Feature Focus Guide: Calculated Nutrition

Core Product: NCR Back Office
Last Updated: June 17, 2024

Contents

NCR V:·YIX

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Revision Record

Date	Version #	Description
Prior to 01/23/2023	NBO v17.7+	Implemented Calculated Nutrition function in Back Office.
01/23/2023		Converted the document to use new template. Updated front cover and back page to reflect new NCR branding.
06/17/2024		Updated document to reflect NCR Voyix branding.

About Calculated Nutrition

Calculated Nutrition at a Glance	
Core Product	NCR Voyix Back Office (NBO)
Complementary Products	
Separate License Required?	No
Other References	NCR Voyix Back Office Reference Guide, NCR Voyix Back Office Manager and Administration Guide, NCR Voyix Back Office Switchboard User Guide

In recent years, the Food and Drug Administration (FDA) has required nutrition labeling in chain restaurants and similar retail food establishments to provide consumers with nutrition information for the foods they consume. Posting calories on menus and menu boards and providing other nutrient information fills a critical gap to assist consumers in making informed and healthful dietary choices.

The Calculated Nutrition function in NCR Voyix Back Office automatically calculates menu item nutritional information based upon the values entered for each raw ingredient in your recipes. Additionally, this function can easily account for the amount of nutritional value lost during the cooking process to help you more closely align your menu items with their actual nutritional values.

> **Note**
>
> To use Calculated Nutrition in NCR Voyix Back Office, contact your NCR Voyix representative for information and assistance with setup and configuration.

Defining base nutritional values for the raw items in your database that you can obtain from various sources, such as your vendors, the USDA National Nutrient Database for Standard Reference, and others allows you to:

- Provide accurate nutritional information for menu items based on the item ingredients.
- Account for cooking methods that affect nutritional values during preparation.
- Tailor specific menu items to make them more appealing to calorie conscious guests.

SCENARIO: Your restaurants use portabella mushrooms, both raw and cooked, in many recipes. By populating the nutritional value of this item at the raw item level, you allow Calculated Nutrition to automatically calculate nutritional values for any menu item that uses this ingredient. And if you modify a recipe, Calculated Nutrition allows you to preview the changes and recalculate nutritional totals prior to saving.

- An employee enters the nutritional values for 'Mushroom, portabella, raw' at the raw item level.

  Calculated Nutrition uses this value for recipes that include raw portabella mushrooms.

- You create a 'PREP-Grilled Portabella Mushroom' prep item with the following ingredients:

Salt
Oil
Mushroom, portabello, raw
Onions, sweet, raw

Calculated Nutrition uses the nutritional values for this entire recipe in any prep or menu recipe that includes 'PREP-Grilled Portabella Mushroom' as an ingredient.

Configuring Calculated Nutrition

This section details the configuration requirements within NCR Voyix Back Office Manager for Calculated Nutrition. If you are an experienced user, refer to Procedures at a Glance for abbreviated steps. If you prefer more detail, continue reading this document.

Calculated Nutrition Procedures at a Glance:	
If you are viewing this document using Adobe Acrobat Reader, click each link for detailed information regarding the task.	
1.	Expand **Global** > **Configuration Settings** > **All Stores**, right-click Items and select **Nutritional Components** from the menu that appears to identify the nutritional components your company will track and report. See page 6.
2.	Expand **Global** > **Configuration Settings** > **All Stores**, right-click Items and select **Category Maintenance** from the menu that appears to select a food or beverage category for which to enable Calculated Nutrition. See page 9.
3.	Expand **Global** > **Configuration Settings** > **All Stores**, right-click Items and select **Item Maintenance** from the menu that appears to assign nutritional values to raw items. See page 11.
4.	If applicable, expand **Global** > **Configuration Settings** > **All Stores**, right-click Items and select **Item Maintenance**. Select an item from the list to look up and click **Recipes** on the Item Look up screen to assign nutritional values to items in recipes using the USDA list accessible from the **Modify Recipes** screen. See page 15.

Identifying nutritional components for tracking

Before using Calculated Nutrition, you must determine which nutritional components your company will require you to identify when entering a raw item. This includes reviewing the FDA Nutrition Facts, see page 23, to ensure you meet the minimum reporting standards.

The USDA National Nutrient Database for Standard Reference lists the following commonly reported nutritional components, and more; you can select these and other components as required by your company:

- Calories
- Calories from Fat
- Total Fat
- Saturated Fat
- Trans Fat
- Cholesterol
- Sodium
- Carbohydrates
- Total Fiber
- Total Sugar
- Protein
- Vitamin A
- Vitamin C
- Calcium
- Iron

> **Note**
>
> The FDA recommends nutritional components for the Nutrition Facts report that uses the label format shown on page 23. You can access this report from Back Office Switchboard.

To define nutritional components in Back Office Manager:

1. Expand **Global > Configuration Settings > All Stores**.

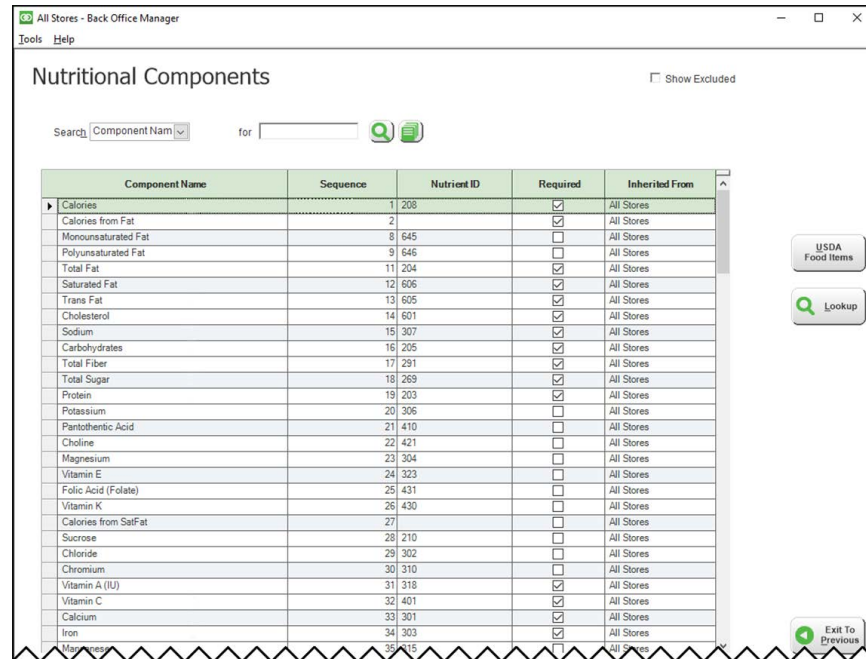2. Right-click **Items** and select **Nutritional Component Maintenance** from the menu that appears.

Figure 1 Nutritional Components Screen

> 📝 **Note**
>
> The sequence number of the component in Back Office Manager determines the order in which it appears on a Nutrition Facts label. As long as the numbers are in numerical order, they need not be consecutive. This allows you to track more components than the FDA requires, according to your company guidelines.

3. Select a **component** and click **Lookup**. The Nutritional Component screen for that component appears. All options are read-only except for 'Sequence,' 'Display Indented,' 'Component Required,' and 'Back Office Switchboard.'

Figure 2 Nutritional Component - Detail Screen

4. Type or change the **sequence number** to control the order in which the component appears on the label.

Figure 3 Nutrition Facts Sequence Number Sections

> **Note**
>
> The sequence number of each nutritional component controls the position in which these components appear on the Nutrition Facts label. Sequence numbers 1 and 2 appear under 'Amount per Serving' in section 1 of the label. Sequence numbers 11-19 appear under '% Daily Value*' in the second section of the label. Sequence numbers 31-34 appear in the third section of the label.

5. Select **Display Indented** to indent the component on the Nutrition Facts label. For example, the value for Total Fat appears in bold type and left-aligned, and you can list each type of defined fat in regular type and indented.

Figure 4 Nutrition Facts Report - Indented Style

6. Select **Component Required** to require you to type a value for that component before you can click Save, when adding a new raw item to your items database in Back Office Manager, or when editing an existing raw item in Back Office Switchboard.

7. Select **Back Office Switchboard** in the 'Display Options' group box to allow employees to view all nutritional components for a menu item, instead of only the items marked as 'required.'

8. Click **Save**.

9. Click **Exit to Previous**.

Enabling Calculated Nutrition by category

Enabling Calculated Nutrition at the category level, allows you configure NBO to work with items in only those specific food or beverage item categories. Only the food items in your items database need assigned nutritional values.

> 📝 **Note**
> The default for this option is cleared. You must specifically enable Calculated Nutrition for a category before you can use it.

To enable Calculated Nutrition for an item category:

1. Expand **Global > Configuration Settings > All Stores**.

2. Right-click **Items** and select **Category Maintenance** from the menu that appears.

3. Select a **food or beverage category** for which to enable Calculated Nutrition, such as 'FOOD COST-GROCERIES,' or 'BAR-LIQUOR' and click **Lookup**. The Category Lookup screen for that category appears with the Main tab active.

Figure 5   Category Lookup Screen

4. Select '**Enable Calculated Nutrition**' under 'Raw Item Category' in the 'Category Types' group box.
5. Click **Save**.
6. Click **Exit To Previous**.

Assigning nutritional values to raw items

For the total values of a menu/prep item to calculate based on the ingredients, you must assign nutritional values to raw items in Item Maintenance. For example, you assign nutritional values to the raw item, TOMATO, BULK FRESH. The prep recipe, 'P-Tomatoes, Sliced,' uses the raw item as its ingredient, so the nutritional value remains the same for both items.

To support Calculated Nutrition, you must enable industry units on the General 2 tab in Configuration Settings and you must define at least one weight class for each raw item assigned to a category for which you enabled Calculated Nutrition. For uniformity and ease of use, Back Office uses the value per 100 grams of total weight. Calculated Nutrition automatically converts standard units of measure to grams and then accounts for that conversion when doing calculations. For example, you define TOMATO, BULK FRESH to have a defined 'Standard Unit=LB.' Calculated Nutrition does the math to determine how many grams are in a pound, and from there, how many calories are in 100 grams of tomatoes.

To assign nutritional values to a raw item:

1. Expand **Global > Configuration Settings > All Stores**.
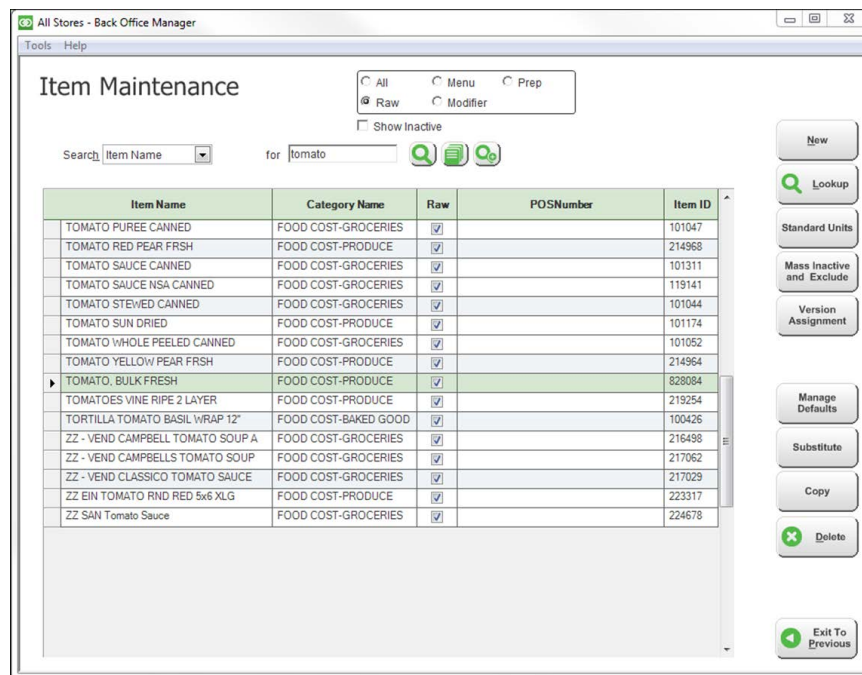2. Right-click **Items** and select **Item Maintenance** from the menu that appears.

Figure 6 Item Maintenance Screen

3. Select **Raw** at the top of the screen to show only raw items in the list.

4. Search for and select **an existing raw item** and click **Lookup**, or click **New** to create a new item. The **Item Lookup** screen appears with the General tab active.
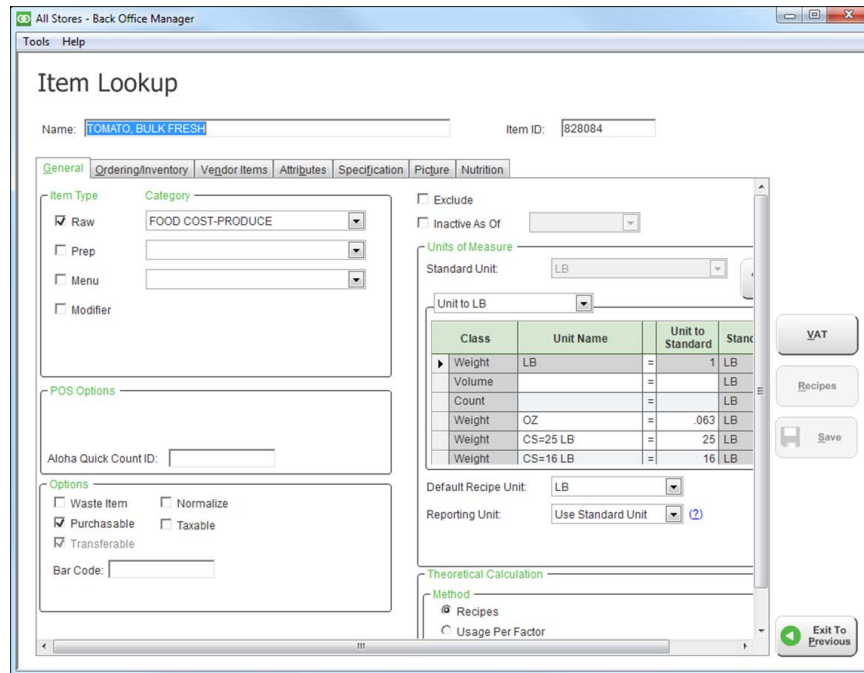

Figure 7 Item Lookup Screen, General Tab

5. Configure **at least one weight class** in the 'Units of Measure' group box, and click **Save**.
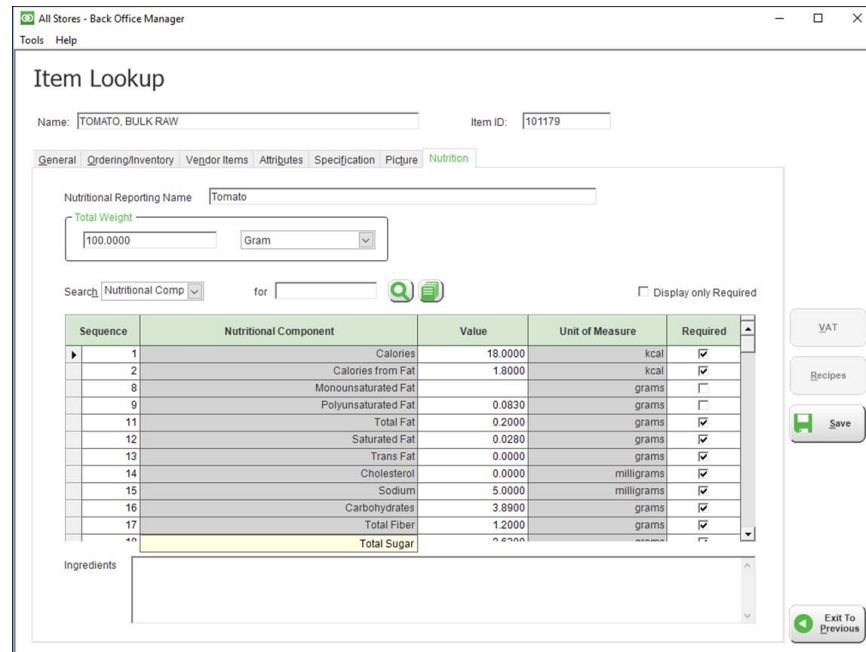
6. Select the **Nutrition** tab.

Figure 8 Item Lookup Screen, Nutrition Tab

7. Type the **Nutritional Reporting Name** to appear on reports, to provide customer-friendly names for common items when viewing the Nutrition Facts report. For example, type 'Tomato,' instead of 'TOMATO, BULK FRESH.'

> **Note**
>
> The Ingredients list on the 'Nutrition Facts Sheet' report and the 'Recipe Ingredient List Report' use the nutritional reporting name.

8. Type **100.000** and select **Gram** from the drop-down list in the 'Total Weight' group box. Calculated Nutrition uses this value in conjunction with the value you typed in 'Recipe Makes' on the Modify Recipe screen to determine the actual values per serving that appear on the nutrition reports.

> **Note**
>
> NBO uses 100 grams as a default value. This number can be different, based upon the source of the nutritional information used.

9. Type a **value** for one or more nutritional components. You must type a value for any component marked as required.

10. Click **Save**.

11. Click **Exit To Previous**.

Utilizing the USDA nutrient database

If your company chose to use the [USDA National Nutrient Database for Standard Reference](#) nutritional component values, your NCR Voyix representative set up this database in your system when enabling the Calculated Nutrition function. Using this item database provides an additional level of nutrition recipe accuracy based on cooking and preparations.

> 📝 **Note**
>
> Your NCR Voyix representative must set up the USDA database at the time your company enables Calculated Nutrition. Once configured, you access USDA food items list from the Nutritional Components screen in Back Office Manager. If you did not choose to configure Calculated Nutrition to use this database, the list appears empty.

This *view-only* list allows you to look up a specific food item by USDA Item Name and/or USDA Item ID. The release number of the database and the date imported into your system appear in the top right corner of the listing. This list includes all items evaluated and assigned by the USDA as of the release number showing, and all of these values are available for your information in NCR Voyix Back Office.

Figure 9 USDA Food Items screen

> **📝 Note**
>
> If the USDA updates the list and a new version becomes available, contact your NCR Voyix representative to update your system, if desired.

Applying USDA nutrient values to prep items using the modify recipe screen

You typically assign nutritional component values to the raw items in your item database. When you create or edit a recipe, you can assign a USDA item to the ingredients in a prep recipe. The Modify Recipe screen offers you the ability to select from the USDA Food Item list, to use USDA established nutritional values that may already take into account the nutritional loss from cooking and preparation methods. Then, when you assign that prep recipe as an ingredient for a menu item recipe, calculated nutrition takes the information for that prep recipe and uses it for each appropriate menu item. Using the example from Scenario 1 on page 3, you select the USDA item from the Find USDA Item list to assign it to the ingredient in a prep recipe:

- An employee enters the nutritional values for 'Mushroom, portabella, raw' to the raw item.

  Calculated Nutrition uses this value for recipes that include raw portabella mushrooms.

- An employee selects the 'Mushroom Portabella grilled' from the USDA Item Name search list.

  Calculated Nutrition uses the USDA item nutritional values for all recipes that include grilled portabella mushrooms.

To assign USDA nutrient values to a recipe ingredient using the Modify Recipe function:

1. Expand **Global > Configuration Settings > All Stores**.
2. Right-click **Items** and select **Item Maintenance** from the menu that appears.

> **📝 Note**
>
> Because you typically include prep items as ingredients in menu item recipes, best practice is to build prep recipes first. Refer to the NCR Voyix Back Office Manager User Guide for procedures to build a recipe.

3. Click **Prep** at the top of the screen, to show only prep items in the list.

4. Search for and select an **existing prep item**. The **Modify Recipe** screen appears.
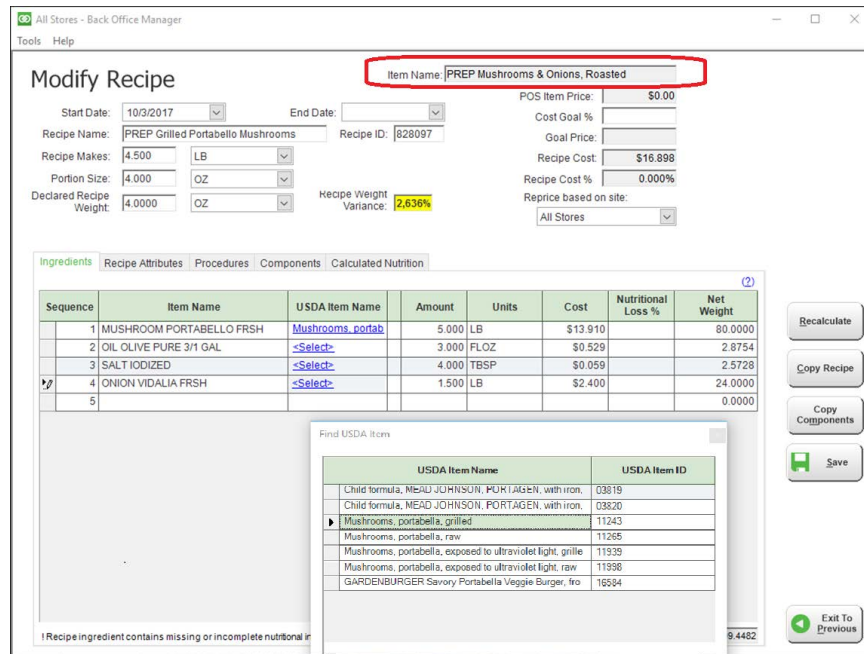

Figure 10 Modify Recipe Screen with USDA List.

5. Click **Select** in USDA Item Name to open the Find USDA Item list box and start typing a **keyword for an ingredient**, or type the **USDA Item ID** and items appear in the list filtered by your typed entry.

6. Select the **appropriate ingredient** from the items in the list.

7. Click the **X** in the top right corner of the list box to close the Find USDA Item list.

8. Continue adding **ingredients**, or click **Save**.

> 📋 **Note**
> The Calculated Nutrition function incorporates the nutritional values for each item in your recipe. Clicking **Recalculate** or **Save** automatically updates those nutritional values in any menu or prep item that uses the selected prep recipe as one of its ingredients.
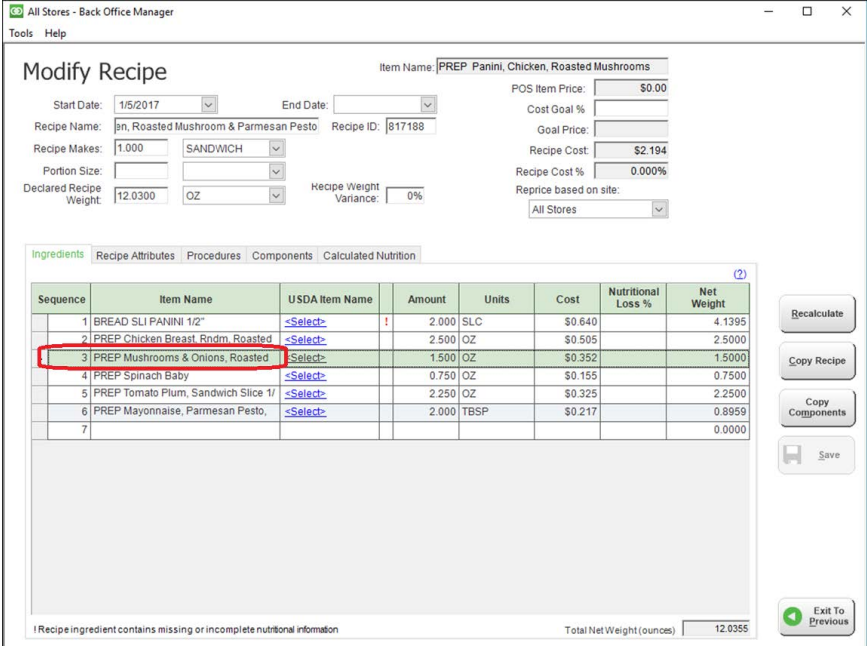
Figure 11 Modify Recipe Screen, Nested Prep Recipe

9. Click **Exit To Previous**.

Reporting Calculated Nutrition

NCR Voyix Back Office Switchboard provides two reports you can use to view nutrition information, and one report where you can list the ingredients of a selected item.

> 📝 **Note**
>
> It is recommended you run these reports only for one site and for the current business date.

Item attributes and nutritional components report

The 'Item Attributes and Nutritional Components' report breaks down the information by raw, menu, or prep items, and supports blank or zero values. This report supports the drill-down function allowing you to analyze at a more detailed level. You can sort by any column in this report.

To run the Item Attributes and Nutritional Components report:

1. Expand **Inventory > Reports**.
2. Select **Title** in the search list box, and type **nutrition** as the search criteria.
3. Click 🔍 to search for the available nutrition reports.
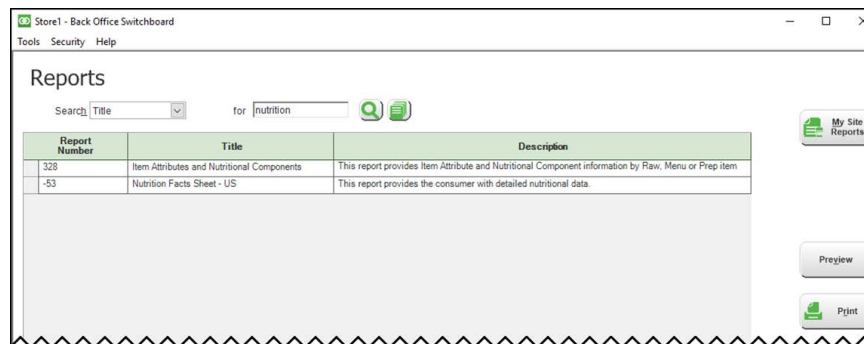
Figure 12 Back Office Switchboard, Reports Screen

4. Select the **Item Attributes and Nutritional Components** report and click **Preview**. The Report Parameter Selection screen appears with the Time Frame tab active.

Figure 13 Report Parameter Selection Screen, Time Frame Tab

5. Accept the current **day** on the Time Frame tab.

6. Select the **Sites** tab and choose a **site**.

7. Select the **Items** tab and select **one or more items**. We recommend you limit the number of items to print.

Figure 14 Report Parameter Selection Screen, Items Tab

8. Select the **Attributes** tab and select **Display Blank** to include attributes with no defined value.
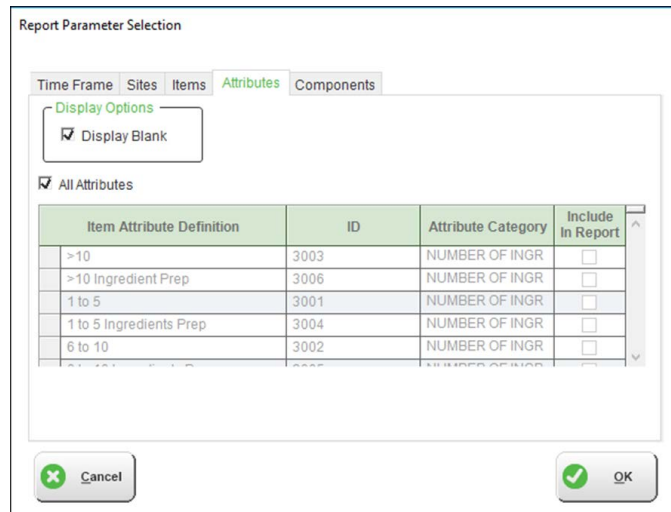
Figure 15 Report Parameter Selection Screen, Attributes Tab

9. Select **one or more attributes** or select **All Attributes**.
10. Select the **Components** tab and select **Display Blank** to include components with no defined value.
11. Select **Display Zero** to include components with a defined value of zero (0.000).
12. Select **one or more components** or select **All Components**.
13. Click **OK** to open the report on screen. View on screen or print, as desired.

Figure 16 Item Attributes and Nutritional Components Report Example

14. Click **Close** on the menu at the top of the screen to close the report.

15. Click **Exit To Previous** or **Exit To Main**, when finished.

Recipe ingredient list report

The **Recipe Ingredient List Report** lists the reporting name you configured for the selected recipe, any ingredients in the ingredients list, and all ingredients for the recipe, including the ingredients in any nested prep recipes. Additionally, the report lists any allergens identified in the attributes for the ingredients, and any custom text that you specify in the text box on the **Custom Message** tab on the **Report Maintenance** screen in Back Office Manager.

Figure 17 Recipe Ingredient List Report

> **Note**
>
> The 'custom text' below the allergens on these reports applies only to the applicable reports, and not to individual recipes. Calculated Nutrition includes the nutrition breakdown for nested prep ingredients. This means it reports the nutritional information for any prep recipe listed as an ingredient in another prep recipe or a menu item recipe, in addition to the rest of the ingredients in the item.

To run the Recipe Ingredient List Report:

1. In Back Office Switchboard, select **Inventory > Reports**.
2. Select **Title** in the search list box, and type **ingredient** as the search criteria.
3. Click 🔍 to filter the report list or scroll down until you find the report.
4. Select **Recipe Ingredient List Report** and click **Preview**. The Report Parameter Selection screen appears.
5. Select **a site** on the Sites tab.
6. Select **the current date** on the Time Frame tab.
7. Select **one or more items** on the Prep and Menu Items tab. We recommend you limit the number of items to print.
8. Click **OK** to open the report on screen. View on screen or print, as desired. If you selected more than one recipe, each ingredient list starts at the top of a new page.

Nutrition facts sheet - US report

The 'Nutrition Facts Sheet - US' provides detailed nutrition data in the FDA-designed Nutrition Facts label format. The order of the ingredients listed follows the sequence you defined for the nutritional Components in Nutritional Component Maintenance in Back Office Manager.

The minimum FDA recommended components appear in this example. The reports you define also include any other nutritional values you populate in your item database. The report lists the reporting name you configured for the selected recipe and any ingredients in the ingredients list, all ingredients for the recipe, including the ingredients in any nested prep recipes, any allergens identified in the attributes for the ingredients, and any custom text that you specify in the text box on the **Custom Message** tab on the **Report Maintenance** screen in Back Office Manager.
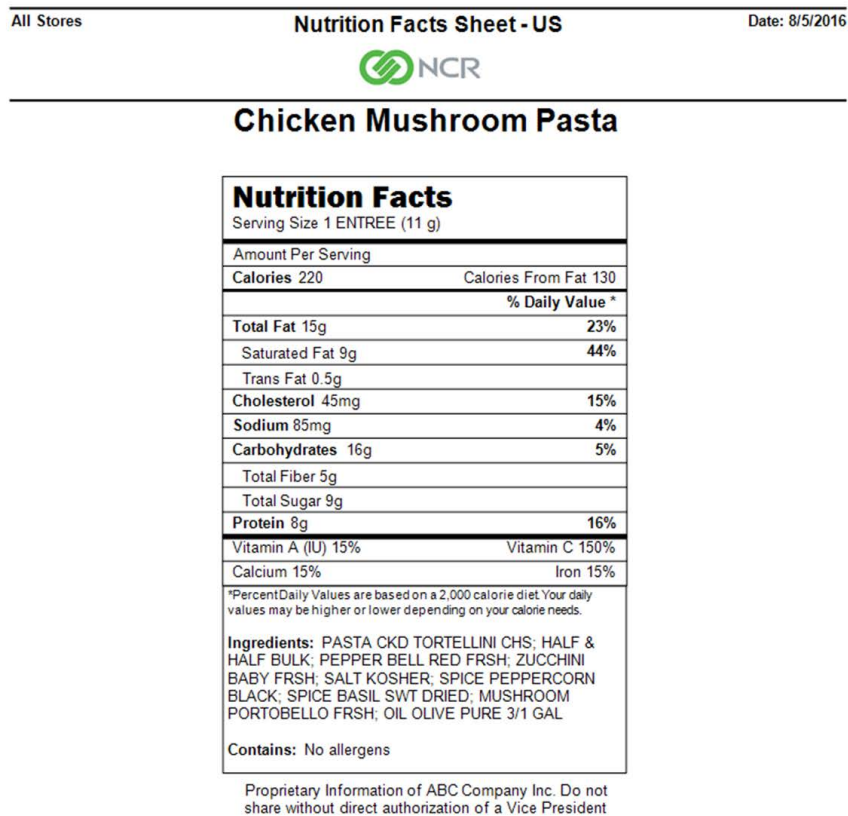

Figure 18 Nutrition Facts Sheet - US Report

To run the nutrition facts sheet - US report:

1. In Back Office Switchboard, select **Inventory > Reports**.

2. Select **Title** in the search list box, and type **nutrition** as the search criteria.

3. Click 🔍 to search for the available nutrition reports

4. Select the **Nutrition Facts Sheet - US** report and click **Preview**. The **Report Parameter Selection** screen appears.

5. Select **a site** on the **Sites** tab.

6. Select **the current date** on the **Time Frame** tab.

7. Select **one or more items** on the **Prep and Menu Items** tab. We recommend you limit the number of items to print.

8. Click **OK** to open the report on screen. View on screen or print, as desired.

> **Note**
>
> You can also print the Nutrition Facts Sheet - US report for a recipe directly from the Calculated Nutrition tab on the Modify Recipes screen in Back Office Manager.

Calculated Nutrition, Feature Focus Guide

NCR Voyix welcomes your feedback on this document. Your comments can be of great value in helping us improve our information products. Please contact us using the following email address: Documentation.HSR@NCRVoyix.com