

# **PDACookbook™ Quick Start Documentation**

## **Introduction:**

PDACookbook™ allows easy recipe management, meal planning, shopping list management, and more from any Palm OS® handheld, Pocket PC or Windows Mobile handheld, and Windows PC. The Plus version includes PC desktop companion software with additional features. The Lite version runs only on Palm OS® handheld computers, and is intended primarily for Mac users. This document provides information on the handheld software, as the PC software has its own complete help file system. You may want to print this document for easier reference. The handheld screenshots are taken from a Palm OS® handheld, but they look almost identical on the Pocket PC.

## **Installation:**

To install the Plus version on a PC, download the setup file. If this file is in ZIP format, you will need to first unzip the file with an unzip utility. Then, double click the .exe setup file to start the PC installer. The installer will install both PC and handheld software components. Palm OS® users will need to hotsync once the installer is finished to install the handheld files to your handheld.

To install the Lite version, simply download the ZIP file to your PC. Then, unzip the file with an unzip utility such as Winzip ([www.winzip.com](http://www.winzip.com)). Once unzipped, install all \*.prc and \*.pdb files to your handheld using the Install Tool that was installed with your handheld desktop software.

## **Registration:**

The software is initially installed as a trial version. After purchasing, a 5-digit registration code is provided. This 5-digit code is entered in the blank area on the startup screen on the handheld or on the PC software from the Help menu. Once the registration code is entered the handheld, tap Register. For Palm OS®, on the next hotsync, the registration code will be transferred to the PC. The Plus version, if installed, will detect this code and unlock the full PC version. The registration code unlocks the full version features. No additional installation is required.

## **Getting Started:**

The following screens and descriptions explain many of the features in PDACookbook™. The software was designed to be easy and intuitive, so it will be easy to get started. This documentation will help explain some of the advanced features.

To start the software on the handheld, tap the PDACookbook™ icon. On Palm OS® handhelds, this icon may be in the Unfiled category. From the Home (icon) screen on your handheld, tap the drop down list in the upper right corner, then select Unfiled to list an uncategorized icons. A category can be assigned to the icon to make it easier to find. Consult your handheld manual for how to categorize icons. On Pocket PC handhelds, tap the Start menu icon in the upper left, then select Programs from the list displayed. The PDACookbook icon will be available from that screen of icons.

## Recipe List Screen:



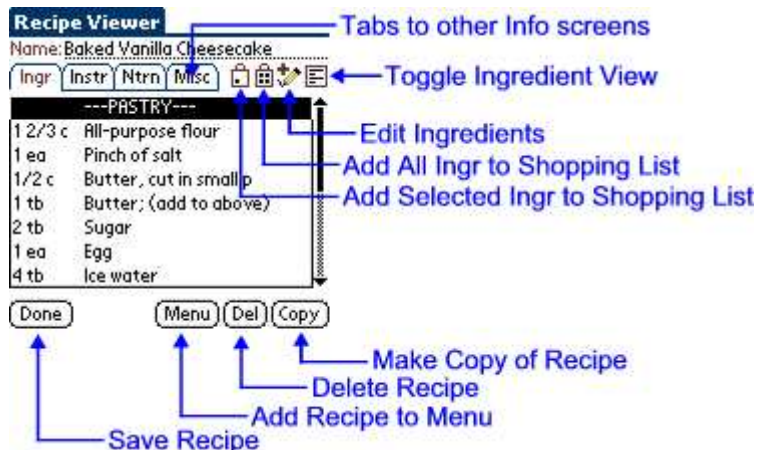
Upon startup, the list of recipes is displayed. From this screen, the user may scroll through the recipe list with the onscreen scrollbar or the hardware scroll buttons. Tap a letter in the Quick Nav Bar to go to the first recipe starting with that letter. Also, the Quick Find Area can be used to jump to a certain recipe by entering the first few letters in the recipe title. Simply tap any recipe in the list to view the recipe's details.

The buttons at the bottom of this screen will create a new blank recipe; view the Menu Planner screen, view the Shopping List screen, and view the Filter Recipes screen to search/filter the list of recipes.

## Recipe Viewer Screens:

From any of the four recipe viewer screens (Ingredients, Instructions, Nutrition, and Miscellaneous), a series of buttons are available at the bottom of each screen. The Done button will save the recipe and return to the list of recipes screen. The Menu button will prompt to add the current recipe to the Menu Planner, and the user may select a date for the recipe after tapping the Menu button. The Del button will delete the recipe being viewed. The Copy button will make a copy of the recipe being viewed, and changes can be made to this recipe copy before saving.

### Ingredients Tab:

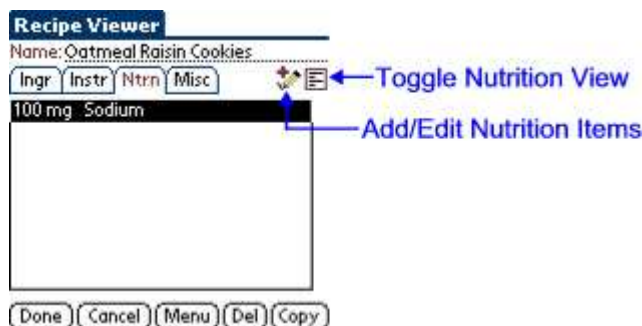


From the Ingredients (Ingr) tab, the ingredients for the recipe can be viewed. In addition, there are several graphical buttons above the list of ingredients that are helpful. The buttons, from left to right, will:

- Add the selected ingredient to the Shopping List.
- Add all ingredients for this recipe to the Shopping List.
- Open the Edit Ingredients screen to allow ingredients to be added, reordered, deleted, or modified.
- Toggle the ingredient view from a column view to a wrapped text view. Although some ingredients may be truncated in the column view, all ingredient text can be seen in the wrapped text view.

Instructions Tab: The Instructions (Instr) tab lists the instructions. Instructions can be added or edited. This screen is self-explanatory.

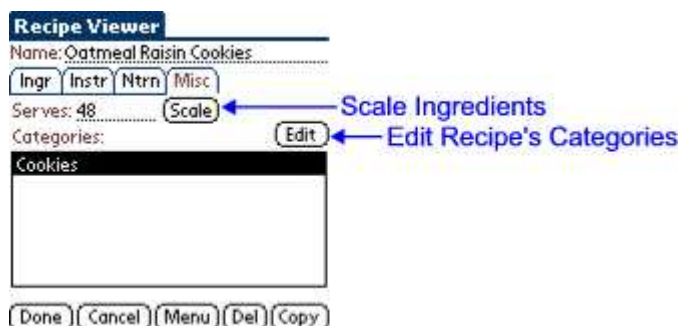
### Nutrition Tab:



From the Nutrition (Ntrn) tab, the nutritional information for the recipe can be viewed. In addition, there are several graphical buttons above the list of nutritional items that are helpful. The buttons, from left to right, will:

- Open the Edit Nutrition screen to allow nutritional information to be added, reordered, deleted, or modified.
- Toggle the nutrition view from a column view to a wrapped text view. Although some nutritional items may be truncated in the column view, all nutrition text can be seen in the wrapped text view.

### Miscellaneous Tab:

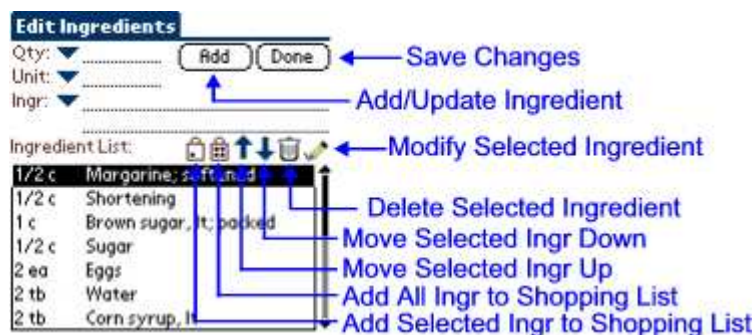


From the Miscellaneous (Misc) tab, information on the number of servings can be entered, and categories (up to 6) can be assigned to each recipe.

Also, the by changing the number of servings, then tapping the Scale button, the ingredient quantities will be changed to reflect the new number of servings.

The Edit button above the list of categories will open the Edit Categories screen to allow categories for that recipe to be changed.

### Editing Ingredients:



From the Recipe Viewer, Ingredients tab, tapping the Edit Ingredients icon will display the Edit Ingredients screen. This screen can be used to Add new ingredients or modify and Update ingredients. Other icons will add one or all ingredients to the shopping list, move ingredients up or down, and delete the selected ingredient.

To enter a new ingredient, use the drop down arrows to select items from the Qty, Units, or Ingredient master lists. Text may also be entered directly. Then tap Add to add the ingredient to the list.

## Editing Nutritional Items:

**Edit Nutrition**

Qty: 10    Add    Done ← Save Changes

Unit: mg    ← Add/Update Item

Item: Sodium    ← Modify Selected Item

Nutrition List:

- Delete Selected Item
- Move Selected Item Down
- Move Selected Item Up

From the Recipe Viewer, Nutrition tab, tapping the Edit Nutrition icon will display the Edit Nutrition screen. This screen can be used to Add new nutritional items or modify and Update nutritional items. Other icons will move an item in the list up or down, and delete the selected item.

To enter a new nutritional item, enter the quantity, use the drop down arrows to select items from the Units or Nutrition items master lists. Text may also be entered directly. Then tap Add to add the item to the list.

## Menu Planner:

**Menu Planner**

08/24 Baked Vanilla Cheesecake

09/10 Kiwi Fruit Gelato

To view the Menu Planner, tap the Menu button on the main recipe list screen. A screen listing all recipes that have been added to the menu will be displayed.

The buttons at the bottom of this screen will allow the user to view the selected recipe, delete the selected item from the menu, or clear all items from the Menu Planner.

Done    View    Del    Clear

- Return to Recipe List
- View Selected Recipe
- Delete Selected Item
- Clear Menu Planner

To add a recipe to the Menu Planner, tap the Menu button while viewing any recipe's details.

## Shopping List:

**Shopping List**

Amt	Item	Risl
1 2/3 c	All-purpose flour	
1 tb	Butter; (add to above)	
1/4 c	Cornstarch	
1 1/2 lb	Cream cheese	
5 ea	Drops vanilla extract	
3 ea	Eggs; separated	
4 tb	Ice water	
1/2 c	Milk	
1/4 c	Oil	
2 tb	Sugar	

Done    Edit    View    Del    Clear

- Return to Recipe List
- Edit Shopping List (also Add items)
- View Selected Item
- Delete Selected Item
- Clear Shopping List

To view the Shopping List, tap the Shop button on the main recipe list screen. A screen listing all items that have been added to the Shopping List will be displayed.

The buttons at the bottom of this screen will allow the user to add or edit items on the Shopping List, view the selected item in a message box to see all text of the item, delete the selected item (useful after buying the item at the store), or clear all items from the Shopping List.

To add items to the Shopping List from a recipe, tap the appropriate icons while viewing any recipe's ingredient details (Ingr tab).

To export the shopping list for import into HandyShopper2 or SplashShopper, choose the menu, then File, then Export Shopping List to Memo.



## Filtering Recipes (Search):

The screenshot shows the 'Filter Recipes' screen. At the top is a title bar 'Filter Recipes'. Below it are four text input fields: 'Name Text:', 'Category:' (with a dropdown arrow), 'Ingredient:', and 'Instr. Text:'. Below these fields are two buttons: 'Do Filter' and 'Clear Criteria'. At the bottom left is a 'Cancel' button. Blue arrows with text labels point to these elements: an arrow from 'Cancel' points to 'Return to Recipe List'; an arrow from 'Do Filter' points to 'Search for matching recipes'; and an arrow from 'Clear Criteria' points to 'Clear any text entered'.

To filter (search) the list of recipes, tap the Filter button on the main recipe list screen. The Filter Recipes screen at the left will be shown.

Enter any text that filtered recipes should match. If text is entered for more than one criteria, an OR search will be done.

Note: The filter function must search every recipe to determine if it matches the criteria. On some handhelds, this could take tens of seconds or more.

## Menu Options:

A menu system is available to perform additional functions on the handheld. To view the menu system, tap the Menu silkscreen icon (just below the Home silkscreen icon). Also, on some handhelds, the title bar for the application can be tapped while the application is running to display the menu system.

### File Menu:

The File menu offers the following options:

**Export Recipe to Memo/Note** – while viewing any recipe, select this option to export the recipe as text to a new memo (Palm OS®) or note (Pocket PC).

**Beam Recipe** – while viewing any recipe, select this option to beam the current recipe to another PDACookbook™ user. When the receiving user starts PDACookbook™ on their handheld again, the new recipe will be imported with no additional work. Note that the receiving user must import each recipe before receiving another recipe.

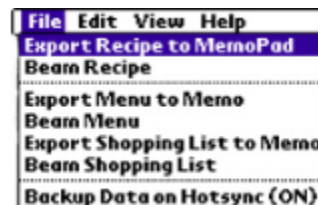
**Export Menu to Memo/Note** – selecting this option will export the current Menu Planner contents to a new memo (Palm OS®) or note (Pocket PC).

**Beam Menu** – (Palm OS® only) - selecting this option will beam the Menu Planner to another PDACookbook™ user. If accepted, this will replace the receiver's current Menu Planner.

**Export Shopping List to Memo/Note** – selecting this option will export the current Shopping List contents to a new memo (Palm OS®) or note (Pocket PC). The memo can be imported into HandyShopper2 or SplashShopper – see documentation with those programs.

**Beam Shopping List** – (Palm OS® only) - selecting this option will beam the Shopping List to another PDACookbook™ user. If accepted, this will replace the receiver's current Shopping List.

**Backup Data on Hotsync (ON/OFF)** – (Palm OS® only) - selecting this option will toggle the backup bit on the database files ON or OFF. This will turn on or off the database file backup process for PDACookbook™ handheld data files. It is recommended that this option be left ON for the Lite version. The Plus version has another copy of the data files, and this is not as critical. Setting this option to OFF will reduce the synchronization time.



### Edit Menu:

The Edit menu offers the following options:

**Cut/Copy/Paste** – (Palm OS® only) - standard functions using graffiti

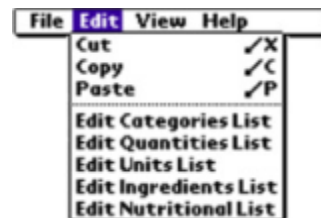
**Edit Categories List** – selecting this option will display the screen to allow the user to edit the master list of categories.

**Edit Quantities List** – selecting this option will display the screen to allow the user to edit the master list of quantities.

**Edit Units List** – selecting this option will display the screen to allow the user to edit the master list of units.

**Edit Ingredients List** – selecting this option will display the screen to allow the user to edit the master list of ingredients.

**Edit Nutritional List** – selecting this option will display the screen to allow the user to edit the master list of nutritional items.



### View Menu:

The View menu offers the following option:

**Equivalents** – selecting this option will display a list of commonly used equivalents.



### Help Menu:

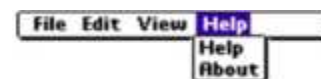
The Help menu offers the following options:

**Help** – selecting this option will display the help file available on the handheld.

**About** – selecting this option will display the About screen, including the version number.

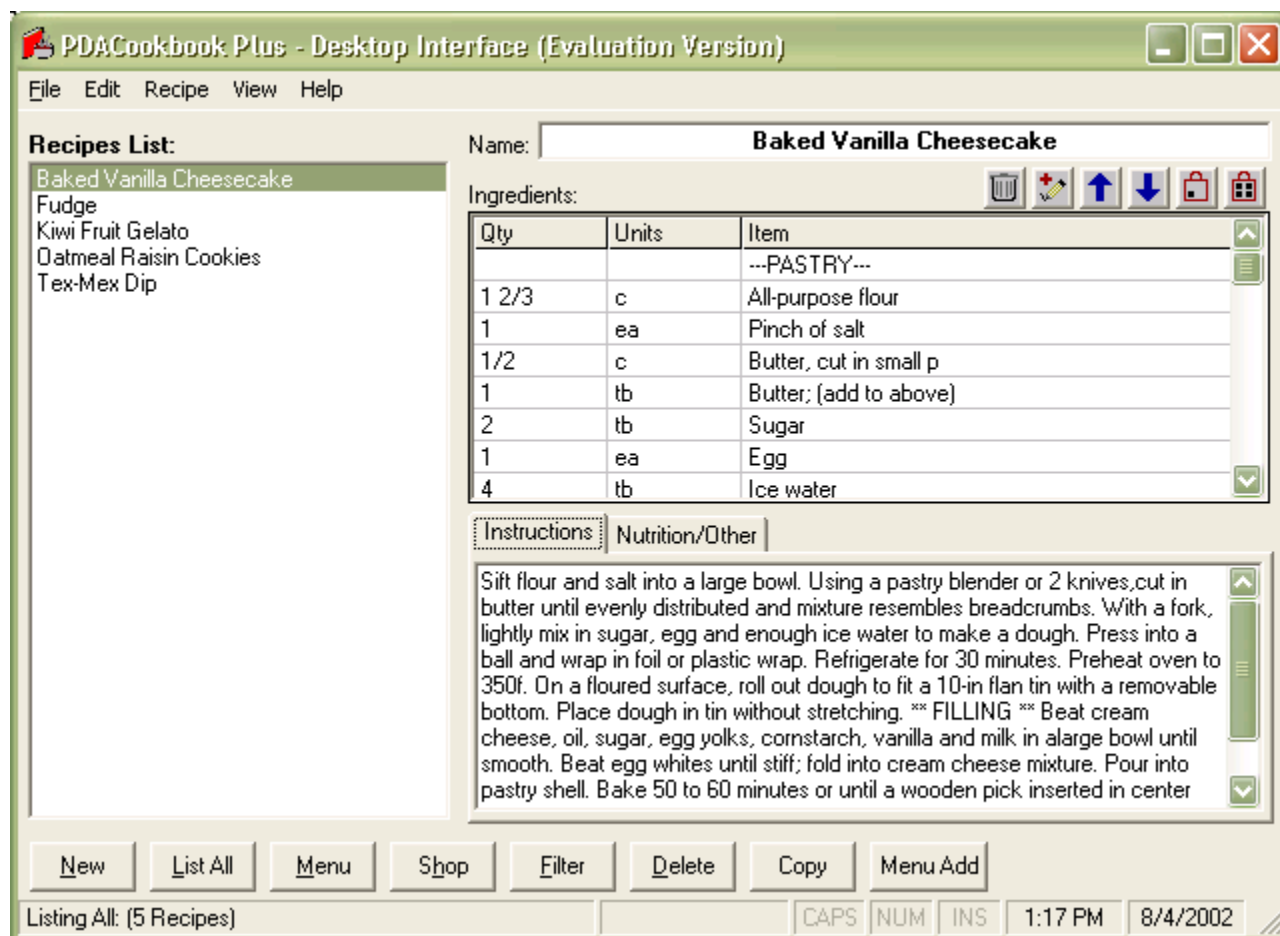
**Register** – (Pocket PC only) - selecting this option will display the Registration screen for entering the registration code.

**Close** – (Pocket PC only) - selecting this option will shutdown the application on the Pocket PC, rather than hide it.



## PDACookbook Desktop:

The Plus version includes PC desktop software to manage information from the PC. The PC software includes all of the features on the handheld software, plus other features specific to the desktop software. Features available only on the desktop software include printing selected recipes, printing all recipes, printing the menu planner, printing the shopping list, importing recipes from MealMaster or MasterCook, exporting recipes in those formats, and smart ingredient pasting, for easy ingredient entry from any text recipe (internet, text file, etc.). Consult the help file on the PC desktop software for further information on the desktop features.



## Conclusion:

If you are just evaluating or have already purchased PDACookbook™ – Thanks!

If you have questions about the software, or cannot find an answer to a problem at our site, please email our support staff. We will work hard to resolve your issue and answer your questions.

