

Create a recipe from scratch

Step by step

Step 1. Login to RDB



Log in

Username

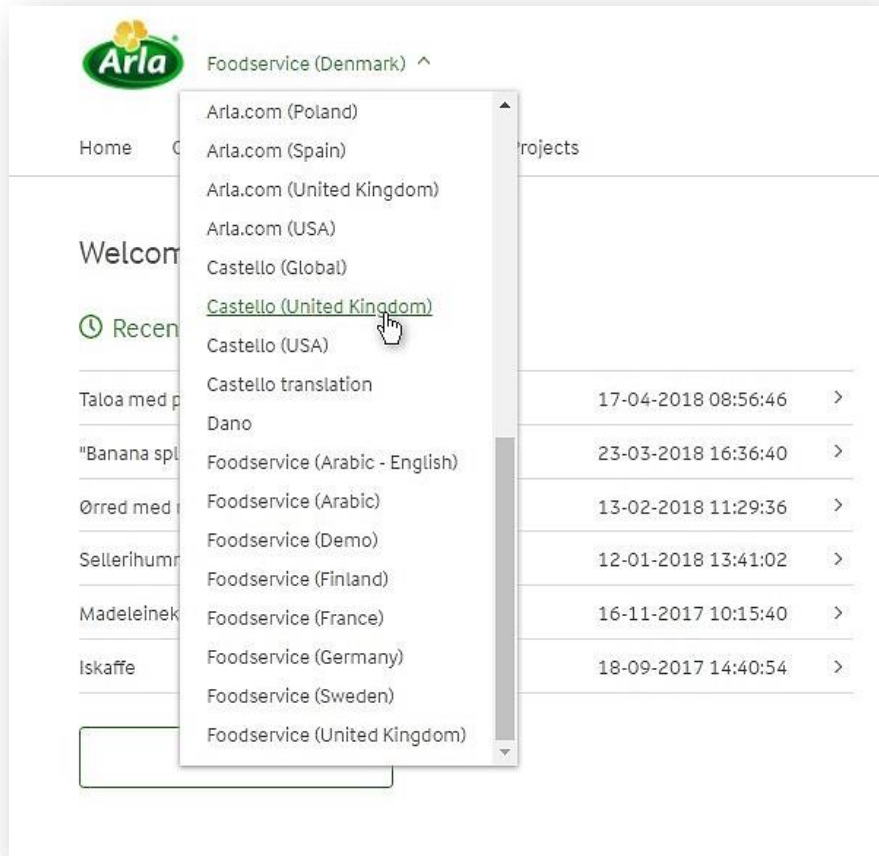
Password

☐ Remember me [Forgot password](#)

- Open <https://rdb.arla.com>
- Enter your login name and password, press Log in button

Step 2. Choose the Market, open Origins

- Choose the market, where the new recipe will be created




- Open the list of available origins, where the recipes are locating, by click on **Origins** link



- Each origin could be treated as usual folder that contain recipes:
 - The **Original** origin contains recipes, that are created from scratch;
 - The **Translation** origin contains recipes, that were translated from another markets.

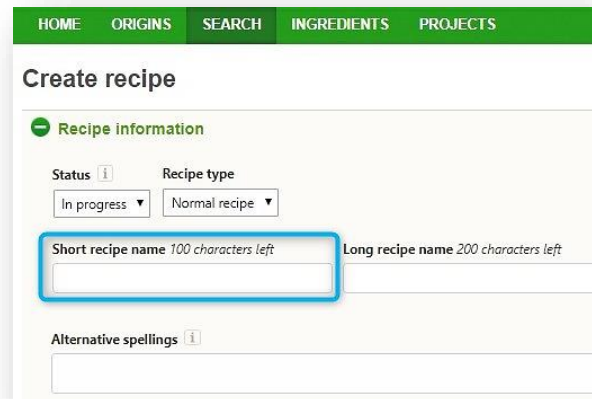


Step 3. Create recipe basis entering minimum required data

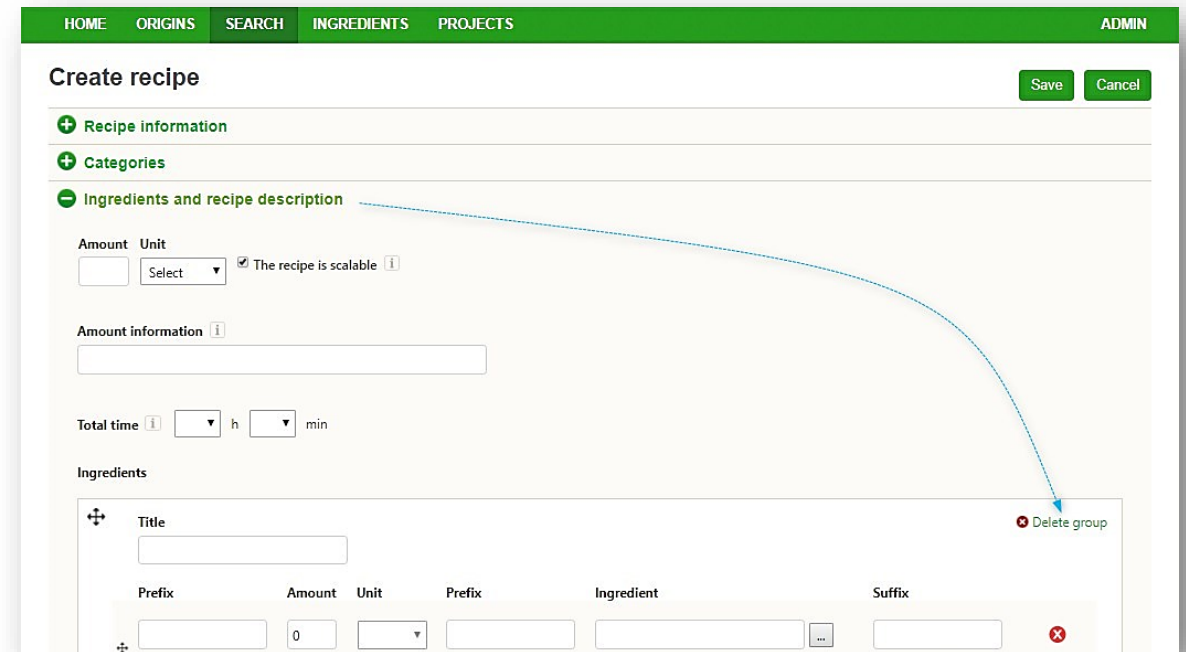
- To start creating a new recipe click on Create recipe icon  in front of name 'Original'.



- Expand **Recipe information** section and set **Short recipe name**



- Expand **Ingredients and recipe description** section and delete the empty ingredients group.



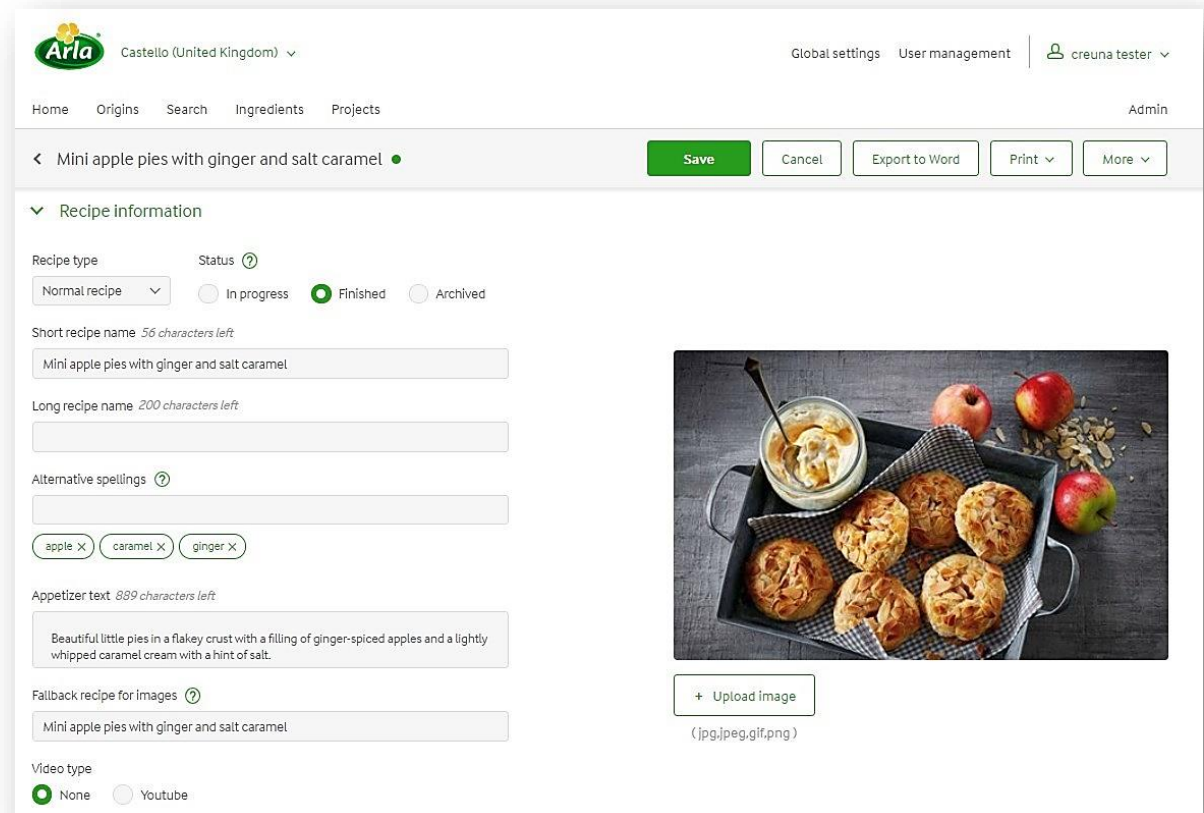
- Press **Save** button.

Step 4. Recipe information section

Some fields could be skipped as they are not in use on Castello website. So, fill in the following fields (they are also not mandatory, and could be left empty) :

- *Recipe type* – Normal or Easy depending on total time preparation, but could be left Normal by default.
- *Status* – In progress by default and it should stay In progress until the recipe is ready to be shown on the website. When everything is done, the status should be changed to Finished.
- *Short recipe name* – is already filled out (in previous step).
- *Alternative spellings* – put the keywords by which the user could find the recipe using search on the website. Type the keyword and press ENTER, do so word by word.
- *Appetizer text* – shown on the recipe page as an intro to the recipe.
- *Upload image* – the image is represented on the recipe page and it can be specific for different markets.
- *Fallback recipe for images* – if the image is not uploaded, then editor can specify the recipe from where the image could be shown. By click in the field choose the fallback recipe.

- *Video type* – None by default. If the video should be added please click Youtube and put the video ID to the appropriate field (f.e. if the full link is <https://www.youtube.com/watch?v=Z1ssscMRI4>, then the video ID is Z1ssscMRI4)
- Don't forget to **Save** your changes.



The screenshot shows the Arla Castello recipe editor interface. The top navigation bar includes the Arla logo, 'Castello (United Kingdom)', and links for 'Global settings', 'User management', and a user profile 'creuna tester'. Below this is a secondary navigation bar with 'Home', 'Origins', 'Search', 'Ingredients', 'Projects', and an 'Admin' link. The main content area is titled 'Mini apple pies with ginger and salt caramel'. It features a 'Save' button and several other action buttons: 'Cancel', 'Export to Word', 'Print', and 'More'. The 'Recipe information' section is expanded, showing fields for 'Recipe type' (set to 'Normal recipe'), 'Status' (radio buttons for 'In progress', 'Finished' (selected), and 'Archived'), 'Short recipe name' (56 characters left, filled with 'Mini apple pies with ginger and salt caramel'), 'Long recipe name' (200 characters left, empty), 'Alternative spellings' (a text field with a help icon), 'Appetizer text' (889 characters left, filled with 'Beautiful little pies in a flakey crust with a filling of ginger-spiced apples and a lightly whipped caramel cream with a hint of salt.'), 'Fallback recipe for images' (a help icon and a text field filled with 'Mini apple pie with ginger and salt caramel'), and 'Video type' (radio buttons for 'None' (selected) and 'Youtube'). To the right of the form is a large image of a tray of mini apple pies. Below the image is an 'Upload image' button and a note '(jpg, jpeg, gif, png)'.

Step 5. Categories section (Tagging)

Specify which categories the recipe matches.

- *Occasion*, *Meal type* and *Cheese type* are used on the Recipe Overview page as a filters.
- The rest of categories are used in Menu Builder functionality
- **Save** your changes.

Categories

Dish type

☐ Appetizer
☒ Baking
☐ Bread
☐ Burger
☐ Casserole
☐ Cheese board
☐ Condiment
☐ Crackers
☒ Dessert
☐ Dips & spreads
☐ Drink
☐ Egg
☐ Fish
☐ Flatbread
☐ Gourmet fastfood
☐ Mac and Cheese
☐ Main dish
☐ Meat
☐ Pancake
☐ Pasta
☐ Pizza
☐ Risotto
☐ Salad
☐ Sandwich
☐ Snack

Occasion

☒ BBQ
☐ Breakfast
☒ Brunch
☐ Burger
☐ Cheese board
☐ Christmas
☒ Date night
☒ Dinner
☒ Easter
☐ Lunch
☐ Movie night
☐ New year
☒ Picnic
☐ Side dish
☐ Snack
☒ Tapas

Menu Builder

☒ BBQ Dessert
☐ BBQ Main Dish
☐ BBQ Salad Dish
☐ BBQ Side Dish
☐ Brunch Drink
☐ Brunch Savory Main Dish
☐ Brunch Side Dish
☐ Brunch Sweet Main Dish
☐ Date Night Appetizer
☒ Date Night Dessert
☐ Date Night Main Dish
☐ Date Night Side Dish
☒ Dessert
☐ Dinner Appetizer
☐ Dinner Main Dish
☐ Dinner Side Dish
☒ Easter Dessert
☐ Easter Savory Main Dish
☐ Easter Side Dish
☐ Easter Sweet Main Dish
☐ Picnic Dessert
☐ Picnic Main Dish
☐ Picnic Salad
☐ Picnic Side Dish
☐ Tapas Cold Small Plate

Meal type

☐ Appetizer
☐ Breakfast
☒ Brunch
☐ Cheese board
☒ Dessert
☐ Dinner
☐ Drink
☐ Lunch
☐ Main dish
☐ Salad
☐ Side dish
☐ Snack
☐ Sweet
☐ Tapas

Season

☐ All
☒ Fall
☐ Spring
☐ Summer
☐ Winter

Cuisines

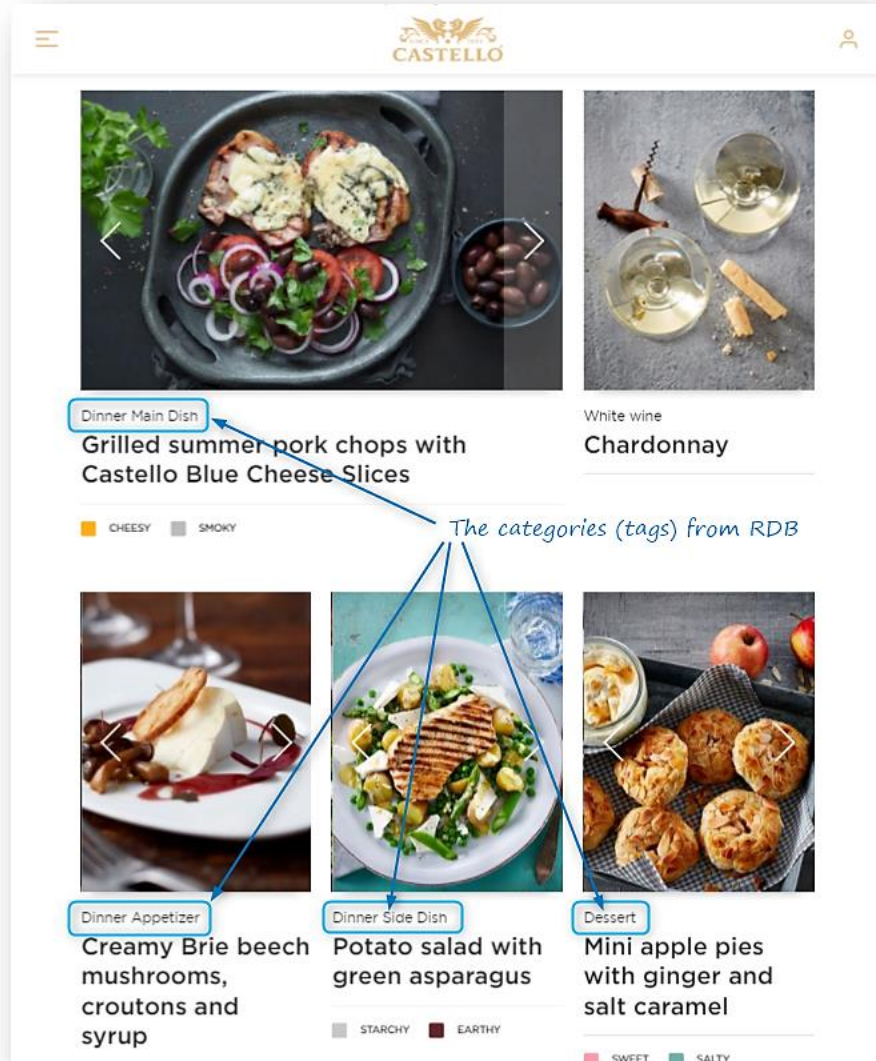
☐ American
☐ British
☐ Caribbean
☐ French
☐ Greek
☐ Italian
☐ Mediteranian
☐ Mediterranean
☐ Mexican
☒ Nordic
☐ Spanish
☐ Turkish

Cheese type

☐ All
☐ Blue cheese
☐ Cheddar
☐ Cream cheese
☐ Creamy white
☒ No cheese
☐ White cheese / Fetta
☐ White mold cheese
☐ Yellow cheese

Menu builder tagging

On the website the Menu Builder looks like this:



In Episerver it is building in the following way:

In the dropdowns editors can specify the Occasion type, the Primary block type and three secondary block types. All the categories are taken from RDB.

The system automatically picks from RDB the recipes with chosen appropriate categories.

So f.e. for Primary block there will be represented recipes with chosen Dinner Main Dish category. And for the First (left) block it will be shown the recipes with chosen Dinner Appetizer category and so on.

The screenshot shows the Episerver Menu Builder settings interface. It has two tabs: 'Content' and 'Settings'. The 'Content' tab is active. The 'Header' field contains the text 'Create your dinner party'. The 'Description' field contains the text 'Hosting a dinner but don't know what to dishes for every piece of your menu here'. The 'Carousel size' field is set to '12'. The 'Recipe switcher text' field contains the text 'See new recipe'. The 'Occasion type' dropdown is set to 'Occasion > Dinner'. The 'Primary block type' dropdown is set to 'Menu Builder > Dinner Main Dish'. The 'First block type' dropdown is set to 'Menu Builder > Dinner Appetizer'. The 'Second block type' dropdown is set to 'Menu Builder > Dinner Side Dish'. The 'Third block type' dropdown is set to 'Menu Builder > Dessert'. A blue box highlights the 'Occasion type' dropdown and the three block type dropdowns.

Step 6. Amount, ingredients and preparation section

Fill the following:

- **Basic info:**
 - Amount, Unit and Total time
- **Ingredients and recipe description:**
 - To Add the ingredient click on **Add ingredient** button;
 - To separate one ingredients group from another, click **Add spacing** button.
 - To add the ingredients group titles click **Add group title**.

How to add ingredient:

- Click on **Add ingredient** button – the ingredient line has appeared;
 - In **Ingredient** field start typing the ingredient name and in the autosuggestions list pick the right ingredient – the cursor will jump to **Amount & Unit** field **automatically**;
 - Put the amount of the ingredient and measurement units;
 - Prefixes and Suffix parts are needed to build the readable sentence (not mandatory).
 - Check that cheese names are starting with capital letters, e.g. Mature Ceddar
- Don't forget to **Save** your changes time to time.

✓ Amount, ingredients & preparation

Basic info

Amount: 6 Unit: pcs Amount information: Example: "Sushi for 8 - ca. 56 pieces" ☒ The recipe is scalable

Preparation time: H Min Total time: 1 H 0 Min

Added spacing between ingredients groups

Prefix	Amount & Unit	Prefix	Ingredient	Suffix	Shopping list
	1 pc	beaten	egg		<input checked="" type="checkbox"/> on list
	25 g	flaked	almonds		<input checked="" type="checkbox"/> on list
Title					
	105 ml		whipping cream	38%	<input checked="" type="checkbox"/> on list

+ Add group title + Add ingredient + Add spacing

Support

Step 6. Amount, ingredients and preparation. Cooking instructions

Cooking instructions:

- the first cooking instructions section goes as an intro to the preparation process;
- each step of the recipe should be created in its own group and that it should be numbered;
- the cooking instructions titles are not shown on the website, so they could be skipped;
- right after the list of instructions the additional groups could be added also.

See example here: <https://www.castellocheese.com/en-gb/recipes/creamy-macaroni-cheese/>

Cooking instructions

Simple in nature, complex in taste, this Creamy Macaroni Cheese is the perfect companion at potlucks or luncheons with friends and family. Experience a seemingly never-ending evolution of flavour from the cheddar, enhanced by smooth cream and rich whole milk. Let this one be your go-to option when cravings for comfort food has you longing for macaroni cheese. Follow our recipe on how to make Creamy Macaroni Cheese and watch friends and family fall in love.

Method

1. Cook the macaroni pasta according to the packet instructions in a large pan of boiling salted water until al dente.

2. In a saucepan add milk and cream and bring to a boil. Season with whole grain mustard, freshly ground pepper and salt.

Step 7. Matches, Serving Tips

In **Matches** section specify the Type of wine that matches the recipe and the Grape. This data is used in Menu builder functionality.

✓ Matches

Wine match

Type of wine

☐ None

☐ Red

☐ White

☒ Rosé

☐ Sparkling

☐ Portwine

☐ Dessert

Grape

Add new

District

Rosé X

Don't forget to **Save** your changes.

In **Tips** section put the Tips and Tricks for preparation the dish.

Important: even though editor is not restricted in number of Tips groups, never the less only the first Tips group will be shown on the Recipe page.

✓ Tips

-- Select tips type --

+ Add new category

X

You can substitute cinnamon or cardamom for the ground ginger.

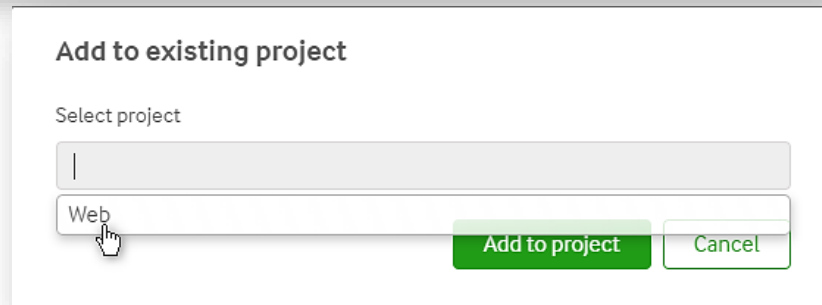
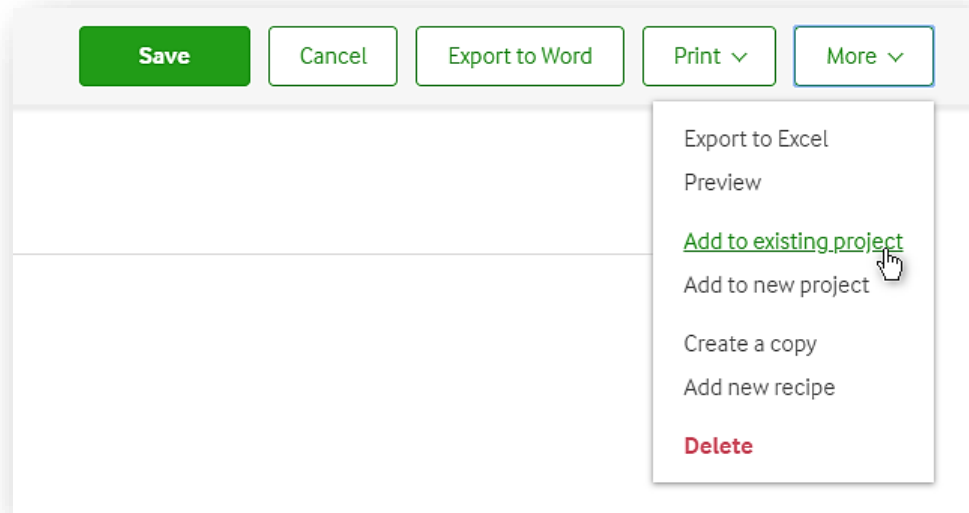
+ Add new tip

Step 8. Add recipe to existing project and Publish

- When all the data is in place and the recipe is ready to be published, meaning shown on the website, we need to add it to existing project called **Web**.
- For that in the sticky **main menu** click on **More** and choose **Add to existing project**

Right after the recipe was added to the project **Web**, go to the **Recipe information** section and change the recipe status from **In progress** to **Finished** and press **Save** button.


Well done! The recipe is completed and shown on the website.

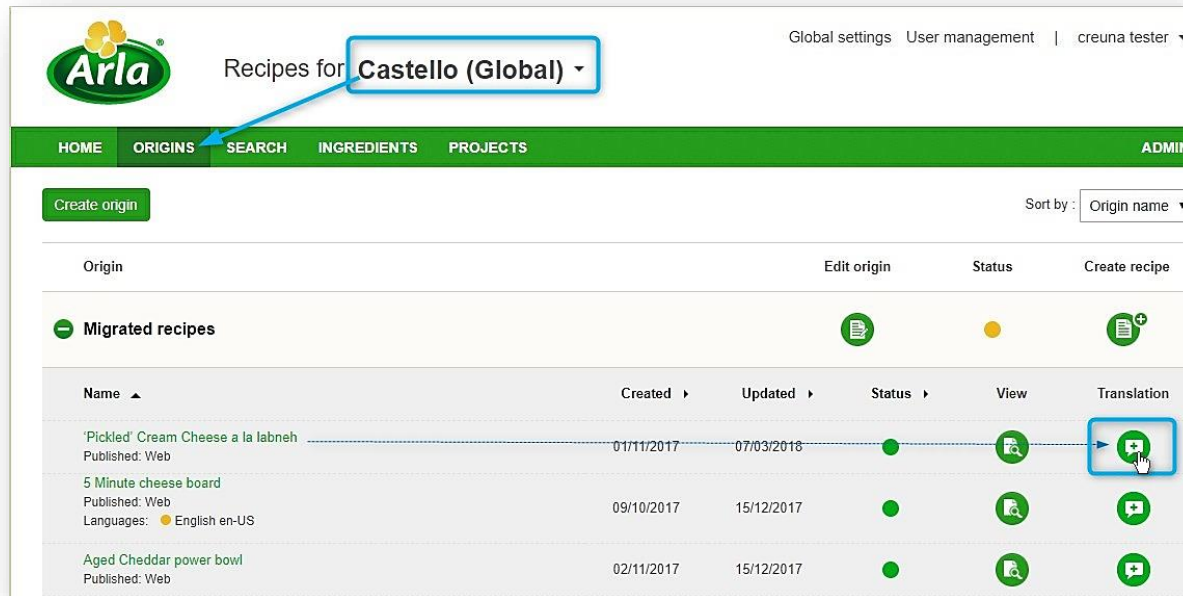


How to copy a recipe from global to local

Step by step

Global -> Origins -> Translation -> Local -> check ingredients / units

1. Open Castello (Global) -> Origins -> the origin where the recipe to be translated located.
2. Click Translation icon  on the recipe to be translated.






Global settings | User management | creuna tester

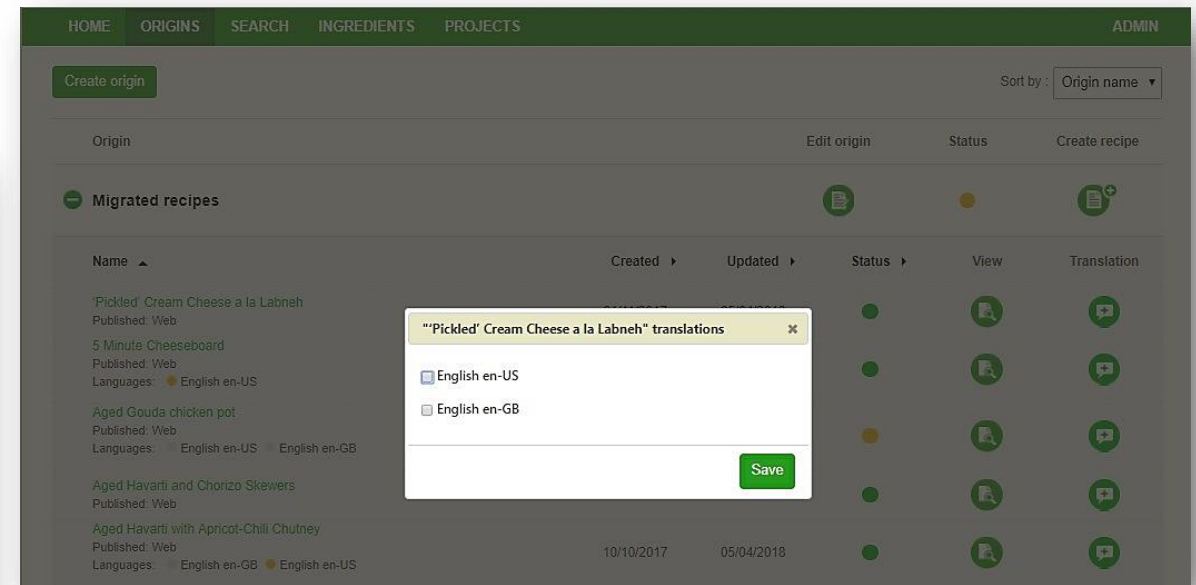
Recipes for **Castello (Global)**

HOME ORIGINS SEARCH INGREDIENTS PROJECTS ADMIN

Create origin Sort by: Origin name






Origin	Edit origin	Status	Create recipe		
Migrated recipes					
Name	Created	Updated	Status	View	Translation
'Pickled' Cream Cheese a la Labneh Published: Web	01/11/2017	07/03/2018			
5 Minute cheese board Published: Web Languages: English en-US	09/10/2017	15/12/2017			
Aged Cheddar power bowl Published: Web	02/11/2017	15/12/2017			

3. Mark languages where the recipe will be translated and Save.



HOME ORIGINS SEARCH INGREDIENTS PROJECTS ADMIN

Create origin Sort by: Origin name

Origin	Edit origin	Status	Create recipe		
Migrated recipes					
Name	Created	Updated	Status	View	Translation
'Pickled' Cream Cheese a la Labneh Published: Web					
5 Minute Cheeseboard Published: Web Languages: English en-US					
Aged Gouda chicken pot Published: Web Languages: English en-US English en-GB					
Aged Havarti and Chorizo Skewers Published: Web					
Aged Havarti with Apricot-Chili Chutney Published: Web Languages: English en-GB English en-US	10/10/2017	05/04/2018			

"Pickled' Cream Cheese a la Labneh" translations

☒ English en-US

☐ English en-GB

Save

4. Go to the instance with local language (f.e. local could be Castello United Kingdom if translated to en-GB, or Castello US if translated to en-US) . The fast transfer to the local instance is to click on the language link right under the recipe.
5. Check if all ingredients and units are set / translated properly, correct if needed (**Amount, ingredients & preparation** section). The fields that need corrections will be highlighted in red.
6. Don't forget to **Save** the recipe and set its status from **In progress** to **Finished** (in Recipe information section)

Well done! The recipe has been translated.



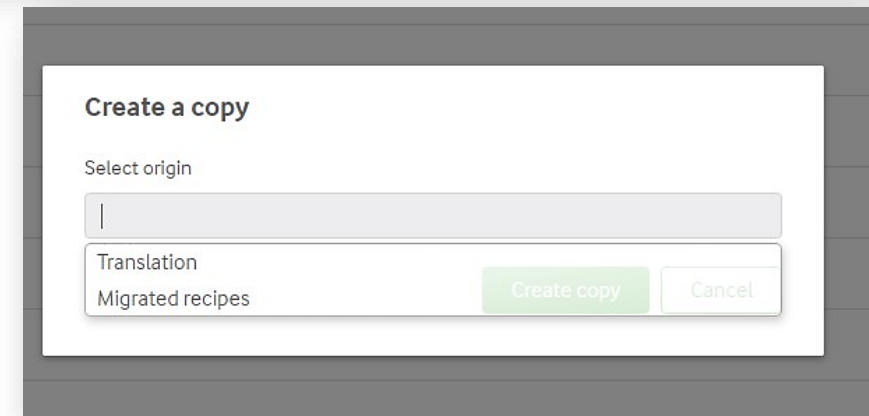
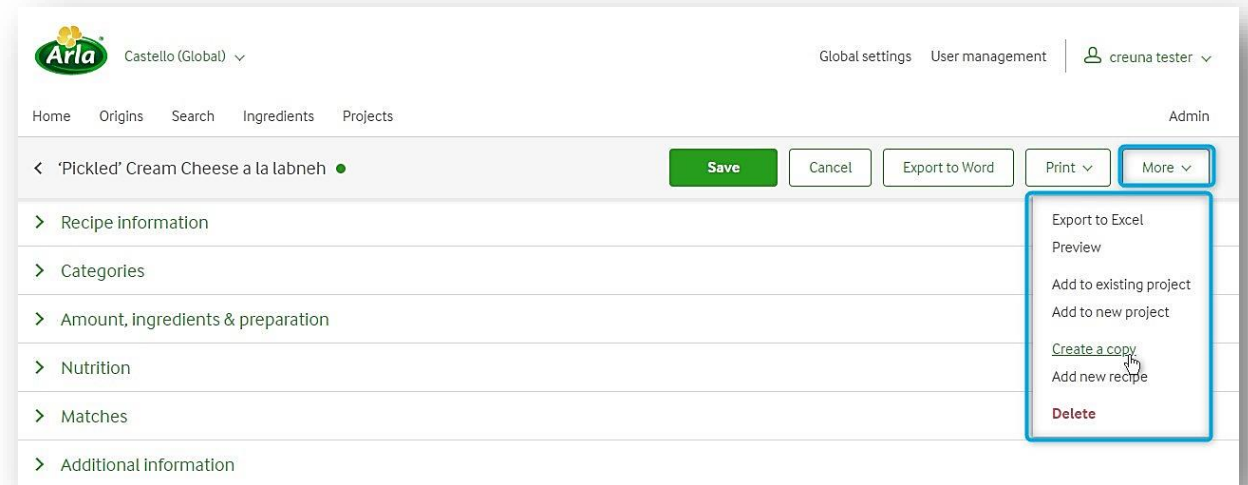
How to copy a recipe from local to local

Step by step

Copying the recipe from one origin to another within the same instance (language)

To copy the recipe to another origin within the same instance just open the recipe, then in the **main menu** click on **More** and click on **Create a copy**. Choose the origin where to copy and click **Create copy**.

The recipe has been copied to another origin, but in the same instance (language).



Copying the recipe from one instance (local language) to another one (local language) - translation

For copying the recipe from one local instance to another use the translation flow, the same as it is described for translating recipes from Global to local instance.

In short words the algorithm is the following:

1. Go to Origins in one local instance and press Translation icon in front of the recipe name.
2. Mark the target translation languages (where the recipe should be translated) and Save. The link to the translation language is appeared under the recipe name.
3. Go to translated recipe and check if all the ingredients and units are translated properly. Correct if needed. Save the recipe.
4. In Recipe information section change the recipe status from In progress to Finished. Save.

