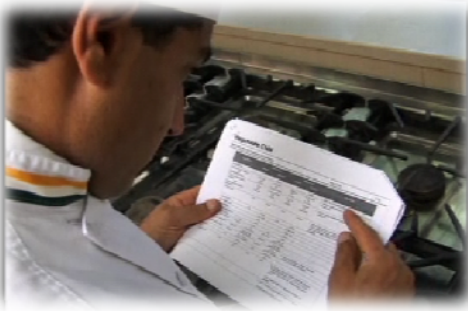
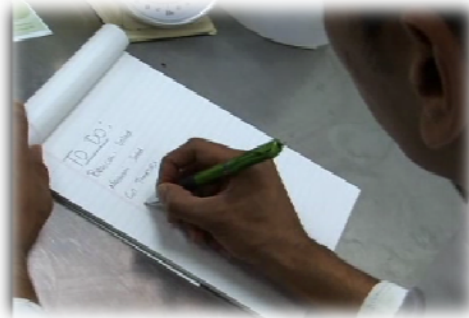


**Step 1**  
**Plan your work**



**Step 2**  
**Prioritize your work**



**Step 3**  
**Collect tools & preparation equipment**



**Step 4**  
**Collect all ingredients for recipe**



**Mise en Place (meez-un-plahss)**

- This is a French phrase that means, *to put in place*.
- Food professionals use this phrase to describe the things that have to be done to get ready to prepare a dish or menu item.
- Everything you prepare in your kitchen requires a series of steps. Often, these steps are outlined in the form of a recipe, and give you the basic information you need to begin thinking about your *mise en place*.

**Step 6**  
**Set up your work station**



Compiled by Iowa State University Extension, 2010 with information from National Foodservice Management Institute Culinary Techniques for Healthy School Meals at <http://www.nfsmi.org/ResourceOverview.aspx?ID=287>

**Step 5**  
**Prep all ingredients**

