

# Adding Items to Menus

Adding items to Menus is as simple as deciding what you want to have on a given date, typing in the item name, and selecting a date for it to be served.

You can type the item into the 'Item' input box. I like to list each dish I'll be serving on a given day, such as "Green Chile Chicken Enchiladas, Beans, and Rice". When typing, just like when adding List Items to a List, the system will offer autocomplete suggestions based on menu items you may have previously entered that match what you are typing. As with Lists, this feature can make generating a menu, and ultimately a shopping list, much easier and more efficient over time.

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This Week

Start typing, and select previous menu items if desired.

Item

Beef

Beef Tacos, Beans, Rice

Beef Enchiladas, Beans, Rice

Date to Serve

Add

Actions

Once you've entered the item you want to serve, click / touch the 'Date to Serve' field, and you'll be presented with a calendar modal (pop-up) from which to choose the date that you'll serve the menu item on.

2024

Thu, Aug 15

< Aug 20 >

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Cancel Ok

Select a date by clicking or touching the date, then click / touch 'Ok'. Once the date has been selected, and the menu item entered, you can click / touch the "Add" button to add the item to your menu.

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This Week

Item

Beef Tacos, Beans, Rice

Date to Serve

Aug 30, 2024

Shift All By 1 Day

Add

Menu Item	Date to Serve	Has Product Links	Actions
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You'll see the items listed below the entry form as you continue to add more menu items to your menu.

This Week

Item

Date to Serve

Shift All By 1 Day

Add

Menu Item	Date to Serve	Has Product Links	Actions
Beef Tacos, Beans, Rice	Aug 30, 2024	<div>+ Shopping List</div>	<div><div></div><div></div></div>

You can delete a menu item by touching / clicking the trash-can icon to the right of the item in it's row.

If you are anything like my family, you may lay out a menu for the next 10 days, but then decide to have left-overs one night instead o what's on the menu. Not to worry, when this happens, just touch / click the 'Shift All By 1 Day' button. This will shift all of the menu items by 1 calendar day later. So, if you planned Beef Tacos, Beans, and Rice for Aug 30, 2024; it would be moved to Aug 31, 2024 instead. And, everything after it will also be moved out by one calendar day.