

PEARSON EDUCATION INC.

User's Guide

Pearson Kitchen Manager

Version 1.5

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Pearson Kitchen Manager (PKM) Features Overview

Recipe Library:

- 3,124 recipes from *On Cooking*, *On Baking*, *Food for Fifty*, and *Foundations of Professional Cooking*.
- Will grow to over 5,000 recipes from other Pearson culinary titles including *International Cuisine*, *American Regional Cuisine*, and *ACF Garde Manger*.
- Searchable by text chapter, course, cuisine, and cooking method.
- Finished plate photographs for many recipes.

Recipe tools:

- Print recipes for student use – keep work tables free of textbooks, allow students to write notes directly on recipe.
- Scale recipe by Yield Quantity, Yield Unit, and # of Servings.
- American–Metric conversions.
- Nutrition Analysis.
- Create a shopping list organized by category.
- Edit any Pearson recipe and save as your own.

Recipe Costing

- Real-world recipe cost analysis powered by an ingredient database containing cost, unit conversions, and yield % data.
- PKM calculates Total Recipe Cost and Cost per Serving.
- Food Cost %, Menu Price, and Gross Margin auto-calculate with entry in one field.
- Change serving size within recipe costing window and see resulting change to Cost Per Serving.

Recipe Format and Entry:

- Ability to enter recipe quantities as whole numbers, decimals, and fractions.
- Ability to enter recipe quantities as compound units, such as pound, ounce, and cup, tablespoon.
- Protein Fabrication sub-recipes link meat, poultry, and seafood items recipe portions to whole item.

Menus:

- Easily add recipes to a new or existing menu.
- Menu Costing tools mirror the Recipe Costing tools.

FAQ

Why did Pearson create PKM?

Pearson's goal was to create a custom software application that offers students and faculty a powerful set of tools to enhance the value of all culinary and pastry textbooks. With complete control over PKM's design and functionality, Pearson was able to add features usually found only in restaurant management software.

What type of software is PKM?

PKM is an online software application, where the program and the data reside on a Pearson server which users' access via the internet.

What is the Pearson Recipe Library?

The heart of PKM is the Pearson Recipe Library, which consists of the recipes from the Pearson textbooks.

Do the recipes in PKM exactly match the recipes in the text?

The recipes in PKM are, in most cases, identical to the recipes in the textbook. In some instances, adjustments were made due to the requirements of software entry. For example, a textbook recipe may list a variable amount of an ingredient (3 to 4 apples, for example), while a recipe database requires a specific number in the quantity field. The variable nature of the ingredient is noted in PKM in the ingredient's Prep Notes.

Can PKM be accessed from both PC and Mac?

Yes, PKM can be accessed from any computer with any Web browser.

Can I access PKM on my tablet?

As long as your tablet computer has internet connectivity, you can access PKM through your Web browser.

Can I enter my own recipes in PKM?

Yes – the ability to enter your own recipes is built into the *Create Recipe* section of PKM.

Can I email recipes to a friend?

You can email Pearson library recipes two ways, and you can also email your own recipes. For more information, read the Help files section on emailing recipes.

Can I save my recipes to a USB drive?

Yes – you can print the recipe to a PDF, and then save the file to your USB drive. For more information, see the Help section on Printing.

Why did Pearson program the ingredient costs into PKM?

The ingredient costs were added to PKM to allow you to work with realistic ingredient and recipe cost data. With this data, you can analyze pricing, food cost %, and gross margin for all recipes and menus.

Where did the ingredient costs come from?

Ingredient costs on the 1,747 items in the PKM database were obtained from foodservice vendors in the New York metropolitan area for a hypothetical low volume account. Therefore, the prices on select ingredients may be higher than you would find in your location. Pricing will be updated on a periodic basis, and following any major market changes (such as weather) that cause significant changes in the price of an item or items.

Can I enter my own ingredient cost information for recipe costing?

No – this is not possible. As a shared database where all users access the same information item cost customization is not possible. Pearson is currently working on new software that will allow a school to build its own ingredient database.

The recipe cost information just appears in the recipe cost window – can I see an example of the calculations?

Yes – see Ingredient Cost Calculations on page 43 of this User's Guide

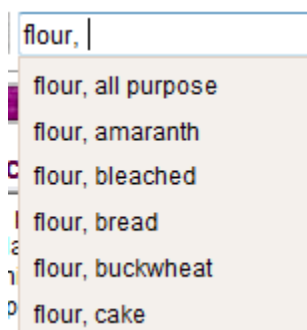
Important Things to Know about PKM

Ingredients

In PKM, ingredients are defined as the purchased raw materials used to create recipes.

Ingredient Names and Grouping

Ingredient names are always lower case and formatted as *general name, specific name*. For example:



This format makes it easier to find all similar items in the PKM ingredient database.

The ingredient name prints in the traditional format. Example: *flour, cake* will print as *cake flour*.

Recipe Names

Recipe Names are always capitalized. There are items in PKM with the same name, in upper case (capitalized) and in lower case. For example: Tomato Sauce and tomato sauce. Tomato sauce is a recipe and tomato sauce is a purchased item, most often found in #10 cans.

Sub-Recipe

A recipe used as an ingredient in another recipe is a sub-recipe. Items such as sauces, stocks, doughs, are most often used as sub-recipes, but any recipe in PKM can be a used as a sub-recipe. The cost and the nutrition data from the sub-recipe flow through to the final recipe.

Measurement Units

PKM utilizes both standard US (ounce, pound, cup) and non-standard (sheet, slice, bottle, sprig) measurement units. The program also offers metric measurement units.

As a shared application where all users access the same database, you are unable to edit the units list.

Compound Units

Compound units are defined as two units used to express a single recipe quantity. Examples are 2 lb 5 oz, 1 tablespoon 2 teaspoons, 1 quart 10 fluid ounces. This method is more user-friendly than other method for non-whole units. Compare this with the decimal equivalents for the above measurements: 2.3 lb, 1.66 tablespoons, 1.08 quarts.

A description of how to use compound units is found in Lesson 2: Create Recipe and Compound Units

Recipe Scaling

Recipe scaling refers to increasing or decreasing the total amount of product that a recipe makes (Yield). When a recipe is scaled, all the ingredients increase (or decrease) by the same common factor. PKM's tools make recipe scaling a very simple task.

Unit Progression

When a recipe is scaled, PKM will change some units to the "best available" unit. For example, consider a recipe that calls for 2 tablespoons of cocoa powder and you scale the recipe up x 4. The resulting quantity of cocoa powder is 8 tablespoons. To deliver a more user-friendly result, PKM converts this to the best whole unit, and the result would be $\frac{1}{2}$ cup cocoa powder.

Protein Fabrication recipes

Protein Fabrication recipes were created to mirror the fabrication of protein portions in the professional kitchen from the larger cut. These Protein Fabrication recipes are used as sub-recipes in many PKM plated item recipes. Example: the *On Cooking* recipe *Sautéed Veal Scallops in White Lemon Sauce* calls for 12 pieces of 3 oz veal scallop. The ingredient is actually the sub-recipe Veal Scallops (3 oz).

[from production] ingredients

Several Pearson recipes call for ingredients that are part of kitchen production, but not generally purchased. To account for these items in the recipes, they are listed in PKM as Item Name [from production], and a minimal dollar value is attached to them to account for the cost in the production process. Examples include; shrimp shells [from production], lobster shells [from production], and pheasant trimming [from production].

Ingredient Cost Calculations

The formulas used by PKM to calculate Ingredient and Recipe cost are illustrated on page 42, Ingredient Cost Calculations.

Examples in the Help Files

All examples in the Help Files are based on the *On Cooking* 5th edition recipe library.

Pearson Recipe Library: Main Recipe Screen

Go to the main Recipe Library Screen by clicking on the **Library** button.



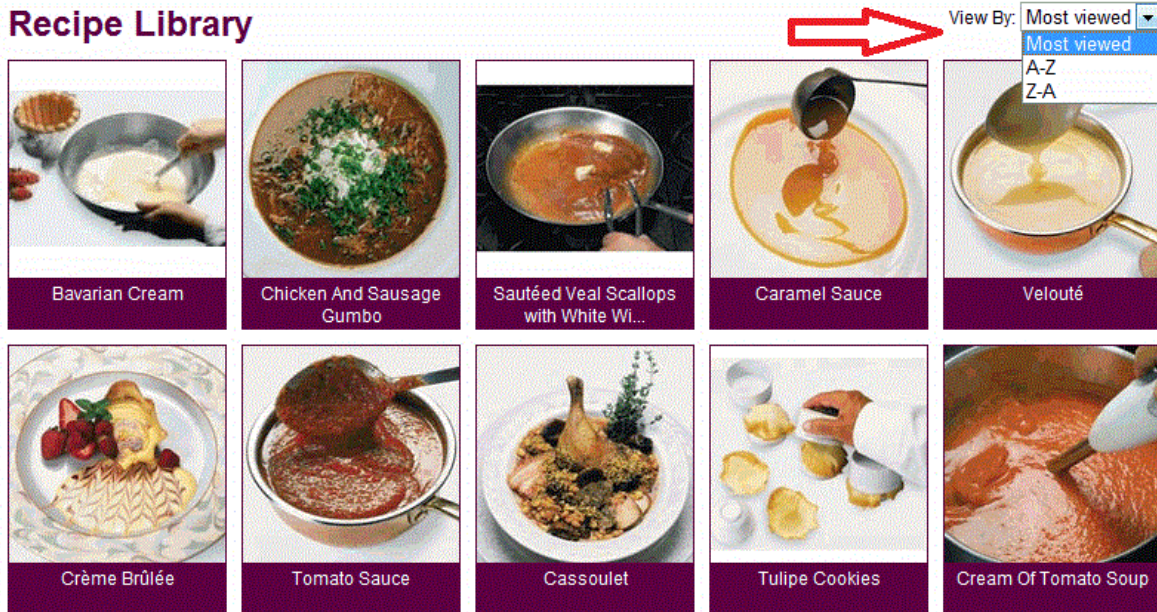
This opens up the main recipe screen:

Recipe Library

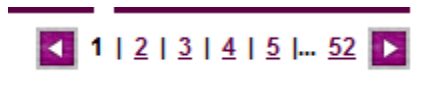


Thumbnail Image Search: in the main recipe library screen, scroll through the thumbnail images of the recipes. By default the recipes are arranged in the order of Most Viewed. You can also sort the recipes alphabetically by clicking the **View By** drop-down box in the right corner and selecting A-Z or Z-A.

Recipe Library



To scroll through all available recipes, use the scroll bar at the bottom of the screen:



To **Open** any recipe, click on the thumbnail image.

Search by Keyword: Type any word to describe the recipe title or a key ingredient in the field labeled *Enter Keyword(s)...*, under Search Library. Click **Find**.

SEARCH LIBRARY

 FIND

In the example below, *chicken* was entered as the keyword and **Find** was clicked.

SEARCH LIBRARY

 FIND

123 results were found. A sample of the Results screen is seen below:

123 results found for chicken

Recipe Library



Chicken And Sausage
Gumbo



Chicken Stock



Chicken Fricassee

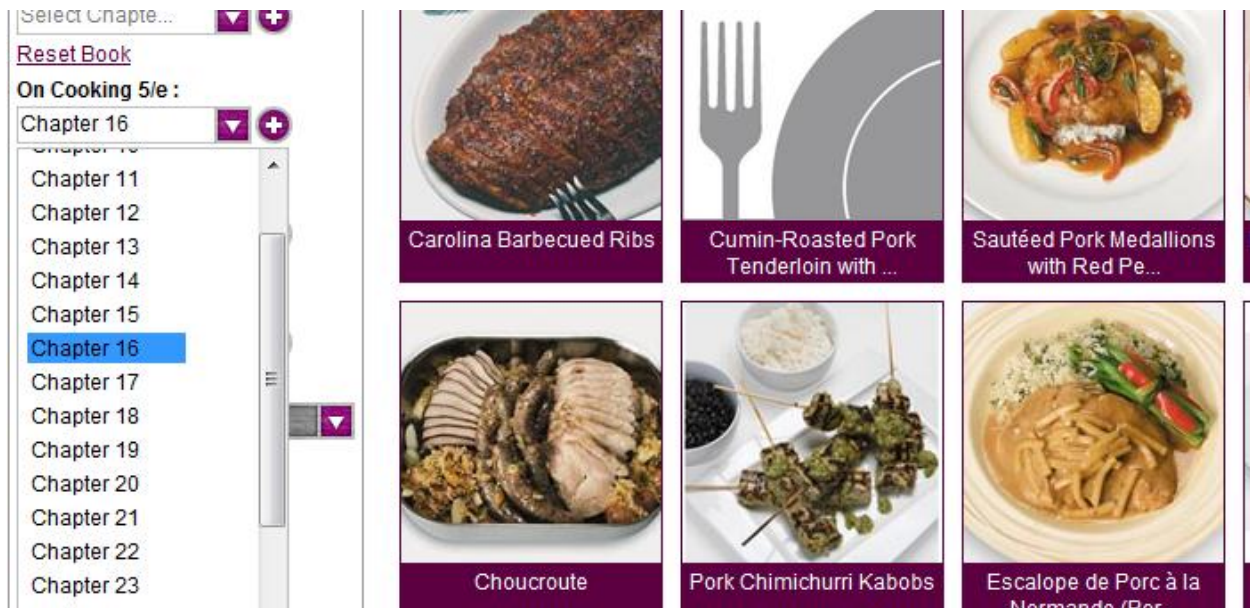


Apricot and Bourbon
Grilled Chicken

Search by Book:

1. Click the **Book** drop-down. The field expands to include the textbooks you have subscribed to.
2. Click the textbook drop-down.
3. Click the desired chapter number.

In the example below, chapter 16 of *On Cooking* has been selected.



Search by Category:

1. Click the **Category** drop down.

The screenshot shows a search interface with three sections: 'Course:', 'Cooking Method:', and 'Cuisine:'. Each section has a 'Choose Method...' dropdown menu with a plus sign icon to its right. Below each dropdown is a 'Reset Category' link. The 'CATEGORY' dropdown at the top is currently open, showing a list of categories including 'Sauces', which is highlighted in blue.

2. To search by **Course**, **Cooking Method**, or **Cuisine**, choose the appropriate drop down.
3. Select from the drop-down choices.

In the example below, the course *Sauces* has been selected.

The screenshot shows the 'Course:' dropdown menu open. The dropdown list contains the following items: Icings and Glazes, Legumes, Mise en Place, Pasta, Pastries, Pastry Elements, Pies and Tarts, Potatoes, Protein Fabrication, Salads, Sandwiches, Sauces (highlighted in blue), Side Dishes, Soups, Stocks, and Vegetables. The 'Sauces' item is selected, and the dropdown menu is closed.

Multiple Search Criteria

To search by multiple search criteria:

1. Select the drop down of the first search criteria and make selection.
2. Select the drop down of the second search criteria and make selection.

In the example below, we have selected *Soups* as the **Course** and *French* as the **Cuisine**. Nine recipes were found satisfying the criteria *Soups* and *French*.

Course:
Soups ▼ +
[Reset Category](#)

Cooking Method:
Choose Method... ▼ +
[Reset Category](#)

Cuisine:
French ▼ +
[Reset Category](#)

9 results found

Category: Course: [Soups](#) | Cuisine: [French](#)

Recipe Library



French Onion Soup



Shrimp Bisque



Vichyssoise (Cold Potato-Leek Soup)

Recipe Screen:[Return](#)

Bavarian Cream

Source:[On Cooking 5/e | Chapter 34](#) (pp 1058)**Yield**2 qt **Serving Size**

1 fl oz

of Servings64 **View Ingredients By** American Metric

Ingredients

milk	14 fl oz
cream, heavy	14 fl oz
sugar, granulated	6 oz
vanilla bean (split)	1 ea
egg yolks	8 ea
gelatin, sheet (softened)	3/4 oz
cream, heavy (whipped to soft peaks)	1 qt

1. **Recipe Source:** Title of the source Pearson textbook. Click this hyperlink (On Cooking 5/e) to see all recipes from this text.
2. **Recipe Chapter and Page:** The chapter and page location in the source text. Click the chapter hyperlink (Chapter 34) to see all recipes from this chapter.
3. **Recipe Yield Quantity:** The total amount of product made from this recipe. Also known as batch size.
4. **Recipe Yield Unit:** The unit of measure associated with the Yield.
5. **Serving Size Quantity and Unit:** The amount of product defined as a single serving. For Pearson official recipes, the serving size is fixed.
6. **# of Servings :** Defined as Yield / Serving Size, where the units are converted to a common unit for the math calculations.
7. **View Ingredients By:** Clicking the radio button next to Metric converts all the units to metric measurements.
8. **Return:** click **Return** to return to the previous screen.
9. **Nutritional Information:** Nutritional Analysis is found at the bottom of the recipe. For complete description of this information see the Help files section on [Recipe Nutrition Analysis](#).

Scale Recipe

Scaling a recipe refers to resizing the recipe, either downward or upward. In PKM, recipes may be scaled in several manners.

To scale a recipe by Yield Quantity only:

1. Enter a new number in the **Quantity** field.
2. Click **Scale**.

To scale a recipe by Yield Unit only:

1. Using the **Yield Units** drop down, select a new unit.
2. Click **Scale**.

To scale a recipe by Yield Quantity *and* Yield Unit:

1. Enter a new number in the **Quantity** field and select a new unit in the **Yield Units** drop down.
2. Click **Scale**.

To scale a recipe by # of Servings:

1. Enter a new number in the **Quantity** field.
2. Click **Scale**.

Edit Recipe

To edit a Pearson Library recipe:

1. Click the **Edit Recipe** button on the right of the screen.
2. Rename the recipe. You can give the recipe a completely new name or simply add your name to the recipe title. Bavarian Cream can become John Student Bavarian Cream, for example.
3. To change the ingredient quantity, type in the new amount.
4. To change an ingredient unit, use the drop down units list, and select a new unit.
5. To delete an ingredient, click the X to the right of the ingredient. A dialog box will appear asking if you are sure about deleting this ingredient. Click **Yes** to confirm deletion.
6. To add an ingredient, click the **Add Ingredient** button.
7. To edit any of the directions, type directly in the **Directions** field.
8. When you are finished modifying the recipe, click **Save Recipe**.
9. The recipe is now saved in My Recipes. A complete description of the My Recipes window appears in another section of the Help file.

Save Scaled Recipe

To save a scaled recipe:

1. Scale the recipe using any of the methods described in the Scale Recipe help section.
2. Click **Save Scaled Recipe** button.
3. Rename the Recipe
4. Click **Save Recipe**.
5. The recipe is saved in My Recipes.

Shopping List

1. Click the **Shopping List** button.
2. To print the Shopping List, click the **Print** button.
3. To save as a PDF, select <Print > Adobe PDF.
4. To email the shopping list, click the **Email** button.

Example: Shopping List for Sautéed Veal Scallops with Calvados:

Shopping List

✕

Sautéed Veal Scallops with Calvados
Yield: 6 ea

Dairy	
crème fraîche	8 fl oz
Dry Goods	
ground black pepper	to taste
salt	to taste
Liquor	
calvados	2 fl oz
Produce	
shallot	2 ea
medium mushrooms	12 oz
golden delicious apple	3 ea
fresh parsley	1 tbl
Sub Recipes	
Clarified Butter	4 fl oz
Veal Scallops (6 oz)	6 ea

EMAIL
PRINT
CANCEL

Recipe Cost:**Recipe Cost** 

Sautéed Veal Scallops with White Wine Lemon Sauce

Yield ea # of Servings Serving Size

Ingredients

	Unit	Cost
Veal Scallops (3 oz)	12 ea	\$45.44
Clarified Butter	4 fl oz	\$0.82
flour, all purpose	4 oz	\$0.14
salt	to taste	-
pepper, ground black	to taste	-
shallot	2 tbl	\$0.15
wine, white	6 fl oz	\$3.53
Lemon Juice (fresh)	2 fl oz	\$0.48
Brown Veal Stock	4 fl oz	\$0.43
butter, unsalted	2 oz	\$0.31
lemon	12 wedges	\$0.54

CostingTotal Recipe Cost:
\$51.84Cost Per Serving:
\$8.64

Menu Price:

Food Cost %:

Margin:

Yield, # of Servings, and Serving Size, Ingredients, and Units are from the main recipe window.

Cost Ingredient Cost

Total Recipe Cost: Sum of all ingredient cost values

Cost Per Serving: Total Recipe Cost / # of Servings

Food Cost %: Obtained by dividing the total recipe cost for the item by the selling (menu) price.

Margin: The dollar difference between the menu price and the total recipe cost.



Unit values of "to taste" and "as needed" do not result in a cost figure as they are inexact measurements.

Calculate Recipe Cost:

To calculate recipe cost:

1. Click **Recipe Cost**
2. Enter data into **one** of the three information cells: **Menu Price**, **Food Cost %**, or **Margin**.
3. In the example below, 35 has been entered into the **Food Cost %** field. Note: you do not have to enter the % sign.

Recipe Cost

Sautéed Veal Scallops with White Wine Lemon Sauce

Yield	# of Servings	Serving Size	UPDATE
12 ea	6	2 ea	

Ingredients

	Unit	Cost
Veal Scallops (3 oz)	12 ea	\$45.44
Clarified Butter	4 fl oz	\$0.82
flour, all purpose	4 oz	\$0.14
salt	to taste	-
pepper, ground black	to taste	-
shallot	2 tbl	\$0.15
wine, white	6 fl oz	\$3.53
Lemon Juice (fresh)	2 fl oz	\$0.48
Brown Veal Stock	4 fl oz	\$0.43
butter, unsalted	2 oz	\$0.31
lemon	12 wedges	\$0.54

Costing

Total Recipe Cost:
\$51.84

Cost Per Serving:
\$8.64

Menu Price:

UPDATE

Food Cost %:

UPDATE

Margin:

UPDATE

4. Click **Update**.
5. The values for the other two fields auto-calculates based on the following formulas:

Menu Price: $\text{Cost per Serving} / \text{Food Cost \%}$

Food Cost %: $\text{Cost per Serving} / \text{Menu Price}$

Margin: $\text{Menu Price} - \text{Cost Per Serving}$

Recipe Cost

Sautéed Veal Scallops with White Wine Lemon Sauce

Yield # of Servings Serving Size
 12 ea 6 2 ea

Ingredients

Ingredients	Unit	Cost
Veal Scallops (3 oz)	12 ea	\$45.44
Clarified Butter	4 fl oz	\$0.82
flour, all purpose	4 oz	\$0.14
salt	to taste	-
pepper, ground black	to taste	-
shallot	2 tbl	\$0.15
wine, white	6 fl oz	\$3.53
Lemon Juice (fresh)	2 fl oz	\$0.48
Brown Veal Stock	4 fl oz	\$0.43
butter, unsalted	2 oz	\$0.31
lemon	12 wedges	\$0.54

Costing

Total Recipe Cost:
\$51.84

Cost Per Serving:
\$8.64

Menu Price:

Food Cost %:

Margin:

- Change any of the three fields, click **Update** and see the new results.
- In the example below, the **Menu Price** is changed to \$21.75 and the new results appear for **Food Cost %** and **Margin**:

Recipe Cost

Sautéed Veal Scallops with White Wine Lemon Sauce

Yield # of Servings Serving Size
 12 ea 6 2 ea

Ingredients

Ingredients	Unit	Cost
Veal Scallops (3 oz)	12 ea	\$45.44
Clarified Butter	4 fl oz	\$0.82
flour, all purpose	4 oz	\$0.14
salt	to taste	-
pepper, ground black	to taste	-
shallot	2 tbl	\$0.15
wine, white	6 fl oz	\$3.53
Lemon Juice (fresh)	2 fl oz	\$0.48
Brown Veal Stock	4 fl oz	\$0.43
butter, unsalted	2 oz	\$0.31
lemon	12 wedges	\$0.54

Costing

Total Recipe Cost:
\$51.84

Cost Per Serving:
\$8.64

Menu Price:

Food Cost %:

Margin:

- To change the **Serving Size** from within the Recipe Cost window, enter a new number for serving size and click **Update**. Cost per serving changes.

9. To print the Recipe Cost, click the **Print** button on the bottom left of the recipe cost window.



You enter data into **one** of three information fields.

All the costing calculations for the above recipe are explained in Recipe Cost Calculations.

Print Recipe

To print a recipe in standard portrait format:

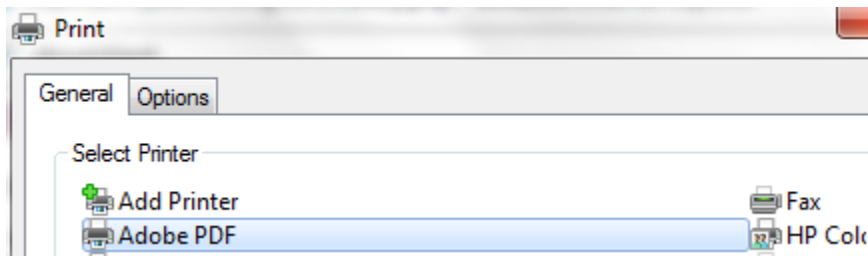
1. Click **Print Recipe** button.
2. Click **Print**.

To print a recipe in landscape format:

1. Click **Print Recipe** button.
2. Click the **Landscape** button.
3. Click **Print**.

To “print” and save a recipe to PDF:

1. Click **Print Recipe** button.
2. For Landscape format, click the **Landscape** button.
3. Click **Print**.
4. In Windows, scroll through the Print window, and under General > Select Printer, select **Adobe PDF**.



5. Name the file and select a location for the file.
6. Click Save.



Saving a recipe to PDF is a good way to save any recipe to a USB drive or a portable hard drive. It allows you to open the recipe file on a computer without access to PKM.

To email a Pearson Library a Recipe:

1. Click **Email Recipe** button.
2. Fill out the form and click **Send**

To email your own recipe from My Recipes:

1. Save your recipe to a PDF as discussed on page 22 above.
 2. Email the recipe as an attachment.
-



Recipients of the recipe must have access to PKM to view emailed Pearson library recipes.

Add to My Favorite Recipes:

To designate a Pearson recipe as a Favorite Recipe:

1. Open up any Pearson library recipe.
2. Click the **Add to My Recipes** button.
3. The recipe is saved to the My Favorite Recipes section of My Recipes. The example below is the result of designating Bavarian Cream a Favorite Recipe.

My Favorite Recipes



Bavarian Cream from [On Cooking 5/e](#)



Sautéed Veal Scallops with White Wine Lemon Sauce from [On Cooking 5/e](#)



Cheddar and Leek Soup from [On Cooking 5/e](#)



Lemon or Lime Bars from [On Cooking 5/e](#)


Add to My Menus

To add any recipe to an existing or new menu:

1. Click **Add to My Menus**.
2. The following pop-up window will appear:

Add to My Menus

Add Bavarian Cream to the following menu.

Add To:
 

Or Create New Menu:

ADD **CANCEL**

3. To add Bavarian Cream to an existing menu, use the **Add To** drop down menu where you will see all the menus you have already created.
4. To add Bavarian Cream to a new Menu, type a menu name in the **Create New Menu** field.

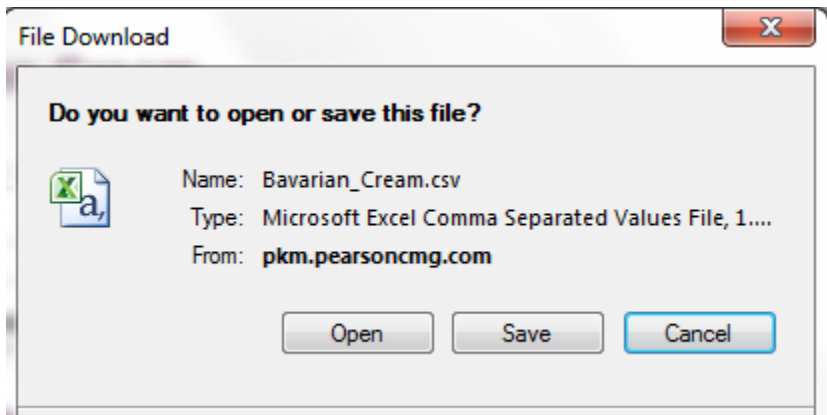


For a complete description of PKM's menu tools, see the Help files section on Menus.

Export to Spreadsheet

To export the recipe to an Excel spreadsheet:

1. Click the **Export to Spreadsheet** button.
2. The following dialog box will open:



3. Click **Open**.
4. Save the Excel file to the desired folder.

Nutritional Analysis

Located at the bottom of each recipe, PKM's nutritional analysis is calculated using ingredient data from the USDA National Nutrient Database (Release 24).

<http://www.ars.usda.gov/Services/docs.htm?docid=22113>

PKM adds the Nutritional Data retrieved for each recipe ingredient to calculate recipe totals for the following nutritional figures:

Calories (Energ_Kcal): Measured in kcal/100 g
Total Fat (Lipid_Tot): Measured in g/100g
Calories from Fat: Derived as Total Fat * 9
Saturated Fat (FA_Sat): Measured in g/100g
Cholesterol (Cholestrl): Measured in mg/100g
Sodium (Sodium): Measured in mg/100g
Total Carbohydrates (Carbohydr): Measured in g/100g
Protein (Protein): Measured in g/100g
Vitamin A (Vit_A_IU): Measured in IU/100g
Vitamin C (Vit_C): Measured in mg/100g
Iron (Iron): Measured in mg/100g
Calcium (Calcium): Measured in mg/100g
Transfat (FATR): Measured in g/100g

These numbers are divided by # of servings, and this yields the Nutritional Data for 1 serving of each Recipe.

The USDA database does not contain data for many recipe ingredients. If any ingredient is not referenced in the USDA database, the nutritional analysis for the recipe is calculated without that data.

In the Bavarian Cream recipe, no data exists for vanilla bean in the USDA Nutrient Database, Release 24. This does not mean that the data provided is incorrect; it tells the user that it is not 100% complete.

My Recipes

All edited Pearson and user created recipes are stored in the My Recipes window. The My Recipes window is divided into two sections: My Personal Recipes and My Favorite Recipes.

The My Recipes window utilizes the following icons:



Signifies a user created recipe.



Signifies that the recipe was originally a Pearson Library recipe.



Found in the My Favorite Recipes section, signifies a Pearson Library recipe.

To delete a recipe from My Recipes:

1. Click **Edit List**.
2. Click the green box with a white X in it.
3. Click **Yes** to confirm deletion.



Only the user can see and access the recipes in My Recipes.

Menus

Create a Menu

1. Click the **My Menus** button at the top of the screen.
2. Click **Create Menu**.
3. Type recipe name in **Title** field.
4. Fill out **# of Guests**, **Time**, **Date**, and **Location**.
5. In the recipe field, begin typing the name of the first recipe you want to add to the menu.
6. In the example below, we wish to add *Thai Crab Cake* to a Holiday Reception menu. As we type in *Thai*, all recipes in the database that begin with “Thai” pop-up. We select Thai Crab Cake.

7. To add additional recipes, click **Add Recipe**.
8. To delete a recipe you have added, click the white X in the small brown box.
9. When complete, click **Save Menu**.
10. Your menu is saved to My Menus
11. Below is a sample reception menu for 425 guests:

Recipes	# of Servings:
Thai Crab Cake	500
Red Potatoes with Walnuts and Gorgonzola	500
Kalamata Olive and Asiago Crostini	500
Chèvre Tarts	500
Lamb Satay	500



The Pearson Library recipes for the books you have subscribed to and your own recipes will appear in the dynamic recipe field and may be added to your menus.

Any changes to **Serving Size**, **Yield**, and **Batch Size** must be done within the individual recipe.

Edit Menu

To open and edit a previously created menu:

1. Click **My Menus**.
2. The list of your menus will be displayed.
3. Click the menu you wish to edit.
4. Click **Edit Menu**.
5. Make any changes to existing recipes, delete recipes, or add new recipes.
6. Click **Save Menu**.

To open an individual recipe in the menu:

1. Open the Menu.
2. Click the individual recipe.
3. Click **Return** to return to the menu.

Menu Shopping List

A menu shopping list is a compendium of all the ingredients required to produce the recipes, in the quantities specified. PKM adds similar items from all recipes in the menu, provided they are in the same unit. For example, if one recipe in your menu called for 2 lb of monterchet cheese and another recipe called for 2 cups of monterchet cheese, the shopping list would not add them together as they are in different units.

To create a menu shopping list:

1. Open the menu.
2. Click **Shopping List**.
3. Below is part of the Holiday Reception shopping list. You need to scroll down to see the complete list.

Shopping List

Holiday Reception
Guests: 425

Bread	
French bread	20 3/4 loaves
Dairy	
gorgonzola cheese	1 lb 2 oz
sour cream	1 lb 9 oz
cream cheese	3 lb 2 oz
asiago cheese	5 lb 3 oz
parmesan cheese	7 lb 13 oz
montrachet cheese	10 lb 6 oz
Dry Goods	
salt	to taste
walnut halves	9 1/2 oz
worcestershire sauce	to taste
tabasco sauce	to taste
ground black pepper	to taste
kalamata pitted olives	625 ea
olive oil	12 1/2 fl oz

PRINT **CANCEL**

4. To Print, click **Print**.

Menu Cost

PKM's Menu Cost tool displays the total cost to produce the menu's recipes in the quantities specified. The cost per guest is also displayed, which is defined as the total recipe cost / the # of guests. The price analysis tools in the individual recipe costing window are available in the Menu Cost window also.

To open the PKM Menu Cost window:

1. Open the Menu.
2. Click **Menu Cost**.
3. Enter a figure in one of the three price analysis fields: **Price per Guest**, **Food Cost %**, or **Margin**.
4. Click **Update**.
5. The other two menu price fields auto-calculate.
6. In the example below, 30% Food Cost was entered and the **Price per Guest** and **Margin** were calculated by PKM.

Menu Cost

Holiday Reception

of Guests:
425

Time:
07:30 PM

Date:
12/22/11

Location:
Main Rotunda

Recipe

	# of Servings:	Cost:
Thai Crab Cake	500	\$2083.75
Red Potatoes with Walnuts and Gorgonzola	500	\$36.00
Kalamata Olive and Asiago Crostini	500	\$93.33
Chèvre Tarts	500	\$256.25
Lamb Satay	500	\$449.06

Costing

Total Menu Cost:
\$2918.39

Cost Per Guest:
\$6.87

Price Per Guest:
\$22.90

UPDATE

Food Cost %:
30%

UPDATE

Margin:
\$16.03

UPDATE

Print Menu

To Print a Menu:

1. Open the Menu.
2. Click **Print**.

Create Recipe

To create a New Recipe in PKM:


1. From any PKM window, click **Create Recipe**.
2. In the **Title** field, enter the name of your recipe.
3. In the **Yield** quantity field, type in the amount your recipe will produce. If a recipe makes 2 qt of soup, then you would type 2 in this field.
4. In the **Yield** unit field, use the drop down to enter the appropriate units.
5. In the **Serving Size** quantity enter the amount of your desired serving size. If the serving size for the soup recipe is 8 fl oz, then type 8 in this field.
6. In the **Serving Size** unit field, use the drop down to select the unit for your serving size.

For the Soup recipe with a Yield of 2 qt and Serving size of 6 fl oz, the screen should look like this:

Yield	Serving Size	# of Servings
2	6	-
qt	fl oz	

7. The **# of Servings** auto-calculates when you save the recipe.
8. Enter the first ingredient in your recipe. As you start to type in the ingredient name, the dynamic ingredient database appears. Remember that the ingredient names are formatted as *group name, specific name*. Example: if you wish to enter extra virgin olive oil, you would type oil, extra virgin olive. This will auto-fill as you start typing oil, extra...

When you enter an ingredient, a default recipe unit appears. In most instances, this is the unit used in the textbooks. You may easily change this as described in step 11.
9. In **Prep Notes**, you may type notes such as: *room temperature, finely chopped, chiffonade*, or any other descriptor you wish.
10. In **Quantity** field, type the number amount for the ingredient. You may enter numbers as fractions, decimals, or compound units see Help section on **Compound Units**
11. In the **Unit** field, if your recipe unit is different than the default unit, type or use the drop down to select the ingredient recipe unit.
12. To add another ingredient, click **Add Ingredient**. You may find it easier to click **Add Ingredient** several times to prepare your recipe for several ingredients.
13. To delete an ingredient, click the X next to the unit drop down.
14. To rearrange the order of recipe ingredients, left-click and hold down the Scroll button to the left of

the ingredient name  and move the ingredient up or down in your ingredient list.

15. Type in your recipe directions in the **Directions** field. You may bold, italicize, any character and insert special characters by using the tools at the bottom of the **Directions** field.
16. You may copy and paste your directions from many sources directly into the Directions field.
17. When complete, click **Save Recipe**.

18. A dialogue box appears. If you are in agreement with the terms and conditions, click **Agree** and **Save**.
19. Your recipe is saved in My Recipes.



For PKM to calculate **# of Servings**, the **Yield Unit** and the **Serving Size Unit** must be in the same unit group; Volume, Weight, or Count. Any Yield Unit and Serving Size Unit that are not within the same unit group will result in # of Servings field with no value.

Lesson 1: Sub-Recipes and Recipe Cost

Open up the **Sautéed Veal Scallops with White Wine Lemon Sauce** recipe by clicking on the image.

1. The recipe calls for 12 (3 oz) veal scallops. To provide a realistic instructional kitchen scenario where the students would cut 3 oz portions, the ingredient is a sub-recipe with veal top round as the ingredient. Click veal scallops (3 oz) to see this sub-recipe.
 - a. For a discussion on how the yield of 24 ea was derived, see Veal Scallops Fabrication on page 42.
2. Clarified Butter, Lemon Juice (fresh), and Veal Stock are also sub-recipes in that they are produced, not purchased. If you want to change the butter to the purchased product, you would enter butter, clarified (which prints as clarified butter).
3. Click the **Recipe Cost** button.
4. Type in a target **Food Cost %**, click **Update**, and Pearson Kitchen Manager calculates Menu Price and Gross Margin.
5. Type in a **Menu Price**, click **Update** and Pearson Kitchen Manager calculates Food Cost % and Gross Margin.
6. Type in a **Gross Margin** number, click **Update** and Pearson Kitchen Manager calculates Menu Price and Food Cost %.
7. To see how these numbers would look with this dish as a Tasting Menu, change the Serving Size to 1 ea.
8. If the **Cost per Serving** is too high, you could edit the recipe, and change to 2 oz veal scallops.

Lesson 2: Create Recipe and Compound Units

Click Create Recipe button on the far right



1. You will be entering the following recipe:
 - a. Title: **Cookies [Your Name]**
 - b. Yield: 12 ea Serving Size: 1 ea
 - c. Ingredients:
 - i. Pastry flour: 1 lb 5 oz
 - ii. Baking powder: 1 tbl 2 tsp
 - iii. Eggs: 4
 - iv. Milk: 16 fl oz
2. For Yield Quantity enter 12.
3. Press <Tab> or single left-click in the **Unit** field with your mouse
4. If you used the <Tab> option you can type ea.
5. If you clicked in the **Unit** field, select ea from the units list.
6. Using the same methodology, enter 1 ea as the serving size.
7. Pearson Kitchen Manager will calculate the **# of Servings** after you save the recipe.
8. To enter the first ingredient, pastry flour, single left-click in the **Ingredient** field. Enter *flour*; you will see the flour items in the ingredient list appear in the auto-complete field. You can either scroll down to flour, pastry or continue typing *flour, pastry*.
9. Press <Tab> and move to **Prep Notes** field.
10. Note that the **Default Recipe Unit** (lb) for this item appeared.
11. Press <Tab> and type 1, 5 in the **Quantity** field.
12. Press <Tab> to move to **Units** field. If you wanted to alter the default unit, you would either type in new unit, scroll, or select.
13. Click the **<Add Ingredient>** button and enter baking powder, 1, 2 tbl.

14. Continue for eggs and milk.

15. Your screen should look like this:

Cookies J. Student

Yield

Serving Size

of Servings

View Ingredients By

American Metric

Ingredients

Use a separate row for each ingredient in the Recipe. Click the **Add Ingredient** button to create additional rows, or click the X button to remove a row. The Ingredient field will automatically populate with entries from the ingredient database. For additional instructions on how to use this tool, scroll to the bottom of the page and click Help.

HIDE INSTRUCTIONS

Ingredient	Prep Notes	Quantity	Unit	
<input type="text" value="flour, pastry"/>		1, 5	lb	<input type="button" value="X"/>
<input type="text" value="baking powder"/>		1, 2	tbl	<input type="button" value="X"/>
<input type="text" value="eggs"/>	room temperature	4	ea	<input type="button" value="X"/>
<input type="text" value="milk"/>		16	fl oz	<input type="button" value="X"/>

16. Click <Save Recipe>

17. Your screen should look like this:

Cookies J. Student

By: [kenneth.goldberg](#)

Yield

Serving Size

of Servings

View Ingredients By

American Metric

Ingredients

flour, pastry	1 lb 5 oz
baking powder	1 tbl 2 tsp
eggs (room temperature)	4 ea
milk	16 fl oz

18. Note the compound units for pastry flour and baking powder from the use of a comma. If you prefer to have any item appear as a decimal or fraction, you would enter it in that format. In the case of baking powder above, you would enter 1.67 tbl, or $1 \frac{2}{3}$ tbl.
19. In the **# of Servings** field, type 12 to 24 and click **<Scale>**
20. Notice the fl oz for milk progressed to the next larger unit, qt.

Fabrication Recipe for Veal Scallops (3 oz):

Veal Specification: Veal Top Round, cap off NAMP # 349A

Weight Range: 5-7 lb

Weight input for calculations: 6 lb

Yield: 95 %

Calculations:

AP Weight:	6	lb
EP Weight	5.7	lb
Portion size	3	oz
Maximum Portion #:	30.4	ea
Probable Portion #:	24	ea

Explanations:

The maximum portion # = EP Weight converted to ounces / Portion Size in ounces

Maximum portion #: $91.2 / 3 = 30.4$

Probable Portion # is an estimate based on over/under portioning and unusable ends of the veal top round.

Ingredient Cost Calculations:

The following is designed to illustrate how PKM calculates cost for each recipe ingredient. The exact algorithms the software uses are contained within the code.

Food Cost Per Recipe Ingredient:

Step 1: **Calculate Edible Portion Cost (EPC) per Invoice Unit:** $\text{EPC per IU} = (\text{Invoice Price} / \text{Yield \%})$

Step 2: **Convert EPC per Invoice Unit to Cost per Recipe Unit Using:**
 a) Standard within measurement family (Weight / Volume / Count) conversions
 and / or
 b) Individual ingredient item Unit conversions

Step 3: **Calculate Total Ingredient Cost = Cost Per Recipe Unit x Recipe Quantity**

The following is a demonstration of the cost calculations for select ingredients in a recipe:

Ingredients	Ingredient		Calculate Edible Cost Per Invoice Unit: Divide Invoice Cost by Yield Factor		Convert Edible Portion Cost per Invoice Unit to Cost Per Recipe Unit: Step 1		Convert Edible Portion Cost per Invoice Unit to Cost Per Recipe Unit: Step 2		Calculate Recipe Cost: multiply cost per recipe unit x recipe quantity
	Amount	Units							
flour, all-purpose	4	oz	5.00	per bag	0.50	per lb	0.03	per oz	\$ 0.13
shallots	2	tbl	2.50	per lb	0.21	per ea	0.10	per tbl	\$ 0.21
wine, white	6	fl oz	9.00	per bottle	0.26	per fl oz			\$ 1.59
butter, unsalted	2	oz	2.00	per lb	0.13	per oz			\$ 0.25
lemon	12	wedge	23.75	per case	0.25	per ea	0.03	per wedge	\$ 0.38

The following is a demonstration of the cost calculations for select sub-recipes used in a recipe:

Sub-Recipes	Ingredient		Convert Total Sub-Recipe Cost to Cost Per Yield Unit		If Sub-Recipe Yield Unit and Recipe Unit not the same, convert to Recipe Unit				Calculate Recipe Cost: multiply cost per recipe unit x recipe quantity
	Amount	Units							
Clarified Butter	4	fl oz	0.17	per fl oz					\$ 0.67
Lemon Juice	2	fl oz	0.14	per fl oz					\$ 0.29
Brown Veal Stock	4	fl oz	0.19	per fl oz					\$ 0.76