

How do I create my first food intake?

Six steps to creating your first food intake

1. To start your quick food intake

From the main menu bar such as is shown in the example below,



select **Food Intake**, then select the **Create a Quick-food intake** option.

The following window is displayed:

2. To enter your name and the name of the food intake record

Type in a name for the food intake you want to create, and the name of the person the food intake is for:

Note: Both the name of the food intake and the person's name must not have been used already.

3. To record your details so that your Recommended Dietary intake (RDI) requirements can be calculated

Enter the age in years and months, select male or female, enter the height as a number of cm, weight as a number of kg and select an appropriate activity level. Activity levels range from bed rest through to very heavy activity, select the one that seems most appropriate.

Age: Years Months

Gender: Female Male

Height(cm) Weight(kg)

Activity level



Select the **Create intake** button and the food intake window, like the one shown below, is displayed.

food intake: Jenny Smith 12/08/2002

Day:

Meal:

Food:

Serve size:

No. of Serves

or weight(g)

Select the day from the drop down list

Nutrient totals for the food intake			
Nutrient	Amount	Unit	RDI
Alcohol	0.0	g	
b Carotene eqv	0.0	ug	
Calcium	0.0	mg	800
Carbohydrate	0.0	g	340.3
Cholesterol	0.0	mg	
Energy	0.0	kJ	10312.2
Energy(incl.fibre)	0.0	kJ	
Fat	0.0	g	83.5
Fibre	0.0	g	30
Folates total	0.0	ug	200
GlycaemicGlucoseE	0.0	g.	
Iron	0.0	mg	14
Magnesium	0.0	mg	270
Monounsat Fat	0.0	g	27.8

Note that you will need to enter **all** the details (name of food intake, name of person, age, sex, height, weight and activity level) before selecting the **Create intake** button.

Your personal details have been recorded with corresponding Recommended Dietary Intake values (RDIs). Your RDI values are displayed, all other nutrient values are set as zero, and you can now enter your food intake details.

4. To select the appropriate day and meal

Select the day by clicking the button to obtain a drop-down list of the days and use the arrow and enter keys or the mouse to pick the day:

Day

Similarly select the appropriate meal:

Meal

5. To find the food you want

Enter part of the description of the food. Note that you do not need to type in the entire food name. All foods with a description matching the string of letters you type in will be listed, from which you can select the food you want.

For example, entering the two words corn and flake then pressing the 'Enter' or 'Tab' key will find all foods with a description containing those two words, whereas just entering the word corn would find many more foods.

Food results in the following list of foods:

7 foods found.	
▶	BISCUIT, WITH CORNFLAKES, COMMERCIAL:WOOLWORTHS CORNFLAKE
	BREAKFAST FLAKE, CORN, MED SUG, B VITS, FOLATE, IRON, UNSPEC
	BREAKFAST CEREAL, FLAKES, CORN, MEDIUM SUGARS:UNCLE TOBY'S
	BREAKFAST CEREAL, FLAKES, WHEAT AND CORN, BRAN, FRUIT, NUTS,
	BREAKFAST FLAKE, CORN, NUT, HI SUG, B, C VITS, IRON,
	BREAKFAST FLAKE, CORN, HI SUG, A, B VITS, FOLATE, VIT C, IRON,
	HONEY JOY, WITH CORN FLAKES

Note: If there is only one food found then this food is automatically selected.

Use the arrow keys or point and click with the mouse to highlight the food you want, then press the 'Tab' or 'Enter' key or double click with the mouse to select the food.

6. Select serve size and enter food quantities

When a food has been selected a description of the food is displayed as shown below, including details of the serve size. There is more than one serve size then a drop down list of serve sizes is displayed, from which you can select the appropriate serve size you want to use.


BREAKFAST FLAKE, CORN,
MED SUG, B VITS, FOLATE,
IRON, UNSPEC AS TO ZINC
FORTIFICATION:KELLOGG'S
CORN FLAKES;
Serve size:

Enter either the number of serves or press the 'Tab' key to move to the next blank area and enter the actual weight in grams and press the 'Tab' key.


No. of Serves
or weight(g)

Repeat steps 5 and 6 until all the foods have been entered, remembering to use step 4 to change the day and meal as required.

As each quantity is entered you will see the nutrient amounts and energy contribution figures change as the new total is revised to include the food you have just added. There are several nutrient amounts accumulated for the food intake. Use the scroll bars on the right hand side of the nutrient details display to see this information.


Click the  button to see an energy contribution pie chart.





Click the  button to see how your food intake compares with your RDI values.


To check all the food intake details have been entered correctly



While in the food intake window, select the  button and the following window will be displayed.

Add/modify details for food intake: dietary intake Aug 02							
Copy		Paste		Cut		View  Food 	
Name of food intake dietary intake Aug 02							
Food intake details							
	Day	Meal		Food		Amount(g.)	
▶	1	Monday	1	Breakfast	2668	BREAKFAST FORMED, WHEAT & OAT	30.00
	1	Monday	1	Breakfast	5024	MILK, FLUID, REDUCED FAT (FAT 1 -	207.20
	1	Monday	2	Morning tea	2340	NOODLE, INSTANT, ASIAN STYLE,	297.00
	1	Monday	2	Morning tea	2233	JUICE, ORANGE, COMMERCIAL,	210.40
	1	Monday	3	Lunch	3127	SAUSAGE ROLL, INDIVIDUAL	140.00
	1	Monday	3	Lunch	2201	SOFT DRINK, COLA TYPE:COCA-COLA;	391.00
	1	Monday	3	Lunch	3935	APPLE, GREEN, RAW, UNPEELED:NS	166.00
	1	Monday	4	Afternoon tea	3228	BREAD, FRUIT, TOASTED:SPICY	56.00
	1	Monday	4	Afternoon tea	3375	MARGARINE,	8.00
	1	Monday	4	Afternoon tea	2528	BISCUIT, PLAIN, SWEET, MODERATE	31.00
	1	Monday	5	Dinner	4951	CHICKEN, BREAST, WITH OR	140.00
	1	Monday	5	Dinner	6075	POTATO, MASHED, MADE WITH MILK	147.00

To adjust the food intake details you entered:

While reviewing the food intake you can change the day, meal or amount. To change the day or meal point the mouse at the day or meal number on the line you want to change. A  button will be displayed in the day or meal column selected as shown above, click this button to obtain a drop-down list of day or meal options to choose from. Note that the name of the day or meal will not be changed until you either point and click on another line, or exit from this window.

To change the amount of the food that was entered, highlight the existing amount and type in the new amount required.


If you have selected a food you don't want you can delete the food by clicking the button on the left hand side of the line. This will highlight the line to be removed as shown below:

	1	Monday	2	Morning tea	2233	JUICE, ORANGE, COMMERCIAL,	210.40
▶	1	Monday	3	Lunch	3127	SAUSAGE ROLL, INDIVIDUAL	140.00
	1	Monday	3	Lunch	2201	SOFT DRINK, COLA TYPE:COCA-COLA;	391.00




Then press the delete key and click the  button to delete the row highlighted.



When you have finished reviewing the food intake, select the  button.



When you have finished entering details for the food intake, select the  button to exit the food intake window.

You can now select from the various reports available to obtain a printed analysis of the food intake you have entered.