



Email – support@axxya.com
Help - Center -- <https://nutritionistpro.freshdesk.com/support/home/>
For faster service please either update your current ticket or submit a new one. You can do that 2 ways -- through the webpage above or by emailing us.

STEPS ON HOW TO BEST USE NUTRITIONIST PRO™ DESKTOP APPLICATION IN A RESEARCH STUDY

Nutritionist Pro™ has been used by the nutrition and research industry since the 1980's. We have put together this manual to help you with the key features when setting up your study and extracting data after your study.

Setup a client so you can track nutrient analysis for all your participants

1. Steps to setup a client option.
2. This video library showcases
 - a. [how to setup a client in the desktop application](#)

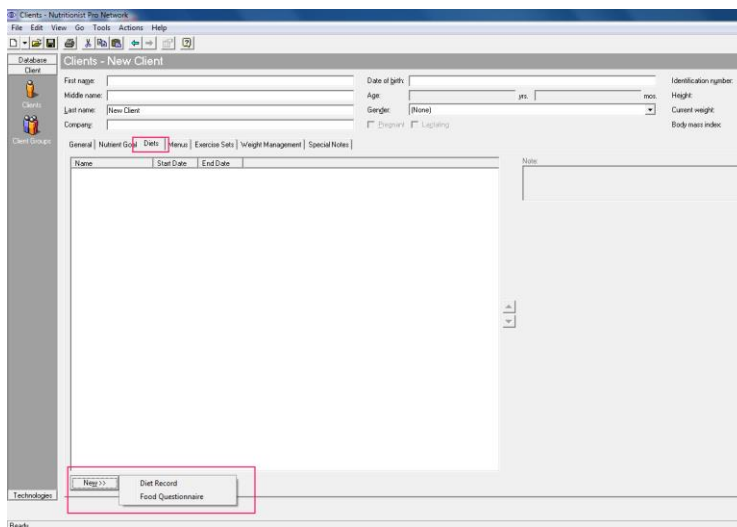
24 hour recall setup

3. Once you have your client setup you can now add either a 24 hour recall or a FFQ
 - a. [This video outline how to setup a 24 hour recall or diet record.](#)

Please follow these steps to create a FFQ

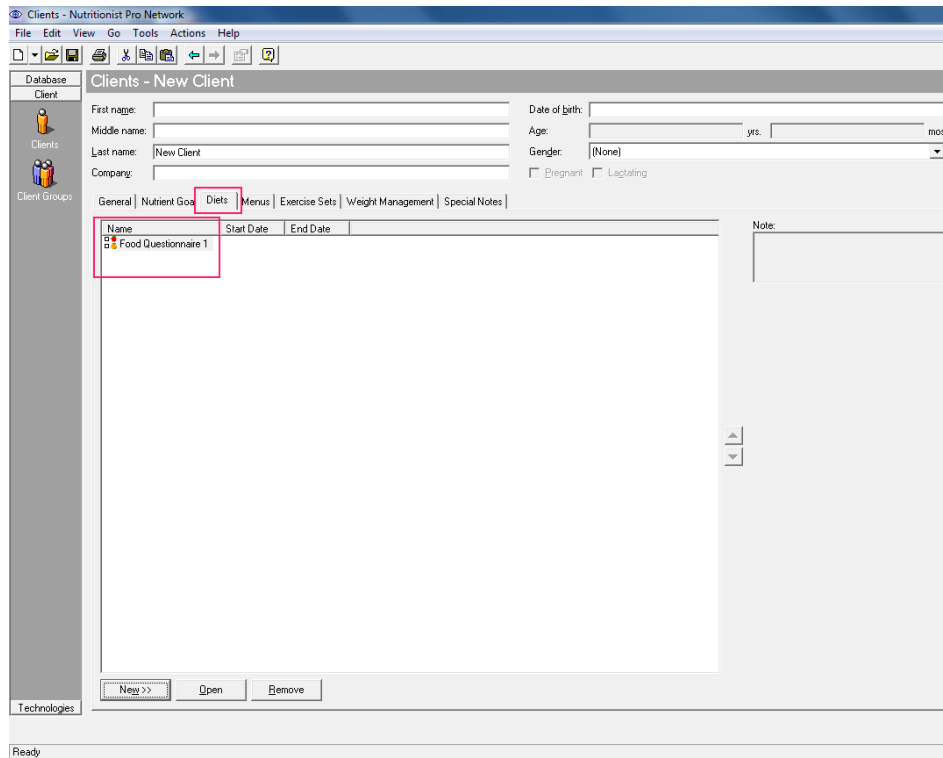
- A. Open the software and go to the client section and click on open or new client. Next click on the Diet Tab

FIGURE 1 -- CLICK DIET TAB

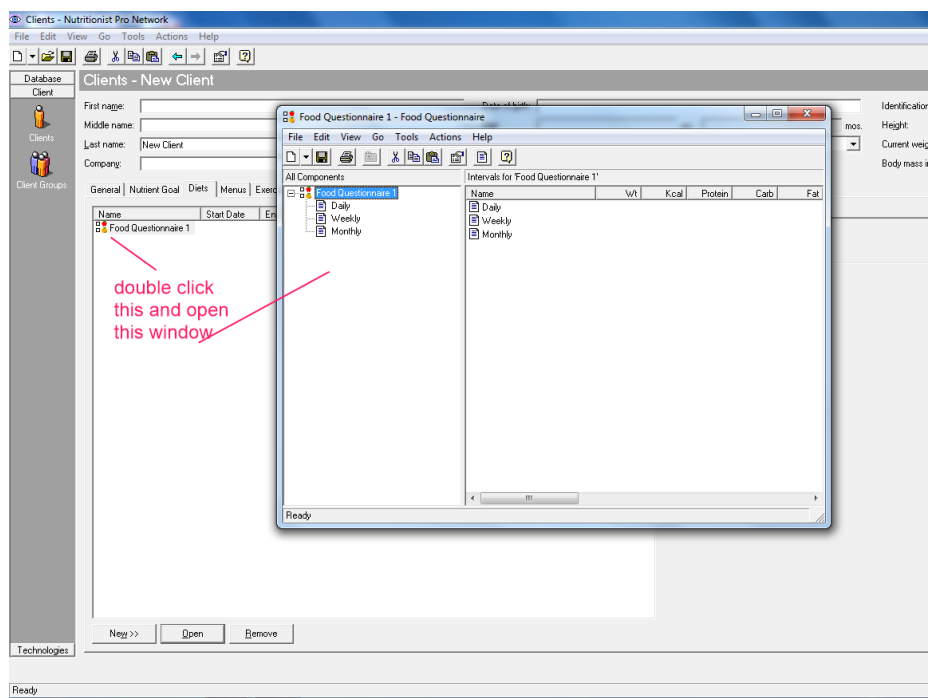


B. The Food questionnaire will now be ready to be created once you select it from the image above

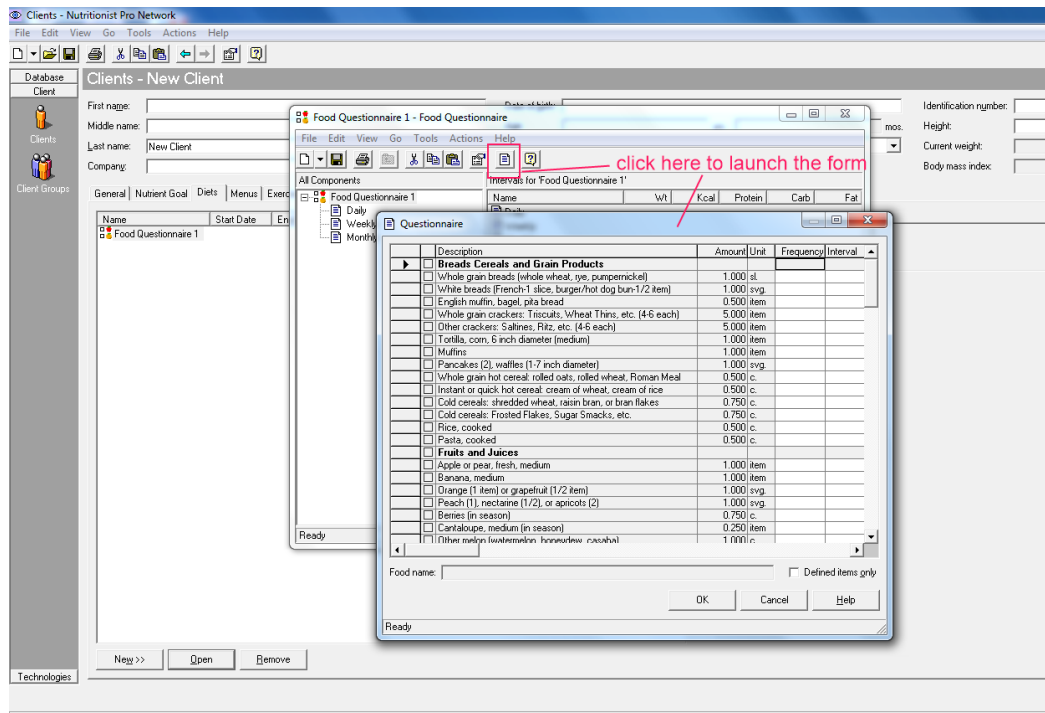
FIGURE 2 -- SELECT FOOD QUESTIONNAIRE



C. Double click and open the FFQ



D. To open the FFQ form see image below



E. Start picking the foods from this form as shown below ---

- So let's assume your participant eats yogurt 5 times a week you type in 5 in the frequency and then from the interval column pick weekly. If they drink chocolate milk only 2 times a month type in 2 in the frequency and then pick month.
- Continue on until you finish the form.
- IF you would like to print the form and have the participants complete it for you we do have a clean print out option that you can print as well see figure 5 and 6 for that below.**
- At this time the foods shown below are not editable in the FFQ form this form outlines generic foods a participant can consume and show a long term pattern.

The screenshot displays the Nutritionix Pro Network software. A 'Clients - New Client' window is open, showing a 'Questionnaire' dialog box. The 'Questionnaire' dialog has a table with columns: Description, Amount, Line, Frequency, and Interval. The table lists various food items under categories like 'Milk, Yogurt and Cheeses' and 'Vegetables'. A red box highlights the 'Frequency' column, with a red arrow pointing to the 'Daily' option. The 'Food name' field at the bottom of the dialog is filled with 'Milk, Chocolate, Reduced Fat'. The background shows the main software interface with a 'Clients' list on the left and a 'General' tab selected.

Description	Amount	Line	Frequency	Interval
Margarine	1.000			
Butter	1.000			
Mayonaisse	1.000			
Regular salad dressings	1.000			
Low-calorie dressings	1.000			
Sour cream	1.000			
Cream cheese	1.000			
Half & Half, table cream	1.000			
Milk, Yogurt and Cheeses				
Lean milk or low fat milk	1.000			
Whole milk	1.000			
Chocolate milk	1.000			
Yogurt	1.000			
Cheese cheddar, Colby, American, Monterey Jack, etc.	1.000			
Other cheeses, Swiss, mozzarella, ricotta, string, etc.	1.000			
Cottage cheese	0.500			
Vegetables				
Salad, lettuce, celery, green peppers, onions	1.000			
Dark green leafy vegetables, raw or cooked	0.500			
Carrots, raw or cooked	0.500			
Tomatoes, fresh, medium	1.000			
Starchy vegetables, cooked, corn, peas, mixed vegetables	0.500			
Other vegetables, cooked, beans, lentils, turnips	0.500			

Food name: Milk, Chocolate, Reduced Fat

Frequency: **Daily**

Interval: **Monthly**

Buttons: OK, Cancel, Help

- FIGURE 4 -- PRINT FFQ FORM FOR PARTICIPANTS TO COMPLETE**

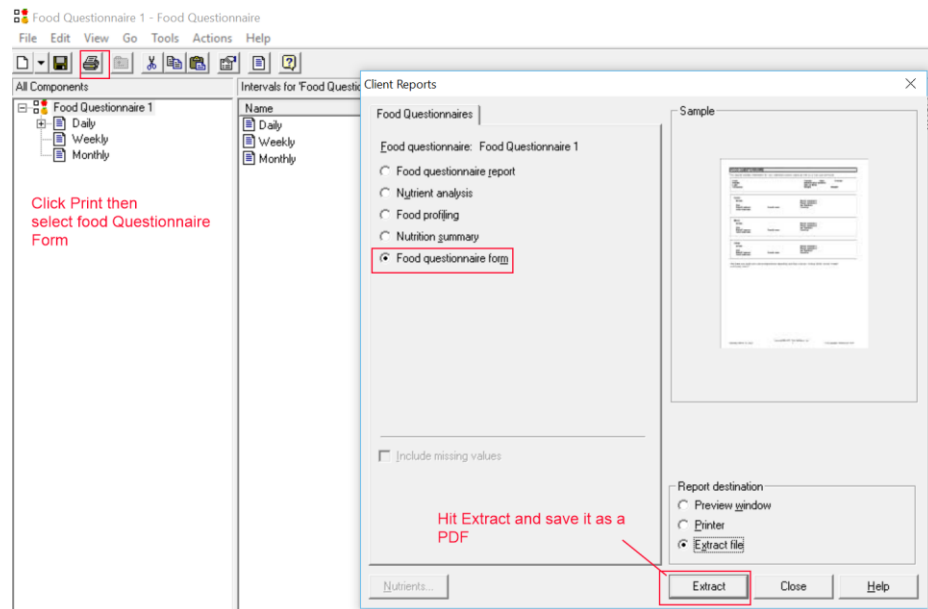


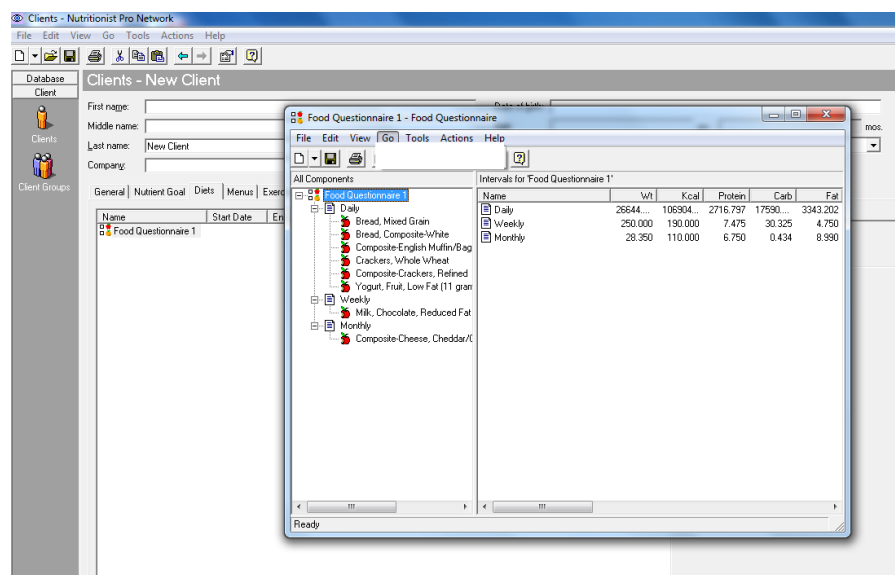
FIGURE 5 -- SAMPLE OF PDF OF FFQ FORM THAT PARTICIPANTS CAN FILL OUT. [HERE IS A LINK TO THE FULL FORM](#)

Breads, Cereals and Grain Products Sample of what the printed form looks like for participants to fill out

Description	Amount	Unit	Daily	Weekly	Monthly
Whole grain breads (whole wheat, rye, pumpernickel)	1.00	sl.			
White breads (French-1 slice, burger/hot dog bun-1/2 item)	1.00	svg.			
English muffin, bagel, pita bread	0.50	item			
Whole grain crackers: Triscuits, Wheat Thins, etc. (4-6 each)	5.00	item			
Other crackers: Saltines, Ritz, etc. (4-6 each)	5.00	item			
Tortilla, corn, 6 inch diameter (medium)	1.00	item			
Muffins	1.00	item			
Pancakes (2), waffles (1-7 inch diameter)	1.00	svg.			
Whole grain hot cereal: rolled oats, rolled wheat, Roman Meal	0.50	c.			
Instant or quick hot cereal: cream of wheat, cream of rice	0.50	c.			
Cold cereals: shredded wheat, raisin bran, or bran flakes	0.75	c.			
Cold cereals: Frosted Flakes, Sugar Smacks, etc.	0.75	c.			
Rice, cooked	0.50	c.			
Pasta, cooked	0.50	c.			

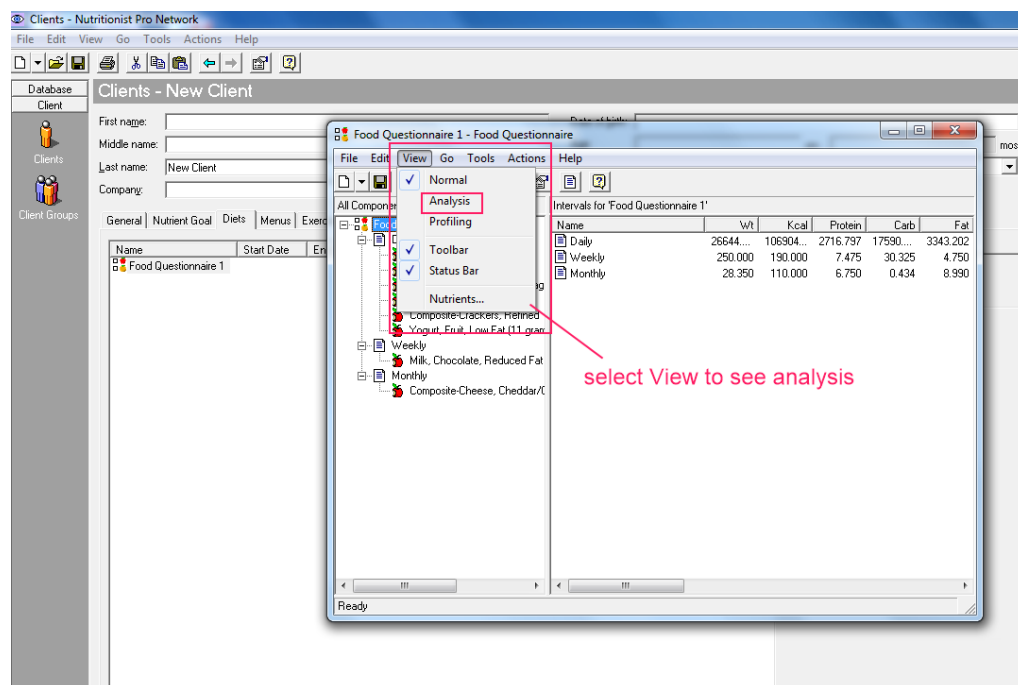
- G. Once the foods are selected you can click on ok to close the form you will then see all the foods shown below

FIGURE 6 -- ONCE FORM IS COMPLETED



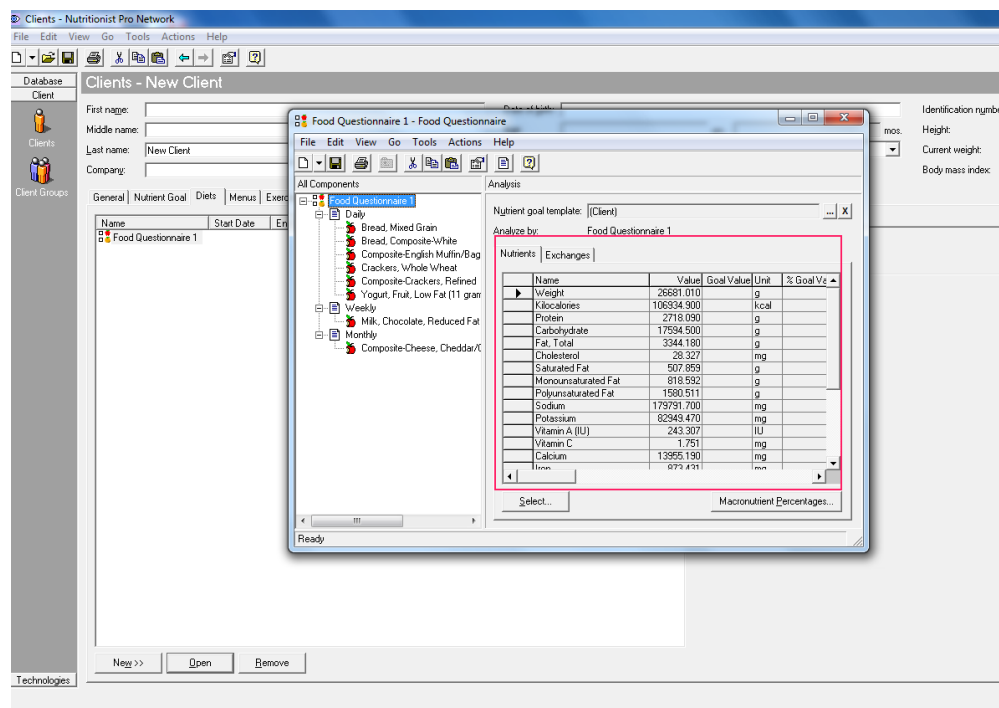
- H. To see the nutrient analysis of the FFQ see image below

FIGURE 7 -- NUTRIENT ANALYSIS OF THE FFQ



I. See nutrient breakdown of this below

FIGURE 8 -- IN DEPTH ANALYSIS OF THE FOODS CONSUMED



J. If you want to change your nutrient goal you can do that also if you wish

- a. A nutrient goal is a set of goals that you have set or you can use one of ours. To access the goals and see all the options you can open the nutrient goal section of the application and hit open to view. You can also edit and save them so you can use it to compare them against your own goals.

FIGURE 9 -- SET NUTRIENT GOALS OR USE AXYAS

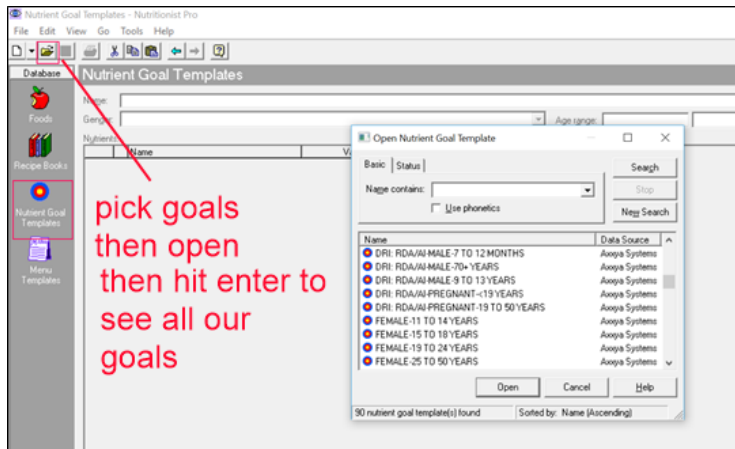
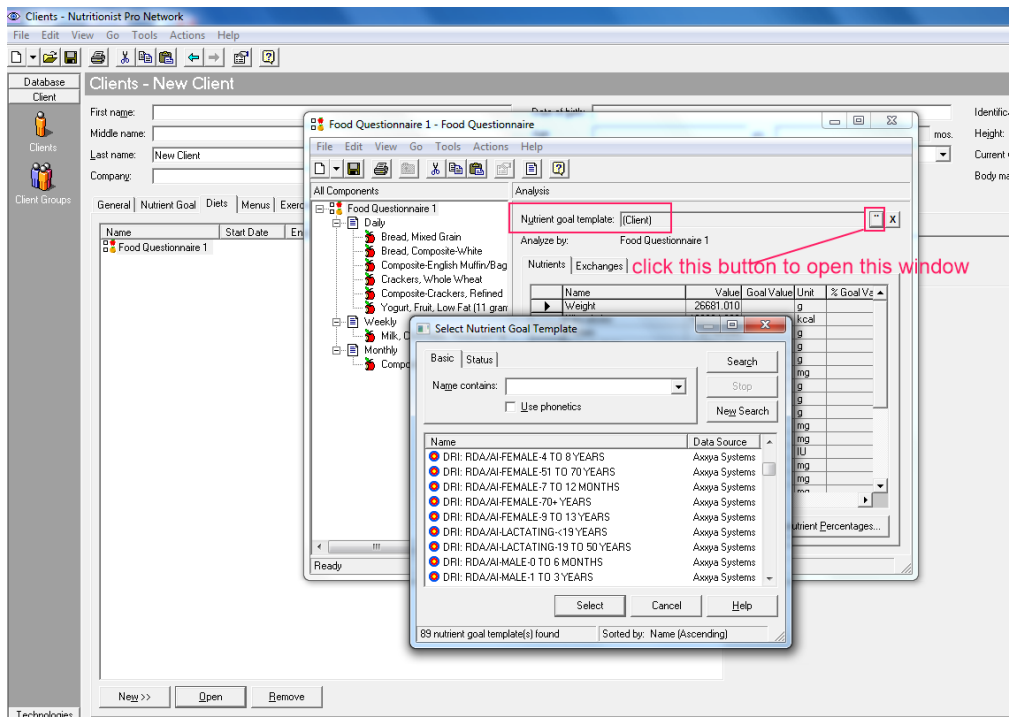


FIGURE 10 -- PICK THE NUTRIENT GOAL FOR COMPARISON



Data Extraction Once study is complete

1. We offer a data extraction tool that will help with extracting data from Nutritionist Pro™.
2. This video showcases features of the tool, the data is extracted into an excel sheet that can then be used for filter sort, etc

3. Please note you will extract all raw data for foods consumed.
4. You can select different types of data
 - a. Pick the type of database you have (this is based on if you have a multi user network (Sybase) or single user Access database)

FIGURE 11 -- DATA EXTRACTION OPTIONS

