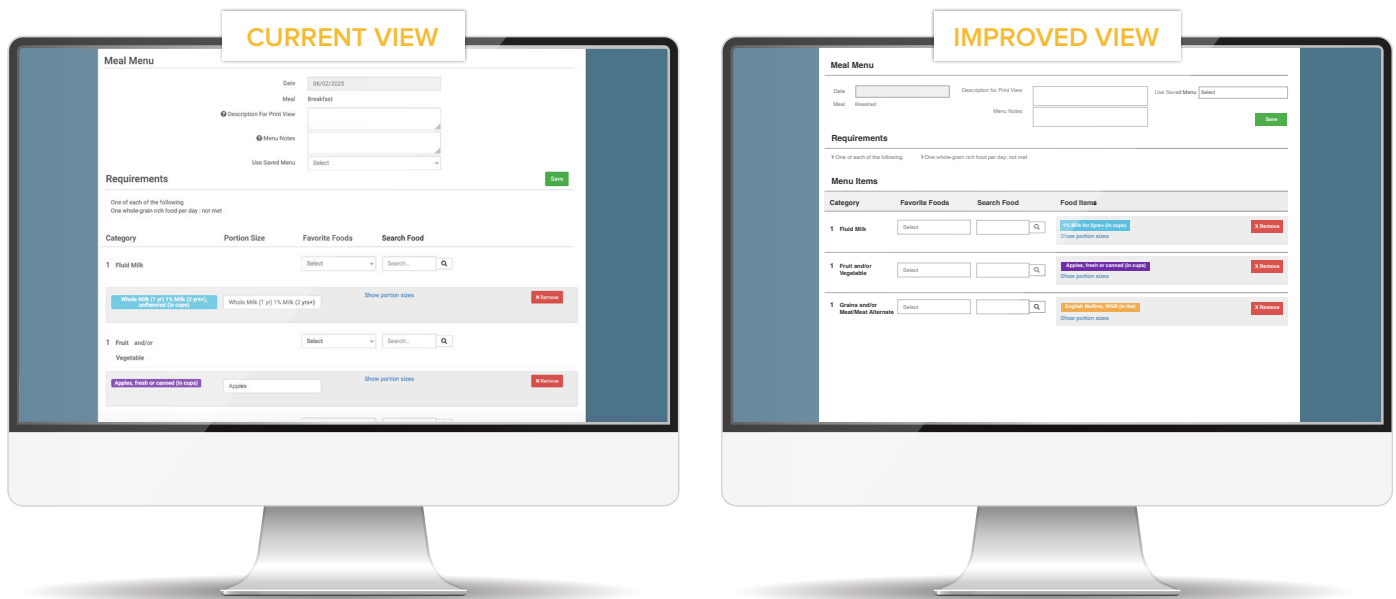


VIEW OUR HELP CENTER ARTICLE TO LEARN MORE ABOUT USING THE IMPROVED [MENU ENTRY SCREEN](#).

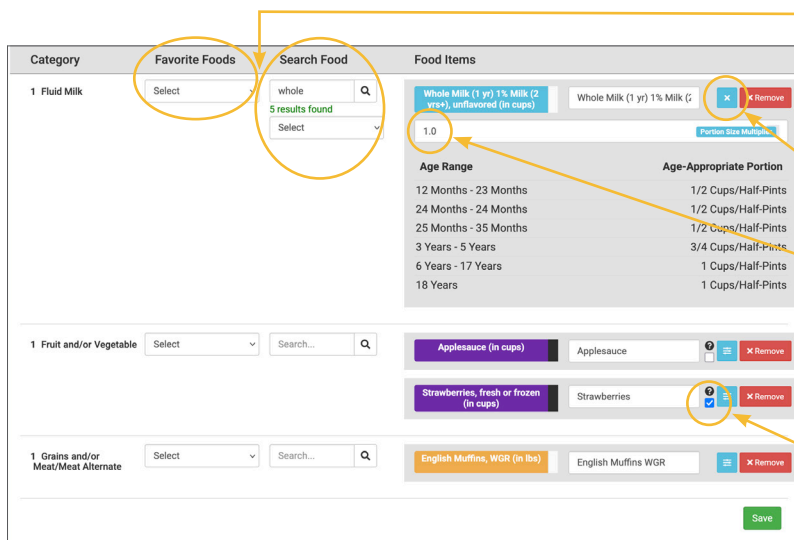
## IMPROVED MENU ENTRY SCREEN

Our new menu entry screen includes all the same options and features you're used to—just with a refreshed layout designed to make better use of the space. With this update, all your food items will be visible at once, eliminating the need to scroll down the screen.



## MENU ENTRY SCREEN FEATURES

See where everything can be found on our new and improved Menu Entry screen.



- 1 Add food items to a menu using either the **Favorite Foods** dropdown or **Food Search** feature.
- 2 Click to expand/hide **portion sizes**.
- 3 Adjust **portion sizes** by entering the new number and hitting return. The page will refresh and you will need to click to expand the portion sizes again to see the adjusted amounts.
- 4 Click to **mark a food item as an extra** that does not contribute to the meal pattern.