

STEPS TO STANDARDIZE A RECIPE

1. **Review recipe carefully. Check that:**
 - All ingredients are listed.
 - Amounts of ingredients are correct and clearly stated in weight (pounds, ounces) or volume (gallons, quarts, cups).
 - Ingredients are listed in the order used.
 - Directions are detailed, complete, accurate, and in the order that they are to be completed.
 - Time and temperature for cooking and specific utensils used for service are clear.
2. **Prepare the recipe.**
3. **Weigh (pounds, ounces), measure (gallons, quarts), or count (each) the amount of product to be placed into each serving pan, note this on the recipe.**
4. **Determine the recipe yield.**
 - Measure the total yield:** This could be a count, volume in gallons, quarts, etc., or weight in pounds or ounces. Record this on the recipe. Example: Yield = 30 pounds Chicken and Noodles (weight) or 125 sandwiches (count)
 - Determine serving size** using the same unit of measure as the total yield (count, volume, or weight). Example: If the total yield is given in weight (15 pounds (lbs) of Macaroni & Cheese), the serving size should be recorded in weight as well (4 ounces (oz) serving of Macaroni & Cheese). Record the serving size on the recipe.
 - Determine serving utensil:** Example: If the serving size is $\frac{1}{2}$ cup, a #8 scoop or a 4 fluid ounce (fl. oz.) ladle may be appropriate. Record the serving utensil on the recipe.
 - Determine the total number of servings the recipe makes:** Calculate the total number of servings using one of the following equations. Record the total number of servings on the recipe.
 - If the serving size is in weight or volume, divide the total yield by the serving size. Example: 1 gallon total yield \div $\frac{1}{2}$ cup serving size = 32 total servings. See example below for details.
 - If the serving size is a count, multiply the number of servings per pan by the number of pans. Example: 12 servings per pan \times 3 pans = 36 total servings.
5. **Evaluate the recipe** for quality, yield, serving size, flavor, color, texture etc. Adjust if needed.
6. **Calculate the meal pattern contribution.** Record the meal contribution on the recipe.
7. **Re-test the recipe** to assure all information in the recipe is complete and correct.
8. **Record cooking time and required internal temperature** on the recipe.
9. **Add additional notes** as desired.
10. **Calculate the nutrient analysis** of the recipe.

EXAMPLE OF DETERMINING THE NUMBER OF SERVINGS THE RECIPE MAKES

1. Prepare the recipe.
2. Measure total yield. For example, the recipe yields 15 gallons (gals) + 2 $\frac{1}{2}$ quarts (qts).
3. Determine the number of servings in the recipe. Assume the serving size is $\frac{1}{2}$ cup.
 - Convert 15 gals + 2 $\frac{1}{2}$ qts to cups (1 gallon = 16 cups; 1 quart = 4 cups)
 - 15 gals \times 16 cups = 240 cups
 - 2 $\frac{1}{2}$ (2.5) qts \times 4 cups = 10 cups
 - 240 cups + 10 cups = 250 total cups
4. Divide total yield by the serving size.
250 cups \div $\frac{1}{2}$ (.5) cup per serving = 500 total servings
5. Retest the recipe. Be sure the recipe yields the same amount (15 gals + 2 $\frac{1}{2}$ qts).