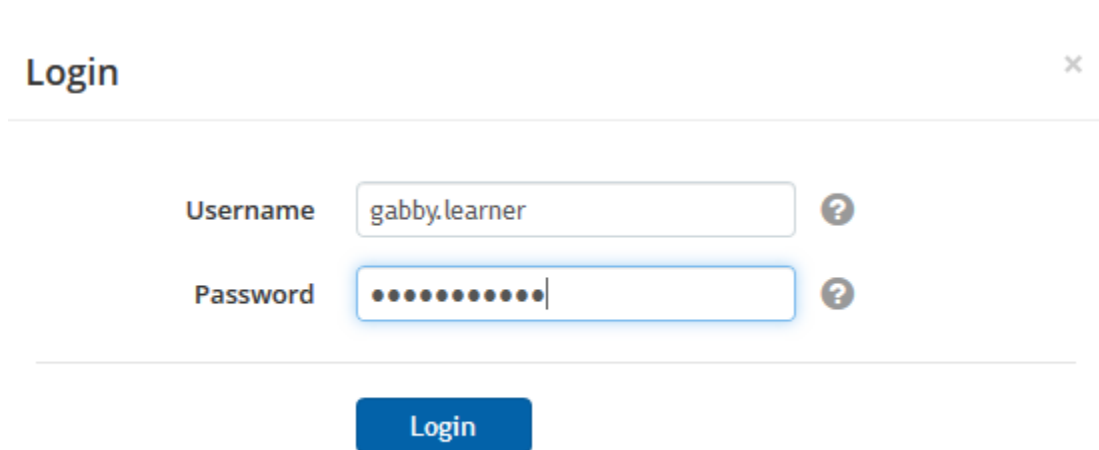


# Caregivers Kitchen Online Learning Guide

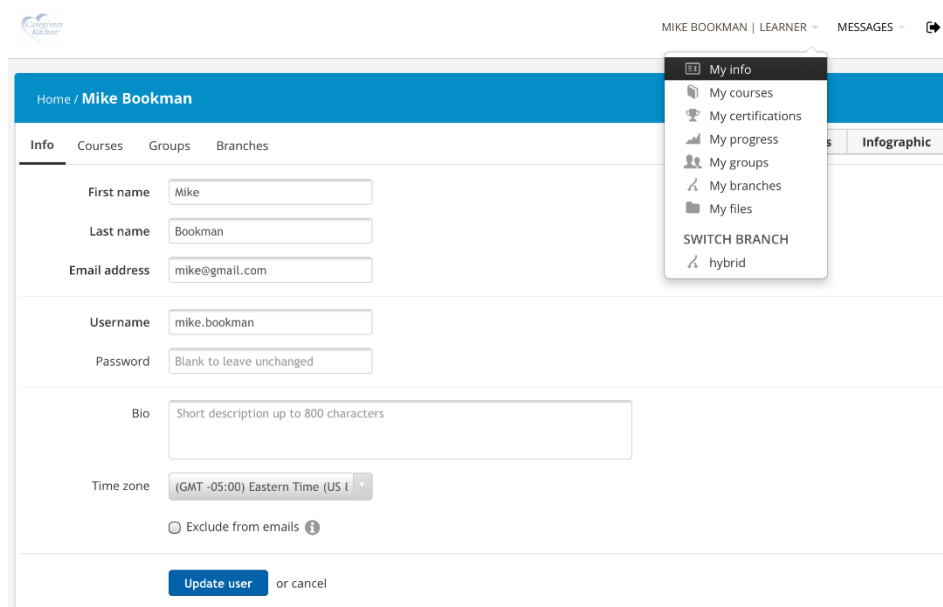
## Pre-enrollment into Online Learning

1. You will receive an email with your **User Name** and **Password** from Caregivers Kitchen.
2. Choose the hyperlink provided in the email to access Online Learning.
3. Enter the username and password that was provided in the enrollment email. Choose login.



The login form is titled "Login" in a large, bold, black font. Below the title, there are two input fields. The first field is labeled "Username" and contains the text "gabby.learner". The second field is labeled "Password" and contains a series of dots. To the right of each input field is a small question mark icon. Below the input fields is a blue button labeled "Login".

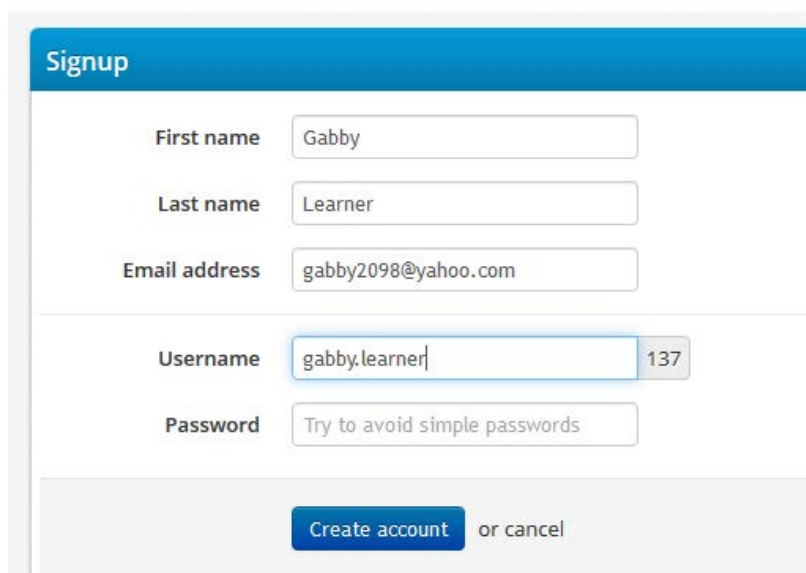
4. To change your password, choose **My info** under the **LEARNER** tab next to your name. Enter a new password and choose **Update user**.



The user profile page for Mike Bookman is shown. The page has a blue header with the text "Home / Mike Bookman". Below the header, there are tabs for "Info", "Courses", "Groups", and "Branches". The "Info" tab is selected. The profile information is displayed in a form with the following fields: First name (Mike), Last name (Bookman), Email address (mike@gmail.com), Username (mike.bookman), Password (Blank to leave unchanged), Bio (Short description up to 800 characters), Time zone (GMT-05:00 Eastern Time (US & Canada)), and a checkbox for "Exclude from emails". A blue button labeled "Update user" and a link "or cancel" are at the bottom. A dropdown menu is open, showing options: My info, My courses, My certifications, My progress, My groups, My branches, My files, SWITCH BRANCH, and hybrid.

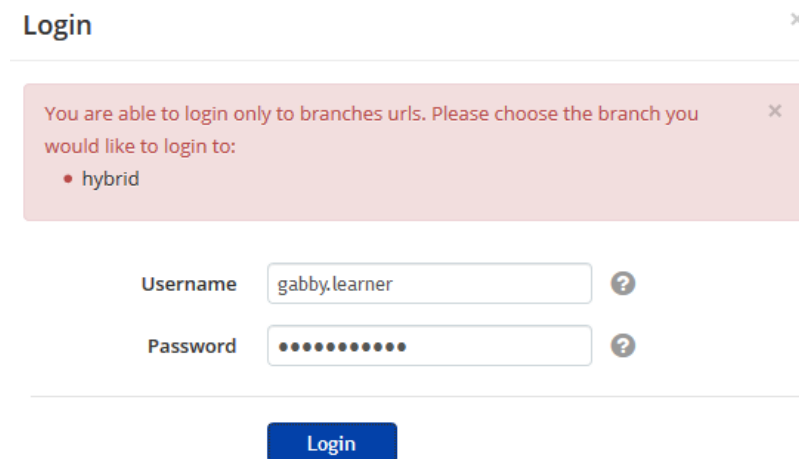
# Register with an Access Code

1. You must receive an **access code** from your organization or company's administrator to access courses.
2. Access online learning [here](#) or at <https://learning.caregiverskitchen.net/>
3. Choose **SIGNUP** in the top right corner to create a new account.
4. Enter name and email address and choose username and password.



The image shows a 'Signup' form with a blue header. It contains several input fields: 'First name' with 'Gabby', 'Last name' with 'Learner', 'Email address' with 'gabby2098@yahoo.com', 'Username' with 'gabby.learner' and a character count of '137', and 'Password' with the placeholder text 'Try to avoid simple passwords'. At the bottom, there is a blue 'Create account' button and a link 'or cancel'.

**NOTE:** Your organization may be a part of a unique branch portal. If so, you will see the message asking to login at that specific portal.

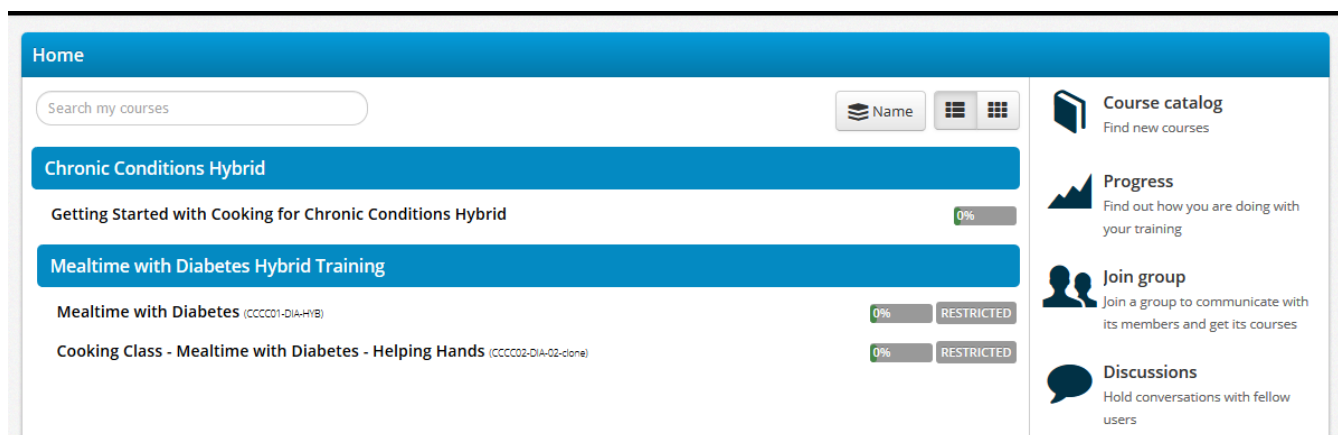
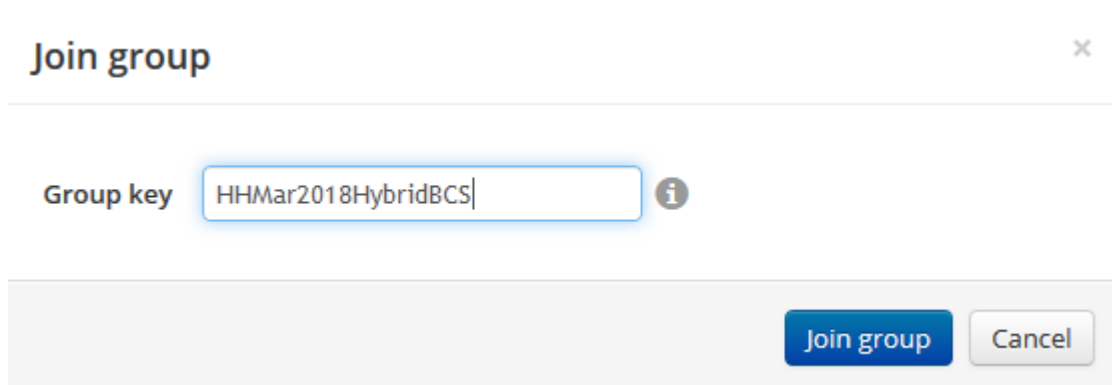


The image shows a 'Login' form. At the top, there is a red message box that says: 'You are able to login only to branches urls. Please choose the branch you would like to login to:' followed by a bullet point '• hybrid'. Below this, there are input fields for 'Username' (containing 'gabby.learner') and 'Password' (masked with dots). Each field has a question mark icon to its right. At the bottom, there is a blue 'Login' button.

5. Choose **Join group**.



6. Enter **Group key** and **Join group**. The course catalogue will now contain all the courses for your group.



# Accessing Courses

**Note:** different browsers (Safari, Silk, Google, Chrome, etc.) and operating systems (Android, iOS, Windows, etc) may have a different appearance than the pictures)

1. Select the first course or lesson. Courses marked **RESTRICTED** have a prerequisite course that must first be completed.

The screenshot displays the 'Basic Cooking Skills' course page. The top navigation bar shows 'Laura Student | Learner' and 'Messages'. The 'Home' section includes a search bar and a list of courses. The 'Basic Cooking Skills' course is highlighted, showing its content and completion status. The 'Content' section lists five units: 'Personal Hygiene', 'Knowledge Check - Personal Hygiene', 'Kitchen Sanitation and Food Safety', 'Cooking and Cooling Foods', and 'Knowledge Check - Food Safety and Sanitation'. The 'Completion rules' section states 'All units must be completed' and 'Leads to a certification with a duration: 60 months'. The 'Prerequisites' section lists 'Getting Started with Basic Cooking Skills (BCS01-INT-01)'. An orange arrow points from the 'RESTRICTED' status of the 'Keeping Kitchens Clean and Food Safe' course to the 'Prerequisites' section.

Home

Search my courses

Name

Basic Cooking Skills

Getting Started with Basic Cooking Skills (BCS01-INT-01) 0%

Digital Textbook - Basic Cooking Skills (BCS02-DTX-01) 0%

Keeping Kitchens Clean and Food Safe (BCS03-KKC-01) 0% RESTRICTED

Planning Balanced Meals (BCS04-PBM-01) 0% RESTRICTED

Get Ready, Get Set, Go! (BCS05-GRS-01) 0% RESTRICTED

Principles of Cooking (BCS06-PC-01) 0% RESTRICTED

Food Safety, Nutrition (BCS07-FSN-01) 0% RESTRICTED

Content

- Personal Hygiene
- Knowledge Check - Personal Hygiene
- Kitchen Sanitation and Food Safety
- Cooking and Cooling Foods
- Knowledge Check - Food Safety and Sanitation

Completion rules

- All units must be completed
- Leads to a certification with a duration: 60 months

Prerequisites

- Getting Started with Basic Cooking Skills (BCS01-INT-01)

return to courses

Course catalog Find new courses

Progress Find out how your training is going

Join group Join a group to discuss its members and share resources

Discussion Hold conversations with other users

Calendar

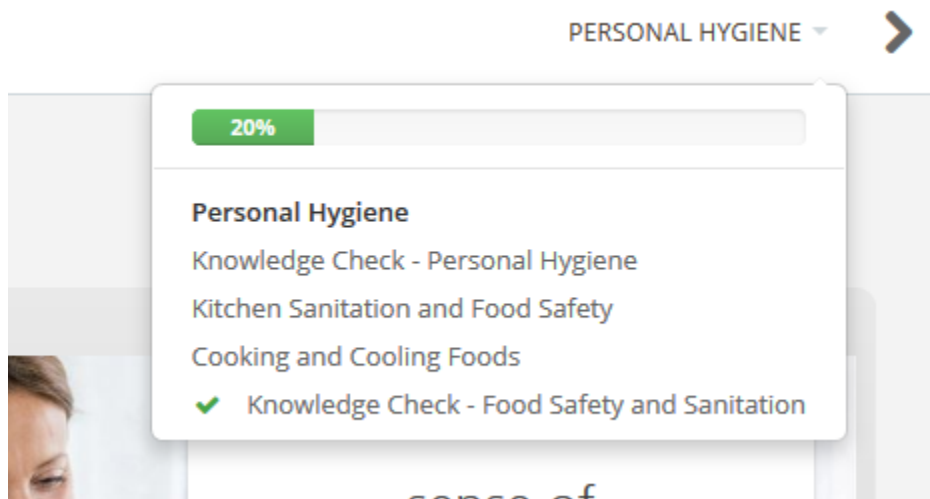
# Training Materials

You can see the available lessons in the course content.

## CONTENT

- ✓ Introduction to Mealtimes with Diabetes
- Food Choice and Diabetic Recipes
- Meal Planning with Diabetes
- Knowledge Check - Mealtimes with Diabetes

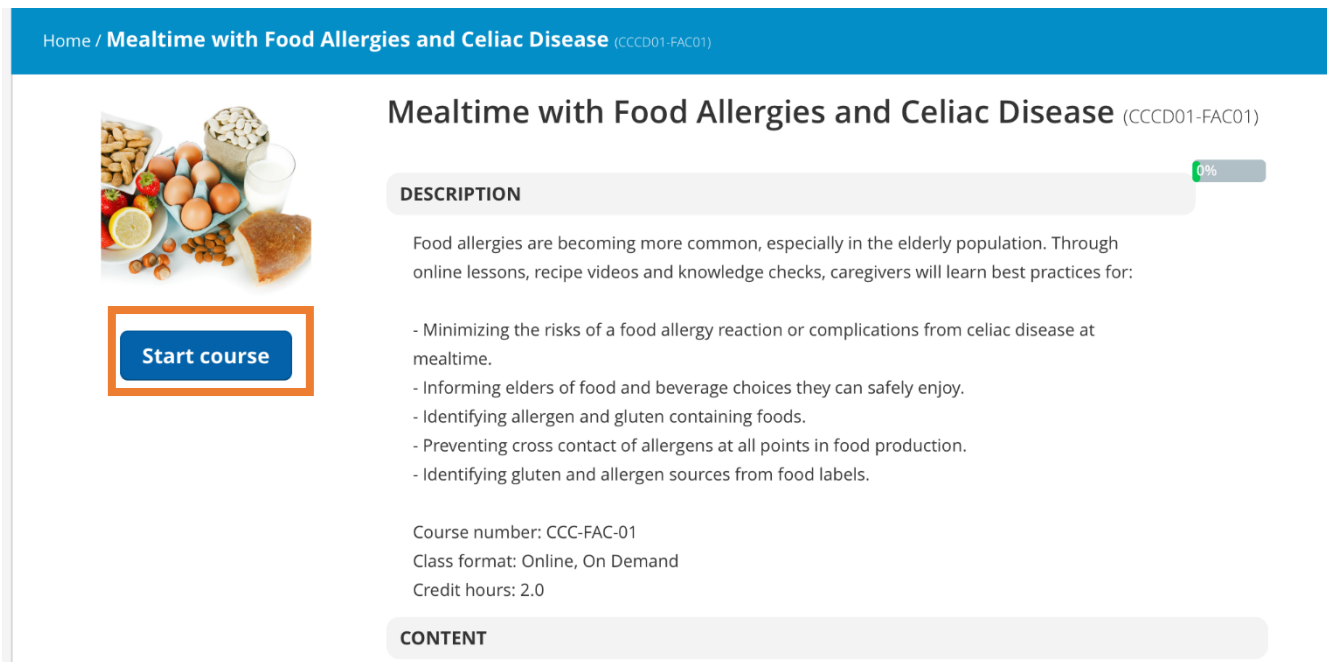
- A **green check**. Indicates that you have completed this learning object.
- **Dark gray title** indicates that this lesson is ready to start.
- **Grayed out title**. Indicates that in order to start this lesson you must complete the previous one.
- You can also monitor your progress by selecting the lesson title from the top right corner of the screen.



# Navigating within Courses


## *Tablet or Smart Phone*

1. Choose the course name from the course catalogue. Choose **Start course**.



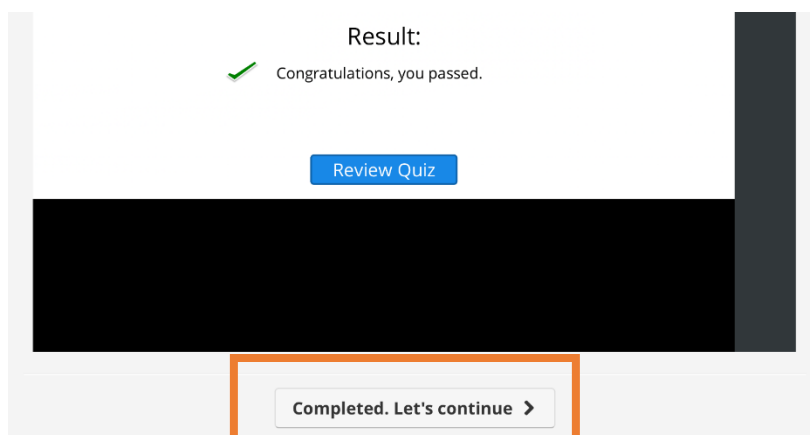
The screenshot shows a course page with a blue header bar containing the text "Home / Mealtime with Food Allergies and Celiac Disease (CCCD01-FAC01)". Below the header, on the left, is an image of various food items (nuts, eggs, bread, etc.) and a blue button labeled "Start course" which is highlighted with an orange border. To the right of the image, the course title "Mealtime with Food Allergies and Celiac Disease (CCCD01-FAC01)" is displayed. Below the title is a "DESCRIPTION" section with a progress bar at 0%. The description text states: "Food allergies are becoming more common, especially in the elderly population. Through online lessons, recipe videos and knowledge checks, caregivers will learn best practices for:" followed by a bulleted list: "- Minimizing the risks of a food allergy reaction or complications from celiac disease at mealtime.", "- Informing elders of food and beverage choices they can safely enjoy.", "- Identifying allergen and gluten containing foods.", "- Preventing cross contact of allergens at all points in food production.", "- Identifying gluten and allergen sources from food labels." Below the list, the course details are listed: "Course number: CCC-FAC-01", "Class format: Online, On Demand", and "Credit hours: 2.0". At the bottom of the page is a "CONTENT" section.

2. Select the **right arrow** to move forward to the next page. *Note: you must listen to the whole narration before moving forward.* You can use the **left arrow** if you would like to review the information. Select the **narration timer** to hear the narration again.



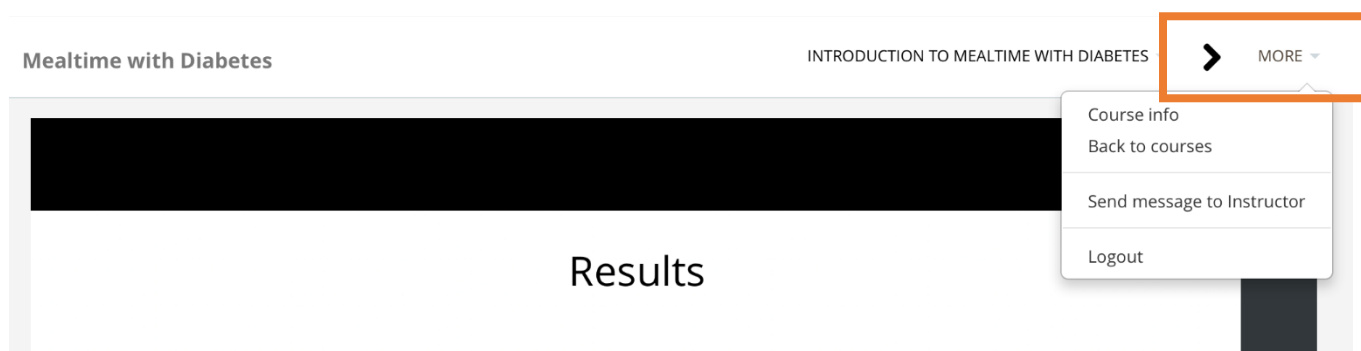
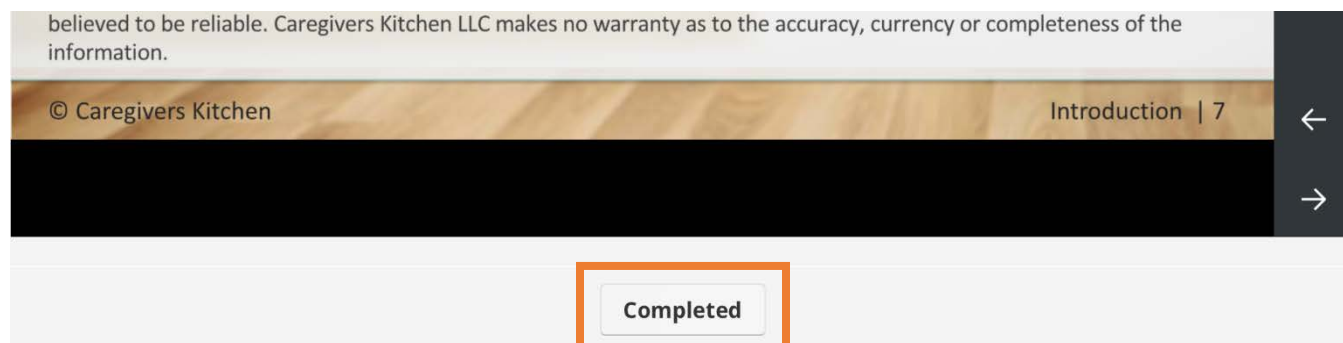
The screenshot shows a video player interface. The video content features a woman eating and a text overlay that reads: "Understand Food Choice's Impact on Chronic Conditions". On the right side of the video player, there is a vertical navigation bar with a "Narration Timer" label. At the bottom of this bar, there are two arrows: a left arrow and a right arrow, both of which are highlighted with an orange border.

3. After the last page of the lesson, choose the **Completed, Let's Continue** to move on.



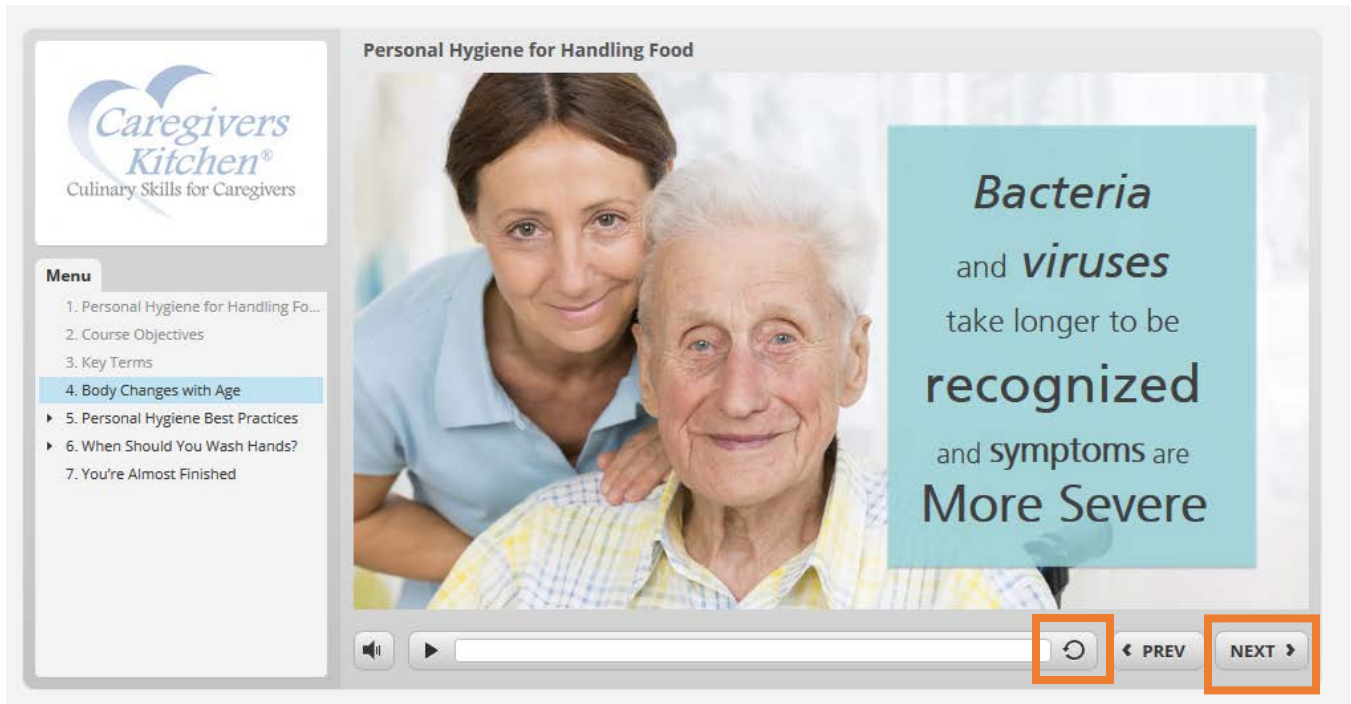
4. Continue until all lessons are completed and **green check marks** appear beside each chapter.

5. After the last lesson in the course you will see **Completed** at the bottom. To be redirected to the Course Main Page, choose **MORE** in the top right corner. Choose **Back to courses**

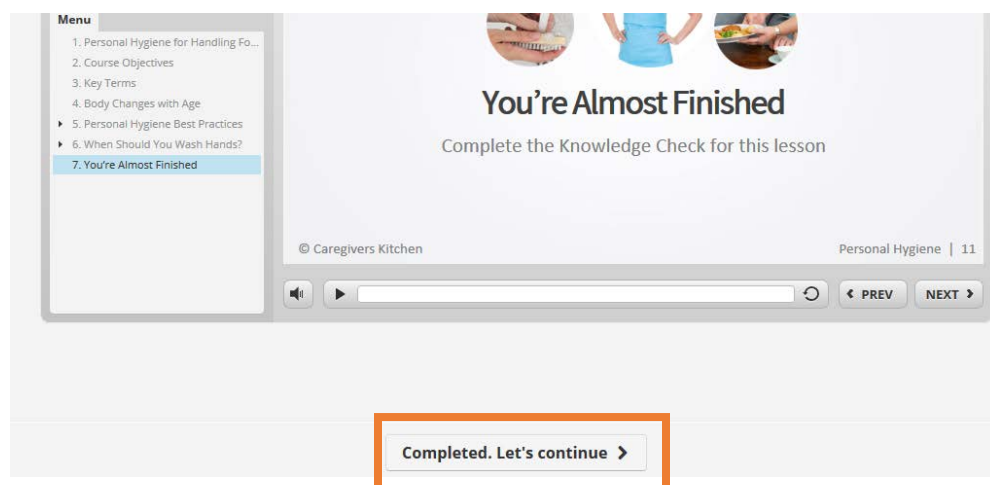


## Computer

Select the **NEXT** arrow to move forward to the next page. *Note: you must listen to the whole narration before moving forward.* You can select the **PREV** arrow if you would like to review the content. Choose ↺ to hear the narration again.



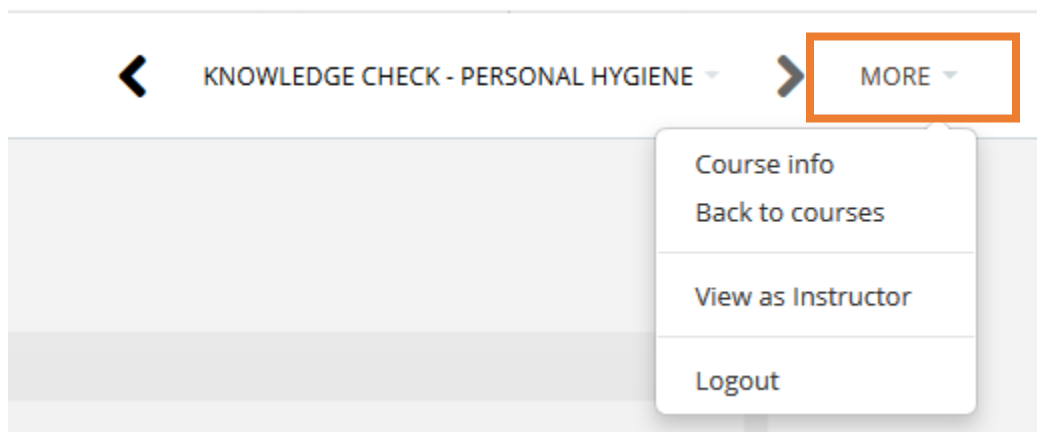
After the last page of the lesson, choose the **Completed, Let's continue** to move ahead to the next lesson.



Continue until all lessons are completed and **green check marks** appear beside each chapter.

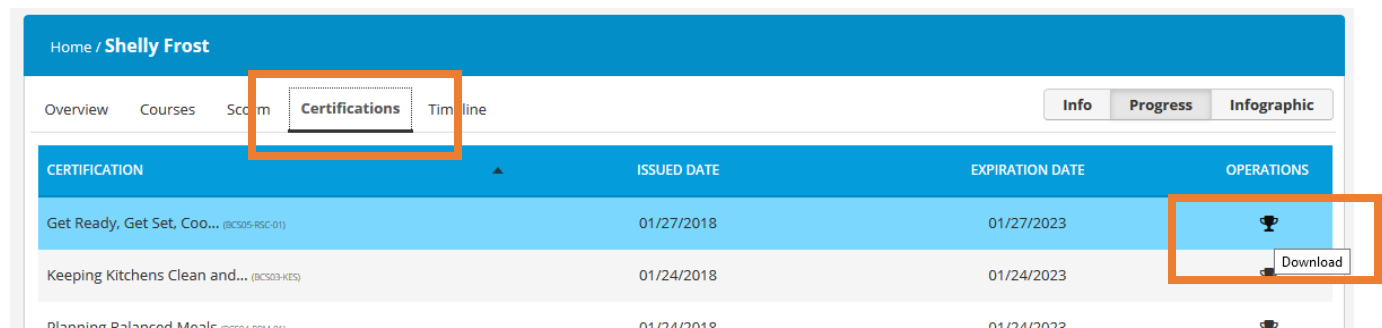
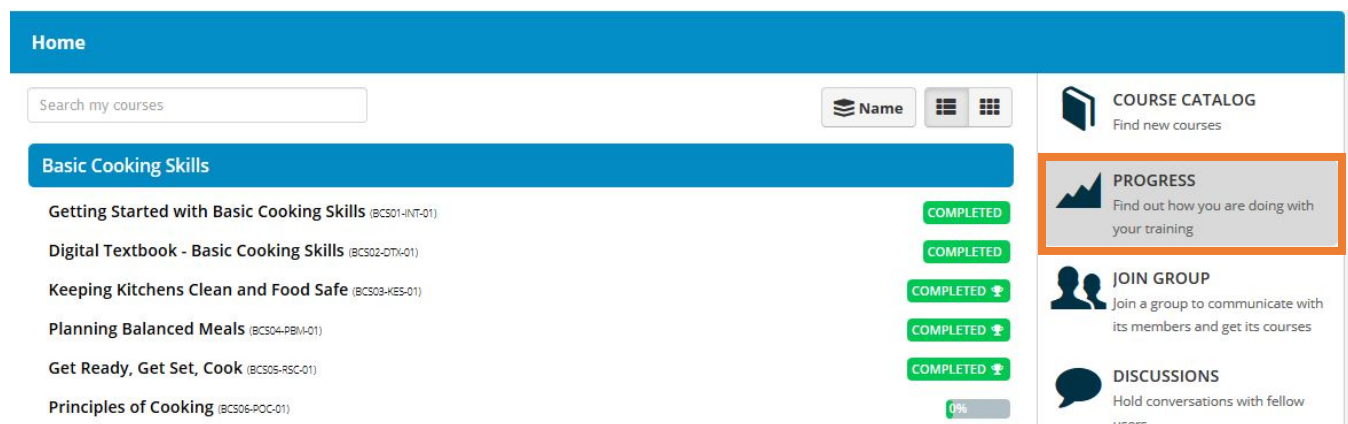


5. After the last lesson in the course you will see **Completed** at the bottom. To be redirected to the Course Main Page, choose **MORE** in the top right corner. Choose **Back to courses**



## Viewing/Printing Certificates

1. After a course is complete, you can view or print your certificate (if part of the course). From the home page, choose **PROGRESS**. Choose **Certifications** and select **Download** next to the course.



## Lesson Types

### Video

To view videos within the lessons, click the **play button**. You must watch the entire video before you can move to the next page.



### Interactions

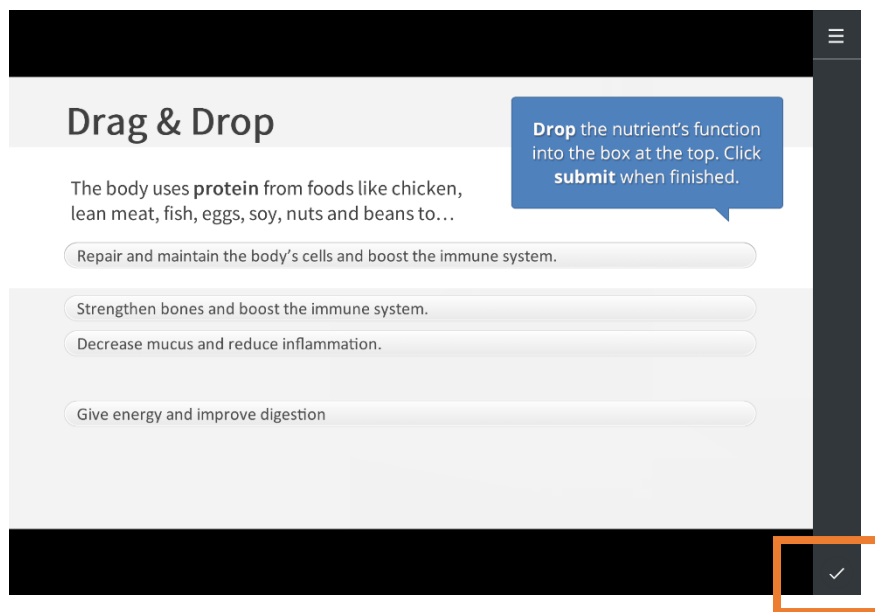
Interactive lessons teach key concepts through active learning. Click the **right arrow button** OR **click on each marker** to hear and see the information. You must complete all markers before moving onto the next page.



## Knowledge Checks

At the end of the chapter you will be prompted to start the **Knowledge Check**.

Follow the on-screen instructions and choose the best answer. Click the **checkmark** or **Submit** to submit your answer.



The screenshot shows a digital interface for a 'Drag & Drop' activity. At the top, there's a black header bar with a white hamburger menu icon on the right. Below the header, the title 'Drag & Drop' is displayed in a large, bold, black font. To the right of the title, a blue speech bubble contains the instruction: 'Drop the nutrient's function into the box at the top. Click submit when finished.' Below the title, a text prompt reads: 'The body uses **protein** from foods like chicken, lean meat, fish, eggs, soy, nuts and beans to...'. Underneath this prompt are four rounded rectangular boxes, each containing a function of protein: 'Repair and maintain the body's cells and boost the immune system.', 'Strengthen bones and boost the immune system.', 'Decrease mucus and reduce inflammation.', and 'Give energy and improve digestion'. At the bottom right of the interface, a small white square button with a black checkmark icon is highlighted by an orange rectangular border.

Your score will be displayed at the end of the quiz. Click the **Completed**, **Let's continue** or **More – Back to courses** to return to the course page.

# Downloading the Digital Textbook

A copy of the textbook may be included with your online learning subscription. To access and download your copy, follow these steps.

1. Choose the **Digital Textbook - Basic Cooking** or **Digital Textbook - Cooking for Chronic Conditions** from your course catalogue

**Basic Cooking Skills**

Getting Started with Basic Cooking Skills (BCS01-INT-01)	0%
Digital Textbook - Basic Cooking Skills (BCS02-DTX-01)	0%
Keeping Kitchens Clean and Food Safe (BCS03-KES-01)	0% RESTRICTED

2. Choose the **Digital Textbook** under Files



Start course

## Digital Textbook - Basic Cooking Skills (BCS02-DTX-01)

### Description

Download a copy of Culinary Skills for Caregivers: Basic Cooking and save to your personal device.

NOTE: By accessing this text, you agree to the terms and conditions set in the user agreement.

### Content

Basic Cooking Textbook Download

### Files

PDF [Basic Cooking -...xtbook 0917.pdf](#)

3. Click file. Accessing the file acknowledges your agreement with the terms and conditions.
4. Download to **Save** or **print** the file for personal use ONLY. Download from the web browser and follow the on-screen directions.

# Navigating the Digital Textbook

**Note:** The textbook is a PDF file. It may function differently than the pictures depending on the app that is used to open the file. Download and Save the file to have continued access.

Scroll down to the **CONTENTS** page. Select the **Units** or **Chapters** to be directed to that part of the text.



## CONTENTS

*Introduction*

### PART ONE

Keeping Kitchens Clean and Food Safe

*Chapter One* Personal Hygiene

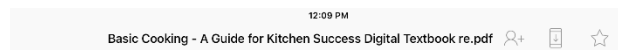
*Chapter Two* Kitchen Sanitation and Food Safety

### PART TWO

Planning Balanced Meals

*Chapter Three* Nutrients and MyPlate

*Chapter Four* Nutrition Labels and Serving Sizes



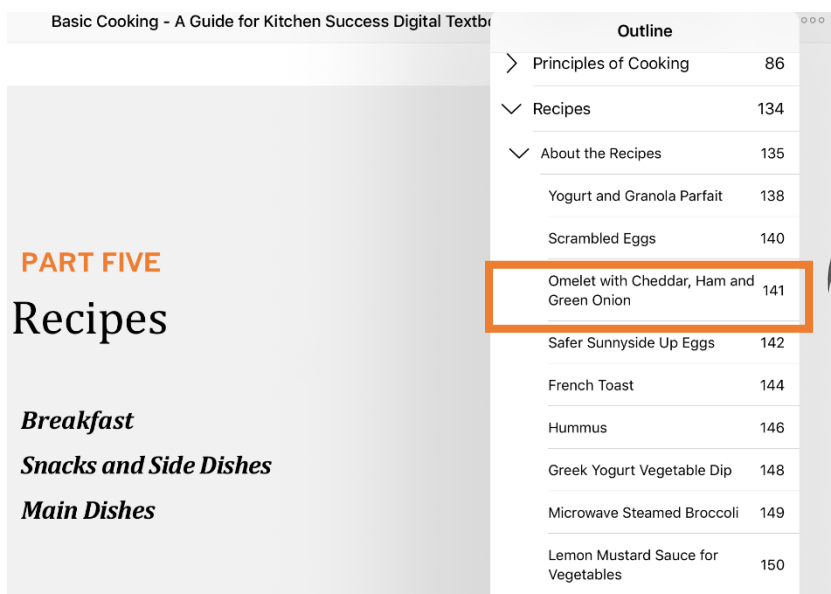
## CHAPTER THREE

# Nutrients and MyPlate



Proper nutrition is a vital part of good health. Studies suggest that older adults who eat a healthful, balanced diet suffer from less depression and other chronic illnesses. Eating well supports a healthy immune system and increased energy for daily activities. In the next chapters, the nutrients and their food sources will be identified. Recommendations for daily nutrient intake for older adults, serving sizes and nutrition labels will be covered.

Access **Recipes** from the Outline and select to be directed the recipe.



## PART FIVE

# Recipes

*Breakfast*

*Snacks and Side Dishes*

*Main Dishes*

## Outline

> Principles of Cooking 86

✓ Recipes 134

✓ About the Recipes 135

Yogurt and Granola Parfait 138

Scrambled Eggs 140

Omelet with Cheddar, Ham and Green Onion 141

Safer Sunnyside Up Eggs 142

French Toast 144

Hummus 146

Greek Yogurt Vegetable Dip 148

Microwave Steamed Broccoli 149

Lemon Mustard Sauce for Vegetables 150

## Omelet with Cheddar, Ham and Green Onion

**SERVES 1** Per serving: **CALORIES 240** / **SODIUM 600 mg** **0 CARB CHOICES**

*Omelets make a hearty breakfast or any meal. Eggs are a good source of protein and contain heart healthy unsaturated fats. The filling ingredient can be changed for variety, try diced pepper, tomato, onion, spinach, different cheeses or cooked meats. It is important to cook the egg patty through before adding the filling ingredients for food safety.*

2 eggs  
2 Tbsp. cheddar cheese, shredded  
1 Tbsp. low fat ham, finely cubed  
1 green onion, thinly sliced  
cooking spray

1. Shred cheese, wash and slice green onion, and dice ham, keeping each ingredient in a separate bowl.
2. Crack eggs into a medium bowl; whisk until blended. Season with salt and pepper
3. Heat a small skillet over medium heat and spray with non-stick pan spray. Add the eggs and allow to start cooking. Do not stir the eggs, but lift the edges to allow the

OR Use the **Outline** or **Bookmarks** and select **CONTENTS** to access to the table of contents.  
Search outline to find **key words** or **titles** and select to be directed to that part of the text.

Basic Cooking - A Guide for Kitchen Success Digital Textbook

A clean work area is a simple way to prevent food borne illness and soap are used to remove food or soil from skin, dishes and can survive on surfaces after cleaning, so surfaces must be sanitized all pathogens. **Sanitizing** is using a chemical solution or very hot pathogens that may remain on a surface after cleaning.

### Chlorine Sanitizing Solution

If additional sanitation is desired, make a solution of one chlorine bleach with one gallon of water. Let the solution several minutes. Rinse the area with clean water and air paper towel. This solution can be used on all hard surface cutting boards.

### Other Cleaning Solutions

There are many types of kitchen cleaners and sanitizers available designed to remove grease or dirt and others contain antibacter using these chemicals, be sure to read the label for the proper

Outline

Search Outline

Basic Cooking Skills:	2
License Agreement	5
Acknowledgements	6
> About the Author	7
> <b>CONTENTS</b>	<b>3</b>
> Keeping Kitchens Clean and Food Safe	10
> Planning Balanced Meals	36
> Get Ready, Get Set, Cook!	68
> Principles of Cooking	86
> Recipes	134
> Appendix	163

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< Page 3

19 of 172