



# 123ce.com:

## CONTINUING EDUCATION MADE EASY!

Get the courses you need when you need them the most!

## 123ce.com courses are:

**Convenient** | 123ce's courses are built to suit your individual needs. You study when and where it suits you. Set your own schedule and move at your own pace. Enjoy the convenience of our Online Student Center. Access your lessons, exams and grade reports anytime.

**Affordable** | With 123ce there are no extra charges or hidden fees. Everything you need to complete your course is included—study materials, exam evaluation services, student support, access to the Online Student Center, and your Certificate of Completion.

**Quality** | Courses are designed by professionals for professionals. Lessons are clear, concise, and interesting, making them easy to follow. The American Culinary Federation (ACF) has approved all 123ce.com courses, so you can enroll with confidence, knowing that your certification is industry- approved.

**Service** | Our friendly staff provides the support you need. To access a staff member for assistance use our toll free number or e-mail your questions 24 hours a day, 7 days a week.

## Continuing Education - As Easy as 123...

# 1

Choose the course you want and complete the enrollment application. Indicate your method of payment (check, money order, or credit card). Return your application along with your payment.

# 2

Access your courses and begin your training. Cover the material at your own speed and submit your assignments online for grading.

# 3

Finish your course(s) in six months or less. Print off your Certificate of Completion once you have met all the course requirements. You will earn continuing education credits toward your certification or certification renewal for each course you successfully complete.

**123ce.com**  
continuing education

# Course Descriptions

## ACF Certification

### Chef Nutrition (#333) 30 hrs

Covers food grouping systems, maintenance and dieting, and all the invaluable information vital to a student's success as a foodservice or dietary professional.

~~\$187.50~~ \$179.00

### Chef Sanitation and Safety (#334)

30 hrs

An in-depth course in food safety and sanitation. Students learn about food-borne diseases, the flow of food, safe food handling, maintaining sanitary facilities and equipment and pest management.

~~\$187.50~~ \$179.00

### Chef Supervisory Management (#332) 30 hrs

This course covers how to manage people in the food service industry, the importance of problem-solving methods, and techniques for effective planning.

~~\$187.50~~ \$179.00

## Certification Renewal

### Chef Nutrition Recertification (#384) 8 hrs

A comprehensive review course that meets the 8 hour renewal requirement in nutrition for individuals with culinary responsibilities. This course includes basic nutrition, menu planning, healthy cooking, label reading and basic diet modification.

~~\$88.00~~ \$79.00

### Chef Supervisory Management Recertification (#383) 8 hrs

A comprehensive review course that meets the 8 hour renewal requirement in supervision and human resources. Learn how to create an effective workplace environment through communication, as well as understand the role of a supervisor as both a manager and a leader.

~~\$88.00~~ \$79.00

### Chef Sanitation and Safety Recertification (#385) 8 hrs

A comprehensive review course that meets the 8 hour renewal requirement in food safety sanitation. Maintaining sanitary facilities and equipment and kitchen safety are included in this course.

~~\$88.00~~ \$79.00



## Continuing Education Credits ranging from 5-50 hours

### Intro to Food Safety and HACCP (#354) 5 hrs

This course covers food safety and preventing food-borne illness during the workflow in a kitchen, as well as an introduction to HACCP.

\$60.00

### Nutrition: Making it Work for You (#353) 5 hrs

This course provides an introduction to the fundamentals of nutrition by exploring basic nutrients, the USDA MyPyramid, and recipe substitutions.

\$60.00

### Advanced Culinary Nutrition Applications (#350) 5 hrs

An advanced nutrition course for individuals with culinary responsibilities.

\$60.00

### Basics of Management and Leadership (#352) 5 hrs

Written to review and update students' knowledge on management, supervision, and leadership.

\$60.00



### Human Resources Management: Update and Review (#351) 5 hrs

Designed to review and update students' knowledge on human resource management.

~~\$60.00~~ FREE

**Microbial Food Safety:  
Beyond the Basics (#382) 8 hrs**

An advanced level food safety course, which provides detailed information on bacterial food-borne pathogens, nonbacterial food-borne pathogens, nonbacterial food-borne illness, trends and food safety. **\$88.00**

**Practical Application of Food  
Allergy Guidelines (#380) 8hrs**

This course provides an introduction to food allergies which covers recognition, evaluation, and testing. **\$88.00**

**Time Management: Combating Time Theft  
(#386) 8hrs**

This course discusses how students can minimize stress and maximize productivity in their personal and professional lives by analyzing their values, habits, and daily interruptions. **\$88.00**



**Nutrient Analysis for School Breakfast &  
Lunch Programs (#310) 10 hrs**

This course covers school lunch and breakfast program regulations, and how to estimate nutrient content with both traditional and enhanced, food-based menu planning. **\$99.00**

**Management of Food and Labor Costs  
(#331) 30 hrs**

Cost control from a management perspective is covered comprehensively in this course. **\$187.50**

**Intro to Computers (#330) 30 hrs**

Computers in the kitchen are a reality. Learn the latest trends in computer technology and keep your knowledge of computers and their uses relevant. **\$187.50**

**Business Communications (#301) 50 hrs**

Learn effective oral and written communication techniques to prepare effective memos, letters, reports and presentations. **\$299.50**

**Business Management (#303) 50 hrs**

Covers the fundamentals needed to supervise and work with others, lead and motivate a team, and manage workflow and operations. **\$299.50**



**Corporate Teamwork (#302) 50 hrs**

Covers the human relations abilities necessary to work as part of a team, communicate with others, handle emotions and conflict, and understand people. **\$299.50**

**Diversity in the Workplace (#305) 50 hrs**

Learn how to improve the experiences of diverse groups in the workforce and overcome stereotyping. **\$299.50**

**Employee Supervision (#304) 50 hrs**

The transition from employee to supervisor takes the right combination of attitude and competency. Employee Supervision covers how to take on a supervisory role and stimulate employee and group performance in a changing environment. **\$299.50**

**Computers in the Workplace (#300) 50 hrs**

Computer literacy is essential to functioning effectively in today's workforce! This course covers data processing and storage, local and global communication, managing schedules and finances, and information gathering. **\$299.50**

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**Click Here to Enroll Online Today!**