

**FCCLA Planning Process**

**Summary Page**

**IDENTIFY CONCERNS**

I want to make a salad and dressing that I can easily complete in the time frame and show the skills I have learned in my Food and Nutrition class. Possible Salads include Vegetarian Taco Salad, Garden Spring Salad and Caesar Salad. I think the Vegetarian Taco Salad has too many ingredients and the Spring Garden Salad will take too much time cutting up all the vegetables. I will make the Caesar Salad because I think I can accomplish it in the timeframe and because it has a very flavorful dressing.

**SET A GOAL**

I want to place in my STAR Event. To do this, I will need to make sure that all parts of my project are ready to go on the day of competition. I will need, all the ingredients and equipment packed in a safe and sanitary way. I will need to make sure that I have my paperwork completed with no spelling, typographical, or mathematical errors. These include the project cover page, evidence of the online Project Summary Submission, the FCCLA Planning Process Summary Page, three copies of my personally typed recipe, and the Cost Analysis of my recipe. I will have all my paperwork ready to go in a file folder. I will also wear the FCCLA uniform with pride by making sure that it is clean and pressed.

**FORM A PLAN (WHO, WHAT, WHEN, WHERE, HOW, COST, RESOURCES, AND EVALUATION)**

To prepare for my competition, I will first type up my recipe. Next, I will write up a market order for my teacher to buy my supplies so that I can practice the recipe and decide if it will work for the competition and/or make any adjustments to the recipe. I will also write a list of the equipment I will use so when I practice and pack for the competition, I will have everything I need. When I receive the ingredients for the project from my teacher, I will write down a list of each ingredient, the cost of each item, and total units in the item so that I can calculate the cost per unit, recipe cost, and cost per serving. I will also prepare my file folder making sure that all the required items are in the folder. Finally, I will practice at school and practice at home to make sure that I very confident on competition day.

**ACT**

The steps I took to complete the project were: choose a recipe; type up my recipe; write a market order; write a list of ingredients; write a list of the cost per item and total units per item; complete the cost analysis; prepare the file folder; type up the Project Identification Page; complete the Online Project Summary Submission and print it out; complete the FCCLA Planning Process Summary Page; print out three copies of my recipe; practiced several times after school; practiced several times at home; presented and demonstrated my project in my Food and Nutrition class; packed my equipment and ingredients in a safe and sanitary way; and made sure that my FCCLA uniform was clean and pressed for competition.

**FOLLOW UP**

After the competition, I will evaluate my performance and results. I will write a thank you card to my teacher and my parents thanking them for supporting me in my competition. I will also personally thank the Chapter FCCLA members who encouraged me to compete.