

Special helps

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Partially set gelatin is like egg white.



Snip and measure fresh herbs in one step.

Peel citrus fruit. Cut down side of one section membrane—slide fruit section off.





Snip fresh herbs; crush dried. Arrange containers alphabetically for quick use.

Use decorating equipment for pretty stuffed eggs and celery, or planked potatoes.



MOVING TO METRIC

One day soon, the United States will change from the inch-pound system of measurement to the metric system. The change will come gradually, but come it will. Legislation is now pending in the United States Congress; Canada already has started to convert. Adapting to the metric system will be easy if we begin now to think metric.

Why change? The United States is changing mainly for economic reasons. Most of the countries of the world—almost 95 percent of the world's population—already use metric units or are converting to the metric system. Establishing business agreements based on this efficient, nearly universal system will greatly increase our world trade.

Already the metric system is making inroads into some aspects of our daily living—metric sizes are given on prescription drugs, camera film, and skis, for example. Most of the major changes will be in manufacturing and industry, but as a consumer, you and your family will notice changes in food packaging, clothing sizes, speed limits, and weather reports.

LEARNING THE METRIC LANGUAGE

The key to learning the metric system is relating to concepts in metric terms and avoiding, wherever possible, converting measurements from metric to inch-pound units. You'll find it helpful to associate the new metric measurements with a familiar object or activity (see chart at top of opposite page).

Fortunately, the metric system is simpler than our present one. All relationships between the various units work in powers of ten, just as pennies and dimes do in our money system.

It is only necessary to learn four basic metric units for everyday use—meter, liter, gram, and degree Celsius.

Meter becomes the unit for measuring length, replacing inch, foot, yard, and mile.

Liter will be the metric unit for volume, eliminating the pint, quart, gallon, fluid ounce, teaspoon, tablespoon, and cup.

Gram becomes the metric measure of weight, replacing the ounce and pound.

Degree Celsius is the metric measurement of temperature.

When these basic units are inconvenient in size for a particular measurement, multiples are used for large measures and submultiples for small measures. Because all multiples and submultiples are factors of ten, changing from one multiple of a unit to another is done simply by moving the decimal point. The larger and smaller units are obtained by combining prefixes with the basic unit.

PREFIXES USED IN COOKING

Prefix	Symbol	Means Multiply By
kilo	k	1000
centi	c	0.01
milli	m	0.001

Thus, the term kilogram means 1000 grams; a centigram is 1/100 of a gram; and a milligram is 1/1000 of a gram. Prefixes always remain the same whether they are combined with a gram, meter, or liter.

When writing metrics, don't use periods after the symbols, and always leave a space between the number and the metric symbol. Also, never use an "s" after a plural measurement, as the number itself indicates plurality. And finally, don't capitalize symbols unless otherwise designated.

SHOPPING WITH METRIC

The new metric units will make shopping easier. The numerous sizes of packaged, canned, and frozen foods will, in most cases, be replaced by fewer and simpler metric sizes. These changes in units will make calculations uncomplicated, which, in turn, will make price comparisons and unit pricing easier. For foods sold by number, such as fruits and vegetables, the

PUTTING METRIC UNITS IN PERSPECTIVE			
Quantity	Unit	Symbol	Example
Length	millimeter	mm	About the thickness of a dime
	centimeter	cm	The width of your fingernail
	meter	m	About 3 inches longer than a yard
	kilometer	km	About two-thirds of a mile
Weight (mass)	gram	g	The weight of a paper clip
	kilogram	kg	Slightly more than 2 pounds
Volume	milliliter	ml	A pinch of salt
	liter	l	About ¼ cup larger than a quart

method of purchase will not change. But, foods sold by weight, such as meat or potatoes, will be sold by the kilogram, and foods sold by volume, such as milk, will be sold by the liter.

When the transition period begins, packages will give both the metric and the conventional unit of measure. Eventually, only the metric unit will appear on the package label.

METRIC IN THE KITCHEN

Cooking with metric measures will be as easy as cooking with our present measures. Techniques won't change—we will measure out ingredients just as we always have. The difference will be in the measuring utensils. Most recipe ingredients will be listed in milliliters or grams rather than in cups, tablespoons, teaspoons, pounds, or ounces.

For metric recipes, new metric measures are being developed. These will be similar in appearance and use to our present measures, but based on metric units. There still will be three types of measures—liquid measures, dry measures, and a set of small "spoon" measures.

Liquid measures will be available in three sizes—a 250 ml measure graduated in 25 ml (slightly larger than our 8-ounce liquid measuring cup), a 500 ml measure graduated in 25 ml, and a 1000 ml or 1-liter measure graduated in 50 ml.

Dry measure set will include 250 ml (slightly larger than our present 1-cup measure), 125 ml, and 50 ml measures.

Small liquid and dry measure set will include five measures marked as 1 ml, 2 ml, 5 ml (size of a teaspoon), 15 ml (size of a tablespoon), and 25 ml (size of a coffee measure). The different number of measures in the metric sets—three instead of four in dry measures and five instead of four in small measures—will help distinguish the metric measures from our present measuring utensils.

Cookware volumes will be marked in liters, and bakeware dimensions will be described in centimeters. Measurement of temperature will change from degrees Fahrenheit to degrees Celsius. (For the range of temperatures used in cooking, the number of degrees Celsius is about half the number of degrees Fahrenheit.)

If you're concerned about what will happen to your old recipes and cook books, there's no need to be. You may continue to use your existing measuring utensils when preparing your old recipes, and use your set of metric measures for your new collection of metric recipes.

OVEN TEMPERATURES

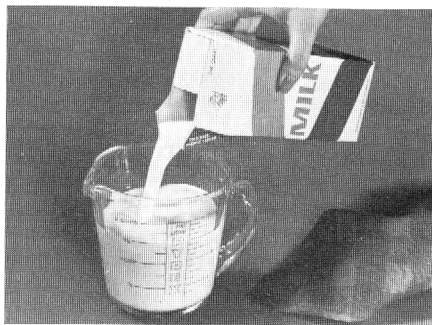
	Degrees Fahrenheit	Degrees Celsius
Very slow oven	250-275	120-135
Slow oven	300-325	150-165
Moderate oven	350-375	175-190
Hot oven	400-425	205-220
Very hot oven	450-475	230-245

TO MEASURE CORRECTLY

Measuring equipment may be made of metal, glass, or plastic. Choose the material and design that suits you best.

Individual cups are for measuring dry ingredients. Glass cups with pour spouts are marked for liquid levels. The standard measuring cup has the capacity of $\frac{1}{2}$ pint or 8 ounces. It may save time to have large glass measures on hand, too. The standard individual measuring spoons are in sets of 1 tablespoon, 1 teaspoon, $\frac{1}{2}$ teaspoon, $\frac{1}{4}$ teaspoon, and sometimes $\frac{1}{8}$ teaspoon. Warped measuring spoons and dented cups result in inaccurate measurements.

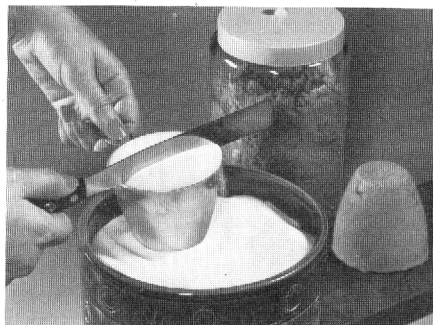
Measuring tools are a must in any kitchen for consistent results in cooking. Learn to use these tools for accurate measuring.



Liquids—place standard glass measuring cup on flat surface. Bend down to read the desired mark at eye level. The cup has a rim above the last cup level to prevent spilling and a spout for pouring.



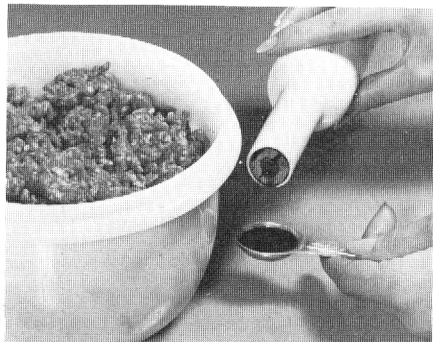
For dry ingredients, use fractional individual measuring cups, in sets of 1 cup, $\frac{1}{2}$ cup, $\frac{1}{3}$ cup, and $\frac{1}{4}$ cup sizes. For less than a $\frac{1}{4}$ -cup measure, use standard measuring spoons. Use glass cups for liquids.



Dry ingredients—pile lightly into measuring cup with spoon. Do not shake cup. Level off with straight edge of spatula. Pack brown sugar so firmly in cup that it will keep the cup shape when turned out.

Measuring spoons are used for small amounts of liquid or dry foods. Dip spoon into dry ingredient and level off with straightedge. Do not pour or level ingredients over a bowl of another ingredient.

If the volume is not marked on bottom of pan or dish, fill a cup or quart measure with water; pour into pan or dish. Repeat till full. Determine surface area by measuring from the inside edges of pan or dish.



BEFORE-AND-AFTER MEASUREMENTS IN FOOD PREPARATION

Foods change measure when you crumble, cook, shred, or chop them. Questions pop up every day: How many crackers in a cup of crumbs? How many fresh cherries

will fill a pie when pitted? How much sauce can be made from a pound of cranberries? In this chart, you'll find the answers to these and similar questions.

	Food	Amount before Preparation	Approximate Measure after Preparation
Cereals	Cornmeal	1 cup (5 ounces)	5½ cups cooked
	Macaroni	4 ounces (1 cup)	2 cups cooked
	Noodles	4 ounces (3 cups)	3 cups cooked
	Quick-cooking oats	1 cup (3 ounces)	1¾ cups cooked
	Rice, long-grain	1 cup (7 ounces)	3 cups cooked
	packaged precooked	1 cup (3 ounces)	2 cups cooked
	Spaghetti	8 ounces	4 cups cooked
Crumbs	Bread	1½ slices	1 cup soft crumbs
		1 slice	¼ cup fine dry crumbs
	Chocolate wafers	19 wafers	1 cup crumbs
	Graham crackers	14 square crackers	1 cup fine crumbs
	Potato chips	4 ounces	2 cups coarsely crushed
	Saltine crackers	28 crackers	1 cup finely crushed
	Vanilla wafers	22 wafers	1 cup finely crushed
	Zwieback	6 ounces	2 cups finely crushed
	Rich round crackers	24 crackers	1 cup finely crushed
	Gingersnap cookies	15 cookies	1 cup finely crushed
Dairy products	Blue cheese	4 ounces	1 cup crumbled
	Cheese, American or Cheddar	4 ounces	1 cup shredded or cubed
	Cream, whipping	1 cup	2 cups whipped

	Food	Amount before Preparation	Approximate Measure after Preparation
Dried fruit	Apples	4 cups (12 ounces)	5 cups cooked
	Apricots	3 cups (11 ounces)	4 cups cooked
	Figs	3 cups (16 ounces)	3 cups cooked
	Mixed fruit	3 cups (12 ounces)	3½ cups cooked
	Peaches	3 cups (11 ounces)	5 cups cooked
	Pears	3 cups (14 ounces)	5 cups cooked
	Prunes, with pits	3 cups (16 ounces)	5 cups cooked
Dried vegetables	Kidney beans	1 cup	2¼ cups cooked
	Lima beans	1 cup	2¼ cups cooked
	Navy beans	1 cup	2¼ cups cooked
	Peas, green	1 cup	2¼ cups cooked
Fresh fruit	Apples, whole	1 pound (3 medium)	2¼ cups pared and diced or sliced
	Apricots, whole	1 pound (8 to 12)	2½ cups halved or sliced
	Avocado	1 pound (2 medium)	2½ cups sliced
	Bananas, whole	1 pound (3 to 4)	2 cups sliced or 1⅓ cups mashed
	Cherries, red	1 pound	2 cups pitted
	Cranberries	1 pound (4 cups)	4 cups sauce
	Grapes	1 pound	2½ cups seeded
	Lemon	1 medium	3 tablespoons juice 2 teaspoons grated peel
	Orange	1 medium	¼ to ⅓ cup juice ½ cup diced or sectioned
	Peaches	1 medium	½ cup sliced
	Pears	1 medium	½ cup sliced
	Rhubarb, cut	1 pound (4 to 8 pieces)	2 cups cooked
	Strawberries	1 quart	4 cups sliced

	Food	Amount before Preparation	Approximate Measure after Preparation
Fresh vegetables	Beans, green	1 pound (3 cups)	2½ cups cooked
	Beets, without tops	1 pound (4 medium)	2 cups cooked and diced
	Brussels sprouts	1 pound (4 cups)	2½ cups cooked
	Cabbage	1 pound (1 small head)	5 cups shredded or 2 cups cooked
	Carrots, without tops	1 pound (6 to 8 medium)	3 cups shredded or 2½ cups diced or 2 to 2½ cups cooked
	Celery	1 medium bunch	4½ cups diced or chopped
	Corn, ears	12 medium	2½ cups cooked
	Green onions with tops	1 bunch (7 medium onions)	½ cup sliced
	Green pepper	1 large (6 ounces)	1 cup diced
	Mushrooms, crowns sliced chopped	¼ pound (1¼ cups) ¼ pound (1¼ cups) ¼ pound (1¼ cups)	½ cup cooked ⅜ cup cooked ⅜ cup cooked
	Olives, stuffed	4 ounces (48 small)	1 cup sliced
	Onions	1 medium	½ cup chopped
	Potatoes	1 pound (3 medium)	2 cups pared and thinly sliced or 2 cups cubed and cooked or 1¼ cups mashed
	Radishes	1 bunch	about 1 cup sliced
	Spinach	1 pound (4 cups)	1½ cups cooked
Tomatoes	1 pound (4 small)	1½ cups cooked	
Nuts	Almonds in shell	1 pound	1¼ cups shelled
	Pecans in shell	1 pound	2 cups halved or chopped
	Walnuts in shell	1 pound	1½ to 1¾ cups halved or chopped

Ingredients—how to use them

FLOUR

All-purpose flour is the "backbone" ingredient in most baked goods. It's usually a blend of hard and soft wheats to give best all-around results. The terms white, wheat, or plain flours are synonymous.

Self-rising flour contains leavening and salt. When used in quick breads, omit baking powder, soda, and salt. It cannot be used for baking yeast breads.

Cake flour, for delicate cakes, is softer and whiter than all-purpose flour.

Sift all white or wheat flour once; pile lightly into measuring cup with spoon. Do not shake cup; level with spatula.

Whole wheat (also referred to as graham flour), rye and buckwheat flours, bran, cornmeal, and oatmeal are available for special uses. These flours are usually used in combination with all-purpose flour. Whole-grain flours and meals are not sifted. Stir them, then spoon lightly into measuring cup and level.

FATS AND OILS

Fats are solid at room temperature and are made from vegetable or animal products, or a combination of both. Solid fats include hydrogenated vegetable fats, lard, butter, and margarine. Hydrogenated fats are the most common shortening used in baked goods. Butter or margarine is used for flavor and to modify textures. Its creaming quality is not as good as hydrogenated fats. Lard and vegetable oils do not cream well.

Oils are fats that are liquid at room temperature and are usually of vegetable origin. Salad oil has been processed to stay clear when refrigerated; cooking oils become cloudy. The frequently used oils are corn, cottonseed, olive, peanut, soybean, and safflower. Vegetable oils are used for salad dressings, cooking fat, and in some baked products (with the exception of olive oil).

Drippings are fats usually obtained by cooking fat meats (bacon, pork, beef, etc.).

LEAVENINGS

Leavenings are substances that form bubbles of gas (carbon dioxide) or physical leavenings such as steam and air. The gas, air, or steam expands when a batter or dough is heated, making baked product light and affecting grain and texture.

Leavening agents include yeast, baking powder, and soda (plus a food acid).

Yeast is a tiny plant that produces carbon dioxide from sugar when temperature and moisture are favorable for its growth. Yeast comes in two forms—active dry and compressed. Before active dry yeast is used, soften it in warm water (110°) for 5 to 10 minutes. Soften compressed yeast in lukewarm water or other liquid (85°) for the same time.

Baking powder can be SAS-phosphate (double-acting), phosphate, or tartrate type. The double-acting type frees a small amount of gas when combined with liquid, the major part when heated.

Phosphate type gives off part of its gas when mixed with liquid and the remaining when heated. Tartrate type reacts almost entirely when combined with the liquid. The gas formed expands when batter is heated. *Recipes in this book are based on double-acting baking powder.*

Baking soda gives off gas when mixed with a food acid such as buttermilk, sour milk, molasses, vinegar, or lemon juice. One-fourth teaspoon baking soda plus ½ cup sour milk is equivalent to 1 teaspoon baking powder (double-acting) and ½ cup liquid.

EGGS

Slightly beaten eggs are whole eggs beaten with fork only long enough to break up the yolks and have streaks of white and yellow. Used to thicken custards and to coat foods with egg and crumbs.

Beaten eggs are whipped till whites and yolks are blended. Used to give light texture to batters and doughs and as a binder in baked products, salad dressings.

Well-beaten eggs are whole eggs beaten until light in color and texture.

Well-beaten egg yolks are beaten till a fine, thick, and literally lemon-colored foam is formed. Used in sponge cakes.

Stiffly beaten egg whites are beaten till peaks stand up straight, but are still moist and glossy. Often egg whites are beaten to *soft peaks*—the peaks droop over slightly. Sugar is then added gradually while beating to stiff peaks. This increases the air-holding property of the egg whites. Angel cake is leavened by expansion of air held in egg whites and by steam during baking. Macaroons, souffles, and chiffon pies all rely on stiffly beaten egg whites for lightness.

SUGAR

Sugar—this term refers to beet or cane granulated white sugar.

Confectioners' or powdered sugar is granulated sugar crushed and screened to desired fineness. Often used in frostings.

Brown sugar is refined less than granulated sugar. The darker the color the more molasses remaining on the sugar crystals and the stronger the flavor.

Granulated brown sugar is measured like white sugar. Adjust recipes when substituting for moist brown sugar.

THICKENING AGENTS

Flour may be thoroughly blended with fat before liquid is added. Or, it may be blended with cold liquid or with sugar before combining with hot mixture. Cook and stir till thickened and bubbly.

Cornstarch may be blended with cold liquid or sugar before adding to hot mixture. Cook and stir till thick and bubbly.

Tapioca—Quick-cooking tapioca is used in recipes in this book. It is added to the liquid mixture. No soaking is necessary. Heat just to boiling; don't overcook. Cool without stirring. If using pearl tapioca, use about double the amount and soak several hours. Cook till transparent.

Eggs are slightly beaten when used for thickening. To add them to a hot mixture, stir small amount of hot mixture into eggs; then stir egg mixture into remaining hot mixture. Cook and stir over low heat.

GELATIN

Gelatin—This term used without further description means granulated unflavored gelatin. To use, soften 1 envelope (1 tablespoon) in $\frac{1}{2}$ cup cold liquid; allow to stand a few minutes. Stir over direct heat till dissolved, about 2 or 3 minutes, or dissolve over boiling water. Or, blend 1 tablespoon or more sugar with gelatin (don't soften); dissolve directly in hot liquid. One envelope unflavored gelatin will set 2 cups liquid. Remember to count the liquid used for softening as part of the total liquid.

Flavored gelatin is a mixture of gelatin, sugar, fruit acids, flavors, and coloring. Dissolve in boiling liquid. One 3-ounce package of flavored gelatin will set 2 cups of liquid and 2 cups well-drained fruit.

MILK

Skim milk has a milk fat content of less than 0.5 percent.

Low fat milk has a milk fat content between that of skim milk and whole milk.

Homogenized whole milk (about 3.25 percent milk fat) is pasteurized milk that has been treated so the cream will not rise to the top.

Evaporated milk is whole milk with 60 percent of the water removed. When mixed with an equal volume of water, its nutritive value is similar to that of whole milk. Undiluted, it can be used in place of cream, or when chilled until fine ice crystals form, it can be whipped.

Sweetened condensed milk is concentrated whole milk mixed with sugar.

Nonfat dry milk is skim milk with the water removed. Reconstitute with water according to package directions.

CREAM

Light cream or half-and-half is used in coffee or for table use. It is used in our recipes where richness is desired.

Whipping cream contains 30 to 40 percent fat. Chill well before beating. Chill bowl and beaters, too.

Dairy sour cream is commercially cultured light cream. It has a pleasant tang and a smooth, thick texture. It's used to give richness and zesty flavor.

TABLE SETTINGS

Half the fun of preparing a delicious meal lies in planning a pretty table setting as a background for serving. Gone are the days when only guests were treated to the best linen, china, flatware, and crystal, while the family faced the same table setting day in and day out.

Taking the time to set an attractive table makes every meal more enjoyable, since the setting is as much a part of the meal as the food which is served. An imaginative setting seems to make food taste better.

Where to begin? Your table settings should reflect your own interests and lifestyle. A brightly colored set of place mats or a basket filled with garden flowers could be your inspiration. Notice store displays and advertisements; don't be afraid to experiment with different combinations.

Basically, table settings include the table covering and centerpiece as well as the dinnerware and glassware. Coordinating the colors, designs, and styles is the secret to making the table setting an attractive background for the food.

TABLE COVERINGS

The traditional table "linens" have been expanded to include nearly every fabric on the market plus plastics, woven straw fibers, and paper products. A collection of cloths, mats, runners, and napkins in a variety of colors and materials lets you choose and change table settings to match your mood or to create a special theme.

A good basic collection includes easy-care place mats for everyday use, plus several tablecloths that you can use for both formal and informal settings. If you entertain frequently, you'll probably want a wide selection of colors, patterns, and materials in cloths, mats, runners, and napkins to use interchangeably.

When buying table coverings, look for the fiber content listed on the "hangtags." This determines the amount of care they'll need and the amount of wear they'll give. Disposable paper table coverings also are available in many colors and designs.

Tablecloths: The first consideration in buying tablecloths is the size of your table, so measure before you go shopping. For a formal tablecloth, allow an overhang of 16 to 24 inches on each side. An informal cloth needs less drop; allow 10 to 14 inches. Banquet cloths are the only ones that should touch the floor. Tablecloth hems should be narrow, with even, straight stitches. Hand-sewn hems are more elegant than machine-stitched hems.

Tablecloths often are placed over a table pad that fits the table exactly, or over a heavy white material called a silence cloth, which extends 3 to 5 inches over the edge. Cloths with delicate embroidery or lace show off best when placed over a bare table.

A tablecloth may have a fold down the center of the table, with the fold in the cloth tentwise to the surface of the table. Be sure to press out all other folds.

Remove any spots before laundering and do any mending that's needed, as the washing may accentuate frayed areas. To save last-minute ironing, carefully roll pressed tablecloth on cylinder of paper before storing, or hang on clothes hanger.

For an easy table covering when you want something different, consider using a permanent-press bed sheet. They're available in various colors and patterns.

Place Mats: Because they come in such a wide range of colors, designs, materials, sizes, and shapes, place mats are the most versatile of all table covers. They are acceptable for every occasion except the afternoon tea or the most formal dinner.

Each mat should be large enough to hold an entire place setting but not so large that it overlaps other mats on the table. Mats generally are available in sizes that range from 12 to 14 inches deep and 16 to 18 inches wide.

When the shape of the place mat allows, lay the edge of the mat even with the edge of the table. The center of the table may be left bare or covered by a matching or coordinating table runner. Cloth napkins are most appropriate with cloth place mats. Paper napkins may be used with others.

Table Runners: A comparative newcomer to the tabletop scene is the table runner. These narrow lengths of fabric are placed on either side of the table to hold numerous place settings. Or, two runners may be crisscrossed to accommodate four places. Fabric for table runners is sold by the yard, so it's easy to get the exact length needed for your table.

Napkins: Tablecloths and place mats often are sold with a set of coordinating napkins. For mixing and matching, single napkins also are available in a variety of colors, designs, and fabrics. Paper napkins are used widely for everyday meals and for brunches and informal luncheons.

Sizes of napkins vary. Dinner napkins are 18, 20, 22, or 24 inches square. "Lap-

kins," which measure 12 by 16 inches, are a favorite of men at buffet dinners. Luncheon and breakfast napkins are 17 inches square. Tea napkins are 12 inches square, and cocktail napkins are either 4 by 7 inches or 6 by 8 inches.

Folded napkins, generally rectangular or square, are placed so that the open corner is at lower right. Cloth napkins may also be rolled inside napkin rings.

At one time, it was customary for each family member to have a personal napkin ring. Today, they're available in many colors, styles, and materials from engraved silver to brightly woven straw and clear plastic. Whether used with mats, runners, or cloths, carefully chosen napkins and rings can brighten any place setting.

Sunny yellow place mats and daisies give a cheery, good-morning feeling to this break-

fast setting. The flower holder is hidden in the napkin-lined wicker wine basket.



TABLEWARE

The size of your family, the type of entertaining you do, the decor of your home, your budget, and your personal taste—all are factors to consider when choosing your dinnerware, flatware, and glassware.

Dinnerware is the single word that encompasses that wide world of china, stoneware, pottery, and plastic. Colors, patterns, and styles of dinnerware range from bold to traditional.

Start with a set of dishes that harmonizes with the color and formality of your home. A set of one-color dishes makes a smart, basic investment. Or, choose a simple pattern of dinnerware that you can use with several color schemes. Many dinnerware patterns have the advantage of being sold by the individual piece as well as in single or group place settings.

When selecting dinnerware, you know you want it to be beautiful, in good taste, long-lasting, and functional. But shape and care requirements also are important.

Cups should be shaped so they do not tip easily and should fit firmly in the saucer. Handles should be large enough to be easy to grasp and comfortable to hold.

Plates that are round are easier to stack than square or free-form ones. Heavily embossed patterns collect dust and food in the grooves and may need to be cleaned frequently with a brush.

Types of dinnerware range from plastics to earthenware, including ironstone and ovenware, to fine china and bone china. Their differences in composition give them a formal or informal feeling.

Glassware adds the dimension of height to your table setting. Base your choice on the pattern of dinnerware and the occasion or style of service.

For buffet service, sturdy tumblers or low goblets are best, since they're informal in character and easy to carry. Dinner glassware usually means a footed tumbler of medium height. Very tall goblets are appropriate only on formal tables. Stemmed goblets tip easily, so check the base for proportionate breadth and weight.

When choosing crystal glassware, look for clarity and luster. Listen for a bell-like tone when you tap the rim of the goblet with your fingernail while holding the base.

Flatware is available in a variety of patterns and should be chosen to harmonize with the table setting. Whether you select sterling silver, silverplate, gold electroplate, or stainless, consider the following questions:

Is the pattern of flatware one you will be happy to use for many years, or will it "go out of style?"

Is the pattern still appealing when arranged in four or more place settings? (One that you like individually may become quite monotonous when it is repeated.)

Do the pieces remain flat on the table when arranged in a place setting?

Is the structural design such that each piece is suited to its job? Is there proportion, harmony, and balance?

Is the greatest weight and thickness in the handle and points that will receive the most pressure? (The knife should not be heavy. The fork should taper from each end toward a point of maximum depth at the narrowest part of the handle.)

Is the bowl of the spoon in proportion to the handle? Test by balancing.

Is the knife easy to hold? (The handle should provide ample room for the hand. The blade should be thick and balanced to provide comfort for the index finger.)

Special care is what all your tableware deserves. Check the manufacturer's instructions for specific requirements.

You can wash all dinnerware and flatware by hand and most by machine. In either case, rinse them as soon as possible. If a dishwasher is used, be sure to load the plates properly so they don't rub against each other and cause scratching. Use a mild soap or detergent.

Dishes may be air-dried, but flatware is best dried quickly to retain its luster.

Wash glassware in warm, sudsy water; rinse in cool water; drain; and dry with a lint-free towel. Ammonia or bluing in the dishwasher will add luster, but don't use either with metallic-banded glassware.

Never use abrasive cleaning powders or pads. Use borax on a soft cloth to remove coffee or tea stains in cups.

Store fine china with separating pads between the plates and preferably inside zippered cases or plastic bags. Store glassware right side up on shelves to avoid chipping the drinking edge.

CENTERPIECES

For a centerpiece, let your mood and resources be your guide. There's no end to the list of materials that lend themselves to creative, imaginative centerpieces—flowers, plants, fruits, vegetables, branches of trees and shrubbery, candles, driftwood. Special containers are not necessary. Take a fresh look at your miscellaneous possessions. You might use cream pitchers, low dishes, wicker baskets, or even bottles.

As the focal point, the centerpiece should be in harmony with the rest of the table. It can echo the lines of your flatware and glassware or pick up the colors of your china. A centerpiece coordinated with table linen colors gives a unifying effect.

For variety, place decorations at the end or on one side of the table. This also gives the table a more balanced look when serving an odd number of guests.

Candles, especially the highly decorated ones, often are used more for decorations than for light. Candles used after dusk should be lit.

Flowers are a natural favorite for table decorations. Always place formal arrangements for sit-down meals in the center so they will look good from all directions. Keep height below 14 inches. Taller ones may be used on buffet tables. Set potted plants in saucers or leakproof containers.

Make sure containers and contents are in keeping with each other. For example, pottery, tinware, or lined baskets are more appropriate for an informal arrangement than for a formal one.

To help prolong the life of flower arrangements, make sure the containers are clean. Before arranging florist's flowers, clip the stem ends, then place in a deep container of water. Remove foliage from the part of the stem that will be under water. Leaves that remain under water decay quickly and cause the water in the container to become murky.

Before putting dahlias, poppies, and other flowers with hollow stems in an arrangement, sear stem ends over an open flame to prevent sap escaping.

For shrubs and mums, pound the bottom 2 inches of stem before putting into water. Paring the outer bark from stem base also helps ensure water intake by shrubs.



Paisley-print table runners give a subtle background to red and white earthenware in this country-style setting. Flowers in berry baskets emphasize the colors and mood.

A miniature greenhouse full of blooming plants will help entice children to this brightly set table. The small terry towel makes a practical napkin for young diners.



SETTING THE TABLE

Making your dinner table an enjoyable place to eat involves not only having the right combination of table appointments, but knowing how to set the table correctly.

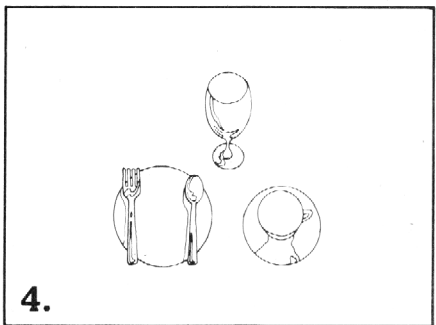
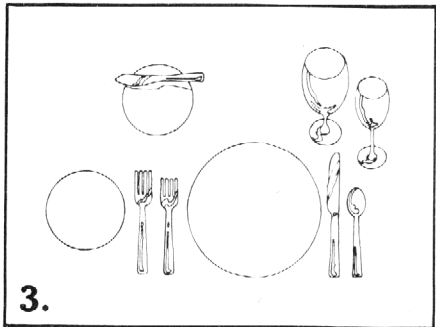
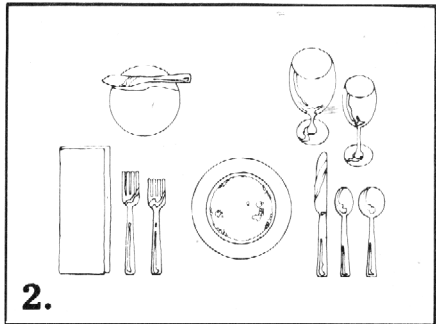
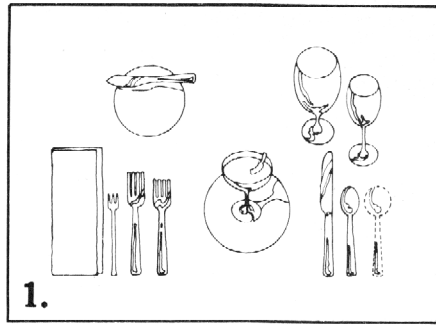
Depending on the style of service, the dinner plates are set in the center of each place setting, or in a stack in front of the person who will be serving. Allow 20 to 30 inches for each place setting.

Arrange forks, knives, and spoons in the order they will be used, first items to the outside. This makes it easy for guests to choose the proper implement. Place the china, silverware, and napkin in a line about one inch from the edge of the table.

Forks are placed to the left of the plate. The salad fork, if used, may be placed on either side of the dinner fork, depending on when the salad is to be served. If the salad is served before the main course, the salad fork goes to the left of the dinner fork. If it is served with or after the main course, the salad fork usually is placed to the right of the dinner fork. A salad fork is not essential if the salad accompanies the main course.

Knives and spoons are placed to the right of the plate, with the knife closest to the plate and the blade facing the plate.

Drawings show how to set the table for each course. (1) Appetizer course: Provide seafood fork, if needed, napkin, and silverware and glassware for the rest of the meal. Serve the appetizer on an under-liner plate. (2) Soup course: Provide a soup spoon. Place soup bowl on an under-liner plate. This course is often omitted, especially if an appetizer is served. (3) Main course: Provide dinner plate, salad plate (optional), bread-and-butter plate and knife (optional), dinner fork, salad fork (optional), knife and spoon. Provide a glass for each beverage. Include a napkin if no previous courses have been served. (4) Dessert course: Serve dessert from the kitchen with the necessary silverware. Serve coffee with the dessert at the table or later in the living room.



If a bread-and-butter plate is used, place it above the forks, with the bread-and-butter knife straight across the top of the plate. (This plate may be omitted if table space is limited.)

The salad plate may take several placements. If a bread-and-butter plate is used, place the salad plate to the left and below the bread-and-butter plate. When no bread-and-butter plate is used, place the salad plate at the tip of the forks.

Place napkins to the left of the forks with the open corners at the lower right. The napkin is placed on the dinner plate or in the center of the place setting when both salad and bread-and-butter plates are on the table.

The water glass or goblet belongs at the tip of the knife. If wine is served, set the wine glass above the spoons, below and to the right of the water glass.

STYLES OF SERVICE

You may use several styles of food service when entertaining.

Continental service, also referred to as formal or Russian service, requires servants to serve the food. With today's informal life-style, this service is rarely used.

When English service is used, dinner plates are stacked in front of the host, who serves the meat. The hostess serves the vegetables, then the plates are passed to guests. A variation of this style is family-style service. All food for the entrée is served by one person, then the filled plates are passed to the guests.

Other popular styles include country-style service and blue-plate service. For country-style service, filled serving dishes are placed on the table at the beginning of the meal. The person closest to the dish helps himself and passes the dish to the person on his right. For blue-plate service, plates are filled in the kitchen, then placed on the table just before guests sit down at the table.

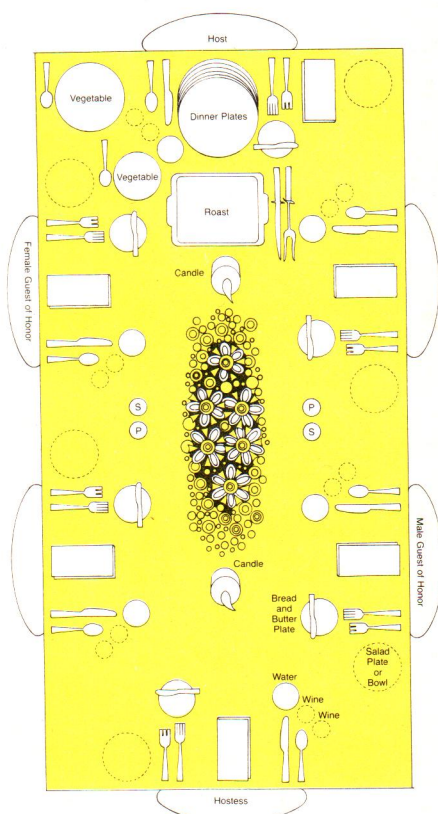
Buffet-style is another service style. Containers of food are placed on a table, counter, or side buffet. Guests help themselves to the food, then sit down at set tables or small tray tables placed around the room, or balance plates or trays on their laps.

TEAS AND RECEPTIONS

One of the most delightful traditions in entertaining is the afternoon tea or reception. When the tea is small, the beverage and simple foods may be placed on a tray or small table. Arrange a teapot, hot water pot, sugar, and creamer to the right of the hostess for easy serving. Cups and saucers, stacked plates, silverware, and napkins are placed to her left.

A formal tea or reception usually is given in honor of a person or a special occasion. It is customary to serve two beverages at a large tea or reception. The tea service sits at one end of a large table. The other beverage, coffee or a light punch, is at the other end. Set cups and saucers on the left, teaspoons and napkins on the right, and food platters in easy reach along the length of the table.

Table set for family-style service

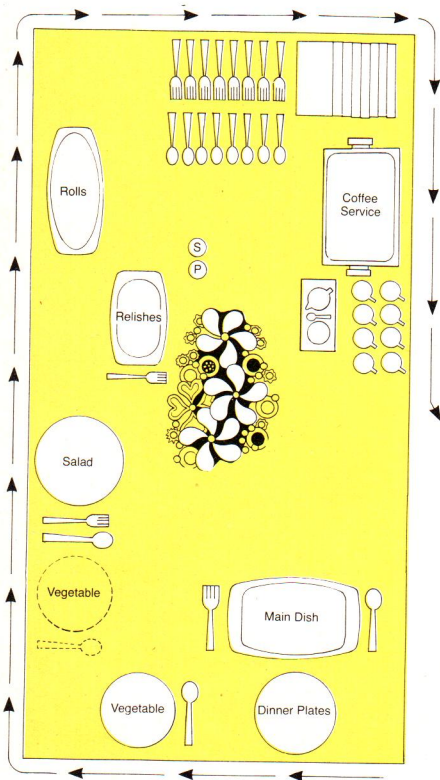


BUFFET TABLES

A successful buffet always looks delightfully easy to the guests—but, as every hostess knows, it does require special planning. If space allows, place the buffet table in the middle of the room so guests can circulate around it. Or, you may choose to place the table just far enough away from the wall for the hostess to work comfortably behind it. Use a cart or small table nearby for beverage.

When setting the buffet table, it is important that guests can serve themselves in a logical sequence. At one end of the table, place the dinner plates and the main dish. Other foods, such as the salad, vegetable, buttered rolls, and relishes, along with serving pieces, are placed near the edge of the table within easy reach of guests. Leave enough space near serving dishes for guests to set their places.

One-line buffet



Set the table attractively. If the table is crowded, serve the beverage from a nearby cart or small table. Arrange silver and napkins so they can be picked up last on the table. Carefully go over every item on the menu to see that everything is in order.

When the group is quite large, place the buffet table in the center of the room and set up twin arrangements of plates, food, silver, and napkins on each side of the table. Suggest that guests form two lines to help themselves to the food. The beverage may be placed on a separate serving table or cart.

If a sit-down buffet is possible, arrange small tables in another room with silver, napkins, and water glasses. Provide beverage cups, cream, and sugar at each table. Place beverage containers on the tables or have the beverage served, if desired.

Buffet with beverage cart

