

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