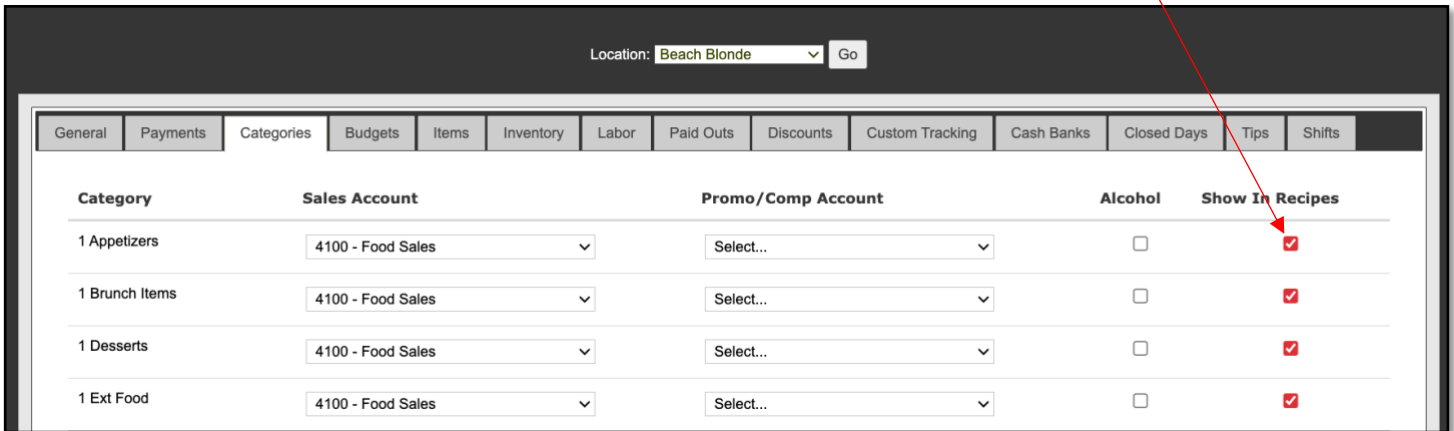


Recipes

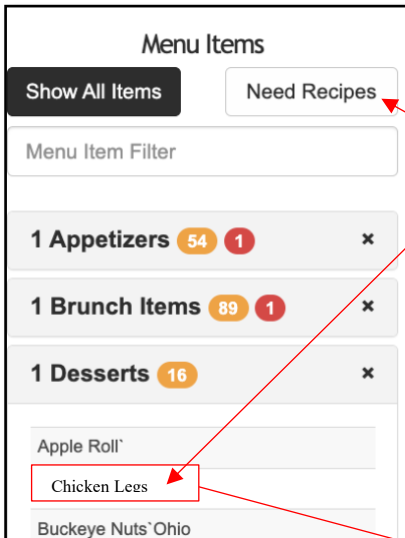
Pre-Recipe Creation Checklist:

- Verify all vendors and their items are accurately loaded in efish (see the [Inventory Implementation Checklist](#) how to for reference)
- Verify that only menu categories with items needing recipes are listed on the left side of the Recipes Page in efish.
 - **View all Menu Categories in efish [Administration > Location Settings > Categories]**
 - Uncheck the boxes to the right under **'Show in Recipes'** for any categories which do not require recipes. *(This will remove them from the Recipes Page in efish)*



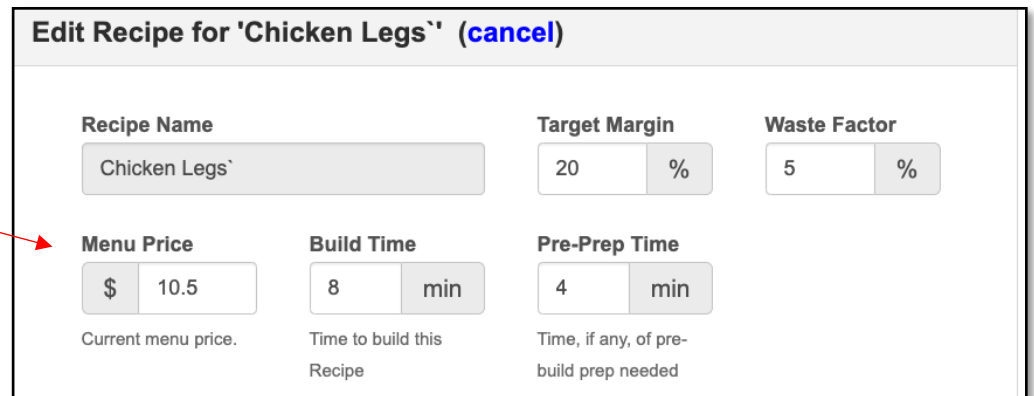
Entering a Recipe in efish:

[Operations > Recipes] or **[Reporting > Recipes]** *(depends on how this was originally set up for this company)*



- Click on a **[Menu Category]** on the left side of the Recipes page OR type the name of the item in the **[Menu Filter Search Box]** > you can also show only those items that STILL need recipes created for them by clicking the **[Need Recipes Button]**

- Click on the **[Menu Item]** to create it's recipe in efish.
- Set the Target Margin % *(or target food cost %)* for the menu item. *i.e. 20% cost*
- Set the Waste Factor *(if any)* for the item as a percentage. *i.e. 5% waste*



- The Menu Price comes from the POS.
- You can also set the Build Time & Prep Time for each recipe. *(If you wish, though it is not required.)*

- Click on the **[Quick Add]**
- Type the name of the ingredient being added for the recipe.
- From the **[Unit drop down]** select the unit of measure *(if the unit of measure is not present, click the **[+ Button]** to create a new custom unit conversion for that component. See the “Setting Additional Custom Component Units & Conversions” section below for steps)*
 - To remove a component from the recipe, click the **[x]** button.
- In the “**Amount**” field, enter the quantity of the component for the Unit selected.

Ingredients (Quick Add)

Ingredients (Done)

Start typing ingredient name...

Ingredient	Amount	Unit	Cost		
BUTTER SALTED 30/1# CA 14898	1	Ounce (Unit)	\$0.01	+	x
RANCH HOMESTYLE KENS 1/GAL 777	2	Fluid Ounce	\$0.19	+	x
PEPPER BLACK GROUND 20 MESH 5#	0.5	Ounce (Unit)	\$0.19	+	x
chicken leg	12	Each	\$6.00	+	x

- Repeat until all ingredients/components are entered with correct amounts/units for the recipe.
- Enter step by step instructions for executing the recipe in the Instructions field. *(If you wish, though it is not required.)*
- Upload an image of the finished product if available. *(If you wish, though it is not required.)*
- click **[Save]** at the bottom of the page.

Instructions

Grill Chicken Legs for 4 min on each side
 Brush with Butter
 Sprinkle with dash of Pepper
 Serve with Ranch Dressing Cup

Image Upload

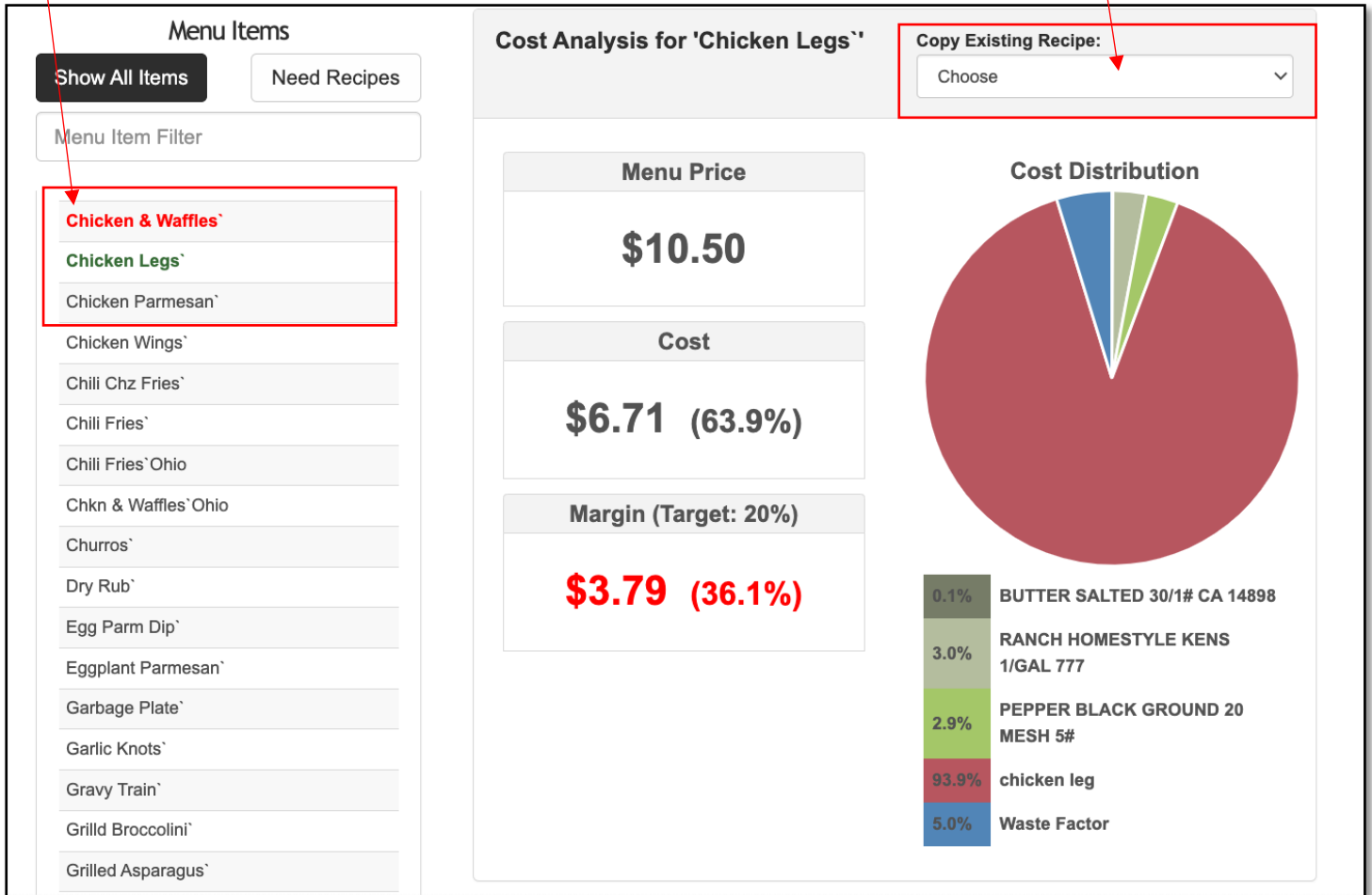
Choose File No file chosen

Upload

Save No file chosen

Once Completed you can view the “Cost Distribution” chart and Margin % for your recipe.

- *Note: On the left side Menu Items that NEED recipes will show up in black, those with recipes that meet the target margin will show up in green, and those with recipes that do NOT meet the Target Margin will show up in red.*
 - *You can also Copy a recipe from an existing one using the “Copy Existing Recipe” Drop Down in the top right corner once you click on the Menu Item you wish to copy it to.*



Menu Items

Show All Items | Need Recipes

Menu Item Filter

- Chicken & Waffles*
- Chicken Legs*
- Chicken Parmesan*
- Chicken Wings*
- Chili Chz Fries*
- Chili Fries*
- Chili Fries* Ohio
- Chkn & Waffles* Ohio
- Churros*
- Dry Rub*
- Egg Parm Dip*
- Eggplant Parmesan*
- Garbage Plate*
- Garlic Knots*
- Gravy Train*
- Grilld Broccolini*
- Grilled Asparagus*

Cost Analysis for 'Chicken Legs'

Copy Existing Recipe: Choose

Menu Price

\$10.50

Cost

\$6.71 (63.9%)

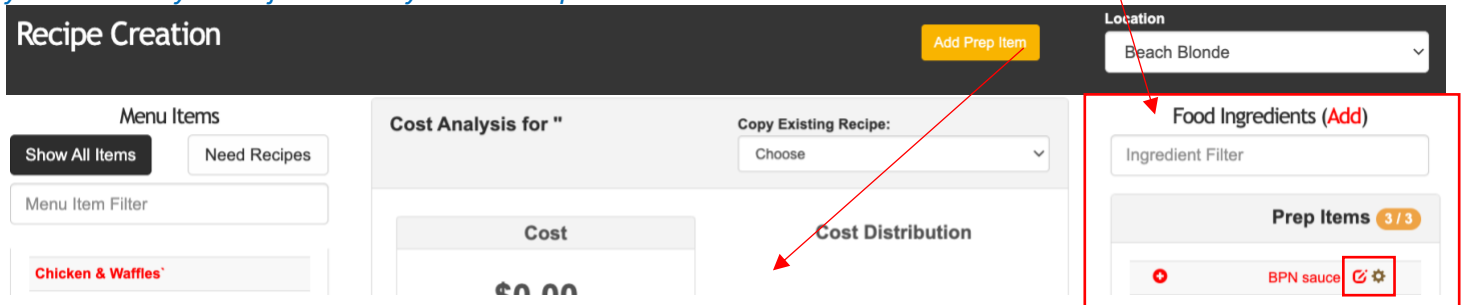
Margin (Target: 20%)

\$3.79 (36.1%)

Cost Distribution

0.1%	BUTTER SALTED 30/1# CA 14898
3.0%	RANCH HOMESTYLE KENS 1/GAL 777
2.9%	PEPPER BLACK GROUND 20 MESH 5#
93.9%	chicken leg
5.0%	Waste Factor

Prep Items: Prep items are recipes specifically for in house made items that are used in other recipes. For example, if a store makes their own sauce and then uses the sauce in another pasta recipe. Once created they will appear on the right side of the Recipes page under the “Food Ingredients Section.” *As well as in the [\[Component Admin Section in efish > Administration\]](#) so you can manage details for them and add them to your inventory taker just like any other component in efish.*



Recipe Creation

Add Prep Item | Location: Beach Blonde

Menu Items

Show All Items | Need Recipes

Menu Item Filter

Chicken & Waffles*

Cost Analysis for "

Copy Existing Recipe: Choose

Cost

Cost Distribution

Food Ingredients (Add)

Ingredient Filter

Prep Items 3/3

BPN sauce [Add] [Edit]



To Create a Prep Item:

- Select your location at in the **[Location Drop Down]** In the upper right of the Recipes page.
- Click on the **[Add Prep Item]** Button at the top right of the page next to the **[Location Drop Down.]**
- Then enter the Name of the Prep item and create its recipe for that item just as you would enter any other recipe. *(See Instructions above)*

To Edit a Prep Items Recipe: expand the **[Prep Items Section]** on the top right > Click the **[Sprocket Icon]** and edit the recipe like you would any other menu items. *(See Instructions above)*

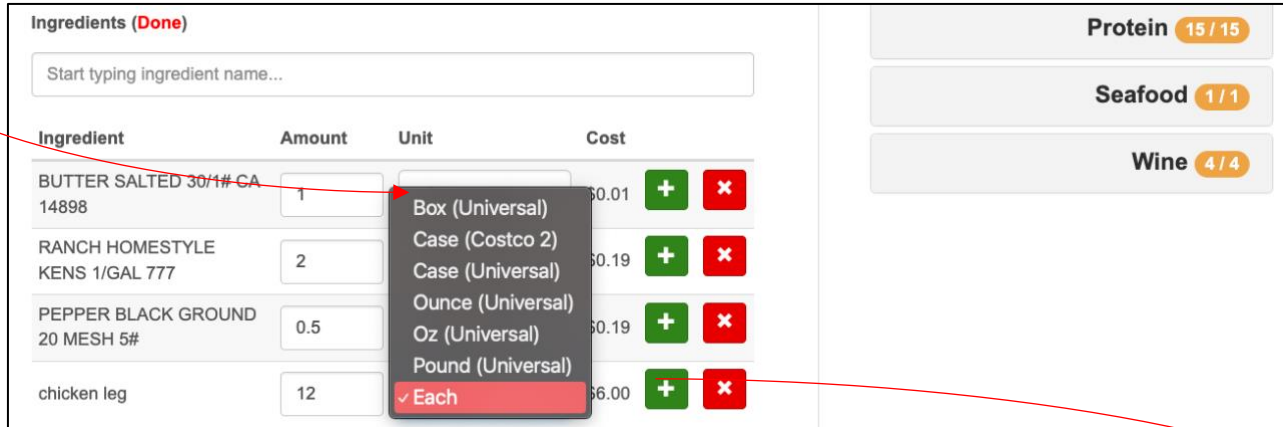
To Edit a Prep Items Component Details: expand the **[Prep Items Section]** on the top right > Click the **[Edit Icon]** and edit the recipe like you would any other menu items. (see the [Component Admin](#) how to for reference)

To Enter Prep Item Production Counts: Navigate to **[Operations > Inventory Taker]**

- The **[Prep Item Production]** button is used to enter items that are made internally and then used in other recipes.
 - *For example, if a store makes their own sauce and then uses the sauce in another pasta recipe. The entries for all Prep Items will be entered by first choosing your location and then clicking on the **[Prep Item Production Button]**. Enter the amounts made and any notes and then click **[Save]***
 - **Prep Item Production is only used to enter items as they are made** – to take inventory counts for prep items, you would do that in the specified storage location which each item resides just like any other item.

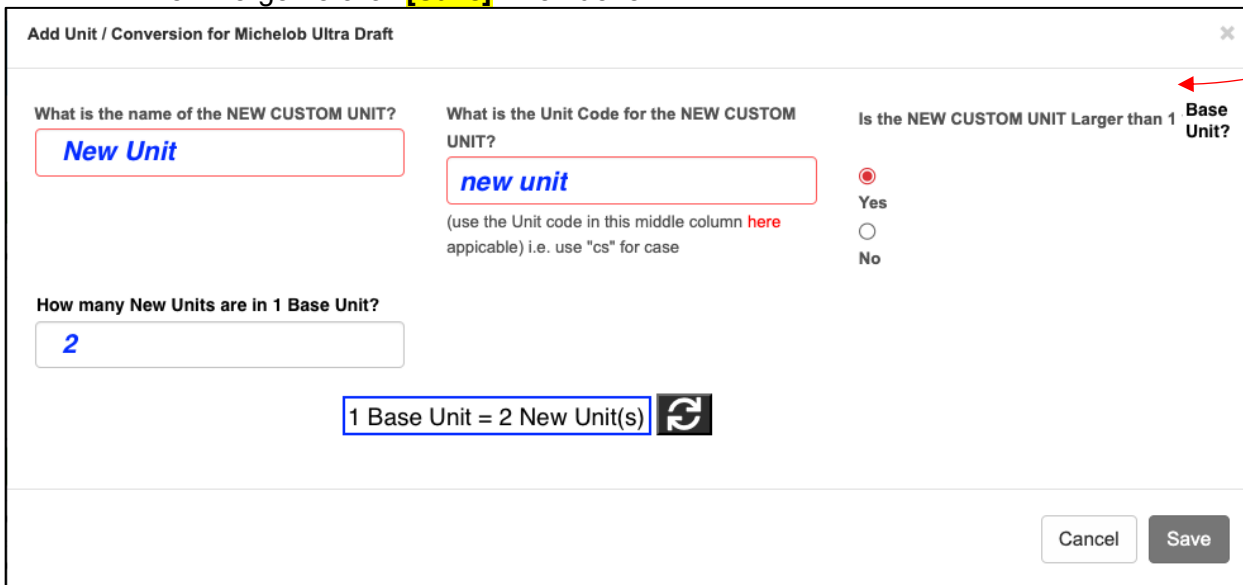
****To ensure accuracy across efish prep items MUST always be entered in the inventory taker when made, you may enter multiple entries per day with the **[+ Add More Entries]** Button – add notes to your entries to keep track of the time such as (noon, Lunch, 10pm, etc.)****

Setting Additional Custom Component Units & Conversions: You can change the unit in the [unit drop down] (i.e. CS, Pound, slice, Ounce, etc.) for each component. The [unit drop down] will show selection options for the Base unit, Price Unit, and any Universal or Item specific Custom conversion that have been set up for that item.



Ingredient	Amount	Unit	Cost		
BUTTER SALTED 30/1# CA 14898	1	Box (Universal)	\$0.01	+	x
RANCH HOMESTYLE KENS 1/GAL 777	2	Case (Costco 2)	\$0.19	+	x
PEPPER BLACK GROUND 20 MESH 5#	0.5	Case (Universal)	\$0.19	+	x
chicken leg	12	Ounce (Universal)	\$6.00	+	x
		Oz (Universal)		+	x
		Pound (Universal)		+	x
		Each		+	x

- If the unit you need for this recipe DOES NOT already exist in the [unit drop down], you can create a custom unit/conversion for that item by clicking the [Green + Button] and filling out the “Add Custom Unit/Conversion Modal.”
 - Don’t forget to click [Save] when done!




Add Unit / Conversion for Michelob Ultra Draft

What is the name of the NEW CUSTOM UNIT?

What is the Unit Code for the NEW CUSTOM UNIT?

(use the Unit code in this middle column here applicable) i.e. use "cs" for case

How many New Units are in 1 Base Unit?

1 Base Unit = 2 New Unit(s) 

Is the NEW CUSTOM UNIT Larger than 1 Base Unit?
 Yes
 No

- This will add the “New Unit” to the [unit drop down], for that item which you can now select from that component’s [unit drop down.]

Components Off Threshold Alerts: alerts for any components which have current costs above the “High Cost Threshold” set, or below the “Low Cost Threshold” set will appear at the top of the recipes section. You can click the [Pencil Icon] to open the component settings and make adjustments for those 2 fields to remove them from the Alerts list.



Component	Low Cost Threshold	Current Cost	High Cost Threshold
Alani Energy Berry Pop 4/6/12 oz	\$2.80	\$1.75	\$4.20