



Procedure for data entry in good food talks website

Registration

1. Open Goodfoodtalks.in and click on submit a menu
2. Click on Sign up
3. Provide your email id etc. and complete the registration.
4. You will get a message that your account is created.
5. Close the website.

The above is a one time process.

To make data entry

1. Open goodfoodtalks.in
2. Click on submit a menu
3. Provide user id and password and log in

Adding menus

1. After log in, in the top left click on Menus and then click on add new Menu
2. Keep the Restaurant menu ready for reference. Unless you have the hard copy of the menu, you can easily find most menus on the internet. You can keep the restaurant menu and the GoodFoodTalks(GFT) website open simultaneously and switch between them to read information and type into the GFT website.
3. Type restaurant name as the menu name
4. Carefully check the sections in the restaurant menu card and accordingly create sections here by clicking add new section
5. You can also rename the blank sections e.g. starters provided here
6. Below each section click on add new menu item and type item name and price
7. If the item has a description or if its price is mentioned for other quantities (e.g. half plate, full plate) then mention this also in the description box.
8. Finally click on save menu

Adding restaurants

9. After log in, in the top left click on My Restaurants and then click on add new restaurant

10. Fill up the data.
11. Make sure you put the address below the map and click the "locate my restaurant" button. The map should now show your city.
12. On the right side of the page, it will show one or more menu names. Place a tick mark on the correct menu for this restaurant
13. Finally click on save draft.

Note that you can stop data entry at any time. Just click on Save draft and Close website. When you want to resume data entry, log into the website and click on My Restaurants or My Menus at the top and then open the menu/restaurant you want to work on.

Once you have completed addition of the complete menu and restaurant, please send an email to gft@saksham.org so that it can be made public.