**Hand Dishwashing Made Easy: Five Simple Steps**

|  |
| --- |
| **Supplies List**  **For Washing:**   * Liquid dish detergent * Hot water * Double sink or dishpan * Sponge   **For Drying:**   * Dishrack and tray for drip drying * Clean towels to finish drying by hand |

Washing your dishes in a sink (or dishpan) full of water and adding dish detergent is more economical than squirting detergent directly on individual dishes. Here are steps for making the job as easy as possible. And remember: some cookware, like baking pans with air cushioned inside, should not be submerged in water. Check the manufacturer’s instructions for advice!

1. PREP Scrape dishes to remove leftover food - use a spoon/fork or rubber scraper. For stuck-on foods, soak dishes/cookware before washing: add detergent or baking soda to the sink/dishpan (or soiled pot) and fill with hot water; soak for 10-15 minutes, then drain and proceed with Step 2. TIP: never pour grease down the drain -- it can cause a clog.

2. FILL Fill sink or dishpan with clean, hot water. Add dish soap to the water (read the label for dosage; some concentrated dish detergents require a smaller amount, but with blue Dawn, using a drop the size of a quarter is plenty). Stack a few dishes in the sink at a time – this allows a few minutes of soaking time while you work on washing. TIP: Throughout the process, drain the water and start over if it becomes greasy, too cool, or if suds disappear.

3. WASH Wash "in order," starting with lightly soiled items. This usually includes [glasses](http://www.cleaninginstitute.org/clean_living/cleaning_wine_glasses.aspx), cups, and silverware. Washing these items first followed by plates/bowls and serving dishes. In general, dishes wash easily if you keep them under the water while scrubbing them; as you work, pull each dish out of the water to check for missed spots. End with mixing bowls and, finally, cookware such as pots and pans; if you soaked pans with baked-on foods, washing will be easier. Don’t forget to wash the bottom of the pan. TIP: Be extra careful when handling kitchen [knives](http://www.cleaninginstitute.org/clean_living/food_safety_clean_knives.aspx)! Don’t pile them in the sink; instead, wash and dry them separately. Place them behind the sink with the blade facing the wall until you are ready to clean them. Once washed, dry immediately and put away.

4. RINSE Rinse suds and residue with clean hot water. Rinse by dipping in a rinsing sink or pan, passing under a stream or spray of hot water; or, by placing them in a drying rack and pouring or spraying water over them. If you have a double sink, use the second sink to rinse off washed dishes. TIP: Be sure to rinse inside cups, bowls and glassware

5. DRY Air drying is easier than towel drying. However, wiping with a clean towel is helpful when glassware or flatware is spotted, filmed, or if you just want to put the dishes away sooner. Make sure the [towel](http://www.cleaninginstitute.org/clean_living/ask_nancy_kitchen_towels.aspx) is clean, and change the towel when it becomes damp.

**One final tip:** clean up when you’re done. It’ll make tomorrow’s task easier! Rinse and wipe down the sink, dish drainer, and dish rack/tray. Rags, dish cloths, and sponges should be laundered in the washing machine.

**Basic Table Manners**

*Good basic table manners are important because they ensure that both guests and hosts are comfortable at the table.*

1. **Sit up straight.** Try not to slouch or lean back in your chair.

2. **Don't speak with your mouth full of food.** Sure, you've heard your parents say it a hundred times, but no one likes to see a ball of masticated meat in your mouth. If you feel you must speak immediately, if you have only a relatively small bite, tuck it into your cheek with your tongue and speak briefly and cover your mouth in case something comes out (it will hit your hand and not someone at the table).

3. **Chew quietly, and try not to slurp.** Making noises is not only unappetizing, and distracting, but it can also interrupt the flow of conversation.

4. **Keep bites small.** In order to facilitate the above rules, it is smart to keep bite sizes to a moderate forkful. Cut meat and salad so that it doesn't hang from your mouth. Don't cut all of your food at one time, this tends to remind people of feeding small children.

5. **Eat at a leisurely pace.** This rule, besides being good for the digestion, also shows your host that you want to savor the food and the company. Eating quickly and running is sign of disrespect for the host, as it shows that your focus is on the food and that you would rather be at home watching the grass grow than passing time with your host.

6. **Don't wave utensils in the air**, especially knives or if there is food on them. Besides the danger of knocking over glasses, piercing waiters or launching a pea into the eye of your date, this is a sign of being too excited, which may be unappealing to those present. Earnestness is to be commended, but irrational exuberance goes beyond the limits of good table manners.

7. **Keep your elbows off the table.** You have also heard this one from your parents, but in close dining situations it is a vital rule. Elbows take up table space and can be a danger in knocking plates or glasses. Elbows on the table give you something to lean on and tend to lull you into slouching. If you must lean on the table a good tactic is to rest part of your forearm on the table.

8. **Don't Reach.** You don't want to get in the way of people either eating or talking. Not only is it as impolite as standing in front of a TV with other people behind you, but there is always the possibility of upsetting glasses or running your sleeve through someone's mashed potatoes. Politely request for things to be passed.

9. **Don't forget please and thank you.** These are handy words in most situations but especially vital at the table where common courtesies are noticed by everyone present.

10. **Excuse yourself when leaving the table.** You don't want people to think that you are tired of their company. If you must leave the table make your excuses somewhat obvious and appear to be pressing. You want to leave people with the impression that you would rather remain at the table talking with them than doing anything else, but the matter at hand is so pressing that it must be attended to at once.

11. **Compliment the Cook.** Even if the food is perfectly awful say something nice. You don't have to lie, simply find the positive side of the burnt leg of lamb..."Gee, the sauce was sure tasty." It is always pleasant to end a meal on a positive note and acknowledge the time and effort someone has put into creating a meal for you.

12. **Wipe your mouth before drinking.** Ever notice that gross smudge on the edge of your water glass? This can be avoided by first wiping your lips with your napkin.

13. **Don’t place your napkin on the table until all are finished.** You may be done, but others that are still eating don’t need to see what is all over your napkin while they finish their meal. Also, that’s a sign to the server that you are done and they may start clearing plates/bring the check, but people at the table may still want more food.

14. **In the United States, tipping 15% is customary.** The pricing structure for food/service does not allow for food service workers to earn a livable wage, so they rely on tips. If their service is exemplary, consider tipping more.



**COOKING TERMS**

\_\_\_\_\_ 1. Bake A. To cut into very small cubes.

1. To cook over, under, or in front of hot coals or a gas

\_\_\_\_\_ 2. Barbecue or electric burner, or other form of direct heat.

1. To mix ingredients by gently turning one part over

\_\_\_\_\_ 3. Beat another with a spatula.

1. To finely divide food in various sizes by rubbing

\_\_\_\_\_ 4. Blend it on a grater with sharp projections.

1. To make mixture smooth by lifting it over and over

\_\_\_\_\_ 5. Boil quickly with a big beating stroke or to incorporate

air through the mixture.

\_\_\_\_\_ 6. Broil F. To beat sugar and fat together until fluffy.

1. To prepare food by applying heat in any form.

\_\_\_\_\_ 7. Brown H. To ornament food – usually with another colorful

food – before serving to add eye appeal.

\_\_\_\_\_ 8. Brush I. To mix two or more ingredients together until well

combined.

\_\_\_\_\_ 9. Cook J. To remove or strip off the skin or rind of some

fruits and vegetables.

\_\_\_\_\_ 10. Cream K. To cut or chop food as finely as possible.

1. To cook by dry heat, usually in an oven.

\_\_\_\_\_ 11. Cut In M. To sprinkle or coat with a powdered substance,

usually with crumbs or seasonings.

\_\_\_\_\_ 12. Chop N. To work dough with the “heel” of the hands, using a

pressing motion, accompanied by folding and

\_\_\_\_\_ 13. Dice stretching until smooth and elastic.

1. To cook in water or liquid in which bubbles rise

\_\_\_\_\_ 14. Flour continually and break on surface.

1. To cut fat into flour with two knives, or a pastry

\_\_\_\_\_ 15. Fold in blender, until it is distributed in small particles

throughout the mixture.

\_\_\_\_\_ 16. Garnish Q. To coat food with butter, margarine, or egg - using

a small brush.

\_\_\_\_\_ 17. Grate R. To bake, dry, or toast a food until the surface is

brown.

\_\_\_\_\_ 18. Knead S. To roast meat slowly on a spit rack or rack over

heat – basting frequently with a seasoned sauce.

\_\_\_\_\_ 19. Mince T. To cut into small pieces.

U. To cook below the boiling point, bubbles form

\_\_\_\_\_ 20. Peel slowly and break on the surface.

V. To beat rapidly to introduce air bubbles into food.

\_\_\_\_\_ 21. Roll Applied to cream, eggs, and gelatin.

1. To mix by using circular motion, going around and

\_\_\_\_\_ 22. Saute around until blended.

1. To cook in the steam generated by boiling water.

\_\_\_\_\_ 23. Season Y. To flatten to a desired thickness by using a

rolling pin.

\_\_\_\_\_ 24. Simmer Z. To cook in a small amount of fat.

1. To add salt, pepper, or other substances to food to

\_\_\_\_\_ 25. Steam enhance the flavor.

1. To mix ingredients lightly without mashing or

\_\_\_\_\_ 26. Stir crushing them.

\_\_\_\_\_ 27. Toss

\_\_\_\_\_ 28. Whip























