



SKILL CHECK: CHEMEX

PARTNER NAME: _____

TRAINER NAME: _____

DATE: _____

Explain what we love about....	Y	N	Comments
Partner provides detailed explanation of Chemex.			

Follow Chemex Brewed Coffee Workflow to Prepare Coffee	Y	N	Comments
Chemex station has correct smallwares*. Station is clean and free of clutter.			
Open the paper filter between the third and fourth folds. Place into the top of the Chemex with the thicker side (most folds) towards pour spout.			
Fill gooseneck kettle to "T-Iced" line with hot water. Wet filter and preheat Chemex brewer. Discard water in the Chemex before brewing coffee.			
Ensure grinder is clear of residual coffee Adjust to correct grind setting.			
Place coffee receptacle on the scale and set to 0g. Weigh 45 grams of whole bean coffee into coffee receptacle.			
Grind beans into the coffee receptacle. Ensure no coffee remains in grinder.			
Let the customer smell fragrance of freshly ground coffee in the receptacle.			
Place Chemex on the scale. Transfer grounds from the coffee receptacle to Chemex and reset scale to 0g.			
Fill gooseneck kettle with hot water to just above the "V-HOT" line.			
Pour a small amount of water to saturate all of the grounds. Pause 30 seconds to allow the coffee to bloom.			
Slowly and evenly in a small circular motion pour approximately half of the hot water over the grounds avoiding the sides of the carafe. Wait 30 seconds to avoid overfilling. Continue to pour hot water over the grounds using a small circular motion, avoid sides of the carafe until the scale shows a weight of 720grams.			



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Follow Chemex Brewed Coffee Workflow to Prepare Coffee Continued	Y	N	Comments
Allow the coffee to brew. Beverage is finished when dripping is completely finished.			
Discard filter/grounds.			
Pour a small amount of brewed coffee into a tasting cup, smell and taste for quality before serving to customer.			
Partner serves coffee in an appealing way, cups are free of spills and partner is following correct plating guidelines.			
Maintain clean work station.			

Elevate Customer Experience of Coffee and Brewing Method	Y	N	Comments
Partner engaged customer by explaining brewing process throughout brewing workflow.			
Partner demonstrates coffee knowledge and passion in a way that engages the customer.			
Partner creates a storytelling moment			
The coffee is plated & presented to standard & served in a professional and appealing way. * Partner makes eye contact with customer when handing off the coffee with a smile.			



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PARTNER NAME: _____

TRAINER NAME: _____

DATE: _____

Taste of Coffee	Y	N	Comments
Trainer tastes the coffee – taste of coffee matches the description provided by the partner			

Time Management	Y	N	Comments
Time for presentation was within 10 – 15 minutes.			

Coffee Knowledge	Y	N	Comments
<i>Ask: Share at least 2 differences between a Chemex and Pour Over brewing method.</i>			



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Full Presentation Criteria

Explain what we love about it ...

"Describe the flavor characteristics of a cup of Chemex brewed coffee.

- Produces a rich, clean and flavorful cup of brewed coffee.
- * Chemex brewer itself is an accessible way to brew a cup of coffee with clean, fully developed flavor and body. The Chemex combines elegance and function, using a pour over method with a glass decanter.
- * The Chemex highlights the brighter notes in coffee and yields a clean, sweet cup"

Follow Chemex Brewed Coffee Workflow to Prepare Coffee

Partner has prepared their Chemex station with all the correct smallwares*. Station should be both clean and free of clutter.

Open the paper filter between the third and fourth folds and place into the top of the Chemex with the thicker side (most folds) towards the pour spout.

Add hot water to the "T-Iced" line on the gooseneck kettle. Pour hot water from gooseneck kettle into the top of the Chemex to wet entire filter, including the portion that sits above the glass. Ensure partner discards the water in the Chemex before brewing coffee.

Ensure grinder is clear of residual coffee and adjust to correct grind setting.

Place coffee receptacle on the scale and reset scale to 0g. Weigh 45 grams of whole bean coffee into the coffee receptacle.

Grind the beans into the coffee receptacle. Ensure no coffee remains in grinder.

Let the customer smell the fragrance of freshly ground coffee in the receptacle.

Set Chemex on the scale. Transfer grounds from the coffee receptacle to the wet filter in the Chemex and reset scale to 0.

Fill gooseneck kettle with hot water to just above the "V-HOT" line.

Pour a small amount of water to saturate all of the grounds. Pause 30 seconds to allow the coffee to bloom.

Slowly and evenly in a small circular motion pour approximately half of the hot water over the grounds avoiding the sides of the carafe. Wait 30 seconds to avoid overfilling. Continue to pour hot water over the grounds using a small circular motion, avoiding the sides of the carafe until the scale shows a weight of 720grams.

Allow the coffee to brew. The beverage is finished when dripping is completely finished.



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PARTNER NAME: _____

TRAINER NAME: _____

DATE: _____

Full Presentation Criteria

Follow Chemex Brewed Coffee Workflow to Prepare Coffee Continued

Discard filter/grounds.

Pour a small amount of brewed coffee into a tasting cup, smell and taste for quality before serving to customer.

Partner serves coffee in an appealing way, cups are free of spills and partner is following correct plating** guidelines.

Maintain clean work station.

Elevate Customer Experience of Coffee and Brewing Method

Partner engaged the customer by explaining the brewing process throughout brewing workflow.

Partner demonstrates coffee knowledge and passion in a way that engages the customer;

- * Partner creates a storytelling moment sharing information about Origin, Quality, Brewing method, Roasting, Blending, CAFÉ practices, History of coffee or other and/or personal coffee experience.
- * Provide description of coffee characteristics (Body, Acidity, Aroma and Flavor)

The coffee is presented and served in a professional and appealing way.

* Partner makes eye contact with customer when handing off the coffee with a smile.

Taste of Coffee

Trainer tastes the coffee – taste of coffee matches description provided by partner.

Time Management

Time for presentation was between 10 – 15 minutes.

Partner presented the coffee tasting in a timely manner, providing the right amount of information in balance with the tasting. i.e. partner didn't talk too much, partner shared enough

Coffee Knowledge

Ask: Share at least 2 differences between a Chemex and Pour Over brewing method.