FIGURE 1. Step One: User Select's an Existing Manufacturer from the List or Enters New Manufacturer Name

FIGURE 2. Continuation of Step One: User Edits the Existing Manufacturer Information or Enters New Information.

http://www.cndatabase.net/dev/5.asp

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Child Nutrition Product Wizard Step 2

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STEP TWO OF THREE:
ENTER PRODUCT INFORMATION

* MFR Product Name:
(Max. 255 characters)

Example: (Pizza, pepperoni topping, regular crust, frozen, cooked)

* Product Name Shortened:
(Max. 60 characters)
Example: (Pepperoni Pizza)

Brand:
(Max. 40 characters)

Unit UPC :
(12 numbers)

* Product Number/Code:

* Food Category Code:

* Product is Produced For School Food Service?:   ● Yes   ○ No

* Product is Produced With USDA Commodity Food?:   ● Yes   ○ No

* NLEA Adjusted Values: ○ Yes   ● No

* Value Type Code:
(A, U, C)
● Analytical Data *(laboratory data)*
○ USDA Data *(from a USDA database)*
○ Calculated Data *(from nutrition facts panel or individual ingredients)*

* As Served (S) or As Purchased (P):   ○ Served   ● Purchased

* Is this an Enriched or Fortified product?:   ○ Yes   ● No

* Notes:
(Max. 2000 characters)

[Submit]   [Reset]

FIGURE 3. Step Two: User Enters the Product Information

http://www.cndatabase.net/dev/6a.asp

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Child Nutrition Product Wizard Step 3

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STEP THREE OF THREE: ENTER NUTRIENT INFORMATION

Serving Information: [?]

Household Serving Amount:

Household Serving Measure Description:

Household Serving Size: (In Grams or Ounces)

Nutrient Information: [?]

Nutrient Serving Size (Total Gram Weight Upon Which Nutrients are Based: ____ g

*Total Calories: ____ kCal

*Total Fat: ____ g

*Saturated Fat: ____ g

Trans Fat: ____ g

*Cholesterol: ____ mg

*Sodium: ____ mg

*Total Carbohydrate: ____ g

*Total Dietary Fiber: ____ g

*Protein (Total): ____ g

*Vitamin A: ____ IU   or ____ %DV

Vitamin A (Retinol): ____ RAE

*Vitamin C (Total): ____ mg   or ____ %DV

*Iron (Total): ____ mg   or ____ %DV

*Calcium: ____ mg   or ____ %DV

Water (Moisture): ____ g

Ash: ____ g

List of Ingredients: (Max. 2000 characters)

Submit   Reset

FIGURE 4. Step Three: User Enters the Serving Information, Nutrient Information and List of Ingredients

Child Nutrition Product Wizard Step 1 - Microsoft Internet Explorer provided by Ace Info Solutions, Inc.

http://www.cndatabase.net/dev/help_mfr.html#website

Child Nutrition Product Wizard Step 1

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Company Name

Select the name of the Manufacturer from the drop-down list. If the name is not listed, then enter the new Manufacturers Name in the text box. The Manufacturers Name is limited to 30 characters.

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Website

If you have one, enter the URL of your company's website. This field is not required.

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Company Phone Number

Enter the phone number for the company, using the format of XXX-XXX-XXXX.

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Company Fax Number

Enter the fax number for the company, using the format of XXX-XXX-XXXX. This field is not required.

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General Email Address

Enter the general email address for the company. This email address will ONLY be used to contact the manufacturer in case of clarification/corrections.

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FIGURE 5. Instructions & Help: Company Information

Child Nutrition Product Help - Microsoft Internet Explorer provided by Ace Info Solutions, Inc.

http://www.cndatabase.net/dev/help_prod.html   Google

Child Nutrition Product Help   Home   Feeds (J)   Print   Page   Tools

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1. **Product Name**
2. **Product Name Shortened**
3. **Brand**
4. **Unit UPC**
5. **Product Number**
6. **CNP Food Category**
7. **Product is Produced for School Food Service?**
8. **Product is Produced with USDA Commodity Food?**
9. **NLEA Adjusted Values**
10. **Value Type Code**
11. **As Served or As Purchased**
12. **Enriched or Fortified Product?**
13. **List of Ingredients**

Product Name

Enter the Product Name. The Product Name should follow the naming convention used in the USDA's National Nutrient Database for Standard Reference (http://www.nal.usda.gov/fnic/foodcomp/search). Pattern the Product name after the following example: "Pizza, pepperoni topping, regular crust, frozen, cooked". The Product Name is limited to 255 characters.

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Product Name Shortened

The shortened product name is built using the USDA standard for abbreviations. The abbreviations used for the shortened product name can be found in Appendix A of the USDA National Nutrient Database for Standard Reference. The Product Name Shortened should not be an abbreviation of each word in the full product name but rather should be a clear and concise shortened version of the full product name.

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Brand

Enter the Brand name that this product is commonly referenced as. The Brand for the product should be listed separately from the full or shortened product name. This field is limited to 40 characters.

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Unit UPC

Enter the 12-digit Universal Product Code (UPC). It is normally in the format of 0-12345-12345-0. The Unit UPC is very important for correctly matching the information on the product.

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Product Number/Code

The Product Number should be your product's 5 digit UPC Number (the portion after the second dash) if you do not use a separate product number or code.

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CNP Food Category

The CNP Food Category comes from a USDA Table. Please select from the following list of 2-digit categories:

01	Dairy: butter, cheese, eggs, milk, yogurt	16	Condiments: catsup, mustard, relish
02	Spice: seasonings, flavorings, leavening agents	17	Lamb, veal and game products
03	Baby food	18	Baked goods: bread, cakes, cookies, crackers, pies, rolls
04	Fats & Oils: margarine, shortening, mayonnaise, salad dressings	19	Sweets
05	Poultry Products	20	Grains
06	Soups, Sauces and Gravies	21	Fast Foods
07	Luncheon meat & sausage	22	Meals, Entrées, and Sidedishes
08	Breakfast Cereals	25	Snacks
09	Fruits and fruit juices	29	Miscellaneous
10	Pork Products		
11	Vegetables: includes beans & legumes	30 – 39	Reserved for USDA Recipes
12	Nuts and seeds		
13	Beef	43	Purchased mixed dishes: lunch entrees
14	Beverages	44	Purchased mixed dishes: breakfast entrees
15	Fish	45	Meat substtute/Vegetable proteins

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Product is Produced for School Food Service?

Select "Yes" if this product is produced for the School Food Service.

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Product is Produced with USDA Commodity Food?

Select "Yes" if this product is produced with USDA Commodity Food.

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NLEA Adjusted Values

NLEA Adjusted Values designate whether the nutritional information is based on the Nutrition Labeling and Education Act (NLEA) (Nutrition Facts data).

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Value Type Code

Select your **Value Type Code** from the following listing based on the nutrient data you are reporting:

A = Analytical -laboratory data
U = USDA - from a USDA database
C = Calculated - from nutrition facts panel or from Individual Ingredients

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As Served (S) or As Purchased (P)

Check if Nutritional Information is provided on an As Served or As Purchased basis.

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Is this an Enriched or Fortified Product?

Check if this product has been enriched or fortified.

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FIGURE 6. Instructions & Help: Product Information

http://www.cndatabase.net/dev/help_serving.html

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Serving Information

The **Household Serving Amount** is a numeric value used to describe the amount of a specific **Household Serving Measure Description**. The two combined make up the **Household Serving Size**. The **Household Serving Measure Description** should be chosen from the following list of abbreviations:

CM	Centimeter	MG	Milligram (1000th of gram; weight)
CUP	Cup – 8 fluid ounces, volume	ML	Milliliter (fluid; volume)
FT	Feet (dimension)	OZ	Ounce (16 ounces = 1 pound; weight)
GAL	Gallon (fluid; volume)	FL OZ	Fluid Ounce (8 fluid ounces = 1 cup; volume)
GM	Gram (weight)	PACKAGE	Package/Box/Case/Bag
IN	Inch (12 inch = 1 foot; dimension)	PIECE	Piece/Portion/Unit/tem/Serving
KG	Kilogram (1000 grams; weight)	PT	Pint, fluid, volume
LB	Pound (weight)	QT	Quart, fluid, volume (4 quarts = 1 gallon)
LT	Liter (Fluid; volume)	TBSP	Tablespoon (16 tablespoons = 1 cup; volume)
M	Meter (dmension)	TSP	Teaspoon (3 teaspoon = 1 tablespoon; volume)

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Nutrient Information

The **Nutrient Serving Size** in grams may be equivalent to the **Household Serving Size** or the net weight on a single serve package if you are reporting Nutrition Facts (NLEA) data. For example, if the **Nutrient Serving Size** is based on one 57 gram single serve package, then the **Household Serving Amount** plus the **Household Serving Measure Description** (=**Household Serving Size**) would be 2.0 OZ for a non-liquid product. 57 grams divided by 28.35 grams per ounce equals the **Household Serving Size** of 2.0 ounces. Provide the nutrient values in the appropriate units designated in the nutrient list. Nutrients listed with an asterisk are Required; those without asterisks are Optional. Each of the nutritional fields can hold numbers from 0.00 to 9999999.999. Lastly, provide a **List of Ingredients** found in the product by order of predominance.

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FIGURE 7. Instructions & Help: Nutrient Information