

Video Guide

SIT40521 – Certificate IV in Kitchen Management

Introduction

When you apply for a Pathway 1 Skills Assessment as a **Chef (Commercial Cookery)** you must provide video evidence.

This Guide provides instructions about what types of skills to capture in your videos and how to record them.

Instructions

You are required to submit three (3) videos for assessment, as specified below (i.e. all three must be completed). For each video:

- Carefully read the skills checklist provided under each video title.
- Your video must clearly demonstrate every skill listed for that option.
- Use the checklist during your preparation and filming to ensure all required skills are captured.
- Record and submit your footage, ensuring all listed skills are demonstrated clearly and professionally.

Video length

Each video should be approximately five (5) minutes long. If you require more time to demonstrate all steps, you may pause, and resume filming as needed.

Video safety

VETASSESS takes safety seriously and expects that all videos are recorded in a safe environment that reflects Australian workplace health and safety standards.

Your video must always demonstrate safe work practices. For guidance on safe work procedures, visit [Safe Work Australia](#).

Videos recorded in an unsafe environment or showing unsafe practices will be deemed invalid and could result in your application being unsuccessful.

Video quality

Your video must clearly demonstrate that it is you that is performing the required tasks, with good visibility and clear communication.

To ensure your submission meets quality standards, please follow the guidelines below:

- Ensure your camera angle clearly captures your actions throughout the task.
- Make sure it is clearly visible that you are the person performing the work.
- Explain your actions verbally during the recording wherever possible.
- Where possible, please ensure that non-work-related noise (e.g. loud music) is avoided completely.
- If you are unable to speak while performing a task (e.g. due to a noisy workplace or complex hands-on activity), you may provide commentary in one of the following ways:
 - Add captions to the video after recording
 - Add a voiceover after the video has been recorded

Clear visibility and communication are essential for assessors to review your skills accurately.

Poor-quality footage or unclear explanations **will** affect the outcome of your application.

Language requirements

Your entire video must be presented in English.

Your assessor must be able to clearly understand your spoken explanations, as this supports the assessment of your communication skills and helps prepare you for your future technical interview, which will also be conducted in English. Clear and accurate communication is essential to a successful assessment outcome.

You **must** use correct English terms when referring to:

- Tool names
- Descriptions of the tasks you are performing
- Equipment
- Measurements (e.g. numbers, colours, units)

Important: The use of an interpreter is not permitted. As part of this assessment, you are being evaluated on your ability to work safely and communicate effectively in an Australian workplace

environment. You must demonstrate that your English skills are sufficient for safe and competent performance on the job.

Use of Artificial Intelligence (AI)

All video submissions **must** be an authentic demonstration of your skills and work in a real-world setting. The use of Artificial Intelligence (AI) tools, avatars, simulations, or generated content is not permitted for any part of the video evidence.

Your videos must:

- Show you physically performing the tasks in your usual workplace or equivalent environment.
- Accurately reflect your capability, using fundamental tools, equipment, and materials.
- Be free of digital enhancements or manipulations that could misrepresent your performance.

Videos that show signs of being artificially generated or manipulated **will** be deemed invalid and **will** result in your application being unsuccessful.

Next steps

You are required to submit **three (3)** videos, each demonstrating a different phase of the commercial kitchen workflow.

- All videos must be filmed in a real commercial kitchen environment; videos recorded in a home or domestic kitchen will not be accepted.
- The same **two (2) dishes** must be selected from your current workplace menu and used throughout all **three (3)** videos. These dishes must allow you to demonstrate a range of essential commercial cookery skills, including safe knife techniques and at least **two (2)** different methods of cookery.
- Before you begin, carefully review the skills checklist for each video to ensure you can demonstrate all the required skills in your recording.
- The **three (3)** videos should be filmed in sequence, reflecting the authentic workflow of a commercial kitchen:
 1. Kitchen Setup and Mise en Place
 2. Food Preparation for Service

3. Service Period – Plating, Service, and Kitchen Clean-Down

- Continuous, unbroken video footage is preferred; however, if the task requires pausing for safety or workflow reasons, this must be clearly explained in the video or accompanying notes.

For Video 3 (Service Period), the preferred option is to film this during a live service period in your workplace. If this is not possible, a simulated service may be accepted, but your recording must still reflect a realistic commercial service environment and workflow.

Upload your videos via the VETASSESS online portal, following file-naming and format requirements.

Video Evidence Summary

Video 1: Kitchen setup and Mise en place

In this video, I have clearly demonstrated the following skills:

Set up and sanitised the kitchen section, collecting and preparing all required ingredients and equipment (including fixed and non-fixed items) for the day's workflow in the workplace.

Adhered to workplace hygiene requirements, using correct personal protective equipment (PPE), maintaining a "clean as you go" approach, and ensuring safe food storage, labelling, and restocking of ingredients.

Checked and calibrated food preparation equipment and ensured all tools were ready and safe for use.

Organised the kitchen area to support efficient workflow and access to required menu items.

Planned mise en place and outlined two dishes to be prepared from the menu, including intended methods of cookery and required accompaniments, sauces, and garnishes.

Video 2: Food preparation for service

In this video, I have demonstrated the following skills:

Prepared components for two dishes (one hot, one cold) to workplace standard, following all workplace recipes and requirements.

Demonstrated a variety of food preparation techniques, including knife skills, portioning, marinating, and seasoning, as required for each dish.

Used a range of food preparation equipment and cooking methods (such as grilling, roasting, steaming, frying), applying appropriate temperature control and safety measures.

Assembled and held food components ready for service, ensuring correct storage, labelling, and rotation to maintain food safety.

Maintained food safety and hygiene throughout all preparation steps, consistently applying “clean as you go” practices and preventing cross-contamination.

Video 3: Service period – Plating, service, and kitchen clean-down

In this video, I have demonstrated the following skills:

Portioned and plated both dishes to workplace standard, applying appropriate accompaniments, sauces, garnishes, and visual presentation techniques.

Managed the service workflow, responding to dockets/orders, communicating effectively with other chefs, supervisors, and front-of-house staff, and adapting to changing demands (such as rush periods, special requests, menu changes, and dietary requirements).

Monitored food temperature and quality during plating, and ensured all food was served from the correct area.

Cleaned and sanitised the section and all equipment (fixed and non-fixed), restocked ingredients as required, and ensured all leftover food was labelled and stored in the correct area post-service.

Adhered to workplace safety and hygiene requirements during clean-down, demonstrating correct dismantling and storage of equipment and maintaining a safe and orderly work environment at the end of service.

To create the videos, we recommend you follow these steps.

Step 1: Preparation

1. Find a time and place to film the videos without disruption – you are strongly encouraged to film the videos in your workplace.
2. Organise the area, then organise all the equipment and resources you will need to complete the task.

Step 2: Filming

3. If you do not have another person to operate the camera, put your camera on a stable surface such as a table or a tripod. This will help keep your video steady.
4. Put the camera **sideways (landscape mode)** so it captures the entire work area where you will be performing the task. Remember, you will need to be clearly seen in the video as the person doing the work.
5. Do a 'trial check' to see if the video is being recorded correctly. To do this, film 10- 20 seconds, then view the video and check that it is in focus, the lighting is good, and your voice can clearly be heard.
6. If the trial is successful, film your complete video.
7. At the start of the video, clearly state the task you are going to perform.

8. While completing the task, speak clearly and slowly, describing what you're doing.

IMPORTANT: If there are any risks to health and safety, you must stop filming.

Step 3: Save and upload

1. When you have finished filming, watch the video to make sure you have filmed everything you want.
2. Save and name the video files:
3. The file size for each video must not exceed 500mb

Accepted video file formats include:

- MP4 (.mp4)
 - M4V (.m4v)
 - OGV (.ogv)
 - WEBM (.webm)
4. Video files must be named using the following format: 'Surname_First Name_Video_number'. For example: 'Smith_Peter_Video_1'
 5. Upload your videos via the VETASSESS online portal when submitting your application.

Note: Your assessor will request additional videos or photos if your videos do not provide evidence of you safely demonstrating your skills as a skilled tradesperson.

Confidentiality

Any videos submitted to VETASSESS will be used for the sole purpose of skills assessment. All video recordings are held securely and will not be reproduced or shared for public use. Our [Privacy Statement](#) explains how we handle your personal information.

If you require any further information, please contact us at tradeassess@vetassess.com.au.