

Methodological Handbook

FOR

VIPs Assistant and Mentors

1 Section 1: VIPs ASSISTANT



The initial section of this manual is dedicated to blind and visually impaired individuals who aspire to become **bakery assistants**. In order to achieve this goal, it is essential for them to gain comprehensive knowledge and experience in bread and bakery products, as well as an understanding of the operational aspects of a bakery.

MODULES

1 BAKERY PRODUCTS: HISTORY AND IMPORTANCE

2 FOOD SCIENCE: NUTRITION AND ANTI-WASTE RULES

3 CHEMISTRY IN THE KITCHEN: FERMENTATION AND BAKING YEASTS

4 DOUGH AND BREAD-MAKING TECHNIQUES: DIVERSE MENUS AND SPECIALTY BREADS IN DIFFERENT CULTURES

5 BAKING FOR DIETARY RESTRICTIONS

6 THE BAKERY WORKSHOP: WORK SAFETY AND HACCP REGULATIONS

2 Section 2: Bakery Mentors

The second section is intended for individuals interested in becoming a **mentor in the bakery**, with the objective of guaranteeing an inclusive and compliant working environment that includes blind and visually impaired employees.



MODULES

1 LEGISLATION ON INCLUSION AND DIVERSITY OF PERSONS WITH DISABILITIES IN COMPANIES: NATIONAL CONTEXTS

2 WHAT IT MEANS TO BE VISUALLY IMPAIRED AND WHAT SUCH AN IMPAIRMENT INVOLVES

3 SOCIAL ENVIRONMENT: DISCRIMINATION IN THE WORKPLACE AND HOW TO CONTRAST IT

4 EFFECTIVE COMMUNICATION STYLES: COMMUNICATING CLEARLY AND ADAPTIVELY WITH VISUALLY IMPAIRED PEOPLE

5 PHYSICAL ENVIRONMENT: SAFETY STANDARDS AND ACCESSIBILITY

6 MULTILEVEL EVALUATION TECHNIQUES: ENHANCING ORGANISATIONAL POLICIES AND EMPLOYEE DEVELOPMENT