

How to obtain a recommended levels analysis of a food intake?

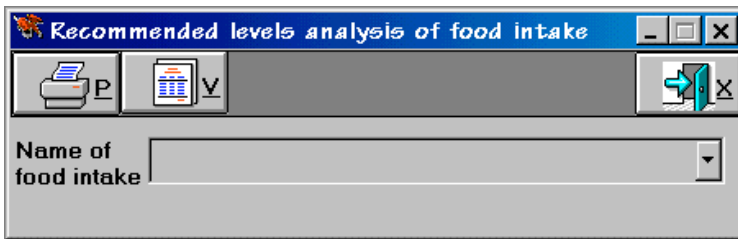
The purpose of this training sheet is to show you how you can obtain a recommended levels analysis of a food intake.

1. Producing the report

From the main menu bar,



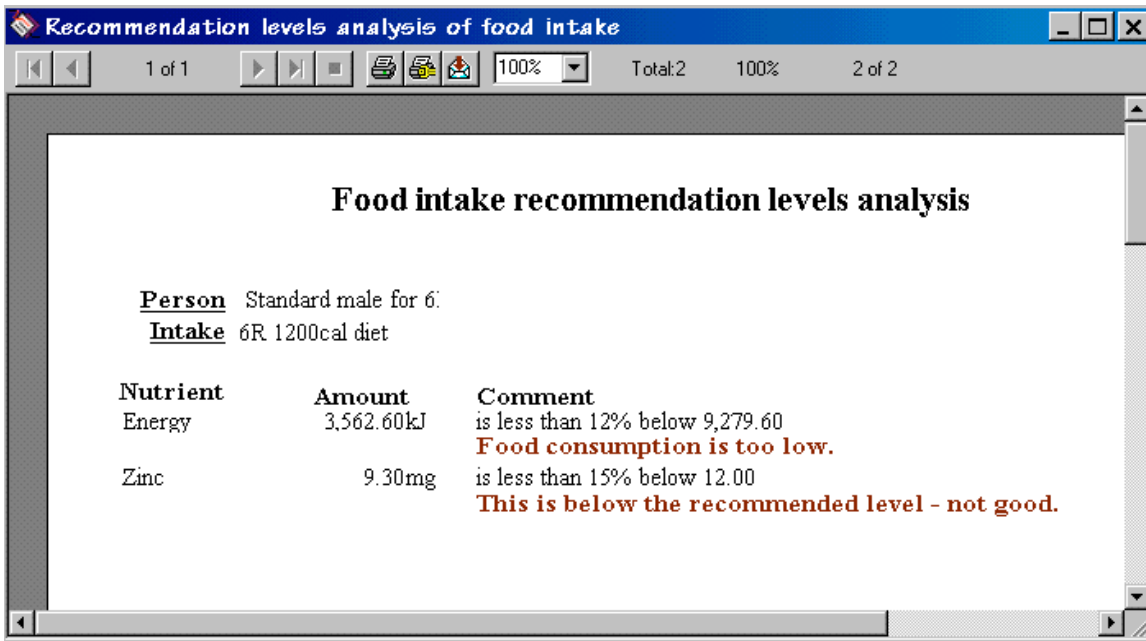
select **Food-Intake**, then select **Print Recommended level analysis of food intake**. The following window is displayed:





Select the food intake to be reported from the drop down list, then click



A report will displayed as per the example below. If no recommended levels are displayed these may not have been set up, see below for further instructions on setting up the levels.



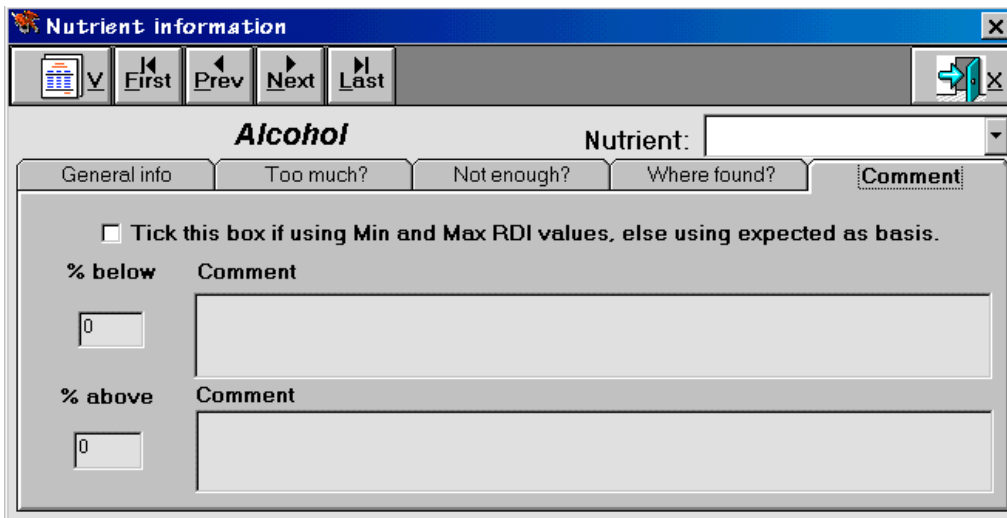
Then click  to print the report, or click  to export to a file (e.g. Word)

To exit the print preview window click 

2. Setting nutrient percentages and comments

(Note: you need to be logged on as Supervisor to do this.)

From the main menu bar select **Nutrient** then **Nutrient information**, and then click the Comment tab. The following window is displayed:



The screenshot shows a software window titled "Nutrient information". At the top, there is a toolbar with icons for a list, a checkmark, and navigation buttons labeled "First", "Prev", "Next", and "Last". Below the toolbar, the word "Alcohol" is displayed in a large font. To the right of "Alcohol" is a dropdown menu labeled "Nutrient:". Below this, there are four tabs: "General info", "Too much?", "Not enough?", and "Where found?". The "Comment" tab is currently selected. Inside the "Comment" tab, there is a checkbox with the text "Tick this box if using Min and Max RDI values, else using expected as basis." Below this, there are two sections. The first section is labeled "% below" and has a text input field containing "0" and a larger text area for a comment. The second section is labeled "% above" and also has a text input field containing "0" and a larger text area for a comment.

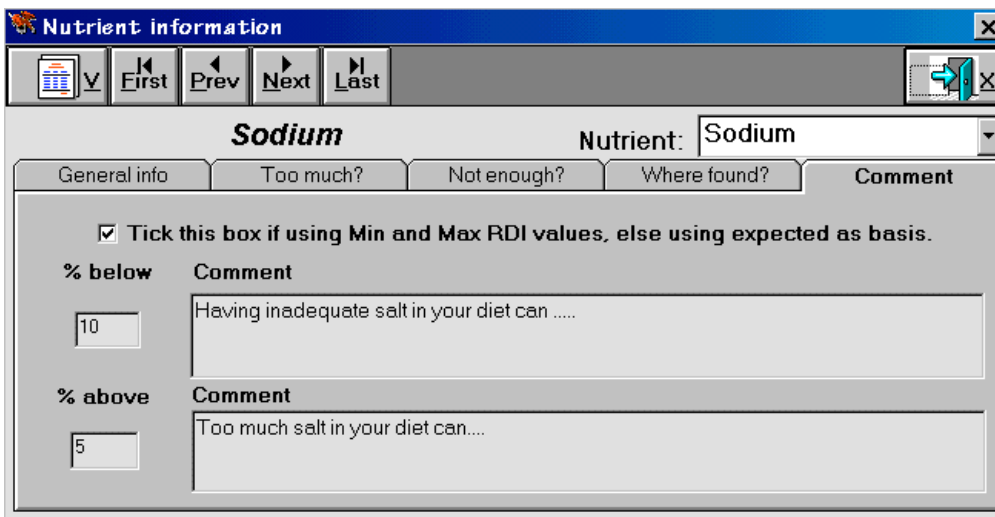
Select the nutrient (which has RDI values - see section 3 below) from the drop down list, for example Sodium:



The screenshot shows a dropdown menu labeled "Nutrient:". The word "Sodium" is selected and displayed in the dropdown box.

If you want your comments to be based on the percentages above the maximum and below the minimum RDI values for the person then tick the box, else leave blank. Note that there are only a few nutrients for which minimum and maximum values are currently set on the database (Iron, Sodium and Potassium) - see section 3 below, and if you are unsure we suggest you leave this blank, since all nutrients with an RDI value have an expected value.

Enter the percentage below the minimum under which you want the comment to appear and enter the corresponding comment. Similarly enter the percentage above maximum and the comment as shown below.



The screenshot shows the same "Nutrient information" window, but now for "Sodium". The "Nutrient:" dropdown menu is set to "Sodium". The "Comment" tab is still selected. The checkbox "Tick this box if using Min and Max RDI values, else using expected as basis." is now checked. In the "% below" section, the text input field contains "10" and the comment area contains the text "Having inadequate salt in your diet can". In the "% above" section, the text input field contains "5" and the comment area contains the text "Too much salt in your diet can....".

This means that if the sodium level of a food intake is less than 10% below the minimum level for the person then the comment "Having inadequate salt in your diet can..." would appear in the report in section 1 above.

3. Viewing recommended Dietary Intake values

Recommended Dietary Intake values for nutrients are provided with SERVE. These can be viewed and modified by selecting **General** then **RDIs** from the main menu bar, see below.

The screenshot shows the 'Maintain RDIs' window with the following parameters:

- Name: Women 30 to 54
- Descr.: Women over 30 and under 55
- Base kJ: 3538
- gender: Female Male
- Age range: From 30 yrs. 0 mths. To 54 yrs. 11 mths.

The 'Recommended Dietary Intake values' table is as follows:

Nutrient	Unit	Minimum	Maximum	Expected	Per unit	Preg.	Lact.
Folates total	ug	0	0	200		200	150
Iron	mg	12	16	14		15	0
Magnesium	mg	0	0	270		30	70
Niacin equiv.	mg	0	0	1.6	1000kJ	2	5
Phosphorus	mg	0	0	1000		200	200
Potassium	mg	1950	5460	1950		0	0
Protein	g	0	0	0.75	kg	0	0

Some of the recommended values have minimums and maximums, some have expected values. When setting your limits below you can choose which to base your percentages and comments on.