocolate, cocoa and various types of flour in cookies production
- Demonstrate the basic procedures to prepare both sweet and savory petit fours
- Discuss the purpose of petit fours and the precision needed to produce them
- Evaluate quality standards for cookies
- Build a cookie menu with different options
- Create gluten-free cookies

**3. REQUIREMENTS**

Baking Techniques I or equivalent

**4. METHOD**

This course consists of lectures, class discussions, and projects. Mediums for instruction used may include but are not limited to, interactive and hands-on activities which challenge thought processes,

academic texts and studies, videos, slides, guided problem solving, and experiential and/or field learning activities where applicable.

## **5. TEXTBOOK – FURTHER READINGS – RESOURCES**

TEXTBOOK (Copy available at the university library):

**On Baking: A textbook of baking and pastry fundamentals** - 3th edition - Pearson

The textbook is mandatory for successful completion of the course.

Where applicable, additional materials, handouts and/or notes will be provided by the instructor.

## **FURTHER READINGS**

How Baking Works: Exploring the Fundamentals of Baking Science, Paula I. Figoni

Frinberg B. The Professional Pastry Chef, Wiley

Gisslen W. Professional Baking, 3rd Edition

Bruni Benson A. Solo Dolci: The Italian Dessert Cookbook

Galli F. The Fornaio Baking Book: Sweet and Savory Recipes from the Italian Kitchen

## **LIBRARIES IN FLORENCE**

Please consult the posted schedules for official opening times of the university library. Also note that the library is for consultation only and it is not possible to borrow materials. The library is equipped with a scanner and internet access so that you may save or email a digital copy of the pages needed.

Students may also utilize additional libraries and research centers within the local community:

### **BIBLIOTECA PALAGIO DI PARTE GUELFA**

Located in Piazzetta di Parte Guelfa between Piazza della Repubblica and Ponte Vecchio. Please consult the library website for hours of operation:

[http://www.biblioteche.comune.fi.it/biblioteca\\_palagio\\_di\\_parte\\_guelfa/](http://www.biblioteche.comune.fi.it/biblioteca_palagio_di_parte_guelfa/)

### **BIBLIOTECA DELLE OBLATE**

Located in via dell'Oriuolo 26. Please consult the library website for hours of operation:

[www.bibliotecadelleoblade.it](http://www.bibliotecadelleoblade.it)

### **THE HAROLD ACTON LIBRARY AT THE BRITISH INSTITUTE OF FLORENCE**

Located in Lungarno Guicciardini 9. Please consult the library website for hours of operation. This library requires a fee-based student membership. For information: [www.britishinstitute.it/en](http://www.britishinstitute.it/en)

## **6. FIELD LEARNING**

Please consult your Official Registration for any mandatory field learning dates. Field Learning Activities cited in Official Registrations are an integral part of the course and also include an assignment that counts towards your final grade, details will be provided on the first day of class.

## **7. COURSE MATERIALS**

### **Professional Cooking courses**

1. All students are strictly required to attend class wearing a clean uniform: the jacket provided by the school, black pants, apron (color depending on the CA level), safety footwear, a white Chef's hat, and a set of knives. Students with long hair should tie hair back before wearing the hat. Students are not allowed to wear rings, earrings or any other visible piercings, bracelets, watches, and nail polish during lab hours. Students who are not dressed properly will not be allowed in class.
2. All students must attend class fully prepared and on time. Late students will not be accepted.
3. Carefully wash hands at the beginning of each class, before food is handled.
4. During professional cooking classes only small food tastings are allowed as the main purpose of these courses is to develop technical skills. Students are not allowed to take food out of the kitchen.
5. Students are also required to participate in a polite and responsible way. Students are not allowed to

sit on the working stations. Students who disturb lessons or are disrespectful to the instructor or the other students will be asked to leave the class. Serious infractions will be evaluated by the Academic Office.

6. Cooking classes will include various tasks which all students must carry out. Classes will include all different types of recipes and students are expected to actively participate in all lessons regardless of personal likes or dislikes.

7. Each student is responsible for washing all utensils used during class and keeping the working station clean and tidy, with all the utensils as listed in the station inventory. Two students at a time will tidy up the kitchen common areas during each class.

8. Students are responsible for kitchen utensils and maintenance of the equipment. The cost of a) any missing utensil b) damages due to student carelessness will be shared by all students.

9. No visits are allowed in class at any time.

10. The use of cellular phones is not allowed within the school building.

Should students wish to store materials or equipment, lockers are available with a deposit (given back after returning the key).

## **8. COURSE FEES**

Course fees cover course-related field learning activities, visits, and support the instructor's teaching methodologies. Book costs are not included in the course fee. The exact amount will be communicated by the instructor on the first day of class.

## **9. EVALUATION – GRADING SYSTEM**

10% Attendance

30% Class Participation and Assignments

20% Midterm Exam, Field Learning project (if applicable), Special/Research Project (if applicable), Practical Performance (if applicable)

20% Final Exam

20% Paper/Project

A = 93-100 %, A- = 90-92%, B+= 87-89%, B = 83-86%, B-=80-82%, C+ = 77-79%, C=73-76%, C- =70-72%, D = 60-69%, F= 0-59%, W = Official Withdrawal, W/F = Failure to withdraw by the designated date.

## **10. ATTENDANCE – PARTICIPATION**

Academic integrity and mutual respect between instructor and student are central to the academic policy and reflected in the attendance regulations. Student presence is mandatory and counts toward the final grade.

**Absences** are based on academic hours: 1 absence equals 3 lecture hours.

Two absences: 6 lecture hours, attendance and participation grade will be impacted.

Three absences: 9 lecture hours, the final grade may be lowered by one letter grade.

Four absences: 12 lecture hours, constitutes automatic failure of the course regardless of when absences are incurred.

Please note:

- The above hours refer to lecture hours. Please note that the contact / credit hour policy in the academic catalog includes additional distribution ratios according to delivery category. Ex: 1 absence equals 6 FL/SL/Lab hours or 9 EL hours.

- Hours may be distributed in different formats according to the academic course schedules.

Arriving late or departing early from class is not acceptable. Two late arrivals or early departures or a combination will result in an unexcused absence. Travel is not an exceptional circumstance.

TRAVEL (OR DELAYS DUE TO TRAVEL) IS NEVER AN EXCUSE FOR ABSENCE FROM CLASS.

It is the student's responsibility to know how many absences are incurred. If in doubt, speak with your instructor!

**Participation:** Satisfactory participation will be the result of contributing to class discussions by putting forth insightful and constructive questions, comments and observations. Overall effort, cooperation during group work, proper care of work space and tools, responsible behavior, and completion of assignments will be assessed. All of the above criteria also apply to Field Learning and site visits.

## 11. EXAMS – PAPERS – PROJECTS

**This course includes the evaluation of practical performances, that refers to all hands-on activities held during class and accounts for the 20% of the course grade.**

The final **Paper/Project** accounts for 20% of the course grade.

- Format: topic, length, guidelines, and due date will be provided on the course website
- Material for research will be available at the University Library in Corso Tintori 21.

**The Final exam accounts for 20% of the final course grade.**

For exam time and date consult the course website.

**The time and date of the exam cannot be changed for any reason.**

Format: the exam is divided into two sections:

- Part I: written test
- Part II: hands-on performance

The written test is divided into three sections:

- Part I: 10 Multiple choice questions. Each correct answer is worth 2 points, for a total of 20 points.
- Part II: 10 short-answer questions. Each correct and complete answer (concise explanations, main ideas, key words, names, etc.) is worth 5 points, for a total 50 points.
- Part III: two essay questions; each correct and complete answer is worth 15 points (based on content, vocabulary, detail, etc.) for a total of 30 points.

**The Final Exam is cumulative**

No pencils allowed. Blue and black pens only.

## 12. LESSONS

Lesson 1	
Topic	<b>Introduction to the course</b> Introduction to cookies: analysis of cookie categories - Preservation & shelf life Purpose and features of cookies and petit fours - Mixing methods and make-up methods: differences and purposes - <b>Focus on creaming method and drop cookies</b>
Lab	Lime and pineapple coconut cookies

Objectives	Learn the make-up method: drop cookies - Learn the proper technique to get a perfect dough consistency: creaming method
Assignment	On Baking Ch. 10-18

Lesson 2	
Topic	<b>Make-up method: Rolled cookies - Cut-out cookies - Piped cookies</b> <b>Mixing method: creaming</b> - Application of jam in cookies - The use of piping bag The importance of butter temperature in creaming method
Lab	Chinese almond cookies - Linzer cookies - Spritz cookies
Objectives	Know and learn how to apply the different make-up methods to different types of cookies - Learn the proper timing when incorporating ingredients Initial approach to the use of the piping bag - Learn the correct use of butter to obtain a perfect dough
Assignment	On Baking Ch. 10-18

Lesson 3	
Topic	<b>Make-up method: Sheet cookies</b> <b>Mixing method: dough and batter creaming</b> - Application of different fats Snacks and cookies - Focus on brownies
Lab	Granola bars - Chocolate peanut butter brownies
Objectives	Understand the importance of dough creaminess to obtain good results Understand the appropriate techniques to produce a biscuit <i>snack</i> Learn how to use the appropriate ingredients to obtain dry or creamy cookies
Assignment	On Baking Ch. 10-18

Lesson 4	
Topic	<b>Make-up method: Wafer cookies</b> <b>Mixing method: stencil batter</b> Use of wafer cookies as support and decoration - Two different ways to prepare the stencil batter
Lab	Tuile batter (tulipe cookies) - Brandy snaps - “Lingue di gatto”
Objectives	Understand how use of wafer cookies as support and decoration Learn two different ways to prepare the stencil batter - Learn to respect the processing time of the mix to obtain an excellent product - Learn how to store the finished product and be able to preserve crispiness - Understand the importance of cooking times Understand the difference between “Crisp” and “Hard”
Assignment	On Baking Ch. 10-18

Lesson 5	
Topic	<b>Traditional Italian cookies 1</b> Tradition and history of Italian cookies Mixing method: egg foaming and creaming - Make-up method: icebox cookies and piped cookies - Application of “alternative flours” to cookies
Lab	Ricciarelli - Zaletti (teacher recipes)
Objectives	Learn about the origins of Italian traditional cookies - Get confident with icebox cookies make-up method - Understand the differences between mixing methods: creaming and egg foaming - Learn how to use alternative flours - Understand the effects of alternative flours on the finished product
Assignment	On Baking Ch. 10-18

Lesson 6	
Topic	<b>Traditional Tuscan cookies and biscuits</b> Make-up methods : Bar cookies/biscuits - Drop cookies Mixing method: Creaming and egg foaming - Biscuit shelf-life
Lab	Biscotti di Prato - “Brutti ma buoni”
Objectives	Understand the difference between cookies and biscuits - History of the famous Prato biscuits: the common misunderstanding between “Cantucci” and “Biscotti di Prato” Gain confidence with the use of nuts in biscuits - Understand the importance of the traditional mixing method to obtain the proper biscuit dough consistency - Understand the importance of the double baking time for the shelf life of biscuits
Assignment	On Baking Ch. 10-18

Lesson 7	
	Midterm Exam

Lesson 8	
	Academic Break

Lesson 9	
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Topic	<b>Traditional Italian cookies 2</b> The history of “Krumiri” and “Baci di dama” - Make-up method: piped cookies and rolled cookies - Mixing method: creaming - Application of alternative flour and powdered nuts
Lab	Krumiri (instructor’s recipe) - Baci di dama (instructor’s recipe)
Objectives	Learn the history of Krumiri and Baci di Dama - Understand how alternative ingredients change the structure and the cooking techniques - Gain confidence with the application of powdered nuts in the preparation of biscuits: effects and improvements
Assignment	On Baking Ch. 10-18

Lesson 10	
Topic	<b>Traditional Italian cookies 3</b> Origins of amaretti and savoiardi Mixing method: egg foaming - Make up method: piped cookies Foaming method as an exception for cookies preparation - Balance between sugar and powdered nuts
Lab	Amaretti - Savoiardi / ladyfingers
Objectives	Know the origin of <i>macaron</i> cookies - Understand the amount of sugar and almond flour applied to the recipe to obtain optimal results – Comprehend that ladyfingers and savoiardi are the same cookies - Gain confidence with foaming mixing method when using powdered nuts instead of wheat flour - Understand the importance of cooking temperatures for the final result
Assignment	On Baking Ch. 10-18

Lesson 11	
Topic	<b>Introduction to petit fours - Mignon tartlets</b> Purpose and features of petit fours - Size and weight - The importance of precision and appearance
Lab	Lemon and meringue tartlets - Pastry cream and fruit tartlets - Apples, almonds and citrus jam tartlets
Objectives	Understand the difference between petit fours and cookies - Understand the importance of petit fours weight and size - Understand the difference in shelf life Gain confidence with short crust application to petit fours
Assignment	On Baking Ch. 10-18

Lesson 12	
Topic	<b>Dry petit fours</b> Application of doughs to the preparation of petit fours
Lab	Madeleines - Cherry & almond Florentines

Objectives	Learn to use ingredients and apply different cooking times to obtain a soft or crumbly effect - Gain confidence with the production of a French classic: Madeleines
Assignment	On Baking Ch. 10-18

Lesson 13	
Topic	<b>Iced petit fours</b> “Glazed” cookies - Application of fondant and jam to sponge cake based petit fours Special equipment: use of the “raclette”
Lab	Petit fours glacè - Glaces: fondant and jam
Objectives	Gain confidence with the use of fondant and jam as an icing - Know the benefits of this technique for petit fours shelf-life - Learn how to balance flavors by proper combination of glaces and base
Assignment	On Baking Ch. 10-18

Lesson 14	
Topic	<b>Savory petit fours</b> Application of the concept of petit fours to savory options
Lab	Mini vegetable quiche - Savory mini tarts with vegetable ratatouille
Objectives	Gain confidence with the application of petit fours concept to fine finger food Gain confidence with alternative recipes for flavor and texture
Assignment	On Baking Ch. 10-18

Lesson 15	
	Final Exam