



CONNECT

MCS Edison – The Bread and Butter: Create and Manage Your Items

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CATALOG NUMBERS

Catalog Numbers

- How do they work?
 - A catalog number may be used to group multiple like items together
- How does this benefit me?
 - There is no need to create multiple recipes

Item Attributes – Multiple Items within a Catalog Number

- What MUST be shared
- What SHOULD be shared
- What can be DIFFERENT

Item Attributes – Multiple Items within a Catalog Number

- What MUST be shared
 - Description
 - Usage Category
 - Storage Category
 - Ordering Category
 - Ordering Restrictions
 - Item Categories

Catalog Number	Item-Specifics	Nutrition	Allergens	Attachments	Weights and Measures	Substitutions
Catalog Number	10001					
Description	Bread - Wheat - Loaf - WGW					
Usage Category	Baked Goods	Production Report Format		Primary Unit		
Storage Category	Dry Food	Production Entry Mode		Issuing		
Ordering Category	Bread	Conversion Method		Primary Unit		
Tax Category	Non-Taxable	Precosted		<input type="checkbox"/>		
Ordering Restrictions	Elementary Schools	Country of Origin		(n/a)		
Exclude from custom reports	(n/a)	Contains Animal Products?		(n/a)		
Pallet Size	(n/a)	Cube		(n/a)		
Ti-Hi	(n/a)					
Allow Broken Cases	(n/a)					

Ask yourself..."Can these items be used in the same way in recipes?"

Item Attributes – Multiple Items within a Catalog Number

- What SHOULD be shared
 - Nutrients

Catalog Number Item-Specifics Nutrition Allergens Attachments Weights and Measures Substitutions

Nutrition Information is per 28.000 g of the usable portion of this product as purchased

Nutrition values are for the product ☒ As Purchased

Description	Amount	Unit
Section: USDA Nutrients		
Calories	70.000	kCal
Total Fat	1.000	g
Saturated Fat	0.000	g
Trans Fat		g
Cholesterol	0.000	mg
Sodium	135.000	mg
Potassium		mg
Carbohydrates	13.000	g
Total Dietary Fiber	2.000	g
Total Sugars		g
Added Sugars		g
Protein	3.000	g
Vitamin A		IU
Vitamin C		mg
Vitamin D		mcg
Calcium		mg
Iron		mg
Moisture		g
Ash		g

blank indicates missing nutrient value, 0 indicates a true zero amount of the nutrient

Fluid Milk Contribution Type Unknown

Item Attributes – Multiple Items within a Catalog Number

- What can be DIFFERENT
 - Pack Size
 - Brand
 - Product Code
 - CN Label/Code
 - Shelf Life
 - Allergens

Catalog Number	Item-Specifics	Nutrition	Allergens	Attachments	Weights and Measures	Substitutions
Case / Unit Description (Purchase Unit)						
<input checked="" type="radio"/> Normal Item						Enter in
Primary Unit						Some ite
1 slice						
Case Size						
24						
<input type="radio"/> Bulk Item (by the pound, oz, etc.)						
Bulk Base Unit						
ea						
Partial-Use Units (Issue/Production Unit)						
Partial-Use Unit						If this it
(none)						
Partial-Use Units per Primary Unit						
1						
Recipe Scaling Factors						
Usable Weight per Primary Unit						When a
1.000						
oz						
Calculate						
Pieces per Primary Unit						
24						
Shipping Details						
Shipping Weight per Primary Unit						Enter in
0.000						
oz						
Item Source						
District						
Brand						
Sara Lee						
Product Code						
5487						
GTIN						
CN Label						
Shelf Life						
0 days						
USDA CN Code						
Attach						
<input type="checkbox"/> Inactive						
<input type="checkbox"/> Needs Attention						



Item Attributes – Multiple Items within a Catalog Number

- Preferred Item Sequence
 - What does the checkmark indicate?
 - What difference does the order of the items make?

Preferred Item Sequence

The highest priority active item in this sequence is used as the model item for the catalog number. The model item is used for nutrient analysis and various other situations where a catalog number is called for and multiple items exist for that catalog number. Use the grid below to move items up and down in the sequence.

This Item	Brand	Product Code	Case/Unit Description	CN Label
<input type="checkbox"/>	Sara Lee	5487-1A	20/1 slice	
<input checked="" type="checkbox"/>	Sara Lee	5487	24/1 slice	
<input type="checkbox"/>	Sara Lee	5487-1A	1 slice	



Mass Update

(Admin & Maintenance – Items & Catalog Numbers – Mass Update Catalog Numbers)

Catalog Num...	Description	Usage Category	Storage Category	Ordering Category	Tax Category	Conversion Method	Precosted	Production Report Display	Production Entry Mode	Inactive	Exclude fro...
10001	Bread - Wheat - Loaf - WGW	Baked Goods	Dry Food	Bread	Non-Taxable	Primary Unit	<input type="checkbox"/>	Primary Unit	Issuing	<input type="checkbox"/>	n/a
10002	Bread - Hot Dog Bun - WGW	Baked Goods	Uncategorized		Non-Taxable	Primary Unit	<input type="checkbox"/>	Partial-Use Unit	Issuing	<input type="checkbox"/>	n/a
10003	Bread - Rip-Stick	Baked Goods	Dry Food		Non-Taxable	Primary Unit	<input type="checkbox"/>	Primary Unit	Issuing	<input type="checkbox"/>	n/a
10004	Bread - Hamburger - WGW - 4"	Baked Goods	Frozen		Non-Taxable	Primary Unit	<input type="checkbox"/>	Primary Unit	Issuing	<input type="checkbox"/>	n/a
10005	Bread - Roll Mini Sub Jalapeno	Baked Goods	Refrigerated		Non-Taxable	Primary Unit	<input type="checkbox"/>	Primary Unit	Issuing	<input type="checkbox"/>	n/a
10006	Crackers - Graham - 3 Pkt	Baked Goods	Supplies		Non-Taxable	Primary Unit	<input type="checkbox"/>	Primary Unit	Issuing	<input type="checkbox"/>	n/a
10007	Breakfast - Mini Pancakes - Maple	Baked Goods	Chemicals		Non-Taxable	Primary Unit	<input type="checkbox"/>	Primary Unit	Issuing	<input type="checkbox"/>	n/a
10008	Bread - Flat	Baked Goods	Equipment		Non-Taxable	Primary Unit	<input type="checkbox"/>	Primary Unit	Issuing	<input type="checkbox"/>	n/a
			×								
			Frozen	Default	Non-Taxable	Primary Unit	<input type="checkbox"/>	Primary Unit	Issuing	<input type="checkbox"/>	n/a

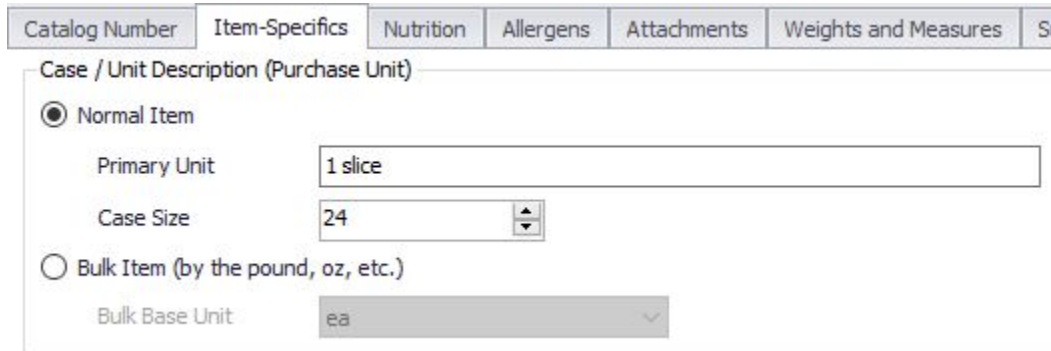
Item Specifics Tab – The Meat and Potatoes of Items

- Case/Unit Description – what do you see when you open the case?
- Partial Use Units – how do I know if an item needs this?
- Recipe Scaling Factor – is this the serving size for this item?

Catalog Number	Item-Specifics	Nutrition	Allergens	Attachments	Weights and Measures	St...
Case / Unit Description (Purchase Unit)						
<input checked="" type="radio"/> Normal Item						
Primary Unit		1 slice				
Case Size		24				
<input type="radio"/> Bulk Item (by the pound, oz, etc.)						
Bulk Base Unit		ea				
Partial-Use Units (Issue/Production Unit)						
Partial-Use Unit		(none)				
Partial-Use Units per Primary Unit		1				
Recipe Scaling Factors						
Usable Weight per Primary Unit		1.000	oz	Calculate		
Pieces per Primary Unit		24				

Item Specifics Tab – The Meat and Potatoes of Items

- Case/Unit Description – what do you see when you open the case?
 - Primary Unit – Free text field – usually the smallest wrapped unit
 - Case Size – How many Primary Units are in the case



The screenshot shows a software interface with a tabbed menu at the top. The tabs are: 'Catalog Number', 'Item-Specifics' (which is the active tab), 'Nutrition', 'Allergens', 'Attachments', 'Weights and Measures', and 'Su'. Below the tabs, the section is titled 'Case / Unit Description (Purchase Unit)'. There are two radio button options: 'Normal Item' (which is selected) and 'Bulk Item (by the pound, oz, etc.)'. Under 'Normal Item', there is a 'Primary Unit' text field containing '1 slice' and a 'Case Size' spinner box set to '24'. Under 'Bulk Item', there is a 'Bulk Base Unit' dropdown menu showing 'ea'.

Tab	Field	Value
Item-Specifics	Case / Unit Description (Purchase Unit)	
	Normal Item (Selected)	
	Primary Unit	1 slice
	Case Size	24
Bulk Item (by the pound, oz, etc.)	Bulk Base Unit	ea

Item Specifics Tab – The Meat and Potatoes of Items

- Partial Use Units – how do I know if an item needs this?
 - Can the Primary Unit be broken down smaller?
 - How will the sites need to account for this item during inventory and production?

Always relate the Partial-Use Units per Primary Unit back to the Primary Unit!

Partial-Use Units (Issue/Production Unit)

Partial-Use Unit	Piece
Partial-Use Units per Primary Unit	28

Item Specifics Tab – The Meat and Potatoes of Items

- Recipe Scaling Factor – is this the serving size for this item? No!!
- Forget the section title – focus on the field names
 - Useable Weight per Primary Unit – how much does the Primary Unit weigh?
 - Pieces per Primary Unit – Usually left at 1 UNLESS the item will be added to recipes by a count (meatballs, chicken patties) AND then Primary Unit is not already “each”

Always relate these fields back to the Primary Unit!

Recipe Scaling Factors


Usable Weight per Primary Unit	<input type="text" value="1.000"/>	<input type="text" value="oz"/>	<input type="button" value="Calculate"/>
Pieces per Primary Unit	<input type="text" value="24"/>		

Item Specifics Tab – The Meat and Potatoes of Items

- Everything else...

Shipping Details	
Shipping Weight per Primary Unit	<input type="text" value="0.000"/> <input type="button" value="↑"/> <input type="button" value="↓"/> <input type="text" value="oz"/>
Item Source	District
Brand	<input type="text" value="Sara Lee"/>
Product Code	<input type="text" value="5487"/>
GTIN	<input type="text"/>
CN Label	<input type="text"/>
Shelf Life	<input type="text" value="0"/> <input type="button" value="↑"/> <input type="button" value="↓"/> days
USDA CN Code	<input type="text"/> <input type="button" value="Attach"/>
<input type="checkbox"/> Inactive	
<input type="checkbox"/> Needs Attention	<input type="text"/>

Item Specifics Example – Canned Applesauce

Case / Unit Description (Purchase Unit)	
<input checked="" type="radio"/> Normal Item	
Primary Unit	#10 can
Case Size	6
<input type="radio"/> Bulk Item (by the pound, oz, etc.)	
Bulk Base Unit	ea
Partial-Use Units (Issue/Production Unit)	
Partial-Use Unit	(none)
Partial-Use Units per Primary Unit	1
Recipe Scaling Factors	
Usable Weight per Primary Unit	108.000
	oz
Pieces per Primary Unit	1
	 Calculate

Item Specifics Example – Bananas

Case / Unit Description (Purchase Unit)

☒ Normal Item

Primary Unit

Case Size

☐ Bulk Item (by the pound, oz, etc.)

Bulk Base Unit

Partial-Use Units (Issue/Production Unit)

Partial-Use Unit

Partial-Use Units per Primary Unit

Recipe Scaling Factors

Usable Weight per Primary Unit

Pieces per Primary Unit

Item Specifics Example – Apples

Case / Unit Description (Purchase Unit)

☒ Normal Item

Primary Unit

Case Size

☐ Bulk Item (by the pound, oz, etc.)

Bulk Base Unit

Partial-Use Units (Issue/Production Unit)

Partial-Use Unit

Partial-Use Units per Primary Unit

Recipe Scaling Factors

Usable Weight per Primary Unit

Pieces per Primary Unit

Item Specifics Example – Spice/Seasoning

Case / Unit Description (Purchase Unit)

☒ Normal Item

Primary Unit

Case Size

☐ Bulk Item (by the pound, oz, etc.)

Bulk Base Unit

Partial-Use Units (Issue/Production Unit)

Partial-Use Unit

Partial-Use Units per Primary Unit

Recipe Scaling Factors

Usable Weight per Primary Unit

Pieces per Primary Unit

Item Specifics Example – Paper Bags

Case / Unit Description (Purchase Unit)

☒ Normal Item

Primary Unit

Case Size

☐ Bulk Item (by the pound, oz, etc.)

Bulk Base Unit

Partial-Use Units (Issue/Production Unit)

Partial-Use Unit

Partial-Use Units per Primary Unit

Recipe Scaling Factors

Usable Weight per Primary Unit

Pieces per Primary Unit

Item Specifics Example – Paper Cups

Case / Unit Description (Purchase Unit)

☒ Normal Item

Primary Unit

Case Size

☐ Bulk Item (by the pound, oz, etc.)

Bulk Base Unit

Partial-Use Units (Issue/Production Unit)

Partial-Use Unit

Partial-Use Units per Primary Unit

Recipe Scaling Factors

Usable Weight per Primary Unit

Pieces per Primary Unit

Item Specifics Example – Hand Soap

Case / Unit Description (Purchase Unit)

☒ Normal Item

Primary Unit

Case Size

☐ Bulk Item (by the pound, oz, etc.)

Bulk Base Unit

Partial-Use Units (Issue/Production Unit)

Partial-Use Unit

Partial-Use Units per Primary Unit

Recipe Scaling Factors

Usable Weight per Primary Unit

Pieces per Primary Unit

Item Specifics Example – Diced Chicken

Case / Unit Description (Purchase Unit)		
<input checked="" type="radio"/> Normal Item		
Primary Unit	<input type="text" value="5 lb"/>	
Case Size	<input type="text" value="6"/>	
<input type="radio"/> Bulk Item (by the pound, oz, etc.)		
Bulk Base Unit	<input type="text" value="ea"/>	

Partial-Use Units (Issue/Production Unit)		
Partial-Use Unit	<input type="text" value="Pounds/Ounces"/>	
Partial-Use Units per Primary Unit	<input type="text" value="80"/>	

Recipe Scaling Factors			
Usable Weight per Primary Unit	<input type="text" value="5.000"/>	<input type="text" value="lb"/>	<input type="button" value="Calculate"/>
Pieces per Primary Unit	<input type="text" value="80"/>		

Item Specifics Example – Chicken Patties

Case / Unit Description (Purchase Unit)

☒ Normal Item

Primary Unit

Case Size

☐ Bulk Item (by the pound, oz, etc.)

Bulk Base Unit

Partial-Use Units (Issue/Production Unit)

Partial-Use Unit

Partial-Use Units per Primary Unit

Recipe Scaling Factors

Usable Weight per Primary Unit

Pieces per Primary Unit

Item Specifics Example – Sliced Cheese

Case / Unit Description (Purchase Unit)

☒ Normal Item

Primary Unit

Case Size

☐ Bulk Item (by the pound, oz, etc.)

Bulk Base Unit

Partial-Use Units (Issue/Production Unit)

Partial-Use Unit

Partial-Use Units per Primary Unit

Recipe Scaling Factors

Usable Weight per Primary Unit

Pieces per Primary Unit

Item Specifics Example – Tortillas

Case / Unit Description (Purchase Unit)

☒ Normal Item

Primary Unit

Case Size

☐ Bulk Item (by the pound, oz, etc.)

Bulk Base Unit

Partial-Use Units (Issue/Production Unit)

Partial-Use Unit

Partial-Use Units per Primary Unit

Recipe Scaling Factors

Usable Weight per Primary Unit

Pieces per Primary Unit

Item Specifics Report

MCS Public Schools

Serving Healthy Meals for Student Success

www.mcspublicschools.com

Item Specifics Review

Catalog Number	Item Description	Brand	Case Size	PRIMARY UNIT	These values must relate back to the PRIMARY UNIT		
					Partial-Use Units	Pieces per Primary Unit	Useable Wt per Primary Unit
70028	A+ Deluxe Beef Charbroil Meatballs w/ Applesauce	Bertach	2	5 lb bag	80/Pounds/Ounces	40	5.000 lb
70028	A+ Deluxe Beef Charbroil Meatballs w/ Applesauce	USDA	3	10 lb bag	960/Pounds/Ounces	960	10.000 lb
MFR-3964751	American Burger (Manufactured)	Manufactured	1	Burger	1/	1	112.458 g
60166	Apple - Sliced - canned	Musselman	6	#10 Can	1/	1	104.000 oz
40002	Apples - Fresh	Packer	138	1 each	1/	1	4.640 oz
40002	Apples - Fresh	DOD Fresh Produce	138	1 each	1/	1	4.000 oz
40056	Apples - Fresh - Supper	Packer	138	1 each	1/	1	4.640 oz
44497	Apples - Gala	Fresh Point	125	1 each	1/	1	4.640 oz
40044	Apples - Golden Fresh	DOD Fresh Produce	138	1 each	1/	1	4.640 oz

Thank you

The logo consists of a white circle containing the word "CONNECT" in a sans-serif font. The letters "C", "O", "N", "E", and "T" are dark purple, while the letters "N" and "C" are orange. The background features abstract, flowing shapes in shades of purple, blue, orange, and pink, with small clusters of dots in corresponding colors.

CONNECT