Salted Chef Solutions Support Systems



FAQs are broken down by user type. User types are:

Administrator

Menu Team

Chef

The questions will be broken down for the demo as follows:

Administrator

Client Tab: How do I edit an existing client?

Ans: Click the “View Clients” module / Enter Client’s ID into the search field / Select the desired client / Select the “Edit Client” button in the bottom right / All fields pertaining to the client are now changeable.

Client Tab: If I forget to select the “Submit” button, will the client's details be saved?

Ans: No, any data that is entered but not submitted will not be saved to the database. You will need to re-enter the information into the fields again.

Deletion: How do I delete an existing Client/ Chef/ Menu?:

Ans: The modules will have a section to delete clients / Select the deletion section within the module / Select the Client/Chef/Menu you would like to delete / Press the “Delete

Menu Team:

~~Lessons: How do I add attachments to an existing lesson?~~

~~Ans: Click the “Dashboard” module / Click on your course that the lesson is in / Click “Update” in the lesson module / Select the desired lesson / Click “Update” / Select any of the desired attachments on the right hand side / follow the instructions for that particular attachment.~~

~~Lessons: How can I make the lesson appear after the due date I selected?~~

~~Ans: Click the “Dashboard” module / Click on your course that the lesson is in / Click “Update” in the lesson module / Click “Update” on the desired lesson / Click on the “Start” and “End” date hyperlinks / Change the dates to the dates you wish your lesson to appear~~

~~Lessons:~~

~~News: How can I make my lesson post available for just my followers to see?~~

~~Ans: Click the “Dashboard” module / Click on your course that the lesson is in / Click “Update” in the lesson module / Click “Update” on the desired lesson / Click on the “Share News” button / Click the “Friends” button.~~

Chefs:

Schedule: How can I upload a receipt?

Ans: Click on the “Schedule” module / Select the desired schedule and fill out all fields / Select the “Browse” under the Upload Receipt field / Your device will open up to your photos / Select the desired photo / Click upload

\*Note: Selecting the photo from your device will vary for iOS and Android devices. Directions will not be fully accurate.

Login: Where do I go if I forget my username/password?

Ans: Send an email to your Human Resources and ask for a password reset. A Salted Chef employee will email you a new password as well as your username if needed.

~~Assessments: How do I change the type of assessment I want an assessment to be after it is created?~~

~~Ans: Click on the “Assessments” module on the left hand side / Select the assessment list in the course in which the desired assessment is created in / Select the desired assessment / Click “Settings” in the right hand corner / From here you can choose to your assessment types.~~