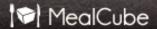
Add allergen +



Basics

Access The Site:

http://keg.owenmead.webfactional.com/admin/

Your Username & Password will be assigned by Jason Frost.



Each Section Described Further On Site administration

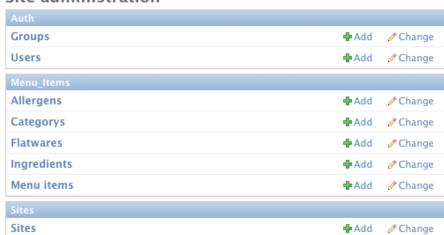
Create Users To Access This Admin

Allergies linked to ingredients
How sections are broken up
Simple list of available flatware
Ingredients and how they are made
Menu Items tie everything together

Ignore / Don't touch this

Select allergen to change

Q



Allergens

List of allergens. You can add to this list if you want, but shouldn't have to.

Clicking on an allergen you can see what ingredients it is in. Although you can assign allergens to ingredients this way, it probably isn't the best way. Better to do it from the ingredient page.

This page may be good for cross referencing though.

ve	Action: (
	Allergen	
	☐ Animal Fats/Oils	
	Corn	
	□ Dairy	
	Eggs	
	Fish	
	Garlic	
	C. Cluton	
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	•	
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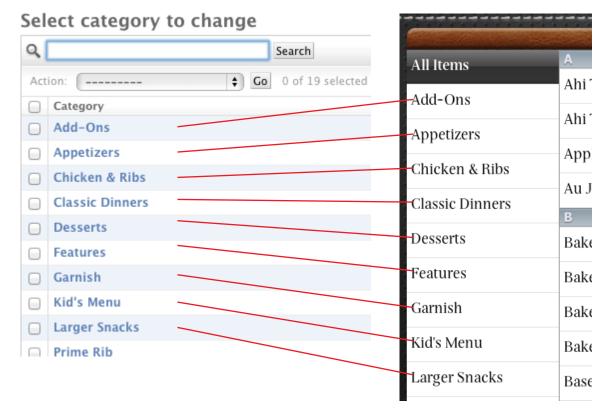
Search

Categories

Categories is how everything is broken down in the system. Probably shouldn't have to adjust these, but easy to.

Clicking on them you can change the name, but that's it.

Use the MenuItem edit screen to change what category something is in.



Flatware

Flatware is a basic list. Most likely shouldn't need to do anything here.

Flatware is primarily used in the MenuItem screen.



Menultems, Ingredients, and Allergens

Probably best to know how these 3 key items are tied together:

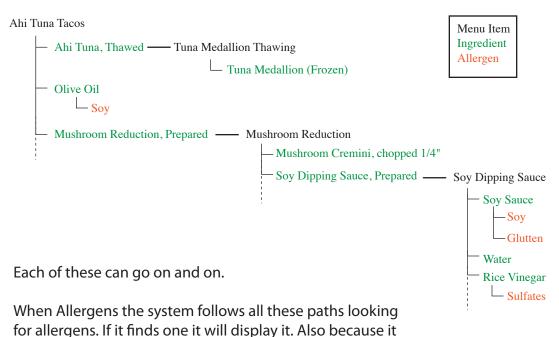
Menuitem has multiple ingredients:	Ingredient Ingredient	Ani Tuna Tacos — Ahi Tuna, Thawed _ Olive Oil _ Mushroom Reduction, Prepared
Ingredient may have multiple allergens	Ingredient Allergen Allergen	Keg Garlic Butter Dairy Garlic Animal Fats/Oils
Ingredient may also have a "prep item link" which links to a Menultem for how to prep this ingredient. So ingredient now looks like this:	Ingredient MenuItem — Allergen — Allergen —	Mushroom Reduction Animal Fats/Oils
That linked MenuItem can have its own ingredients. Those ingredients are the		

You could potentially have something like:

same which means they could contain allergens or another MenuItem prep

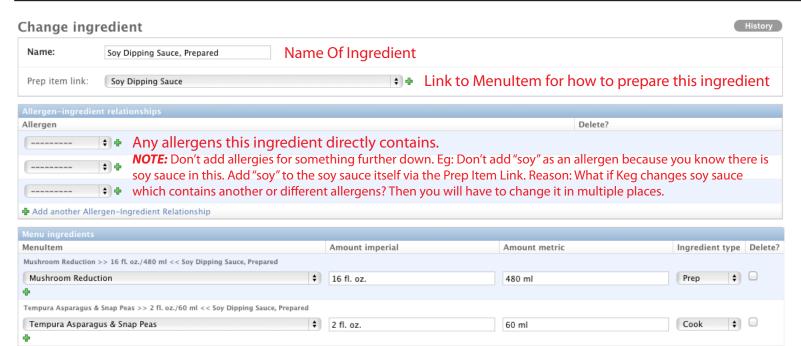
link... and so on.

make substitutions.



know where exactly the allergen occurs, it allows the staff to

Ingredients



Menultems this ingredient is used. More for reference. Best to change this in the Menultem itself.

Menultems

Menultems are displayed in the system in 3 main ways: 1) Allergy 2) Cook 3) Prep



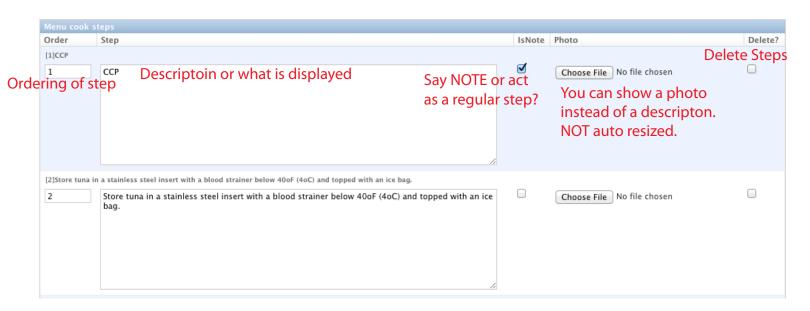
Allergy is discussed in "MenuItems, Ingredients, and Allergens"

Cook & Prep are primarily dealt with here. Most things entered are either on one screen, Cook or Prep, some are viewed on all. Each section will show which it is shown on.

				Save and add another	Save and continue editing	Save
				All \		
Name:	Ahi Tuna Tacos ALL : Name Displayed (Shown on All screens)					
Quality check prep:	PREP: Quality Check	k Paragr	raph	<i>a</i>		
Quality check cook:		with Cusabi (red in black sesame seeds and is evenl dressing Mezzina chips are neatly stack graph			
Prep yield:	PREP: How this recipie makes.					
Cook yield:	1 serving Cook: How this recipie makes.					
Shelf life:	PREP					
Dhata	Currently: menuPhoto/Ahi_Tuna_Ta	acos.JPG (ook: Sample presentati	on photo This is auto roo	ized for you	
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		Sen S		00 when uploading a new	•	
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Menu ingredients	Change: Choose File No file cho Appetizers ALL: Does it show up? T	ALL: V	hould be at least 300x2 Vhich left side category ws for temp deleting so	00 when uploading a new	w photo.	Delete?
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Menultems Steps

Each MenuItem is composed of ordered steps of various types. Each set of steps is essentially the same:



There are 4 step types which are shown as follows:

Step Type	Shown For
Menu Prep Steps	Food Prep
Menu Storage Steps	Food Prep
Menu Cook Steps	Cook & Present
Menu Preperation Steps	Cook & Present