



# TIP SHEET: INGREDIENTS

IMPORTANT TIME, FRUSTRATION, AND  
ALMOST LIFE SAVING TIPS IN MENU MODULE

**Take the following precautions before using or creating ingredients or recipes in MENU Module.**

- Search all databases in MENU Module for ingredients or stock items that you can use “as is” or with modification. Write down the “Ingredient Code” for ingredients in each recipe so that when you create recipes you can easily find the correct ingredients.
- Check the serving sizes listed for the ingredients that you plan to use from databases like the “TDA Shared” or “Child Nutrition” databases. Create a copy of the ingredient and add a new serving size if the serving sizes listed do not make sense for your recipes and match the actual ingredient that you use.

For example if your recipe calls for 200 tortillas, but the only serving size listed for the ingredient is 100 grams, you need to copy the ingredient and add a new serving size that will reflect your recipe. For example, “1 each” weighing “1 ounce.”

- Check the nutrient information listed for the ingredients that you choose to use from databases like the “TDA Shared” or “Child Nutrition” databases. Create a copy of the ingredient and add different nutrient information if the nutrient information listed does not match the actual ingredient that you use.
- Check the allergen information listed for the ingredients that you choose to use from databases like the “TDA Shared” or “Child Nutrition” databases. Create a copy of the ingredient and add different allergen information if the allergen information does not seem complete.

Remember that if your ingredient contains wheat (or wheat products) it also contains the allergen gluten. Do not select one (wheat) without selecting the other (gluten.)

- Make all modifications needed (serving size, nutrient information, allergen information, stock item information, etc.) to copies of ingredients from databases like the “TDA Shared” or “Child Nutrition” databases before building recipes. Write down the “Ingredient Code” for the modified copy.



## TEXAS DEPARTMENT OF AGRICULTURE COMMISSIONER SID MILLER

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