



Net-Chef Prep Options

Reference Guide

Document Details

Document #: 160_RG1000_230505

Overview

This Reference Guide will teach you what you need to know about Daily Prep, Auto-Prep and the Prep Reports.



Be sure to grab the latest version of this document here:

<https://links.crunchtime.com/NCRG-PrepOptionsReference>

OR by scanning the QR code to the left.

Related User Group Permissions

Screen Name	Control Name	Description
Recipe Summary	Add	Add a new recipe from the summary screen.
Recipe	Save	Make and save changes to a recipe.
NC-Daily Store Tasks	Create Daily Prep	Enables "Create Daily Prep" on the Production menu.
NC-Daily Store Tasks	Daily Prep	Enables "Recent Daily Prep" on the Production menu.
NC-Daily Prep	Allow Finalize to make Avail Qty < 0.00	Allow users to finalize Daily Prep when one or more components have an insufficient quantity in inventory. This will also allow users to finalize a Prep transaction with negative quantities that makes a recipe's Available Quantity fall below 0.00.
NC-View Reports	Prep Report	Enables the Prep Report and Single-Day Prep Report on the Production Reports menu.



Net-Chef Prep Options

Daily Prep

Overview

Daily Prep is used to record actual production and recommend a Suggested Prep quantity based on what a location needs minus the stock it currently has. For Net-Chef to calculate this accurately, it is necessary for operators to physically record actual production quantities each day, or throughout the day depending on how frequently prep is performed. Once recorded, raw ingredients are removed from inventory, a finished recipe is added to inventory in their place, and the value of each recipe is updated. Adding prepped recipes to your inventory makes it much easier to track how much product you actually have.

When should I use it?

We recommend using this process to record prep for recipes that are counted as part of inventory (for example: Beef Stew, Chocolate Cake, etc.). Accurate actual costing metrics are dependent on the regular input production data. Good candidates for this option are locations with 50 Prep Recipes or less or customers who already record actual production quantities as part of their standard operating procedures.

How do I use it?

For details on how to perform Daily Prep, see the related QuickStart Guide, found here:

<https://links.crunchtime.com/NCQS-CreateDailyPrep>

Key Terms

- *Current Available* – System-calculated On Hand quantity based on the last inventory count, (+) recorded Prep, (–) Sales Depletion, (–) any recorded Waste (Adjustments).
- *Proj. Cons. For Day* – How much you're expected to need for the day based on historical usage and the sales forecast.
- *Suggested Production for Prep* – Your Projected Consumption minus Current Available.
- *Actual Production* – The quantities that were actually produced.

Related Setup

Enterprise Manager > Products: Recipe > Location tab

Recipes > Beef Stew Prep

Recipe Name: Beef Stew Prep Product #: R-1002 PLU #:
POS Decrement: ITEM Ideal Price per Portion: 29.99 Batch Size: 1 GAL
Portion Yield: 1 GAL

Recipe	Components	Prep Notes	Attachments	Nutrition	Production	Location	Concept	Modeling	Scaling	Alternate UPCs	Audit
1											
Activate All Deactivate All Update PLU Update PLU All Update Prices Update Prices All Y Print +											
Location Name		Location Code	PLU #	Recipe Pri...	A Production Type POS Decrement		B A/T Cost Item		Active	Recipe Name	Include in Prep ...
South Coast					Production Item		☒		☒	Beef Stew P	☐
201 - Tampa Store		200001		29.99							
Gulf Coast											

- 1 Add the producing Location to the recipe's Location tab.
 - A Set *Production Type* = 'Production' and *POS Decrement* = 'Item'.
 - B Check the *A/T Cost Item* flag.

(Continued)



Net-Chef Prep Options

Daily Prep (Continued)

Related Setup (Continued)

Enterprise Manager > Products: Recipe > Production tab

Recipes > Beef Stew Prep

Recipe Name: Beef Stew Prep Product #: R-1002 PLU #:
POS Decrement: ITEM Ideal Price per Portion: 29.99 Batch Size: 1 GAL
Portion Yield: 1 GAL

Recipe | Components | Prep Notes | Attachments | Nutrition | **Production** | Location | Concept | Modeling | Scaling | Alternate UPCs | Audit

Batch

Minimum Batch: 1.00 GAL Maximum Batch: 10.00 GAL
Batch Rounding Based On: *
Whole Batch Unit Default Storage Container: Cambro
< Minimum Batch: * > Minimum Batch, < Maximum Batch: *
Round Up Logical Rounding
> Maximum Batch: *
Round Down Production Type: *
Production
☒ Calculate Actual/Theoretical Cost for Recipe Item
☒ Include this recipe in the Net-Chef Prep Report

Preparation

Prep Time: 2.00 Hours
Shelf Life: 2.00 Days
2 Prep Station: **Saute Station**
Recipe Class: * Sales Item
Lot Tracking: ☐

2 Link the Recipe to a Prep Station.

Enterprise Manager > Products: Storage Locations

Storage Locations

Location: 201 - Tampa Store

Code	Storage Name	Prep Station	Primary Closing Method				Secondary Closing Method				Ce...	Te...
			Stock	Non-Stock	Sales	Intermed...	Stock	Non-Stock	Sales	Intermed...		
UNASGN	Unassigned		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
100	Beverage Cooler		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
107	Deli Cabinet		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
108	Deli Cooler	Salad Station	Zero	Book	Book	Book	Book	Book	Book	Book	Y	N
102	Grill Cooler	3 Grill Station	Book	Book	Book	Book	Book	Book	Book	Book	Y	N
103	Prep Kitchen Cooler	Saute Station	Book	Book	Book	Book	Book	Book	Book	Book	Y	N
104	Produce Cooler		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
105	Storeroom		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
106	Top Of Freezer		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
109	Walk In		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
101	Wine Cabinet		Book	Book	Book	Book	Book	Book	Book	Book	Y	N

3 For the producing Location, link the Prep Station to a Storage Location.



Net-Chef Prep Options

Daily Prep (Continued)

Related Setup (Continued)

Enterprise Manager > {Location} > Products: Location Products

Location Products

Location: Template:

Clipboard:

Update 0.0000 Prices from Contracts and Bids

Number	Name ↑	Category	Inv Unit	Min PAR	Max PAR	Primary Storage	Issue Cost	Inventory ...	Active
R-1002	Beef Stew Prep	Retail	GAL	1.00	10.00	Prep Kitchen Cooler	13.9200	13.9200	☒
P-1021	Bread - Bulkie Rolls	Grocery	Bag	10.00	30.00	Top Of Freezer	1.5900	1.5900	☒

- 4 At the producing Location, add the Prep Recipe as a Location Product.



Setup Reminder: If you use the Location Products screen to add your Prep Recipes, you need to be logged into the location that does the prep, not Corporate.

Impact on Inventory

Prep Recipes will be included on your count sheets. It is important to count Prep Recipes accurately so that the Current Available quantity in the Suggested Prep calculation is accurate.

Net-Chef > Inventory: Create/Review Inventories > Review

Final for Post Inventory for 12/20/2022

Analysis | **Quantity** | Value

Last Post Period Total Ending Value: \$0.00 Current Period Total Value: \$3,363.83

Group by: ☒ Summarize by Product Actual Cost Detail from: View By:

Product #	Product Name ↑	Inv. Unit	Unit Price	Quantity								Value			Variance		
				Begin	Received	Sold	Adjusted	Book	In Transit	Physical	Variance	Begin	Physical	Variance	Qty. %	Value %	
Total:													0.00	324.82	0.00		
R-1002	Beef Stew Prep	GAL	13.9200	0.00	2.00	0.50	0.00	1.50	0.00	1.50	0.00	0.00	20.88	0.00	0.00%	0.00%	
P-1024	Meat - Stew Beef	LB	2.6900	0.00	80.00	0.00	4.00	76.00	0.00	76.00	0.00	0.00	204.44	0.00	0.00%	0.00%	
P-1023	Meat - Ground Beef	LB	1.9900	0.00	60.00	0.00	10.00	50.00	0.00	50.00	0.00	0.00	99.50	0.00	0.00%	0.00%	

- A When reviewing inventory, POS depletion is recorded for the Prep Recipe in the *Sold* column.
- B Depletion of the component ingredients is recorded in the *Adjusted* column and represents the ingredients that were used as part of Daily Prep.





Net-Chef Prep Options

Auto-Daily Prep

Overview

You can automate the Daily Prep process using our Auto-Daily Prep feature. This is the preferred method for all new CrunchTime customers or existing customers seeking to simplify and minimize operational tasks. Auto-Daily Prep automatically creates a record of prepped recipes in Net-Chef, without needing to manually enter the actual amount prepped each day.

When should I use it?

We recommend using this process to record prep for recipes that are counted as part of inventory, but the process of recording actual production throughout the day is not wanted or not feasible.

How do I use it?

Using the Menu Mix integration, CrunchTime knows all the menu items that were sold throughout the day and depletes the ingredients from inventory based on the Recipes defined in Enterprise Manager. When this causes a Prep Recipe component to be depleted completely, Net-Chef will automatically create a new Daily Prep transaction for the exact amount needed to prepare the sold menu item. This adjusts the Book Quantity of the raw ingredients used, updates the Prep Recipe value, and saves operators time.



Note: Auto-Daily Prep will not kick in until the On-Hand quantity of at least one Prep Recipe falls below zero (i.e. all of the On-Hand product must be used before Net-Chef preps more).

Key Terms

- *Menu Mix* – Item level sales information included in the point-of-sale (POS) integration. This drives inventory depletion and is critical for theoretical cost calculations.

Related Setup

Enterprise Manager > Products: Recipe > Location tab

Recipes > Beef Stew Prep

Recipe Name: Beef Stew Prep Product #: R-1002 PLU #:
POS Decrement: ITEM Ideal Price per Portion: 29.99 Batch Size: 1 GAL
Portion Yield: 1 GAL

Recipe	Components	Prep Notes	Attachments	Nutrition	Production	Location	Concept	Modeling	Scaling	Alternate UPCs	Audit
1											
Location Name	Location Code	PLU #	Recipe Pri...	Production Type	POS Decrement	A/T Cost Item	Active	Recipe Name	Include in Prep ...		
South Coast											
201 - Tampa Store	200001		29.99	Production	Item	☒	☒	Beef Stew P...	☐		
Gulf Coast											

- 1 Add the producing Location to the recipe's *Location* tab.
 - A Set *Production Type* = 'Production' and *POS Decrement* = 'Item'.
 - B Check the *A/T Cost Item* flag.

(Continued)



Net-Chef Prep Options

Auto-Daily Prep (Continued)

Related Setup (Continued)

Enterprise Manager > Products: Recipe > Production tab

Recipes > Beef Stew Prep

Recipe Name: Beef Stew Prep Product #: R-1002 PLU #:
POS Decrement: ITEM Ideal Price per Portion: 29.99 Batch Size: 1 GAL
Portion Yield: 1 GAL

Recipe **Components** **Prep Notes** **Attachments** **Nutrition** **Production** **Location** **Concept** **Modeling** **Scaling** **Alternate UPCs** **Audit**

Batch

Minimum Batch: 1.00 GAL Maximum Batch: 10.00 GAL
Batch Rounding Based On: *
Whole Batch Unit Default Storage Container: Cambro
< Minimum Batch: * > Minimum Batch, < Maximum Batch: *
Round Up Logical Rounding
> Maximum Batch: *
Round Down
☒ Calculate Actual/Theoretical Cost for Recipe Item
☒ Include this recipe in the Net-Chef Prep Report

Preparation

Prep Time: 2.00 Hours
Shelf Life: 2.00 Days
2 Prep Station: Saute Station
Recipe Class: * Sales Item
Lot Tracking: ☐

- 2** On the recipe's *Production* tab, link the Recipe to a Prep Station.

Enterprise Manager > Products: Storage Locations

Storage Locations

Location: 201 - Tampa Store

Code	Storage Name	Prep Station	Primary Closing Method				Secondary Closing Method				Ce...	Te...
			Stock	Non-Stock	Sales	Intermed...	Stock	Non-Stock	Sales	Intermed...		
UNASGN	Unassigned		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
100	Beverage Cooler		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
107	Deli Cabinet		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
108	Deli Cooler	Salad Station	Zero	Book	Book	Book	Book	Book	Book	Book	Y	N
102	Grill Cooler	Grill Station	Book	Book	Book	Book	Book	Book	Book	Book	Y	N
103	Prep Kitchen Cooler	Saute Station	Book	Book	Book	Book	Book	Book	Book	Book	Y	N
104	Produce Cooler		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
105	Storeroom		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
106	Top Of Freezer		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
109	Walk In		Book	Book	Book	Book	Book	Book	Book	Book	Y	N
101	Wine Cabinet		Book	Book	Book	Book	Book	Book	Book	Book	Y	N

- 3** For the producing Location, link the Prep Station to a Storage Location.



Net-Chef Prep Options

Auto-Daily Prep (Continued)

Related Setup (Continued)

Enterprise Manager > {Location} > Products: Location Products

Location Products

Location: Template:

Clipboard:

Update 0.0000 Prices from Contracts and Bids

Number	Name ↑	Category	Inv Unit	Min PAR	Max PAR	Primary Storage	Issue Cost	Inventory ...	Active
R-1002	Beef Stew Prep	Retail	GAL	1.00	10.00	Prep Kitchen Cooler	13.9200	13.9200	☒
P-1021	Bread - Bulkie Rolls	Grocery	Bag	10.00	30.00	Top Of Freezer	1.5900	1.5900	☒

- 4 At the producing Location, add the Prep Recipe as a Location Product.



Setup Reminder: If you use the Location Products screen to add your Prep Recipes, you need to be logged into the location that does the prep, not Corporate.

Enterprise Manager > Corporate: Locations > {Edit}

View Locations > 201 - Tampa Store

Code: 200001 Name: 201 - Tampa Store Create User: FINCH
Create Date: 12/16/2020 Last Edit User: FINCH Last Edit Date: 12/20/2022
Active: Y

Location | Suggested Order | Labor | Supply Locations | Transfer Locations | PBI Vendors | Taxation | Alternate Address | Projected Sales % | User

Contacts

Address 1: *
Address 2:
Country: *
City: *
State/Province:
Zip:
Phone:
Fax:
E-Mail:

Accounting

Method:
Software:

Trading Conditions

Ownership Entity:
Base Currency: *
Base Language:

Daily Prep

Check for Missing Prep in Final for Post Inventory: ☒ 6
Daily Prep Review: ☒
Production Quantity Alert (%) %
Buffet Quantity Alert (%) %
Auto-Daily Prep for sales depletion: ☒ 5

- 5 At the producing Location, enable *Auto-Daily Prep for sales depletion*.
- 6 Check the box to *Check for Missing Prep in Final for Post Inventory*; this should always be enabled when Auto-Daily Prep is being used.



Net-Chef Prep Options

Auto-Daily Prep (Continued)

Impact on Inventory

Prep Recipes will be included on your count sheets. It is important to count Prep Recipes accurately so that the Current Available quantity in the Suggested Prep calculation is accurate. This will also ensure that Auto-Daily Prep is kicking in at the appropriate time, preventing unexpected variances.

 Net-Chef > Inventory: Create/Review Inventories > Review

Final for Post Inventory for 12/20/2022

 Close

Analysis

Quantity

Value

Last Post Period Total Ending Value: \$0.00

Current Period Total Value: \$3,363.83



Group by:

Storage Location

☒ Summarize by Product

Actual Cost Detail from:

12/14/2022

View By:

Quantity

Product #	Product Name ↑	Inv. Unit	Unit Price	Quantity								Value			Variance	
				Begin	Received	Sold	Adjusted	Book	In Transit	Physical	Variance	Begin	Physical	Variance	Qty. %	Value %
	Total:					A						0.00	324.82	0.00		
R-1002	Beef Stew Prep	GAL	13.9200	0.00	2.00	0.50	0.00	1.50	0.00	1.50	0.00	0.00	20.88	0.00	0.00%	0.00%
P-1024	Meat - Stew Beef	LB	2.6900	0.00	80.00	0.00	B	4.00	76.00	0.00	0.00	0.00	204.44	0.00	0.00%	0.00%
P-1023	Meat - Ground Beef	LB	1.9900	0.00	60.00	0.00		10.00	50.00	0.00	0.00	0.00	99.50	0.00	0.00%	0.00%

- A** When reviewing inventory, POS depletion is recorded for the Prep Recipe in the *Sold* column.
- B** Depletion of the component ingredients is recorded in the *Adjusted* column and represents the ingredients that were used as part of Daily Prep.





Net-Chef Prep Options

Prep Report

Overview

The Prep Report provides operators with the information needed to make knowledgeable prep decisions, without any risk to Actual or Theoretical cost calculations or additional operational requirements.

When should I use it?

We recommend using this process to assist with prep for recipes that are not counted as part of inventory and when prep planning is done on a daily or weekly basis; may be used in conjunction with Auto-Daily Prep.

How do I use it?

Open the report and select your date range. Apply any grouping or template filters and select *Retrieve*. The report will show Daily Consumption data for each day included in the range. Operators can print the report or bring up Net-Chef on a kitchen tablet to prep according to plan.

Key Terms

- *On Hand* – Blank; the report is designed to be printed/exported for a person to do a quick spot check for On Hand quantities.
- *Daily Consumption* – The suggested number of batches needed for the day based on your projected consumption.
- *Shelf Life Max* – The suggested number of batches needed for the entire Shelf Life of the Recipe based on projected consumption.
- *Prep Qty* – Blank; the report is designed to be printed/exported so a chef can adjust the Prep Qty based on information in the report and additional extraneous information.

(Continued)



Net-Chef Prep Options

Prep Report (Continued)

Related Setup

[Enterprise Manager > Corporate: Locations > {Edit}](#)

Recipes > Pizza, Vegetarian

Recipe Name: Pizza, Vegetarian Product #: R-1007 PLU #: 745207
POS Decrement: ITEM Ideal Price per Portion: 10.99 Batch Size: 1 Pie
Portion Yield: 1 Pie

Recipe Components Prep Notes Attachments Nutrition **Production** Location Concept Modeling Scaling Alternate UPCs Audit

Batch

Minimum Batch: Pie Maximum Batch: Pie
Batch Rounding Based On: *
Whole Batch Unit
< Minimum Batch: *
Round Up
> Maximum Batch: *
Round Down

Default Storage Container:
> Minimum Batch, < Maximum Batch: *
Logical Rounding
Production Type: *
Production

☒ Calculate Actual/Theoretical Cost for Recipe Item
☒ Include this recipe in the Net-Chef Prep Report

Preparation

Prep Time: 30.00 Minutes
Shelf Life: 1.00 Days
Prep Station: Pizza Station
Recipe Class: * Sales Item
Lot Tracking: ☐

A On the recipe's Production tab, select *Include this recipe in the Net-Chef Prep Report*.



Tip: This can be enabled for all locations on the *Production* tab (shown above), or for specific locations on the *Location* tab.

Impact on Inventory

Using the Prep Report will have no impact on your inventory, as Prep Recipes are not tracked as separate products nor counted as part of inventory. When using only this report, you will simply be counting and reporting on variances of raw ingredients.

Note: This will differ if you are using the report in conjunction with Auto-Daily Prep.





Net-Chef Prep Options

Single-Day Prep Report

Overview

The Single-Day Prep Report provides operators with the information needed to make knowledgeable prep decisions, without any risk to Actual or Theoretical cost calculations or additional operational requirements.

When should I use it?

We recommend using this process to assist with prep for recipes that are not counted as part of inventory and when prep planning is done multiple times per day; may be used in conjunction with Auto-Prep.

How do I use it?

Open the report and select your Intra-day Prep Frequency:

- ▶ 'Every 15 min', 'Every 30 min', 'Every 1 Hour', 'Every 4 Hours', 'By Daypart'

Apply any Grouping or Template filters and click retrieve. The report will tell you projected consumption information for each frequency threshold. Operators can print the report or bring up Net-Chef on a kitchen tablet to plan prep quantities throughout the day.

Key Terms

- *On Hand* – Blank; the report is designed to be printed/exported for a person to do a quick spot check for On Hand quantities.
- *Daily Consumption* – The suggested number of batches needed for the day based on your projected consumption.
- *Shelf Life Max* – The suggested number of batches needed for the entire Shelf Life of the Recipe based on projected consumption.
- *Prep Qty* – Blank; the report is designed to be printed/exported so a chef can adjust the Prep Qty based on information in the report and additional extraneous information.

(Continued)



Net-Chef Prep Options

Single-Day Prep Report (Continued)

Related Setup

Enterprise Manager > Corporate: Locations > {Edit}

Recipes > Pizza, Vegetarian

Recipe Name: Pizza, Vegetarian Product #: R-1007 PLU #: 745207
POS Decrement: ITEM Ideal Price per Portion: 10.99 Batch Size: 1 Pie
Portion Yield: 1 Pie

Recipe | Components | Prep Notes | Attachments | Nutrition | **Production** | Location | Concept | Modeling | Scaling | Alternate UPCs | Audit

Batch

Minimum Batch: Pie Maximum Batch: Pie
Batch Rounding Based On: *
Whole Batch Unit
< Minimum Batch: *
Round Up
> Maximum Batch: *
Round Down

Default Storage Container:
> Minimum Batch, < Maximum Batch: *
Logical Rounding
Production Type: *
Production

☒ Calculate Actual/Theoretical Cost for Recipe Item
☒ Include this recipe in the Net-Chef Prep Report

Preparation

Prep Time: 30.00 Minutes
Shelf Life: 1.00 Days
Prep Station: Pizza Station
Recipe Class: * Sales Item
Lot Tracking: ☐

A On the recipe's Production tab, select *Include this recipe in the Net-Chef Prep Report*.



Tip: This can be enabled for all locations on the *Production* tab (shown above), or for specific locations on the *Location* tab.

Impact on Inventory

Using the Single-Day Prep Report will have no impact on your inventory, as Prep Recipes are not tracked as separate products nor counted as part of inventory. When using only this report, you will simply be counting and reporting on variances of raw ingredients.

Note: This will differ if you are using the report in conjunction with Auto-Daily Prep.





Net-Chef Prep Options

A Hybrid Approach

Overview

The Prep Options outlined on the previous pages can be implemented separately or using a hybrid approach of multiple options. Here are some different scenarios where these features may be used in a complementary manner:

- Use Auto-Daily Prep for depletion that occurs throughout the day and use one of the Prep Reports for your production planning.
- Use the regular Prep Report for recipes prepped daily and the Single-Day Prep Report for recipes prepped more than once per day.
- Use Auto-Daily Prep for depletion that occurs throughout the day and Daily Prep to record prep for recipes that typically have an On Hand quantity remaining at day's end.
- Use Daily Prep for production planning and to record actual production for inventoried recipes while also using the Prep Reports for planning recipes that are not inventoried.

