

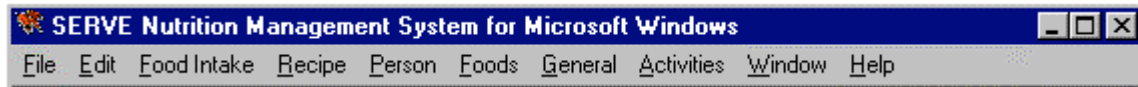
How do I obtain a list of the recipes and foods I have added?

General information

Having entered some recipes, you can view a list of these by running a report, and then extract the data into a spreadsheet file. The same procedure can be followed to obtain a list of all added food details or all added food nutrients.

Procedure

From the main menu bar,




select **General**, then select **Print list of general tables**.


The window as shown below will be displayed:

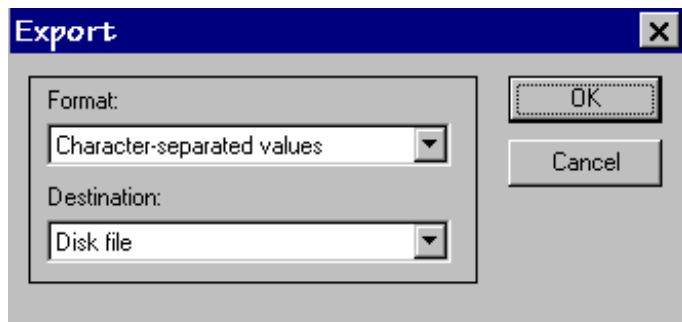


Select the **List all added recipes** option as shown above (or **List all added food details**, or **List all added food nutrients**).

Click the  button to see a sample of the report.

The report lists details of all added recipes (or food details or food nutrients).

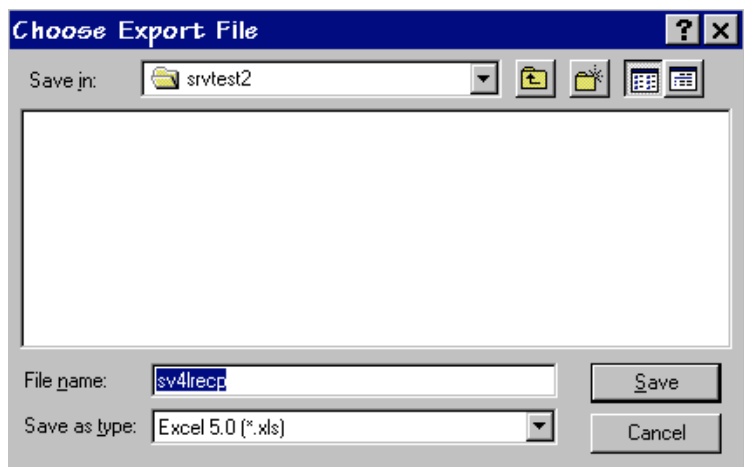
To export these to Excel, click  to obtain the export window as shown below:



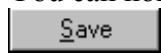
Then select "Excel 5.0 (XLS)" from the drop down list and then click



The following window will be displayed:



You can nominate the directory where the file is to be saved in, and the file name, then click



You can then use Excel to access this spreadsheet file.