

7

Lesson Exemplar for TLE

Quarter 3

Lesson

6

Lesson Exemplar in TLE Grade 7
Quarter 3: Lesson 6 (Week 6)
SY 2024-2025

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Every care has been taken to ensure the accuracy of the information provided in this material. For inquiries or feedback, please write or call the Office of the Director of the Bureau of Learning Resources via telephone numbers (02) 8634-1072 and 8631-6922 or by email at blr.od@deped.gov.ph.

I. CURRICULUM CONTENT, STANDARDS, AND LESSON COMPETENCIES

A. Content Standards	The learner demonstrates an understanding of the fundamentals of the hospitality and tourism industry.
B. Performance Standards	After this lesson, the learners are expected to apply food preparation and service skills following safety precautions.
C. Learning Competencies and Objectives	<p>Learning Competency: Demonstrate the basic table napkin folding correctly.</p> <p>Learning Objectives: After the day's lessons, the learners are expected to:</p> <ol style="list-style-type: none"> 1. Identify the seven (7) basic table napkin folding. 2. Clearly explain the purpose of table napkins in the fine dining area when eating, considering each size. 3. Demonstrate how to do the actual table napkin folding following the procedure properly. 4. Express one's interest while doing the actual table napkin folding hands-on activity.
D. Content	Table Napkin Folds
E. Integration	<p>Correctly following the folding basic table napkin design procedure will ensure good quality hands-on performance results.</p> <p>This lesson can be integrated and related to:</p> <p>SDG 12: Responsible Consumption and Production: Emphasizing the value of acquiring knowledge and skills in making table napkin folds that give a pleasing table setting arrangement and protect the diner from food and drink spills when taking a meal.</p>

II. LEARNING RESOURCES

Admiral Maritime Training Institute of the Philippines Inc.. (n.d.). Basic Catering Management Course Workbook and Manual pp.52-56
 Animated Napkins. (2014, February). *Napkin folding | How to make an artichoke* [Video]. YouTube.
<https://www.youtube.com/watch?v=HtiS1k8Z5Wk>
 California Linen Services. (n.d.). *Pyramid Napkin Folding | Printable instructions for Linen Napkins*. <https://calinen.com/fld-pyramid/>
 Castro, L.A. (2016) Teacher-made module in Food and Beverage Service pp.43-80

Charie Potter. (2019, November). *Banana Napkin Fold (Table Napkin Folding)* [Video]. YouTube. <https://www.youtube.com/watch?v=Psj3EHqlIX4>

Christine Dianne Lumba. (2021, October). *7 BASIC NAPKIN FOLDING* [Video]. YouTube. <https://www.youtube.com/watch?v=mAvj3PNQPWw>

Epic Napkin Folding. (2020, May). *Bishop's Hat / Crown Napkin Folding Tutorial - 1 minute video Tutorial - Episode 33* [Video]. YouTube. <https://www.youtube.com/watch?v=k5-j8rMtkDA>

Grogono, A. (n.d.). *Napkin folding | 40 Best Methods | How to fold napkins animations.* <https://www.animatednapkins.com/>


HowToFoldNapkins. (2013, July). *How to fold napkins - Pyramid fold (Napkin folding video)* [Video]. YouTube. <https://www.youtube.com/watch?v=Ab7dg3EhZo8>

IST EDUCTV. (2012, December 9). *[Module 3 Lesson 3] Sailing Boat Napkin fold* [Video]. YouTube. https://www.youtube.com/watch?v=GLjIHwuT_Ds

Real Simple. (2009, October 29). *Real simple how to: Fan-Fold a napkin* [Video]. YouTube. <https://www.youtube.com/watch?v=xehUET4z0BY>

Roldan, A.S., Edica, B.T. (2018). *Food Service and Bartending (Revised Edition). Published by AR Skills Development & Management Services Inc.* pp.149-158

William Hanson. (2015, February 2). *All about napkins* [Video]. YouTube. <https://www.youtube.com/watch?v=fWFF4gDIrZA>

III. TEACHING AND LEARNING PROCEDURE		NOTES TO TEACHERS
A. Activating Prior Knowledge	DAY 1 1. Short Review: Before we proceed with today's lesson, let us first review the different kitchen or food preparation tools, utensils, and equipment. Matching Type: Match column A to column B. Write only the letter of the correct answer in the space provided before each number.	A short review activity will be checked after the learners finished answering it. Key to Correction: 1. C 2. E 3. D 4. B 5. A The teacher may ask the class if they still have question/s about the previous lessons.
	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> A _____ 1. </div> <div style="text-align: center;">  </div> <div style="text-align: center;"> B A. Oven </div> </div>	

_____ 2.



B. Measuring
spoons

_____ 3.



C. Baster

_____ 4.



D. Dredgers


_____ 5.



E. Colanders

2. Feedback

- Before we proceed to today's lesson, is there any clarification you would like to ask?
- Why do you think we need to familiarize ourselves with the different kitchen tools, utensils, and equipment at home?

	<ul style="list-style-type: none"> Are there any other questions you would like to clarify about our previous lesson on food preparation and service tools, utensils, and equipment? 	
B. Establishing Lesson Purpose	<p>1. Lesson Purpose:</p> <p>At the end of the lesson, the students will be able to:</p> <ul style="list-style-type: none"> Identify the basic table napkin folds usually seen on the fine dining table. Explain each table napkin's different sizes and purpose when taking foods and drinks. Demonstrate the proper way of different basic table napkin folding designs. Emphasize the importance of acquiring knowledge and skills in table napkin folding once applied in real-life situations like setting the dining or presidential table during special occasions. <p>2. Unlocking Content Area Vocabulary</p> <p>Definition of Terms:</p> <ul style="list-style-type: none"> Napkin – is one of the most striking elements you can put on a table for designing atmosphere and for protection from any food and drinks spill. We have napkins for any occasion - from an informal breakfast to a festive dinner. Table Napkin - a small piece of cloth or paper, usually square, placed on the lap, used to wipe the lips when eating and it also protect our clothes from food or drink spill. Table Napkin Folding - is a type of decorative folding done with a napkin. It can be done as art or as a hobby. Napkin folding is most commonly encountered as a table decoration in a restaurants or hotels. 	
C. Developing and Deepening Understanding	<p>DAY 2-3</p> <p>SUB-TOPIC 1: Basic Table Napkin Folds</p> <p>1. Explicitation: Picture Analysis</p> <p>Do you have some idea/s on the photo on the board or PowerPoint?</p> 	<p>Picture Analysis – the teacher may ask their students to describe the photo posted.</p> <p>The teacher can make the attached photo bigger once</p>

2. Worked Example:

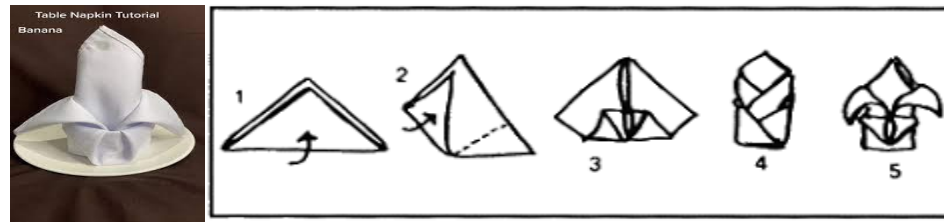
How do we call those colorful folded napkins on the table? Were you able to try folding napkins on the table? When was that?

3. Lesson Activity:

Lecture/Discussion:

What are the 7 Basic table napkin folds?

1. **Banana** is one of the easiest ways to learn basic table napkin folds a beginner table service attendant must learn. Here is how to do it. Let us watch this video. <https://www.youtube.com/watch?v=Psj3EHqllX4>



California Linen Services

Steps in making Banana table napkin folds.

1. Position the cloth napkin on the table like a diamond flat.
2. To create a triangle-shaped fold, Fold the cloth outward by meeting one lower corner endpoint to the upper corner endpoint.
3. Fold the left and right endpoints at the sides going at the upper center part.
4. Then, fold the lower end point upward, approximately one and a half inches.
5. Turn it over and insert or tuck in the left and right lower-end points on the open part of the cloth below to secure the folds. Then, pull the upper cloth downward as if you are peeling the banana.

2. **Candle** – also considered one of the primary table napkin folds learners must know how to do. Let us watch this video. www.AnimatedNapkins.com

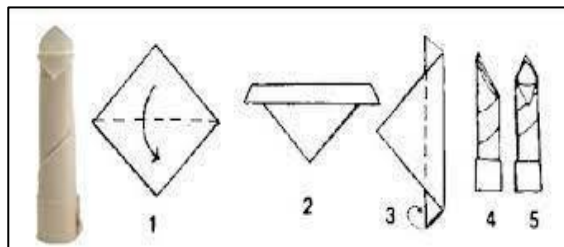
posted on the PowerPoint or board.

The teacher can demonstrate the basic table napkin folds if she knows how correctly.

Or she can play a video showing how to do the seven basic table napkin folds.

The teacher can adjust the size of the photos inserted here on the steps and final outputs of the seven basic table napkin folds.

Following instructions in these hands-on activities is highly advised so learners can easily follow the step-by-step procedures involved in the seven (7) basic table napkin foldings.



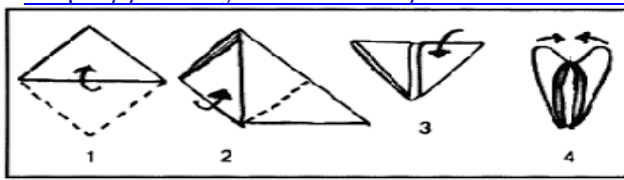
How to Make a Single Candle Napkin Fold

Steps in making candle table napkin folds.

1. Position the cloth napkin on the table like a diamond flat.
2. Take the upper end point towards you, meeting from one end to the other.
3. Fold the upper folded part approximately 1 inch and position the cloth vertically; the pointed part must be at the left side, then the folded part must be positioned underneath.
4. Then roll it over and put it on the table standing.
5. fold the upper part of the fabric downward to make it look like a real candle.

3. Pyramid – the quickest and easiest table napkin folds.

Let us watch this video. <https://www.youtube.com/watch?v=Ab7dg3EhZo8>



<https://calinen.com/fld-pyramid/>

Steps in Making Pyramid Table Napkin Folds

1. Fold the napkin half diagonally.
2. Fold corners to meet top points.
3. Turn it over and fold it again in half, meeting at the upper center part of the cloth.
4. As shown in the photo above, meet up at the center and position it on top of the dinner plate.

4. Sailing Boat – is another basic napkin fold that is easy to make.

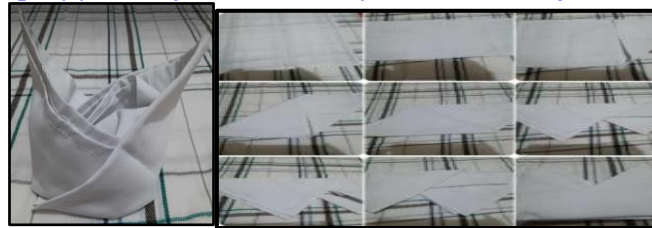
Let us watch this video: https://www.youtube.com/watch?v=GLjIHwuT_Ds



Steps in Making a Sailing Boat Table Napkin Folds

1. Position the table napkin cloth in a diamond way.
2. Fold the bottom endpoint outward to the upper-end point part of the cloth to make it a triangle shape.
3. Roll the lower part outward three times.
4. And let it stand firm like a sailing boat.

5. Bishop's Hat – is one of the basic table napkin folds. Let's watch this video. Youtube. <https://www.youtube.com/watch?v=k5-j8rMtkDA>



*The inserted photos were made by Dr. Lorena A. Castro.
PNU, Manila. December 29, 2023*

Note: Step 1 is from the upper left photo, followed by the 2nd and 3rd steps to the right, then the 4th to 6th steps are the photos in the middle below going to the right, and the 7th to 9th steps are the three photos at the bottom. The final output is the only photo placed on the left side.

Steps in Making Bishop's Hat Table Napkin Folds

1. Lay the napkin on a flat surface in front of you.
2. Fold the napkin in half, ensuring the open end is towards you.
3. Fold the right corner diagonally towards you.
4. Repeat the same by folding the left corner away from you so it will meet in the middle with the right folds you did a while ago.

5. Flip the napkin over and lay it in a way that points to the far left and the near right.
6. Fold the bottom half of the napkin up outward from you, laying it flat as edges lay on top of one other.
7. Take underneath the napkin and pull out the flap on the right, making the near side come to two points, as seen in the picture.
8. Gently fold the left half of the left triangle over and tuck its end underneath the right triangle.
9. Flip the napkin over, pointing away from you; fold the right triangle to the left, tucking its end into the other triangle, just like you did on the other side a while ago.
10. Open up the hat and press the material inside to fill it out so that it becomes circular, and let it stand firmly.

6. Fan with Stand – this is also one of the basic table napkin folds that is easy to make. Let's watch this video on YouTube.

<https://www.youtube.com/watch?v=xehUET4z0BY>



*The inserted photos were made by Dr. Lorena A. Castro.
PNU, Manila. December 29, 2023*

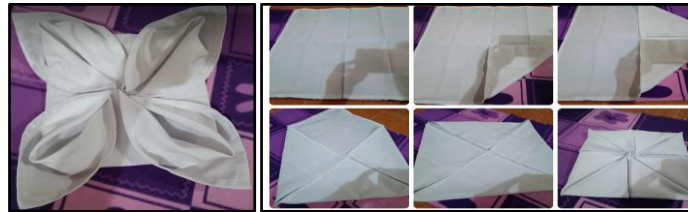
Note: Step 1 is from the upper left photo, followed by the 2nd and 3rd steps to the right, then the 4th to 6th steps are the photos in the middle below going to the right, and the 7th to 9th steps are the three photos at the bottom. The final output is the only photo placed on the left side.

Steps in making Fan with Stand Folds

1. Lay the napkin flat on a flat surface.
2. Fold into half lengthwise towards you.
3. Apply accordion folds from one end at about 1-inch fold, leaving at least 1/3 part of the napkin.

4. Then flip it over in half, lengthwise. Leaving the remaining 1/3 part on the other end of the napkin.
5. As you flip, fold the remaining cloth into the lower part of the accordion folds.
6. Make sure the folded part is secure or make the fan stand still.
7. Check the folded lower part of the remaining 1/3 of the napkin.
8. Then position the table napkin being called a fan with a stand.
9. Let it stand with a stand-folded table napkin for a while to ensure a fan's durable and good-quality output.
10. The photo on the left side served as the final expected output of the Fan and with the Stand table napkin design.

7. Artichoke – this is the last basic table napkin fold design. It is usually placed on top of the dinner plate. Let's watch this video first.
 YouTube. <https://www.youtube.com/watch?v=HtiS1k8Z5Wk>



*The inserted photos were made by Dr. Lorena A. Castro.
 PNU, Manila. December 29, 2023*

Note: Photos at the right from the upper part are where the 1st step starts, followed by the 2nd step to the 3rd step to the right. Photos below are from the left, the 4th step, and the 5th to 6th step to the right. The final output can be found on the first separate photo on the left.

Steps in Making Artichoke/Lotus Table Napkin Folding

1. Lay the table napkin cloth on a flat surface.
2. Fold all four (4) corner endpoints to the center part of the napkin.
3. Flip the napkin, and repeat the same procedure you did on number 2.
4. Pull the endpoints of the four corners underneath the napkin to form the shape of a lotus flower.

5. You finally have your final output in the abovementioned photo.

SUB-TOPIC 2: Different Sizes of Table Napkins

1. Explication: Picture Analysis



Question: Can anyone describe what you can see in this picture?

2. Worked Example:

Do you know why table napkins vary in size?

Watch this video to discover why table napkins vary in size and color. YouTube: William Hanson. (2015, February 2). *All about napkins* [Video]. YouTube. <https://www.youtube.com/watch?v=fWFF4gDirzA>

Question:

Do you remember any critical information Mr. William Hanson mentioned about table napkin sizes?

3. Lesson Activity:

Lecture/Discussion

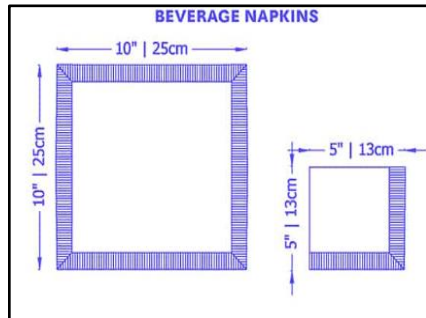
Table napkins are used for different purposes when eating food and taking drinks; napkins also create an appealing purpose in any home and fine dining food service establishments or restaurants since they are also used to give an inviting dining table and make the table setting look more appealing and attractive. The type of napkin you will need, and the size must be considered by the occasion or event that will happen or celebrate.

Common Types and Sizes of Table Napkins

Possible response/s of the learner/s:

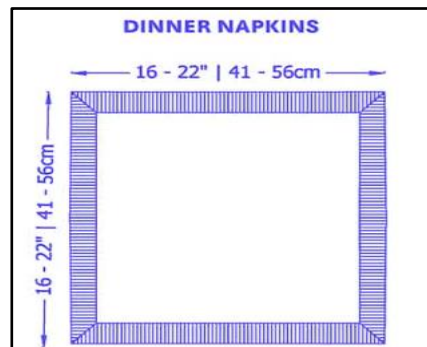
- The picture shows different designs and colors of the three table napkins.
- It shows that the 1st table napkin on the left is smaller than the white napkin on the right.

After viewing the video, the teacher will ask the learners a motivating question.



Beverage napkins are used in bars and restaurants; they are designed underneath a drink or cocktail glass to absorb any drips from condensation, ensuring the surface remains clean and dry. These napkins can also gently dab the sides of one's mouth to remove drink residue. Food and beverage staff can also use beverage napkins for carrying plates and other serving dishes to help prevent the transfer of germs and protect their hands from hot surfaces.

- The size of a beverage napkin will be 10 inches by 10 inches. But when quarterly folded, its final size becomes 5 inches by 5 inches.

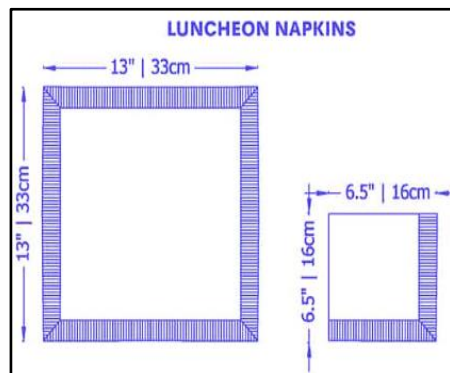


Dinner Napkins - are typically reusable and made from fabric, unlike paper-based disposable napkins. Their sizes vary, ranging from **16 inches by 16 inches to 22 inches by 22 inches**.

These napkins are fabric-made, so they don't come pre-folded to allow creative folding designs depending on one's/customers' discretion.

Smaller sizes of napkins are 16" x 16". 17" x 17" and 18" x 18" are suitable for encasing cutlery in the folded napkins.

It is important to note that the larger the size of the napkin to be used, measuring 22" x 22" inches, the more formal the dinner event, which means a highly prestigious dining experience it will bring to the guests.



Luncheon Napkins – These are usually made from paper and are single-use napkins. They are a little larger than beverage napkins and are popularly used for children’s birthday parties. They are advised to be used for serving small slices of cake and intended to wipe children’s hands after they have eaten a light meal.

When not folded fully, these napkins measure 13 inches by 13 inches, but when bought by pack, luncheon napkins, once folded in a quarter fold, will result in the final measurement of 6.5 inches by 6.5 inches.

DAY 3

SUB-TOPIC 3: Individualized Actual Table Napkin Folding Performance Test

1. Explication:

For us to find out if you have learned the skills in table napkin folding, you will take a performance or practical examination for today. But before we proceed, let me ask if you are ready for the practical test.

2. Worked Example:

Let us watch this video on performing the seven basic table napkins to serve as your guide since you will be given only 2 minutes to accomplish or finish the seven folds. Access the link in YouTube.

Christine Dianne Lumba. (2021, October). *7 BASIC NAPKIN FOLDING* [Video]. YouTube. <https://www.youtube.com/watch?v=mAvj3PNQPWw>

3. Lesson Activity:

Before the individualized practicum test, the teacher will give the guidelines and explain how the learners will be graded using a rating scorecard.

(See worksheet #1 for the activity which students will accomplish.)

Guidelines for taking the practicum in performing the 7 Basic Table Napkin Folding.

Score Card for Table Napkin Folding Individualized Practicum.

- 7 Basic Table Napkin Folded with no Mistake/s – **100**
- 6 Basic Table Napkin Folded with a little mistake/s – **95**
- 5 Basic Table Napkin Folded with some mistake/s – **90**
- 4 Basic Table Napkin Folded with some mistake/s – **85**
- 3 Basic Table Napkin Folded with some mistakes – **80**
- 2 Basic Table napkins folded with a lot of Mistakes – **75**
- 1 Basic Table Napkin Folded with so many mistakes – **70**
- No Performance – 0

Notes during the Dyad activity:

	<ol style="list-style-type: none"> 1. Learners will be listed on a small piece of paper for a draw-lot set-up. 2. Once the name is called, the learner will approach the teacher's table and lay the napkin flat on the table. 3. After the teacher sets the timer (for 2 minutes only), say go! That's the time the learner will start performing the table napkin folding. 4. And once the teacher says stop, time is up. The learner will stop, and the teacher will announce the grade the learner got based on the number of times table napkin folding was performed. 	Learners must realize the importance of helping relationships with peers (or collaboration) make things or accomplished work easier.
D. Making Generalizations	<p>DAY 4</p> <p>1. Learners' Takeaways:</p> <p>After the teacher's demonstration, discussion, and actual learner's individualized practicum on table napkin folding, can you imagine any object or symbol that will express the learnings you gained from our day's lesson on basic table napkin folding?</p> <p>Generalization: Knowledge and skills gained about basic napkin folding and how to do it will help us apply it in real-life situations. When there are special occasions or events to celebrate, we can set up the table and add beauty to the dining table by creating or making different basic or even fancy table napkin folding.</p> <p>2. Reflection on Learning</p> <p>Learners will be given enough time to think and reflect on the importance of learning how to make the different table napkins, fold them, and realize the value of the acquired knowledge on different sizes and the purpose of each napkin size, using it appropriately when eating.</p>	<p>The teacher will ask the learners to think of any object that will symbolize achieving the day's learning objectives.</p> <p>Some learners will be called to share their reflections on learning regarding the day's lesson in the class.</p>

IV. EVALUATING LEARNING: FORMATIVE ASSESSMENT AND TEACHER'S REFLECTION		NOTES TO TEACHERS
A. Evaluating Learning	<p>1. Formative Assessment:</p> <p>Enumeration with supporting drawing</p> <p>Direction: Give at least 5 out of 7 Basic Table Napkin Folding and draw each using a type of writing paper and a pencil with an eraser. Label each table napkin design or folds. (2pts. each)</p> <p>Important Word to Ponder:</p>	<p>The teacher will check the drawing and rate it depending on the scorecard.</p> <p>Drawings made are neat and adequately labeled – 2 points.</p>

	<ul style="list-style-type: none"> ● Patience is the ability to remain patient and do what you think you should do the best way possible to accomplish something with gladness. It also builds self-esteem by performing something with self-confidence, yet it accepts one's mistakes, is ready to be corrected, and makes appropriate actions for self-improvement. 			<p>The drawings made are not so neat but properly labeled. 1 point</p> <p>Then, all the scores will be added and divided by the highest possible score, multiplied by 100. Ex. $7/10 \times 100 = 70\%$</p>
	2. Homework (Optional)			
B. Teacher's Remarks	<i>Note observations on any of the following areas:</i>	Effective Practices	Problems Encountered	<p>The teacher may take note of some observations related to the effective practices and problems encountered after utilizing the different strategies, materials used, learner engagement and other related stuff.</p> <p>Teachers may also suggest ways to improve the different activities explored/ lesson exemplar.</p>
	strategies explored			
	materials used			
	learner engagement/ interaction			
	others			
C. Teacher's Reflection	<p><i>Reflection guide or prompt can be on:</i></p> <ul style="list-style-type: none"> ▪ <u>principles behind the teaching</u> <i>What principles and beliefs informed my lesson? Why did I teach the lesson the way I did?</i> ▪ <u>students</u> <i>What roles did my students play in my lesson? What did my students learn? How did they learn?</i> ▪ <u>ways forward</u> <i>What could I have done differently? What can I explore in the next lesson?</i> 			<p>Teacher's reflection in every lesson conducted/ facilitated is essential and necessary to improve practice. You may also consider this as an input for the LAC/Collab sessions.</p>