

Assessment Information Sheet

Cluster Area: Hospitality and Tourism

Career Pathway: Culinary Arts	Students must successfully pass the following three courses in order to sit for the End-of-Pathway Assessment: <ul style="list-style-type: none"> • 20.53100 Introduction to Culinary Arts • 20.53210 Culinary Arts I • 20.53310 Culinary Arts II
Credentialing Exam:	Basic Culinary Arts (formerly Hospitality: Hot Food Cook)
Testing Agency:	Oklahoma CareerTech Testing Center https://www.okcareertech.org/educators/assessments-and-testing/testing https://www.okcareertech.org/
Exam Blueprint & Student Study Guide:	To view the competencies that will be tested on this exam and see the Student Study Guide, go to the following link: https://www.okcareertech.org/educators/assessments-and-testing/testing/study-guides/dams-study-guides/Culinary%20Arts%20Study%20Guide.pdf https://www.okcareertech.org/educators/assessments-and-testing/testing/study-guides
Exam Cost:	\$15.00 per student
Duration of Exam:	Allow an hour – assessment not timed
Number of Questions:	55 questions
Exam Cut-Score:	65%
Test Ordering Information:	To place an order, call 405-743-5407 or 405-743-5192. <ul style="list-style-type: none"> ▪ Purchase orders must be scanned and emailed to cttc@careertech.ok.gov or faxed to 405-743-6885. ▪ Invoices for purchase orders will be emailed to the site administrator. Credit card receipts are automatically emailed to the site administrator. ▪ The following information is required at the time an order is placed: <ul style="list-style-type: none"> ○ School Information ○ Site Administrator name, email address and contact phone number. Site administrators cannot be instructors in the field of the test ordered and are responsible for all

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	<p>contact regarding testing administration. Both site administrators and proctors must also complete the Site Administrator/Proctor Testing Agreement before testing.</p> <ul style="list-style-type: none"> ○ Name of assessment(s) ordered ○ Quantity for each assessment ordered ○ Anticipated test date(s) <ul style="list-style-type: none"> ▪ Assigned credits cannot be reassigned to another assessment once the order is processed. ▪ A minimum of seven business days is required to issue test tickets once the order is placed and the Site Administrator/Proctor Testing Agreement is completed. ▪ All credits expire at the end of the school year. Unused credits cannot be saved and moved to the following school year.
<p>Proctoring Guidelines:</p>	<p>Schools must designate a test site administrator:</p> <ul style="list-style-type: none"> • A test site administrator coordinates administration of the assessment at a test site (school). The test site administrator orders the assessment, completes the on-line Testing Agreement, and completes test site setup. • Assists instructors with completing and loading student rosters • Prints and distributes usernames and passwords to students on test day (Note: Usernames and passwords should never be given to instructors for distribution.) • Assist students with accessing the system on test day. • Prints and distributes Coaching Reports and Certificates. • Provides assistance to instructors and reporting authorities needing to download testing data or print testing-related reports. <p>The test site administrator can proctor the assessment, or he/she can designate other persons to proctor the exam under his/her supervision.</p>
<p>Testing Format:</p>	<p>On-line</p>
<p>Required Computer Software Specifications:</p>	<p>In addition to the list below please go to www.careertechtesting.com and click on 'Technical Specifications' on the first page of the website. Technical specifications for school lab setting:</p> <ul style="list-style-type: none"> • PC users must have Internet Explorer 6.0 or above or Mozilla Firefox 1.x. For Mac users, Firefox 1.x or Safari is recommended. • Active Scripting (JavaScript) enabled. • Cookies enabled. NOTE: CareerTech Testing uses cookies for session management only and are deleted when the testing session ends.

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	<ul style="list-style-type: none">• Secure Sockets Layer (SSL) encryption supported.• IT staff should ensure that the network security settings allow an unbroken connection to a website without activity for at least 90 minutes.
Test Availability:	Year-round availability
Testing Agency Contact:	Name: Jennifer Palacio, Oklahoma CareerTech Testing Title: Assessment Manager Telephone: (405) 743-5160 Email: Jennifer.palacio@careertech.ok.gov Oklahoma CareerTech Testing: cttc@careertech.ok.gov
GaDOE Contact for Credentialing:	Name: Mamie Hanson Telephone Number: 470-728-6052 Email: mhanson@doe.k12.ga.us
GaDOE Contact for Curriculum Area:	Name: Vickie Rundbaken Telephone Number: 470-755-8523 Email: Vickie.Rundbaken@doe.k12.ga.us