

# Planning a Party

## Summary

All components of planning for parties, including emphasis on principles of menu planning, resource management, table setting, food preparation and etiquette.

## Materials

Any good food and nutrition textbook.

## Background for Teachers

Basic management principles must be integrated with a knowledge of meal preparation and social etiquette in order to engineer a successful party.

If menus, preparation time, and sequence are correctly planned, meals are more appetizing.

Successful parties must also be correctly planned. All elements of resource management, including management of people, are integrated to allow success in entertaining.

Review the four principles for appetizing meals:

- color
- texture
- shape
- taste

Remind students that menus planned and presented, keeping the above principles in mind, will be appetizing.

## GOOD AND BAD EXAMPLES OF MENU PLANNING

Correctly mixing and matching color, shape, texture and taste result in appetizing menus.

Restaurants often hire people whose job is to check their plates to see if the four basic principles are correctly utilized.

Using actual foods (if possible) discuss good and bad examples of menu planning. Brainstorm examples. Following are a few examples.

### COLOR

Bad - eggs, orange slice and toast w/butter

Bad - spaghetti, beets and red punch, raspberry jello

Good - potato, green beans or peas and carrots, chicken

### TEXTURE

Bad\_\_\_scalloped potatoes, chicken a-la-king, creamed peas

Good\_\_\_potatoes and gravy, steak, green salad

### SHAPE

Bad\_\_\_hamburger patty, potatoes and gravy, sliced round carrots

Good\_\_\_fish sticks, scalloped potatoes, mixed vegetables

### TASTE

Bad\_\_\_orange juice, lasagna, sherbet for dessert

Good\_\_\_grape juice, lasagna, vanilla ice cream

There are also BASIC RULES TO PRESENT A MENU IN WRITING for a formal occasion.

### MENU:

- salad and/or soup
- bread
- main dish
- vegetables
- dessert

beverage

Center each line.

Center the entire menu.

Capitalize all words except prepositions (and, on, etc.)

Be descriptive and concise.

The beverage is always last.

Bread and toppings are next to last.

The rest of the food is listed in the order that it is eaten.

NOTE: Beverage is always listed last. Others, except bread, appear in the order consumed.

INVITATIONS are the first impression of a party. Some guidelines can help in making inviting invitations.

Guidelines in planning an invitation are:

State the type of party

Follow a theme

Give the date

Give the time

Give the place or address

Additional information as needed: (e.g. Swim party\_\_\_\_bring swimming suit)

### Instructional Procedures

#### LEARNING ACTIVITIES AND TEACHING STRATEGIES

##### OPTION #1

Review the resource example of a [luncheon menu](#) and allow the students to use the rules to formulate their own menus.

##### OPTION #2

Students will practice making party invitations and in correctly writing a menu for a formal occasion.

##### OPTION #3

Students will complete a work plan for a party using the following worksheets:

[PARTY PLANNING](#)

[SAMPLE PARTY WORK SCHEDULE](#)

[PARTY PLANNING PROJECT SCORECARD](#)

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