

# Executing NSMP

Use these tips and pointers provided by Foodservice Directors who have converted to NSMP:

## Data collection:

- Organize and gather recipes, ingredient information and menus before starting the data entry process.
- ALWAYS require vendors to provide complete nutrient information when they recommend a new product. Starting summer 2007, Kellogg's® product information will be available for download into your NUTRIKIDS® software at [www.kelloggsfoodawayfromhome.com](http://www.kelloggsfoodawayfromhome.com)!

**Note:** most distributors will assist you in gathering the nutrient info; they keep this information on hand and will fax it to you upon request.

## Data entry:

- For assistance in data entry, hire students from a local college/university that offers a foods and nutrition major.
  - Nutrition students will catch onto the software quickly as they are most likely using similar software in their academic program.
- Don't hesitate to contact your software provider when you run into data entry and/or software problems. Most of the companies provide outstanding technical assistance.

## Menu requirements:

- Always remain consistent on the minimum number of sides you require students to take, rather than requiring 3 sides one day and 4 (or 2) another.
- Help students understand the requirements through signage or instructions on the printed menu.
- Distinguish between entrées and sides on the printed menu. This may be done by printing entrées in bold or upper case and sides in lower case. You can also use a color coding system.
- For an example of a successful menu program, check out the Bartow County, GA website which details the composition of a meal and identifies which foods are entrées and which are sides:  
<http://www.bartow.k12.ga.us/education/components/scrapbook/default.php?sectiondetailid=2188>