

OPTIONAL DOUGH MANAGEMENT DIAGNOSTIC TOOL



Consider using this optional tool to help you assess a store's dough management program.
Refer to the Optional Tools listed for resources to help guide your store team.

DATE		STORE #	
FRANCHISEE		MANAGER	

INVENTORY AND ORDERING	✓	✗	OPTIONAL TOOLS
Completing daily accurate dough inventory			Inventory Guide Job Aid
Using or aware of Mobile Inventory App vs PULSE inv.			Inventory Guide Job Aid
Shows knowledge of calculating sales projections			EFO Sales and Mix Projection Guide Job Aid
Shows knowledge of tools to calculate product mix			EFO Sales and Mix Projection Guide Job Aid
Has margins set in EFO for all product			EFO Margin Visual View Guide
Displays knowledge of 'visual view' tab in EFO			EFO Margin Visual View Guide
All offered sizes of usable dough in stock			Dough Proofing Projection Report Guide
Currently using days 2-4 dough			Dough Proofing Projection Report Guide
WALK-IN STORAGE	✓	✗	OPTIONAL TOOLS
Dough trays stored in back of walk-in away from door			My Core 4: Walk-in Setup
Dough stored 3" from walk-in walls			My Core 4: Walk-in Setup
Dough tray labels facing forward			My Core 4: Walk-in Setup
All trays in walk-in have a top cover			My Core 4: Walk-in Setup
Oldest properly proofed dough used first			Understanding Dough Job Aid
Dough rotation system in place (can easily tell what dough to use first)			Understanding Dough Job Aid
Walk-in temp monitoring process in place			Temperature Log
DAILY PROJECTIONS AND PROOFING	✓	✗	OPTIONAL TOOLS
Clearly identified dough proofing projection system in use			Dough Proofing Projection Report Guide
Dough in walk-in shows no signs of "pre-proofing"			Understanding Dough Job Aid
Evidence of monitoring proof time			Understanding Dough Job Aid
Dough proofing outside of walk-in away from oven and drafts			Understanding Dough Job Aid
Dough being proofed is correctly cross stacked outside of walk-in			Understanding Dough Job Aid
DOUGH TABLE	✓	✗	OPTIONAL TOOLS
No cold dough in use on dough table			Understanding Dough Job Aid, My Core-Dough Proofing Expert
No over proofed dough present or in use			Dough Proofing Guidelines Job Aid, My Core 4-Dough Proofing Expert
No expired dough present or in use			Dough Proofing Guidelines Job Aid, My Core 4-Dough Proofing Expert
No extremely under proofed dough being used			Dough Proofing Guidelines Job Aid, My Core 4-Dough Proofing Expert

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OPTIONAL DOUGH MANAGEMENT DIAGNOSTIC TOOL



DOUGH TABLE	✓	✗	OPTIONAL TOOLS
No dough being used before first day of use			Dough Proofing Guidelines Job Aid
Makeline dough stored with tray labels facing forward			My Core 4: Dough Proofing Expert
All offered sizes of dough available at dough table			Product Standards
No dough docker present or in use			Product Standards
All trays at dough table have a top cover			Product Standards
Prepped skins or "floats" not cheesed or sauced			Product Standards
Prepped skins or "floats" not dried out			Product Standards
Prepped skins or "floats" not over-proofed			Product Standards
Prepped skins or "floats" not stored under refrigeration			Product Standards
Prepped skins or "floats" not covered or wrapped in anything			Product Standards
BREAD PREP	✓	✗	OPTIONAL TOOLS
Utilizing bread sides and pan prep report			Pulse Inv App Prep Forecast Report Guide
Aware of report availability in Mobile Inventory App			Pulse Inv App Prep Forecast Report Guide
Enough prepped bread sides and pans prepared for rush			Pulse Inv App Prep Forecast Report Guide
Prepped dough product properly dated			Product Standards, SCB Procedures Resource Guide
Prepped dough product never refrigerated			Product Standards, SCB Procedures Resource Guide
BAKE	✓	✗	TOOLS
Pizzas have no excessive bubbling			Pizza Making Coaching & Troubleshooting Guide
Pizzas not shrinking during bake			Pizza Making Coaching & Troubleshooting Guide
Bottom bake is consistent golden brown			Pizza Making Coaching & Troubleshooting Guide

ACTION ITEMS	TIMELINE

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