

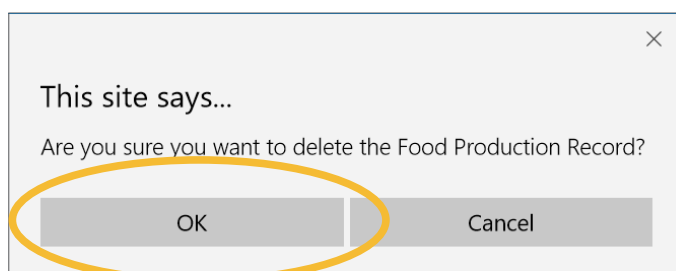
Menu: Grocery Estimator: Deleting a Grocery Estimate

You may wish to delete a grocery estimate under the following circumstances:

1. You had a last-minute change to your menu and the grocery estimate is now incorrect.
2. You made an error in the original grocery estimate.

To delete a grocery estimate:

- Click on “Menu” on the main dashboard.
- Click on the date and meal for which you would like to delete a grocery estimate.
- Click on the red “Delete Food Production Record” in the lower right corner.
- You will see a warning box. Click “OK”.



- You will be returned to the Meal Details screen. You will note that the “Edit Menu” button has now returned (unless a claim has already been processed for that month) and the time/date stamp associated with the original finalized grocery estimate is gone.