

Specialty Coffee Bean Inventory Grading Checklist

Bean Origin & Details

Record origin, farm, processing method, and any specific lot information.

Farm/Producer Name

Lot Number

Country of Origin

- Ethiopia
- Colombia
- Brazil
- Kenya
- Indonesia
- Vietnam
- Honduras
- Guatemala
- Peru
- Costa Rica

Processing Method

- Washed (Wet)
- Natural (Dry)
- Honey (Pulped Natural)
- Semi-Washed

Harvest Date

Enter date...

Additional Notes (e.g., micro-lot details, altitude)

Write something...

Physical Appearance

Assess bean size, shape, color, and any defects (e.g., insect damage, black beans).

Average Bean Size (mm)

Enter a number...

Percentage of Broken Beans (%)

Enter a number...

Percentage of Black Beans (%)

Enter a number...

Percentage of Insect Damage (%)

Enter a number...

Bean Shape

- Round
- Oval
- Irregular

Bean Color Uniformity

- Uniform
- Slight Variation
- Significant Variation

Additional Observations on Physical Appearance

Write something...

Aroma (Dry & Roasted)

Evaluate the dry and roasted aroma for complexity, intensity, and undesirable odors.

Overall Aroma Intensity

Write something...

Primary Dry Aroma Notes

Write something...

Detailed Description of Dry Aroma

Write something...

Intensity Score (1-10)

Enter a number...

Roast Aroma - Primary Notes

Write something...

Detailed Description of Roasted Aroma

Write something...

Undesirable Odors Present?

Write something...

Flavor Profile (Cupping)

Detail the flavor notes, body, acidity, sweetness, and overall balance during cupping.

Acidity (Scale of 1-8)

Enter a number...

Body (Scale of 1-5)

Enter a number...

Sweetness (Scale of 1-5)

Enter a number...

Balance (Scale of 1-5)

Enter a number...

Primary Flavor Notes

Write something...

Secondary Flavor Notes

Write something...

Aftertaste/Finish

Write something...

Overall Impression (e.g., Fruity, Floral, Nutty, Chocolatey)

- Fruity
- Floral
- Nutty
- Chocolatey
- Spicy
- Earthy

Defect Analysis

Quantify and describe any defects found, noting their impact on quality.

Total Bean Count (Sample Size)

Black Beans (Count)

Quakers (Count)

Broken Beans (Count)

Insect Damage (Count)

Enter a number...

Mold Presence

- Absent
- Present - Slight
- Present - Moderate
- Present - Severe

Detailed Description of Defects (if any)

Write something...

Grading & Score

Assign a final grade and numerical score based on established grading standards.

Overall Score (0-100)

Enter a number...

Primary Grade (e.g., Specialty, Premium, Standard)

- Specialty
- Premium
- Standard
- Commercial

Cupping Score Category (Based on SCAA/SQA)

- 88+ (Exceptional)
- 86-87 (Outstanding)
- 84-85 (Very Good)
- 80-81 (Good)
- 76-79 (Adequate)
- 70-73 (Fair)
- Below 70 (Unacceptable)

Justification for Score

Write something...

Defect Count (Quakers)

Enter a number...

Roasting Notes

Record any observations about roasting performance and optimal roast level.

First Crack Temperature (°F)

Enter a number...

Second Crack Temperature (°F)

Enter a number...

Roast Level (Agtron/SCA)

Enter a number...

Development Time (Seconds)

- Short
- Medium
- Long

Flavor Description (Roast)

Write something...

Roasting Performance Notes

Write something...

Storage & Shelf Life

Document recommended storage conditions and estimated shelf life.

Optimal Storage Temperature (°C)

Enter a number...

Optimal Storage Humidity (%)

Enter a number...

Recommended Storage Container Type

- Valve Bag
- Airtight Container
- Original Packaging

Date Received

Enter date...

Best By Date (Estimated)

Enter date...

Notes/Special Storage Instructions

Write something...