

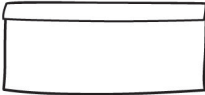

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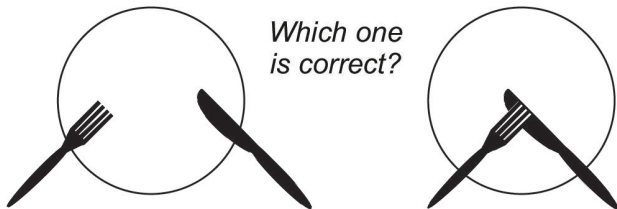
# DINING & WINING

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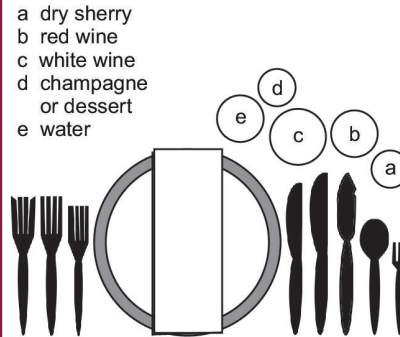
# TEST YOUR TABLE MANNERS

1. It is a faux pas to place personal possessions (e.g. keys) on the table. T F
2. A large napkin is kept folded in half, with the fold facing the waist.  T F
3. Your water glass will be at your right. T F
4. Your bread plate will be at your right. T F
5. If another guest at the table takes your water glass or bread plate, you should politely point out their mistake. T F
6. The larger wine glass is for white wine.  T F
7. The general rule for using cutlery is to start from the outside and work in. T F
8. It is proper to eat with one hand in your lap. T F
9. It is acceptable to turn your plate as you eat to get a better angle to cut your food. T F
10. It is appropriate to take a drink to wash down the food in your mouth. T F
11. To rest your cutlery while eating, place the knife blade and fork tines on the plate, with the handles resting on the table. T F



T T T F F F (go without) F T F (above table) F F F (the second illustration is correct)

# FORMAL TABLE SETTING



This is a cover as it may appear when you are seated. The service plate is more ornate than the other china.

An elaborate meal may be 7 courses. Following is an example.

1st course: A **seafood cocktail** is served on a bed of ice. Sherry is poured.

2nd Course: The **soup** at a formal dinner is a clear soup in a soup plate. A cream soup is too heavy for a multi-course dinner.

3rd Course: The service plate is removed and the **fish course** is served. The sherry glass is removed and white wine is poured.

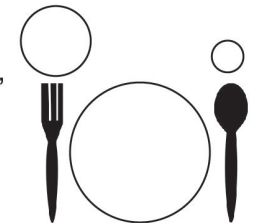
4th Course: The fish service is removed.

**Sorbet** is served on a service plate, with a spoon.

5th Course: The sorbet service is removed; the **main course** is served. The white wine glass is removed, and red wine is poured.

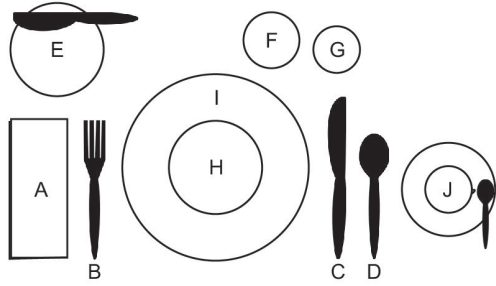
6th Course: The dinner plate is removed and the **salad course** is served.

7th Course: The salad course is removed; the **dessert** service is presented. The finger bowl is on the dessert plate with the fork and spoon. The silver is transferred to beside the plate, and the bowl on its doily is transferred to the upper left of the plate. Dessert is served. The red wine glass is removed, and the dessert wine is poured.



8th Course: The dessert service is removed; **coffee** is served. The dessert wine may remain. A port, brandy, or liqueur may be served.

# INFORMAL TABLE SETTINGS

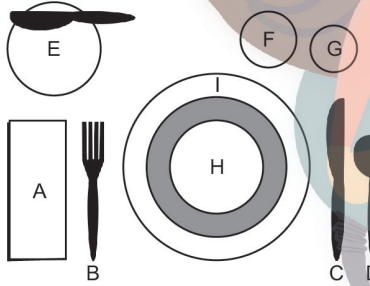


**Breakfast**

- A Napkin
- B Fork
- C Knife
- D Cereal Spoon
- E Bread & Butter Plate with Spreader
- F Water Glass
- G Juice Glass
- H Cereal Bowl
- I Plate
- J Coffee Cup with spoon

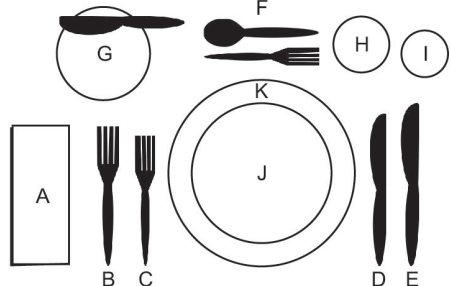
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- A Napkin
- B Fork
- C Knife
- D Cream Soup Spoon
- E Bread & Butter Plate with Spreader
- F Water Glass
- G Wine Glass
- H Cream soup bowl on service plate
- I Luncheon Plate



**Luncheon**

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**Dinner**

- A Napkin
- B Dinner Fork
- C Salad Fork
- D Salad Knife
- E Dinner Knife
- F Dessert Spoon & Fork
- G Bread & Butter Plate with Spreader
- H Water Glass
- I Wine Glass
- J Salad Plate
- K Dinner Plate

# TEST YOUR TABLE MANNERS

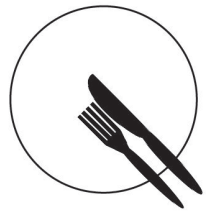
12. If you leave the table, the napkin is placed on the table until you return. T F

13. Elbows may be placed on the table when the table has been cleared. T F

14. When you have finished a course, the cutlery is placed parallel with the handles positioned at about "4" on a clock. T F

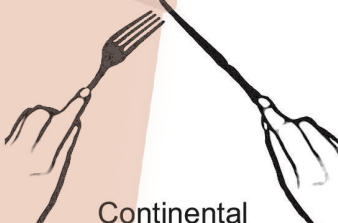
15. To let the wait staff know you are finished eating, push your plate away. T F

16. When you leave the table at the end of the meal, place the napkin on the chair. T F




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**Eating Styles**



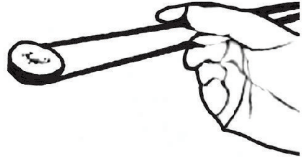
Continental



Fish Service



American



Chopsticks

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T F (to the left of the plate) T F (chair)

9

2

## TEST YOUR TABLE MANAGEMENT

17. In meal planning, you may ask your guests if they have food restrictions. T F
18. Napkins are set either to the left of the place setting, or in the middle of the place setting. T F
19. Plates are set and removed from the left. T F
20. Beverages and ices are set and removed from the right. T F
21. Platters are served from the left. T F
22. A charger is removed prior to dessert. T F
23. A wine glass is filled 2/3 full. T F
24. Food is passed to the left. T F
25. The female guest of honour is served first. T F
26. The host picks up his/her napkin, cutlery, and wine first. T F
27. The host may begin a dinner with a welcome toast. T F
28. The usual time to toast the guest of honour is at the beginning of the dessert course. T F
29. When you are toasted, you should raise your glass along with the group. T F
30. When a dinner guest asks you to pass the bread basket, it is acceptable to take a piece for yourself before you pass the basket. T F
31. A fingerbowl is used before the dessert is eaten. T F
32. Plates are best removed as soon as the diner is T F



T T F (usually removed from the right) T T F (1/2) F (right) T T T T F F T F (after) F (when everyone is finished)

## TABLE SETTINGS & SEATING

### Table Settings

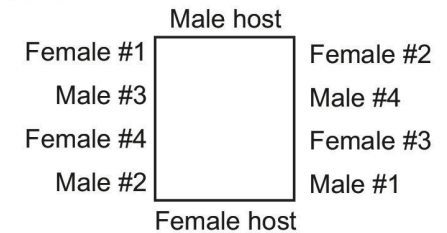
The most formal tablecloth and napkins are white linen damask. The more colourful and textured the linens, the more casual.

The table cover is positioned 1 inch or 2.5 cm from the edge of the table. A salt and pepper is set for every covers.

### Seating Arrangement

Seat guests in a manner to inspire conversation; partners are not seated next to each other. The hosts are seated at the opposite ends of the table.

A female guest of honour is seated to the right of the male host, and a male guest of honour is seated to the right of the female host.



At a business dinner guests are seated by rank; if spouses are present, the spouse has the same rank as his or her partner.

### Taking Seats

Everyone finds their chair before the host invites diners to be seated. Diners stand to the right of the chair to be seated.

At a formal dinner, the diners walk from a parlour in pairs. The male host leads with the female guest of honour; the female host and male guest of honour enter last.

# WHAT TO SERVE AND HOW

**A Menu** may include any of the following courses:

- ◆ Amuse-bouche
- ◆ Appetizer
- ◆ Soup
- ◆ Pasta
- ◆ Fish
- ◆ Sorbet
- ◆ Main
- ◆ Salad
- ◆ Dessert
- ◆ Fruit
- ◆ Savoury - cheese


**Drinks** served could include:

- ◆ Cocktails – before the meal
- ◆ Water – throughout
- ◆ Dry sherry – appetizer and soup
- ◆ White wine – salad and fish
- ◆ Red wine – main course
- ◆ Champagne, ice wine, or dessert wine – dessert
- ◆ Port or sweet sherry – savoury
- ◆ Coffee and liqueur – mints
- ◆ Tea – not served at a formal meal

## Styles of Service


- Butler:** Food is brought on platters to the table, and served to each person by the server.
- Plated:** Plates are brought from the kitchen already served.
- English:** The plates are served at the table by the host, and passed to the right.
- Family:** The food is placed on the table; each person helps him or herself and passes to the right.
- Compromise:** Combines features from all of the above styles.
- Buffet:** Guests help themselves and then find a chair in another area.

# TEST YOUR DINING ETIQUETTE

33. The proper way to eat a dinner roll or piece of bread is to tear off a portion of 2 or 3 bites. T F
34. You should spread the butter over your bread before you tear off a piece to take a bite. T F
35. It is appropriate to break cracker crumbs into your soup. T F
36. It is appropriate to tilt the soup bowl away from you. T F
37. It is acceptable to use a knife to help eat french onion soup. T F
38. When eating soup, draw your spoon away. T F
39. It is acceptable to drink directly from a two-handed bouillon cup.  T F
40. Garnishes should not be eaten. T F
41. Fish bones are removed from the mouth with the fingers. T F
42. French fries can be eaten with fingers. T F
43. It is acceptable to eat onion rings that come with your steak dinner with your fingers. T F
44. It is acceptable to eat asparagus with fingers. T F
45. It is acceptable to eat crisp bacon with fingers. T F
46. If you get too much spaghetti on your fork, you can cut off the excess with your teeth. T F
47. The most acceptable way to eat spaghetti is to twirl the fork against a spoon. T F
48. When served sorbet, leave some in the dish. T F

T F (after) F T F T F (they are breath fresheners T T (in a fast food situation) F (it's a slow food situation) T F (against the plate) T

## TEST YOUR HOST & GUEST ETIQUETTE

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1. If you have invited someone to a business lunch, it is polite to:
    - a) Ask them what restaurant they would like to go to. T F
    - b) Arrive about 15 minutes early. T F
    - c) Not touch anything on the table if your guest has not yet arrived. T F
    - d) Give your guest the "preferred" seat. T F
    - e) Invite your guest to have a drink. T F
    - f) Order a drink if your guest does, although it does not have to be alcoholic. T F
    - g) Initiate the business discussion when you have finished your meal. T F
    - h) Order first. T F
    - i) Pay the bill privately. T F
  2. If you are the guest of someone at a restaurant:
    - a) It is best to order from the low range of the menu. T F
    - b) Drink no more than 2 glasses of wine or 1 cocktail. T F
    - c) Thank your host for the lunch. T F
  3. If you are a guest in someone's home:
    - a) Bring a host gift (a bottle of wine, flowers). T F
    - b) Offer to help, if it is not being catered. T F
    - c) Stay 2 hours after the meal is over. T F

F (ask them what type of food they enjoy) T T T T T T T F (guest orders first) T F (mid-range) T T T T T

## TEST YOUR FOOD TERM KNOWLEDGE

### Match the food terms:

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. Prepared with spicy ingredients</li> <li>2. With cherries</li> <li>3. A white creamy stew</li> <li>4. Garnished with vegetables</li> <li>5. With parmesan cheese</li> <li>6. Served with natural juices</li> <li>7. Served in a plain or simple way</li> <li>8. A thick, rich cream soup</li> <li>9. Food cooked on a skewer</li> <li>10. Cut in long, thin strips</li> <li>11. Prepared with onions</li> <li>12. Served with a flaming liquor or wine</li> <li>13. With almonds</li> <li>14. Sprinkled with breadcrumbs or grated cheese, then browned</li> <li>15. Garnished</li> <li>16. Frosting</li> <li>17. Food that has been blended to a thick paste</li> <li>18. A sauce or puree lightened with whipped cream and sometimes egg whites</li> <li>19. Crusty covering of dough or pastry</li> <li>20. Casserole or cooking dish, often individual-sized</li> <li>21. A piece of meat, fish or poultry which is boneless</li> <li>22. Food cut in round or oval shapes</li> <li>23. Desserts served with ice cream; meats braised with vegetables</li> </ol> | <ol style="list-style-type: none"> <li>a. A la mode</li> <li>b. Amandine</li> <li>c. Au gratin</li> <li>d. Au jus</li> <li>e. Au natural</li> <li>f. Bisque</li> <li>g. Blanquette</li> <li>h. Brochette</li> <li>i. Cocotte</li> <li>j. Crouste</li> <li>k. Devilled</li> <li>l. Filet</li> <li>m. Flambe</li> <li>n. Garni</li> <li>o. Glaze</li> <li>p. Jardiniere</li> <li>q. Julienne</li> <li>r. Lyonnaise</li> <li>s. Medallion</li> <li>t. Montmorency</li> <li>u. Mousseline</li> <li>v. Parmigiana</li> <li>w. Purée</li> </ol> |
|--|---|

Answers: 1-k 2-t 3-g 4-p 5-v 6-d 7-e 8-f 9-h 10-q 11-r 12-m 13-b 14-c 15-n 16-o 17-w 18-u 19-j 20-i 21-l 22-z 23-a