



Step 1. Plan –make sure you have:

Time

With a little planning, even time consuming recipes can be used by busy cooks. For example, if a casserole recipe calls for cooked rice, you can cook the rice the night before. Refrigerate the cooked rice until you are ready to put the casserole together.

Tools

Find the pans and utensils called for in the recipe for measuring and preparing the recipe. If you do not have an item, see if you have something that could be substituted. For example, you can substitute an 8-inch square pan for a 9-inch round pan.

Ingredients

Find all of the ingredients called for in the recipe. Most recipes can be prepared with a variety of ingredients. Substitutions can be made for ingredients you do not have. For example, you can substitute 2 Tablespoons of flour for 1 Tablespoon of cornstarch.

<p>Common Abbreviations Tablespoon = Tbsp. or T. Teaspoon = tsp. or t. Cup = C Ounce = oz. Pound = lb.</p>

Step 2. Get ready to cook

- * Wash your hands before starting to cook.
- * Clear a work area and make sure it is clean.
- * Set out all ingredients and equipment.



Step 3. Prepare the recipe

- * Follow the directions as described in the recipe.
- * Preheat the oven if the recipe calls for it.
- * Be sure to wash hands and utensils after they have touched raw meat, fish or poultry. Before going on with other steps in the recipe.

<p>Betty Greer, PhD Professor and Nutrition Specialist</p>
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