

When you are doing process writing, there are two primary challenges:

1. Figuring out what “extra information” you need to provide so that the reader will understand your explanation.
2. Figuring out how to group what seems like a lot of separate little steps into four or five big “clumped” steps. This is what psychologists call **“chunking,”** and it’s a very important cognitive tool for handling complicated processes. It’s also something we all do all the time, so you know how to do it... but probably never have to think about it until you’re teaching a process to someone else. Effective “chunking” (or “clumping” makes your writing understandable to others.

### **How to Make Simple Bread in a Bread Machine**

1. Check your recipe and prepare the ingredients and the bread machine.
2. Put the warm water in the bread machine pan and add the sugar and the salt.
3. Allow them to dissolve in the warm water. This will take a few minutes.
4. Check the water temperature, and if it is not hot, add the yeast.
5. Wait for the yeast to “bloom.” There will be little “explosions” of whitish material that will float to the top of the water when this happens.
6. Next, add the oil or butter to the pan.
7. After that, add the “dry ingredients” such as flour, baking powder, grains, or other added dry ingredients.
8. Place the bread pan inside the bread machine and lock it in place.
9. Make sure the machine is stable and will not tip over.
10. Program the bread machine according to the recipe and the machine’s settings.
11. Leave the machine to mix and bake the bread. This will take from 2-4 hours, depending on your settings. Most bread machines will beep or play music when the process finishes.
12. When the bread is finished baking, put on oven mitts. (The pan is hot!)
13. Remove the bread pan and, turning it upside down, shake out the loaf of bread onto a wire rack.
  - a. A wire rack is a good idea because the bread is still hot. It will get wet as it cools off if you put it on a plate, but if you put it on a rack, it will stay dry as it cools off.
  - b. The bread will probably take 30 minutes to an hour to cool.
  - c. The bread is not “finished” until it has finished cooling. It is still “baking” until the cooling finishes.
14. When the bread is finished, slice it and serve it fresh, or freeze it for up to a month.

## How to Make Simple Bread in a Bread Machine

### Step 1: Preparation.

- Check your recipe and prepare the ingredients and the bread machine.
  - Check the water temperature. It should be about 30°C.
  - How do I prepare the machine?
    - Make sure the machine is stable and will not tip over.

### Step 2: Wet Ingredients.

- Put the warm water in the bread machine pan and add the sugar and the salt.
- Allow **them** to dissolve in the warm water. This will take a few minutes.
- Check the water temperature, and if it is not hot, add the yeast.
- Wait for the yeast to “bloom.” There will be little “explosions” of whitish material that will float to the top of the water when this happens.
- Next, add the oil or butter to the pan.

### Step 3: Dry Ingredients.

- After that, add the “dry ingredients” such as flour, baking powder, grains, or other added dry ingredients.

### Step 4: Mix and Bake the Bread

- Place the bread pan inside the bread machine and lock it in place.
- Program the bread machine according to the recipe and the machine's settings.
  - detail?
- Leave the machine to mix and bake the bread. This will take from 2-4 hours, depending on your settings. Most bread machines will beep or play music when the process finishes.

### Step 5: Finishing Up

- When the bread is finished baking, put on oven mitts. (The pan is hot!)
- Remove the bread pan and, turning it upside down, shake out the loaf of bread onto a wire rack.
  - A wire rack is a good idea because the bread is still hot. It will get wet as it cools off if you put it on a plate, but if you put it on a rack, it will stay dry as it cools off.
  - The bread will probably take 30 minutes to an hour to cool.
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- When the bread is finished, slice it and serve it fresh, or freeze it for up to a month.

**The first thing to do is to** prepare your ingredients and bread machine. Check your recipe and measure all the ingredients out if you can. You can use little bowls or cups to put different ingredients after measuring them. Be careful to prepare warm water that is about 30°C. If the water is hotter than this, it is bad for the yeast. As for the machine, put it in a stable place and make sure it will not tip over, because bread machines sometimes shake a little bit when they are mixing the bread. **The next step is to** add the “wet ingredients” to the bread machine pan. Start by adding the warm water to the pan, and mix in the sugar and salt. Allow **them** to dissolve in the warm water. This will take a few minutes. Check the water temperature one last time, and if it is not hot, add the yeast. Wait for the yeast to “bloom.” There will be little “explosions” of whitish material that will float to the top of the water when this happens. Now it’s time to add the oil or butter to the pan. **After that**, it’s time to add the “dry ingredients” such as flour, baking powder, grains, or other added dry ingredients. Just dump all of these ingredients on top of the wet ingredients.

#### **Step 4: Mix and Bake the Bread**

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