

# Manage Menu Footers

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You can add footers to infant and non-infant menus from the Manage Menu Footers dialog box. The text you enter here prints on the following reports:

- Center Monthly Menu Plan
- Center Weekly Menu Plan
- Center Weekly Menu - Non-Infants Only
- Center Weekly Menu - Infants Only
- Master Menu Monthly Plan - Non-Infants Only
- Master Menu Monthly Plan - Infants Only

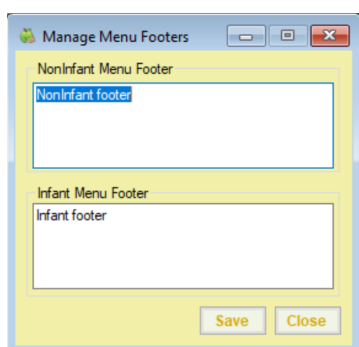
Note that the footer will also print on the center version of these reports.

To add menu footers:

1. Click the **Tools** menu and select **Manage Menu Footers**. The Manage Menu Footers dialog box opens.
2. Click the **NonInfant Menu Footer** box and enter notes for your non-infant menus.
3. Click the **Infant Menu Footer** box, and enter notes for your infant menus.

**Note:** You can enter up to 150 characters in each box.

4. When finished, click **Save**.



The text you enter will now display on your menus.