

FOOD PROCESSOR (SQL VERSION) INSTRUCTIONS

1. Select the computer you will use throughout your project in the computer lab. Remember the computer position or number. USE ONLY THIS COMPUTER THROUGHOUT THE SEMESTER.
2. Turn the computer on! Let it boot up. Go to “Start Programs.”
3. You will find the ESHA (the Food Processor SQL) program icon.
 - Click to open.
4. OR you can take the shortcut by finding the FoodProSQL icon on the desktop and click that.
5. Before getting started with data entry, let's set up the program to only evaluate the nutrients we will be considering in our analyses.
6. Under VIEW, go to NUTRIENTS TO VIEW.
7. Click on MODIFY.
8. When this is first done, you will see a list of ALL of the nutrients.
9. At the top of the screen, you will see NUTRIENT SELECTION.
10. Find the bigger box with AVAILABLE NUTRIENTS and the smaller box to the right, SELECTED NUTRIENTS, with arrows from left to right.
11. Into the SELECTED NUTRIENTS box, place the following:
12. **Basic components, gram weight, calories, protein, carbohydrates, dietary fiber, fat, saturated fat, trans fatty acid, cholesterol, vitamin A – IU, vitamin C, folate, calcium, iron, and sodium.**
13. These now become “My Nutrients.”
14. There will be a way to save these, which we will go over in class. (This step is because SQL is on the CSUN server. You don't do anything special if you have your personal copy of the program on your own computer.)

CREATING NEW RECIPES

1. Click the **Recipe** icon and along the bottom of the screen, select the option **New**.
 - Name that, using **CAPITAL LETTERS** (E.g. LF BREAKFAST BURRITO TL).
 - Enter either a weight or the number of servings for that recipe.
 - Do not enter any information in the **Optional** section.
 - Click **finish** to begin entering the recipe's ingredients.
2. Toward the top of the screen find the “Search” box.
 - First enter the food item (ingredient) you wish to add to your list. Press **Return**.
 - For each food item, the computer does a search, and lists ALL of the items that match.
 - From the list, you select the food item that matches the best, and double click that.
 - Type in **quantity** (e.g. 1) and select a **measure** (teaspoon, tablespoon, cup, grams, oz, each, etc.)
 - Click **OK**
 - Continue adding ingredients in this manner until all ingredients are added.
3. Enter Preparation Instructions.
 - Click to place your cursor in the Notes field.
 - Type the preparation instructions for the recipe.
4. Scaling a Recipe
 - On the Menu bar go to **Recipe > Scale Ingredients**.
 - Make sure the radio button next to **Recipe makes _ servings** is selected.
 - Change the number of **Servings** or **Weight**.
 - Click **OK**.
5. Before you are ready to print, be sure each of your recipe lists of ingredients is “open” on the computer screen. In this way, you'll be able to see all ingredients when you print.

6. Printing your recipe and its Analysis Reports
 - Go to **File > Print**. This will take you to **Select Report Sections to Print**.
 - In the **Select** section, check off the reports to print:
 - Click on REPORTS PLUS.
 - Select **RECIPE CARD with MULTIPLE COLUMN**
 - Print a copy of this for each team member.
 - Then, again with REPORTS PLUS select **RECIPE CARD1**.
 - Print a copy of this for each team member.
 - Now in FILE, go to PAGE SET UP, and select LANDSCAPE. Click that.
 - Again in **Reports PLUS** at the lower end of the screen and select **SPREADSHEET**. It might take a little time, as you'll be prompted with a message that indicates that the program is setting this up for you.
 - Print a copy of this for each team member.
 - Follow these steps for EACH of your recipes. (All FOUR)

CREATING A PERSON (PROFILE)

1. Along the right hand side, find where it says **Person** and select NEW.
2. Enter Personal information for that client (Name, semester [E.g. for First Name, type NEW (2010); Last Name: A. Student; age, gender, activity level, height, **current** weight.)
3. Select NEXT and advance through the remaining screens to familiarize yourself with them and enter any information you feel is important.
4. Keep advancing (**Next**) to enter information.
5. You'll be taken to the RECOMMENDATIONS screen, which lists the nutrients for your client.
6. At the bottom of that screen, find the button that says SOURCE OF CALORIES. Click that.
7. It takes you to a screen with the calorie sources listed to default numbers.
8. Change PROTEIN to 15%
9. Change CARBOHYDRATE to 57%.
10. And at the bottom of the screen **unclick** CALCULATE PROTEIN BASED ON WEIGHT (NOT PERCENT OF CALORIES).
11. Click SET AS DEFAULT, if it's not already been done. Click OK.
12. Then NEXT. If your client's DESIRED WEIGHT is different from what you entered as CURRENT WEIGHT (as in Step 2 above).
15. Then FINISH.
16. You will be taken to the food entry screen (DAY 1), but you'll be able to see your PERSON INFO in the right corner of that screen.

CREATING A DIETARY INTAKES LIST (This is not a **Diet Recall**, as you are doing the planning, rather than the client reporting his/her intake, but you use the same format. *Creating a Dietary Intakes list is the most fundamental operation you will perform in the program. You will do so by prompting the program to search for specific food items from the 2-day plan that you created, then enter the selected foods into your list.*

1. **Day 1** (with a displayed date) will appear, and you'll begin adding the items from your Meal Plan.
2. Searching for a food item
 - In the **Search** box, type the food item you wish to add. (The database is extensive, so your item list could be quite long. You'll learn to specify as you get more experience.)
 - Press **Return** on the keyboard to open the food item or recipe.
 - Double-click the item that most closely matches your food item.
 - Type in **Quantity** and select a **Measure** and **Meal**.

- Specify the Day and Meal. (Actually, to do this more easily, highlight the day/meal before searching.)
 - Click **OK**.
 - Be sure to change **Meal** to the appropriate one for the food items you enter.
 - (Every so often, click on the **save icon** so that you don't lose your data, should the computer shut down.)
 - Continue adding foods in this manner until you've completed your 1-day foodlist.
3. Ready to add for **Day 2**? Go to **Edit > Add Day**, and repeat the same steps you followed for Day 1 – adding food items, quantity, measure, meal.
 - BEFORE analyzing your client's Dietary Intake and printing the reports, you can preview some:
 - Click on one of the report icons to the left.
 4. If you want to get a peek and compare the dietary intake to the person, simply click on the **Bar Graph** icon to the left.
 5. For PRINTING any of the Reports:
 6. Under FILE, go to PRINT.
 7. That takes you to PRINT REPORT SELECTIONS.
 8. Check the following boxes on this screen:
 - PERSONAL, DIET, EXERCISES, RECOMMENDATIONS, WEIGHT GAIN/LOSS, BAR GRAPH, CALORIES FROM FATS PIE CHART, and MYPYRAMID.
 9. Then go to PRINT PREVIEW on the lower right side of the screen. You will be able to scroll through each of the reports you checked above in #8.
 10. Then click PRINT. You should get a printing of all that you checked off.
 11. Below is a list of all the Reports you'll need to print and include in your project folder:
 - **PERSONAL & DIET, RECOMMENDATIONS, WEIGHT GAIN/LOSS** (if applicable), **BAR GRAPH, CALORIES FROM FAT PIE CHART**, and **MyPYRAMID**.
 12. As with the recipes, one report to add is the spreadsheet for the 2-day analysis: Go to **Reports PLUS** at the lower end of the screen and select **SPREADSHEET**. It takes a little time, and you'll be prompted with a message that indicates that is it setting this up for you. FIRST go to PRINT SET UP to LANDSCAPE.
 13. Then print this. This one may be several pages.

DO YOU HAVE ALL OF THE PRINTOUTS? (The final count)

For EACH of the **FOUR** recipes, you need, all Printed from the **Reports PLUS**:

- 1 RECIPE CARD with MULTIPLE COLUMNS (per recipe = 4),**
- 1 RECIPE CARD1 (per recipe = 4)**
which includes the LABEL DISPLAY (= Nutrition Facts Food Label)
- 1 SPREADSHEET (per recipe = 4)**

For your client's **2-DAY AVERAGE**, you need all of the following reports:

- 1 PERSONAL**
- 1 DIET**
- 1 RECOMMENDATIONS** (Which is the **PROFILE** w/ RDAs for your person.)
- 1 WEIGHT GAIN/LOSS**, if applicable
- 1 BAR GRAPH with COMPARISON** for your client
- 1 CALORIES FROM FAT PIE CHART**
- 1 MyPYRAMID** and finally...
- 1 SPREADSHEET** (Printed from the **Reports PLUS**)

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If satisfied that you have all that you need, PRINT (1 copy of each report for each team member). CONGRATULATIONS! You've mastered Food Processor SQL! You're ready to follow all the analyses instructions for the rest of your Meal Plan Assignment Project! Let the teamwork continue!!!!