



<http://www.fatjons.com>

# My Recipe Exchange Help Manual

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**My Recipe Exchange for Members**

<http://www.my-recipe-exchange.com/>

Version 1.00

## Welcome to My Recipe Exchange!

My Recipe Exchange allows you to manage all your favourite recipes from all your favourite cookbooks all in the one location. It's easy to search for recipes, find a great recipe from some of the best in the world, email them to friends or print out a recipe to use for dinner tonight!

Using My Recipe Exchange, you can also search for Recipes that have been created by other people in the Fat Jon's community, print them off, try them out and save them to your recipe folder for easy reference next time you feel like cooking that same recipe!

My Recipe Exchange is also a community of like-minded food lovers, who take great pride in sharing their recipes and helping people out with their own recipes. You can add comments to any recipe to say how great it is, or ways that you've "tailored" the recipe to improve it in your own way.

This help manual is designed to make using My Recipe Exchange easier. It is separated into a series of chapters for your easy use. We'll show you screen shots of each step, just to make sure My Recipe Exchange is as easy as possible for you to use!

You can download the help manual in one file, or if you only want to refer to one chapter, you can use the webpage you downloaded this from (<http://www.my-recipe-exchange.com/help>) to search for the chapter you need, and only download that section.

As always if you need more information or help, please contact us here [http://www.fatjons.com/f/j/Ask\\_The\\_Boss/](http://www.fatjons.com/f/j/Ask_The_Boss/)

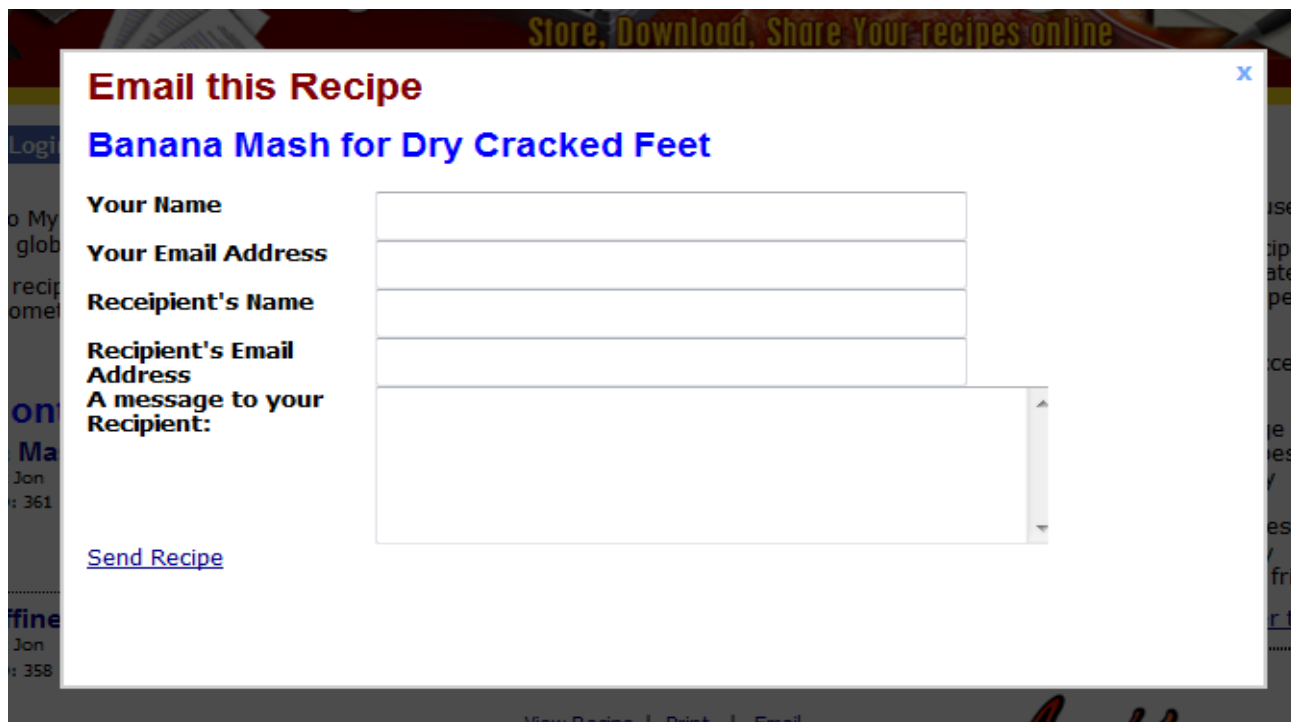
Thanks again, and happy cooking!

## Using My Recipe Exchange

My Recipe Exchange allows you to view recipes, print them out, email them, or as a member add new recipes, or save them to your Cookbook.

Each recipe has the following options:

- Rate This Recipe
  - o All users have the ability to rate a recipe out of 5 stars. To do this, simply click on the rating you wish to give a recipe. It won't show you the updated vote straight away, to view the updated rating and votes, you'll need to refresh your page.
- View Recipe
  - o This opens the Recipe up in a new page, allowing you to view full details on the ingredients required, the category of the recipe and the steps involved in creating your masterpiece.
- Print Recipe
  - o This will print the recipe to your default printer.
- Email Recipe
  - o This will allow you to email the recipe to a friend (or even yourself if you like!)
  - o When you click "Email Recipe", the background will go black and you'll see this window appear. Simply enter all your details, and write a comment to your recipient if you like, and we'll make sure the recipe gets into their Inbox.
  - o *Note – please make sure the recipient checks their SPAM folder if they can't find the recipe you've sent.*



The screenshot shows a web browser window titled "Email this Recipe" with a close button (X) in the top right corner. The recipe title "Banana Mash for Dry Cracked Feet" is displayed in blue. Below the title are four input fields: "Your Name", "Your Email Address", "Recipient's Name", and "Recipient's Email Address". A larger text area labeled "A message to your Recipient:" is positioned below these fields. A "Send Recipe" button is located at the bottom left of the form. The background of the browser window is dark, and the text "Store, Download, Share Your recipes online" is visible at the top. At the bottom of the browser window, navigation links for "View Recipe", "Print", and "Email" are partially visible.

## The Member's Recipe Exchange

As a member of My Recipe Exchange, you have special privileges the guest visitors don't. As a member you can:

- Create recipes
- View ALL the recipes in the Exchange (including those added by other Chefs)
- Create your own Cookbook and save the recipes you love to your own recipe list
- Search through recipes
- You also receive access to all of Fat Jon's newsletters and information books via email.

### I'm Feeling Lucky – Find me a Recipe!

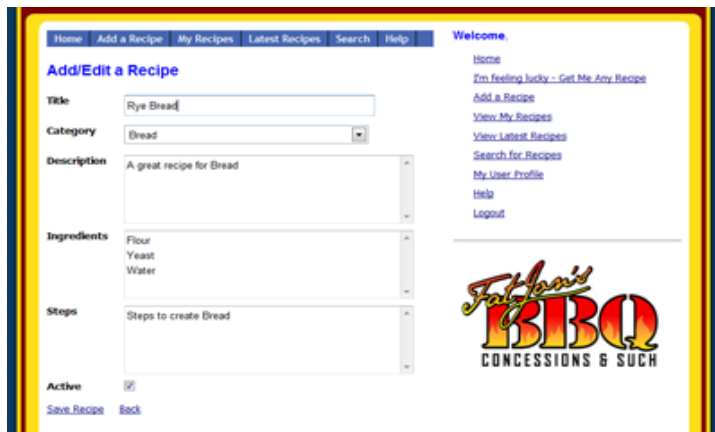
This is a new feature on the Recipe Exchange, designed for those Chefs who aren't fussy on what they would like to create.

This will search through all the recipes in the Recipe Exchange, and select a random recipe for you to create.

Don't like the recipe it's found for you? Just click it again until you find one you like!

### Adding a Recipe

To add a Recipe to My Recipe Exchange, simply click on "Add Recipe" in the menu bar at the top, or the right of the window.



Fill out all the details of the Recipe, and click "Save Recipe". This recipe will automatically be added to your Recipe List.

### View My Recipes

When you click on View My Recipes, you'll be shown a screen which contains all the categories of recipes that you've got in your Cookbook.

## My Recipes

▶ <a href="#">Appetizers</a>
▶ <a href="#">Cookies/Brownies</a>
▶ <a href="#">Desserts</a>
▶ <a href="#">Natural Skin Care</a>

To view a specific recipe, you just need to click on the Category of that Recipe. This will “open” the category and show you all the recipes in that section

## My Recipes

▶ [Appetizers](#)

▼ [Cookies/Brownies](#)

**Apple Danish Bar Cookies**      Rated 0 out of 5 from 0 votes.  
Chef: Fat Jon      **Rate Now!** ★★★★★  
Recipe ID: 15

[View Recipe](#) | [Remove From My Recipes](#) | [Print](#) | [Email](#)

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**Chewy No Bake Peanut Bar Cookies**      Rated 0 out of 5 from 0 votes.  
Chef: Fat Jon      **Rate Now!** ★★★★★  
Recipe ID: 11

[View Recipe](#) | [Remove From My Recipes](#) | [Print](#) | [Email](#)

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**Lemony Bar Cookies**      Rated 0 out of 5 from 0 votes.  
Chef: Fat Jon      **Rate Now!** ★★★★★  
Recipe ID: 12

[View Recipe](#) | [Remove From My Recipes](#) | [Print](#) | [Email](#)

If you no longer wish to have that recipe in your Recipe List, simply click “Remove From My Recipes”, and it will be removed. Please note that it will still be on the Recipe Exchange, so you can re-add it back to your Recipe List if you like.

### Latest recipes

This section gives you the last 20 recipes to be added to My Recipe Exchange. You can use this page to get the absolute latest recipes that have been added by members of the Recipe Exchange community.

## Latest Recipes on the Exchange

### Fried Peanuts

Chef: Fat Jon  
Recipe ID: 376

Rated 0 out of 5 from 0 votes.  
**Rate Now!** ★★★★★

Nuts and seeds are commonly served as snacks. We often see them roasted, boiled, and some are even fried like peanuts. Aside from being included in chocolate bars, nuts and seeds are also a trend in cakes, pastries, or even breads. Some nuts can be safely eaten raw, while some like chestnuts ne...

[View Recipe](#) | [Save to My Recipes](#) | [Print](#) | [Email](#)

### Banana Nut Bread

Chef: Fat Jon  
Recipe ID: 375

Rated 0 out of 5 from 0 votes.  
**Rate Now!** ★★★★★

Fruits are now being turned into shakes and added to alcoholic drinks, quite popular in bars and pubs. Creativity with your choice fruits is your best bet in turning it into a delectable masterpiece. If you like baking then Banana Nut Bread is a perfect recipe to try out. Not only is it easy to...

[View Recipe](#) | [Save to My Recipes](#) | [Print](#) | [Email](#)

### Southwestern Chicken and Black Bean Salad

Chef: Fat Jon  
Recipe ID: 374

Rated 0 out of 5 from 0 votes.  
**Rate Now!** ★★★★★

There are plenty of ways to eat beans. You can either eat them raw, sautéed with your favorite vegetables, boiled, or even ground to be used in soup. Here is a simple recipe for a perfect bean meal:

[View Recipe](#) | [Save to My Recipes](#) | [Print](#) | [Email](#)

Add them to your cookbook, email them to your friends or print them out and create them for dinner tonight!

### Search for Recipes

Searching for a recipe on My Recipe Exchange is easy.

Simply enter the search criteria you'd like to search for (for example, anything with "Peanut" as the title) and click Search Criteria. You'll be given a list of categories containing recipes that match your search criteria.

To view the recipes, simply open the category you're interested in and click on the Recipe Title, or click View Recipe.

## Search for Recipes on the Recipe Exchange

### Show Search Criteria

Recipe ID

Title

Category

Description (contains)

Ingredients (contains)

Steps (contains)

[Search](#) [Clear](#)

▶ [Appetizers](#)

▼ [Candy](#)

**Mom's Easy to Make Peanut Brittle**  
Chef: Fat Jon  
Recipe ID: 108

Rated 0 out of 5 from 0 votes.  
Rate Now! ★★★★★

[View Recipe](#) | [Save to My Recipes](#) | [Print](#) | [Email](#)

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**Peanut Lovers Christmas Candy**

It's that easy!

### My User Profile

This section allows you to update details of your user profile, such as your name, email address.

## My User Profile

<b>Username</b>	NewUser
<b>First Name</b>	<input type="text" value="New"/>
<b>Last Name</b>	<input type="text" value="User"/>
<b>Email Address</b>	<input type="text" value="NewUser@my-recipe-exchange.com"/>
<b>Receive Marketing?</b>	<input checked="" type="checkbox"/>
	<a href="#">Save</a>

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### Change Password

<b>Current Password</b>	<input type="password"/>
<b>New Password</b>	<input type="password"/>
<b>Confirm New Password</b>	<input type="password"/>
	<a href="#">Save</a>

If also allows you to change your password, if you wish. If you've forgotten your password, or have set it to something you're not sure of, please contact us by going to <http://www.fatjions.com/f/j/Ask The Boss/>

To change your user details, simply change the details you want to edit, and click "Save".

## Troubleshooting

My Recipe Exchange has been comprehensively tested and verified to make sure it works for you.

If there's any aspect of My Recipe Exchange that is not working for you, please contact us at [http://www.fatjons.com/f/j/Ask\\_The\\_Boss/](http://www.fatjons.com/f/j/Ask_The_Boss/).