

FIND, COOK, ENJOY.

Getting Started with BigOven™ for Windows



Getting Started

BIGOVEN.COM

Getting Started Guide

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Welcome to BigOven!

Find recipes quickly, organize your own collection, and have more fun cooking!

Welcome to BigOven™ recipe software for Windows. BigOven is designed to do many things for cooks through a single interface, and as a result, it may seem a little intimidating at first. That's why we've created this step-by-step user guide, to help first-time users get up and running with BigOven quickly. Advanced users can go immediately to the program, and use Online Help (choose "Contents" from the Help menu, or simply press F1), or the [BigOven Message Board](#) for more information.

What BigOven Is Designed to Do

We've created Bigoven to help you organize your recipe collection, discover new recipes, create grocery lists quickly, and take the drudgery out of planning meals.

What's in this Getting Started Guide?

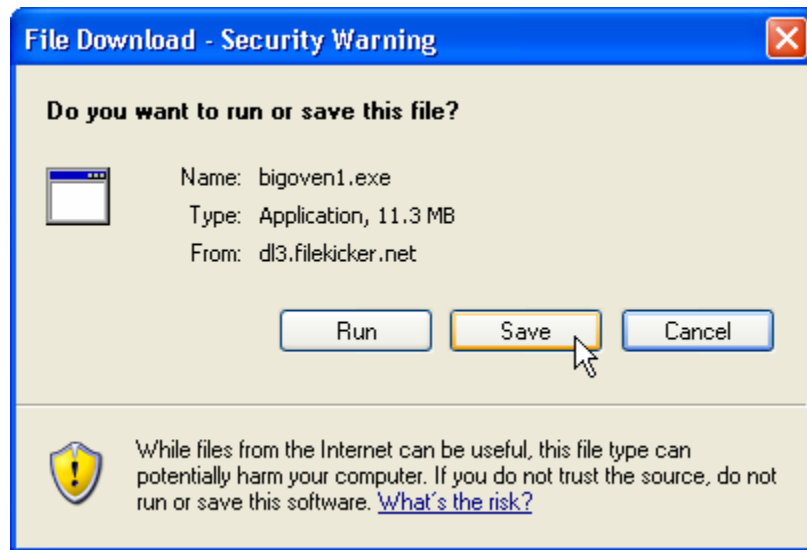
This Getting Started Guide will walk you through the following central tasks:

1. Installing BigOven for Windows for the first time and getting acquainted with the layout.
2. Enter a few recipes of your own, and mark them with keywords to be able to easily find them again later. Resize the recipe.
3. Find a recipe from the BigOven.com archive.
4. Add one or more recipes onto to your shopping list.
5. Analyze the nutritional content of a recipe.
6. Create a meal calendar.
7. Send a recipe to a friend

Installing BigOven for Windows

BigOven for Windows can be downloaded from www.bigoven.com.

Simply click the "Download" link on the main website, and click through to the download page. Click "Save" to save the application to your PC.



You can save it to *any* folder on your PC, including your Desktop. Generally, this file is downloaded as `bigoven1.exe`. Double-click on this icon, and simply accept the default choices to install. (If you'd like, you can now delete the setup program, `BigOven1.exe`).



`bigoven1.exe`

Double-click on this to launch the setup program.

TIP: If you are running Windows XP, NT, or 2000, you need to run the setup program from the same user account that you'll be using the program from.

About the layout



Optional: If you have a Macromedia Flash Player installed, you can watch a brief demonstration video of the program layout in action [here](#).

BigOven's main window may appear somewhat complex at first, but don't worry, when you start dragging and dropping recipes onto your meal calendar or shopping list, you'll soon see why we designed it this way.

Starting from the top of the window, there's the program menu (File/Edit/View, etc.), and immediate below it, BigOven's toolbar, which is for easy access to the most common actions you might want to perform on a recipe or recipe box.

On the left-most hand side is the navigator bar (image to the left), which lets you switch between different views within the program. These views are:

- Recipes: Edit/View/Find recipes
- Shopping: Edit/View your shopping list
- Calendar: Edit/View your meal calendar
- Nutrients: Edit/View the nutritional information that is used to calculate your recipes' overall nutritional content
- Web: Explore the BigOven.com recipe archive

Immediately to the right of the navigator control is the recipe results window, which initially shows you all the contents your currently opened recipe box, alphabetically by title.

Clicking on the index card of the recipe itself sets or clears a checkmark on it. This is simply a handy way for you to mark any set of recipes for a future action (e.g., printing out all checkmarked recipes). You can clear all the checks by choosing “Unmark all recipes” from the Edit menu.

Your starting recipe box is called “standard.crb”, when you install it.

TIP: You can always look at the caption bar (topmost bar) of BigOven for Windows to see the name of the currently opened recipe box.

Your initial recipe box (standard.crb) only contains only a few dozen recipes initially so it's not too overwhelming, but there are *many* other recipes already on your computer. They are contained in other recipe box files. Recipe boxes are groups of recipes stored in a single file on your computer. BigOven ships with four recipe boxes, and if you'd like, you can explore them by using the “Open Recipe Box” command from the file menu. But return to the “Standard.crb” recipe box, by selecting it from the “Open Recipe Box” command on the File menu if you'd like to walk through the rest of this document.

TIP: You can tell BigOven which recipe box you'd like to open upon startup. Simply go to the Tools/Options command (that is, choose “Options” from the Tools menu), and browse to the recipe box file you'd like to open on startup.

Enter Your First Few Recipes

Let's enter your first recipe into BigOven.

First, why might you want to do that? The benefits include being able to put your hand on the recipe again in a second or two, rating and keeping a log of your favorite recipes, analyzing nutritional content, and creating shopping lists quickly and easily.

BigOven offers you a few choices in entering recipes:

1. **If it's in a magazine, or handwritten, or from memory, click “New” on the Toolbar and type the recipe in.**
2. **If it's already accessible on your computer in some form and you can get the text to the Windows Clipboard easily** (e.g., if it's in a Word document, or web page), we recommend you use Screen Import from the Edit menu. To do this, simply copy the recipe text to the clipboard, then choose “Screen Import” from the Edit menu, and follow the simple instructions.
3. **If it's from another BigOven user, or already posted in the BigOven recipe archive**, you can get it into your program in a single click on a recipe

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card attachment (if via email), or with the “Import!” button (from BigOven.com’s recipe archive).

Let’s try option #1 first.

Click “New” on the toolbar. You’re asked to enter the recipe name, how many servings the recipe makes, and a brief description.



Add a New Recipe

Recipe Name: Asian Chicken Salad

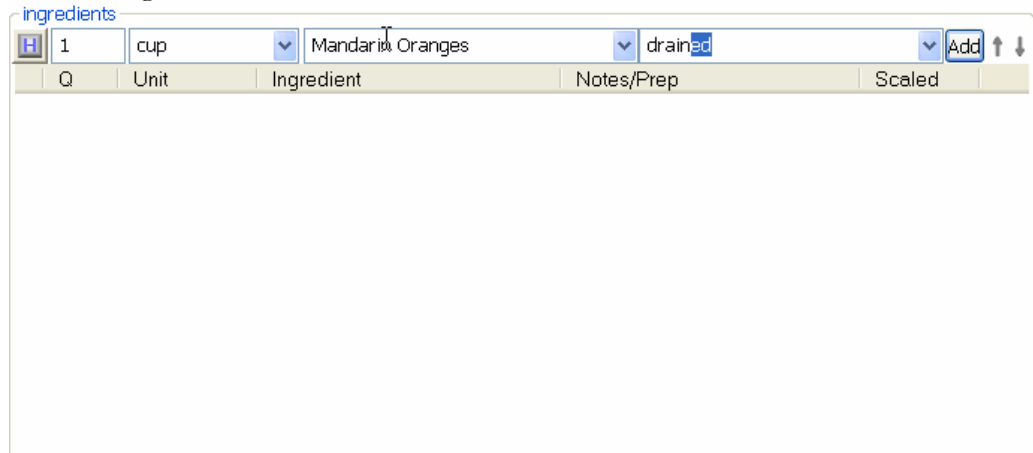
Yields: 6 Servings

Description: Refreshing, light salad. Serving suggestion: Combine with miso soup for a satisfying, healthy meal.

OK Cancel

BigOven will prompt you to enter the ingredients, instructions, and keywords next.

To enter ingredients, use this line in the “edit” tab:



ingredients

Q	Unit	Ingredient	Notes/Prep	Scaled
1	cup	Mandarin Oranges	drained	Add ↑ ↓

Enter one ingredient per line. No more, and no less.

TIP: As you enter ingredients, BigOven will try to help you out by making a guess at what you’re trying to type. At any time, if the match is correct, press TAB to move to the next field. If it’s not correct, keep typing. **You do not have to choose one of BigOven’s suggestions; just keep typing over it.**

Press the “Add” button when done to add this ingredient to your ingredients list.

The “H” button means “Heading”. This is used if you’ve got a line that isn’t a food item by itself, but is simply there as a note, or to mark off a section of your ingredients.

For instance:

2 cups lettuce shredded

DRESSING


3 tablespoons Olive oil

2 tablespoons Vinegar

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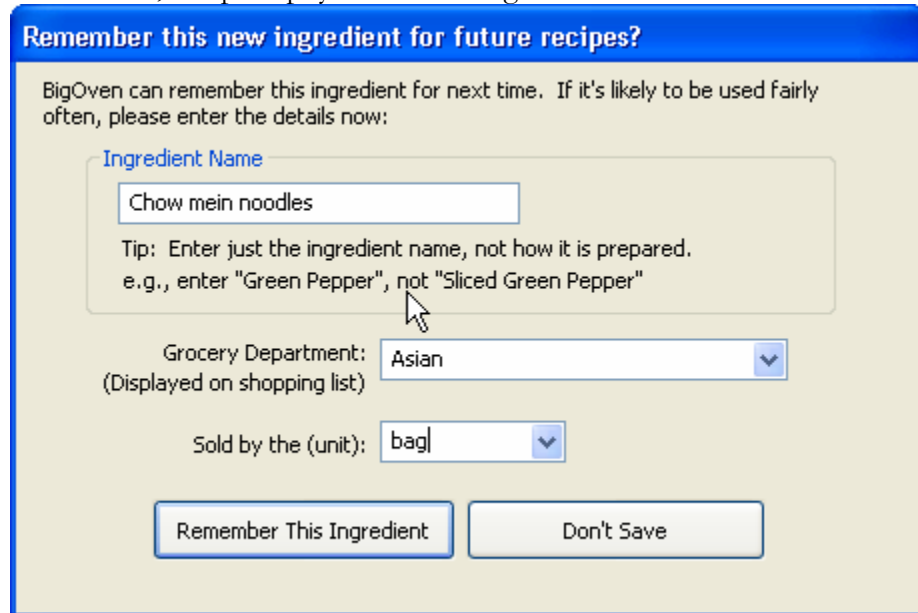
1 shallot, diced

The word “Dressing” is a heading. Headings tell BigOven not to treat the item as a food item, and ignore it for things like adding that particular ingredient line to the shopping list.

About the scale icon: Each ingredient line has a scale icon, which looks like this:  ; it is either orange or grey. The color indicates whether or not BigOven was able to automatically find and link the USDA nutritional equivalent for that particular line (orange=linked, grey=unlinked). Nutrition linking is *optional*, and covered in more detail later in this document.

Adding New Ingredients to BigOven’s Memory

As you type in ingredient lines, BigOven may indicate that it hasn’t heard of the ingredient before, and prompt you with a dialog that looks like this:



Remember this new ingredient for future recipes?

BigOven can remember this ingredient for next time. If it's likely to be used fairly often, please enter the details now:

Ingredient Name

Chow mein noodles

Tip: Enter just the ingredient name, not how it is prepared.
e.g., enter "Green Pepper", not "Sliced Green Pepper"

Grocery Department: Asian
(Displayed on shopping list)

Sold by the (unit): bag

Remember This Ingredient Don't Save

BigOven already knows about more than 300 ingredients and their store locations, but you will certainly add new ones.

The dialog above simply asks you to “teach” BigOven about this ingredient, and its typical location in the grocery store. Remember, you are not limited to the options that BigOven presents to you for “Grocery Department” or “Sold by the” fields; they are simply there as options for you to speed typing.

If you choose “Remember this Ingredient”, BigOven will add it to the auto-completion list on future runs of the program, and also group that item in its proper place in your shopping list.

Reordering ingredients in your ingredient list: To reorder ingredient lines in your list, simply click on the scale icon of the line to move, and click the up or down arrows to move it.

Deleting ingredient lines: Click on the scale icon of the line you’re interested in deleting, and press the Del key on your keyboard.

Entering Instructions

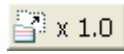
Once you’ve added the ingredient lines, you can move on to enter the instructions.

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Type the instructions in. You can use the special character buttons to add the degrees symbol and other common symbols.

Entering Recipe Scale Information

Now that you've entered the basic information for the recipe, you should double-check to make sure the recipe yield information is correct. The "base recipe makes" boxes should indicate the yield of the recipe *as written in the original ("base") recipe above*. The button to the right of it:



"Resize this recipe" button

Means "resize this recipe". It will multiply the ingredient quantities based on how many servings you'd like.

TIP: BigOven remembers the most recently applied "rescale" for the recipe, and will use it when adding items to the shopping list or meal calendar.

Adding Cuisine and Main Ingredient

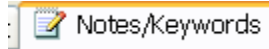
It is optional, but strongly recommended, that you enter the "Main Ingredient" and "Cuisine" information for the recipe.

They make it *much* easier to find the recipe again. Like other combo-boxes in the product, you are *not limited* to the choices shown. They are there to speed your typing and keep formatting consistent. Feel free to choose other choices that are most accurate to you.

Adding Keywords

One of BigOven's most powerful features is its ability remember an arbitrary number of keywords for recipes.

Click on the "Notes/Keywords" tab



And then the "Edit..." button to mark up the recipe with as many appropriate keywords as you'd like. We recommend you mark it with a keyword from each of the columns presented:

Course/Dish	Preparation Method	Season/Occasion	Special Considerations	Other:
<input type="checkbox"/> Appetizers	<input type="checkbox"/> Advance	<input type="checkbox"/> Christmas	<input type="checkbox"/> Kid Friendly	<input type="checkbox"/> @Try Soon!
<input type="checkbox"/> Bread	<input type="checkbox"/> Bake	<input type="checkbox"/> Easter	<input type="checkbox"/> Low Fat	<input type="checkbox"/> @My Diet
<input type="checkbox"/> Breakfast	<input type="checkbox"/> Broil	<input type="checkbox"/> Fall	<input type="checkbox"/> Meatless	<input type="checkbox"/> @Favorite
<input type="checkbox"/> Brunch	<input type="checkbox"/> Fry	<input type="checkbox"/> Fourth of July	<input type="checkbox"/> Low Carb	<input type="checkbox"/> @Steve Likes
<input type="checkbox"/> Condiments	<input type="checkbox"/> Grill	<input type="checkbox"/> Hanukkah	<input type="checkbox"/> Vegan	<input type="checkbox"/> @Bill Likes
<input type="checkbox"/> Cookies	<input type="checkbox"/> Marinade	<input type="checkbox"/> New Year	<input type="checkbox"/> Vegetarian	
<input type="checkbox"/> Desserts	<input type="checkbox"/> Microwave	<input type="checkbox"/> Picnics	<input type="checkbox"/> Atkins-Friendly	
<input type="checkbox"/> Hors d'Oeuvres	<input type="checkbox"/> No Cook	<input type="checkbox"/> Spring	<input type="checkbox"/> Diabetic	
<input type="checkbox"/> Main Dish	<input type="checkbox"/> Poach	<input type="checkbox"/> Summer	<input type="checkbox"/> Low Sugar	
<input type="checkbox"/> Salads	<input type="checkbox"/> Quick	<input type="checkbox"/> Superbowl		
<input type="checkbox"/> Sandwiches	<input type="checkbox"/> Roast	<input type="checkbox"/> Thanksgiving		
<input type="checkbox"/> Sauces	<input type="checkbox"/> Saute	<input type="checkbox"/> Valentines Day		
<input type="checkbox"/> Side Dish	<input type="checkbox"/> Slow cook	<input type="checkbox"/> Winter		
<input type="checkbox"/> Snacks	<input type="checkbox"/> Steam			
<input type="checkbox"/> Soup	<input type="checkbox"/> Stir Fry			
<input type="checkbox"/> Vegetables				

Keywords are "public" or "private". You will find over time that you may wish to have some keywords be "private" to your own household, while still easily posting recipes and emailing them to friends. Private keywords are simple to create – they simply begin with the "@" symbol, and they are not posted to the archive or emailed

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to friends. For more on public/private keywords, search on the help topic “private keywords” via the Help menu.

Why use keywords?

Keywords are simple but very powerful. BigOven lets you search on keywords (see Find/More Options), so you can find, say, all recipes with main ingredient “Chicken” with the keyword “Spicy”. Or, with your own private collection of keywords, like “@Sue liked”, “@Dave liked”, etc., you can find all the recipes that particular members of your household enjoy.

Keywords also help you navigate through the product; they appear as hyperlinks in the recipe view, and you can quickly find all recipes with particular keywords, like “Salad”, “Low Carb”, etc.

Where’s the Save Button?

Question: “I didn’t see a ‘Save’ button. Where did my recipe go?”

Unless you are otherwise prompted in the program, BigOven saves data as you type. There’s no “Save” button because your very entry of the data is saving it as you go.

Once you’re finished typing in your recipe, you can always find the recipe again in the recipe results window, alphabetically by title. Or, you can click the “Find” button and type in part of the recipe title.

TIP: You can find the most recently viewed/entered recipes by clicking on the arrow to the right of the button marked “All” above your recipe results, and filtering by the date modified/viewed. E.g, click “All (by recency)” shows you all recipes in the recipe box, sorted by the date you last viewed or modified them. Most recent recipes are shown first.

What if I want to make changes to the recipe?

Simply find the recipe, and make changes to any field. BigOven will remember them.

To delete a recipe, simply click on the recipe in the recipe results window and press the Del key on your keyboard.

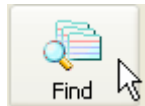
Find a recipe from the BigOven.com archive

BigOven can certainly be used as a powerful desktop recipe manager, without any Internet connection at all.

But perhaps BigOven's most powerful and unique feature is its tight integration with a vast recipe archive, with over 150,000 recipes on it, and more being added constantly.

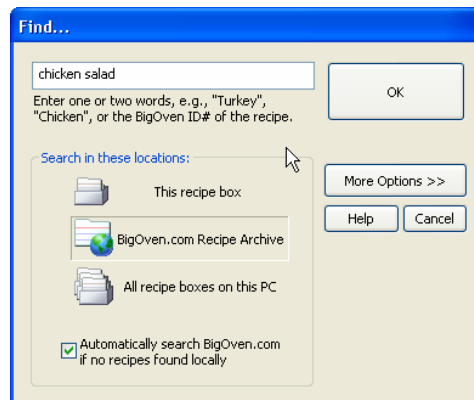
Let's find a recipe for a Chicken salad

Simply click on the "Find" button on the toolbar, and type in the recipe title you'd like to find:




Step 1:

Step 2: Fill in the recipe title, select "BigOven.com Recipe Archive" as the search location, and press OK:



Step 3: BigOven shows you search results. Click on any link you'd like to see.

Step 4: If you're interested in keeping, editing or doing something with the recipe, click

the "Import" button:  This will automatically "import" the recipe card to your PC's local recipe box, where you can work with it just as you can any recipe you enter by hand. **No typing!** And you can do this with any of the over 150,000+ recipes already in the archive.

How about finding a Chicken Salad with Apples and Raisins?

To do this, we use the "More Options" button of the Find dialog.

Step 1: Click the "Find" button on the toolbar.

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Step 2: Click “More Options” to bring up the advanced Find dialog, and fill it out as shown in the diagram below. That is, enter the word “salad” in the “recipe title contains” field, and add the ingredients “apple” and “chicken” to the “Having Ingredients” filter. Click the button marked “Look on BigOven.com” as the search location, and press OK. Voila! You’ll see over 90 recipes that have “chicken” and “apple” in their ingredients, and the word “Salad” in their title.

Find Recipes

Find recipes where:

Recipe Title

contains | salad

Having Ingredients

Add > | Remove | Clear

apple
chicken

Having Keywords...

Add > | Remove | Clear

Ratings

Taste >= 0 stars | Effort >= 0 stars
Appearance >= 0 stars | Cost >= 0 stars

Other

Main Ingredient = |
Cuisine = |

Look in Recipe Box
All Recipe Boxes
Look on BigOven.com

Find Recipes | Cancel

Find the recipe you’d like, and click the “Import!” button to print, edit, or process the recipe in any way.

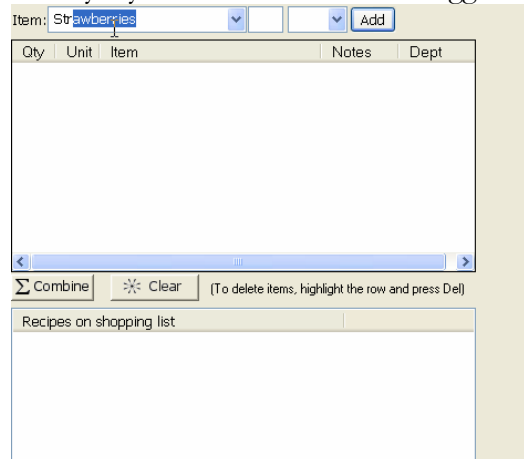
Create a grocery list from your recipes

While many recipe programs force you to create a meal plan in order to create a shopping list, BigOven lets you create simple shopping lists on the fly.

Step 1: Click on the “Shopping” button in the navigator control to view your shopping list.

Step 2: Let’s add an item “Strawberries”. Start typing “Str” in the shopping list. Optionally add the quantity (e.g., “1”, “box”) in the next two fields, and press “Add”.

TIP: Once BigOven recognizes what you’re trying to enter, press TAB. You are *not* limited to the options BigOven gives you; they are there solely to speed your typing. Simply keep typing the entry if you need to override the suggestion.

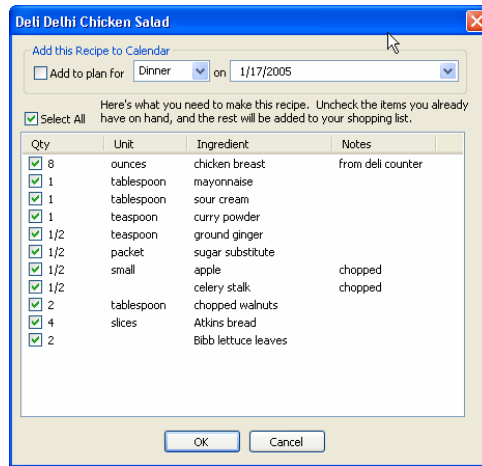


Step 4: Notice that BigOven knows that strawberries are found in the “Produce” (i.e., fresh fruits/vegetables) section. It will group your shopping list for you to help you save time at the grocery store.

To edit an item on your shopping list, simply click on what you’d like to edit, and type over it. To delete an item from your shopping list, highlight the row (by clicking on the small list icon in the left hand side of the line) and press the “Del” key on your keyboard.

Step 5: Recipes can also be added to grocery lists! Simply find a recipe you’d like to add in the recipe results window and, using the mouse, click and drag that recipe over

the shopping list window. Release the mouse button to “drop” the recipe onto it, and you’ll see a dialog like this:



Then, simply use this dialog to UNMARK the items that you already have on hand. All the checked items will be automatically added to your shopping list. Simply click “Print” and you can print your shopping list, sorted by aisle.

TIP: You can also create a shopping list from a meal plan you’ve created. See “Creating a Meal Plan” later in this document,

and then simply choose “Create Shopping List from Meal Plan” on the Tools menu.

My Shopping List

<u>Item</u>	<u>Dept</u>
___ ground ginger (1/2 teaspoon)	
___ sugar substitute (1/2 packet)	
___ chopped walnuts (2 tablespoon)	Baking
___ Atkins bread (4 slices)	Breads
___ mayonnaise (1 tablespoon)	Condiments
___ sour cream (1 tablespoon)	Dairy
___ chicken breast (8 ounces)	Meats
___ apple (1/2 small)	Produce
___ Bibb lettuce leaves (2)	Produce
___ celery stalk (1/2)	Produce
___ Strawberries (1 box)	Produce
___ curry powder (1 teaspoon)	Spices

Analyze the nutritional content of a recipe


OPTIONAL: Count calories, carbohydrates, fat, fiber, sodium and more!

Back in Chapter 2, we were introduced to the concept that BigOven can generate “Nutrition Facts” for any recipe.

This requires a one-time linkup process for the recipe. This is because ingredients are entered in a variety of different ways, and BigOven doesn’t always know the nutritional information.

Step 1: Find the recipe you’d like to get Nutrition Facts for

Step 2: Ask BigOven to try to Auto-Link the ingredients it knows about. You do this by switching to the Edit tab, and in the upper-right corner, you’ll see a button that

looks like this: . Click on it. You may see some ingredient lines that were once a grey scale icon turn to orange. All the other ones need to be “linked”.

Step 3: For any remaining ingredient lines that are not yet linked (i.e., that have a grey “scale” icon next to them):

- If the item is a Heading or notes, double click on it and check the box marked “heading”.
- If the item is an ingredient, match it up with the corresponding USDA nutritional item as follows: Double click on the scale icon to bring up the linking dialog:

BigOven needs to know two things in order to get the correct nutritional content, and it will help you out a great deal in the process:

1. What specific USDA ingredient is meant by the “item name” in the ingredient line?
2. How many grams of that ingredient is represented by the quantity?

In the example above, the ingredient line is “1/2 cup Apricot Jam”. Simply find and click on the proper USDA ingredient (which, in this case, is JAMS&PRESERVES,APRICOT), and this will load the units of measure that BigOven knows about for that ingredient. Much of the time, BigOven will have all the information it needs for this ingredient line and the “Link” button will light up, indicating that it’s ready for you to assign that linking. In the example above, once we clicked on “JAMS&PRESERVES, APRICOT”, BigOven was able to automatically enter 8 tablespoons (because that’s what 1/2 cup is), and we’re ready to click Link and be done with that line.

But sometimes, you need to make a quick assignment of how much quantity is represented by the ingredient itself, e.g., for quantities like “1 handful”. Simply make an estimate in the box marked “number:” and measure, and click the Link button. Once you’ve linked up the ingredient lines, BigOven will present you with Nutrition Facts on both a full recipe and per-serving amount. You’ll find this in the “Nutrition” tab of “Recipe” view:

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Nutrition Facts

Size	1 Serving
Calories	8%/153
Calories from fat	53
Total Fat (g)	9%/6
Saturated Fat (g)	4
Polyunsaturated Fat (g)	0
Monounsaturated Fat (g)	2
Cholesterol (mg)	5%/15
Sodium (mg)	15%/357
Potassium (mg)	22%/765

Total Carbohydrate (g)	9%/27
Dietary Fiber (g)	13%/3
Sugars (g)	4
Other Carbohydrate (g)	23
Protein (g)	4%/2

All ingredients are linked to nutritional content.

Analyze

Baked Acorn Squash with Brown Sugar

Create a meal calendar

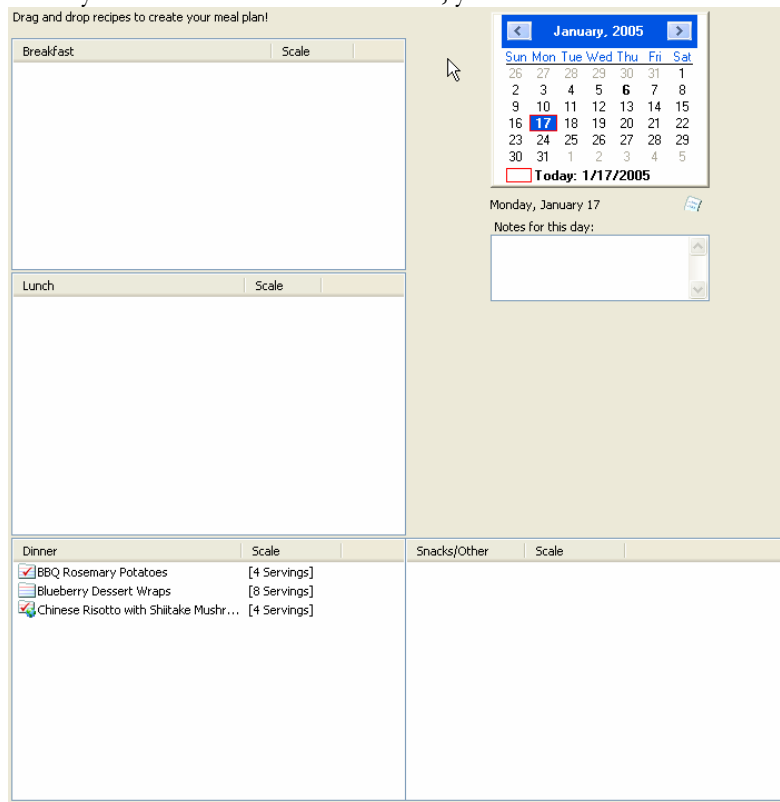
BigOven's integrated calendar makes it easy to plan your culinary day, week, month or even year in advance.

Step 1: Find a recipe you'd like to add to the calendar.

Step 2: Click on the "Add to Calendar" button on the toolbar, OR drag and drop the recipe onto the Meal Calendar in "Calendar" view.

Step 3: Add any notes you want for each day. Print out your meal calendar!

When you click on the Calendar view, you'll see a window that looks like this:



Click on any day in the calendar to move to the detailed view for that day.

You can drag and drop recipes directly onto the "Breakfast", "Lunch", "Dinner", "Snacks" windows, or the day on the calendar itself.

To add items to your meal calendar, simply drag them from the recipe results window and drop them onto the breakfast, lunch, dinner or snack window, or onto a day in the calendar itself.

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To remove items from your meal calendar, simply drag them from the meal calendar and drop them outside the window, or highlight the recipes and press the delete key.

Recipes will be added with the [scaling \(i.e., serving sizes\)](#) that you have already supplied, but you will have the opportunity to change the serving size. (When you change the serving size, you will rescale the recipe ingredients, which will make a difference if you should later create a shopping list from your meal plan.)

To make a shopping list out of your existing meal plan, simply click the button that looks like a shopping list, located just below the calendar, or choose "Create Shopping List from Meal Plan" from the Tools menu.

To clear large sections of a meal plan for any given date range, simply choose "Clear Meal Plan" from the Edit menu.

TIP: Hover the mouse over a recipe for a moment, and a tool tip window will pop up and show you the recipe details.

TIP: The column widths in the Breakfast/Lunch/Dinner/Snack lists can be changed, and BigOven will remember them.

TIP: When you make a shopping list from a meal plan, BigOven will ask you if you'd like to keep your current shopping list, if there are any items currently on that list.

TIP: BigOven makes it easy to rearrange your meal plans -- simply drag a recipe from one window to another to move, say, the ham and corn chowder from lunch to dinner.

Share your recipes with friends and family

Share your favorite creations with friends and family around the world!

BigOven is built for recipe sharing.

You can share recipes in these ways:

1. Post any recipe you'd like to our online archive. To do so, simply load the recipe you'd like to post, and click the "Post Recipe" button on the toolbar.

Primary benefits of this method of sharing: (a) You can get ratings and tips on variations/pairings from other users around the world, and (b) You'll always be able to access this recipe; it's effectively a "backup copy".

2. Send recipes via email: Simply highlight the recipe(s) you'd like to email (hold down ctrl and click on any recipes in the results window), and click the "Send" button. The first time, BigOven will ask you for information about your email server settings; this can be obtained from your Internet Service Provider.

Primary benefits of this method of sharing: (a) Any photos will be transferred via rich HTML email, and (b) your recipients will receive "smart recipe card attachments", that can be instantly imported into their copy of BigOven simply by double-clicking.

3. Copy and paste recipe text to newsgroups, an email message, or even your web log ("blog") if you've got one. Simply highlight the recipe(s) you'd like to send, and choose "Copy Recipe Text" from the edit menu, and then paste it into your webpage or email or other document you'd like to send.

Primary benefits: No retyping for BigOven users! The unique "=- Exported from BigOven =" format allows any reader of the recipe to copy the recipe text exactly as shown (from the first '-=' to the last '*') and paste it directly into their recipe box.

4. Choose "Publish to HTML" from the file menu.

If you're maintaining a website, you might find it easiest to choose "Publish to HTML" from the file menu. You can then simply post the pages that are generated, complete with the automatically-generated index, straight to your

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website. Note that these pages generate true “One-click import” pages – that is, the “Import!” button will light up if BigOven is used to visit that page.



Where to get more information

We're constantly improving the product, and welcome you to visit our website at www.bigoven.com for more information.

Additional information can be found here:

- Choose "Contents" from the Help menu
- Visit our Message Board at <http://www.bigoven.com/bbs>
- Visit some of our Flash demos and screenshots for more information at www.bigoven.com/more_info.htm
- Answers to some frequently asked questions can be found here: <http://www.bigoven.com/faq.htm>
- Support and sales may be reached at support@bigoven.com and sales@bigoven.com

Thanks for looking into BigOven, and we welcome your feedback on ways to make the product even better for you! Happy cooking.

- The BigOven team at Lakefront Software, Inc.
Seattle, WA