GastronomIA – User Guide (EN)

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1. Home Screen

After logging into GastronomIA, you land on the **Home Screen**, your central hub for navigating the platform. This screen offers:

- 🔒 **Profile Access** (top-right): Direct access to your personal and restaurant settings.

- ⚡ **Feature Shortcuts** (center screen): Quick entry points to key tools like **Scan**, **Create**, **My Recipes**, and **Team**.

- 💮 **Bottom Navigation Bar**: Always available, allowing fast switching between the main modules: My Recipes, Recipes Creation, Orders and Planning

Each shortcut is designed to reduce the number of clicks and make daily operations more efficient.

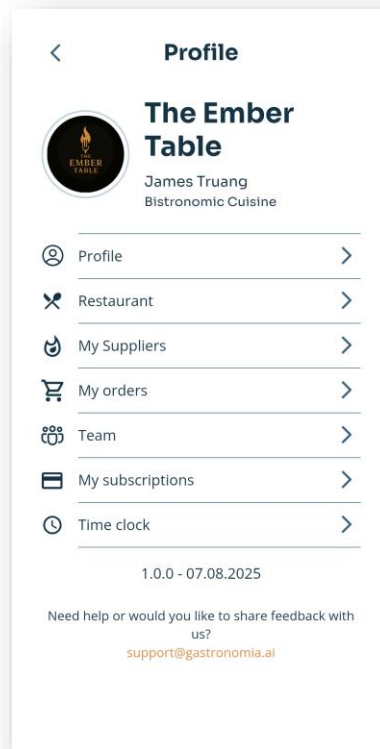GastronomIA Tech
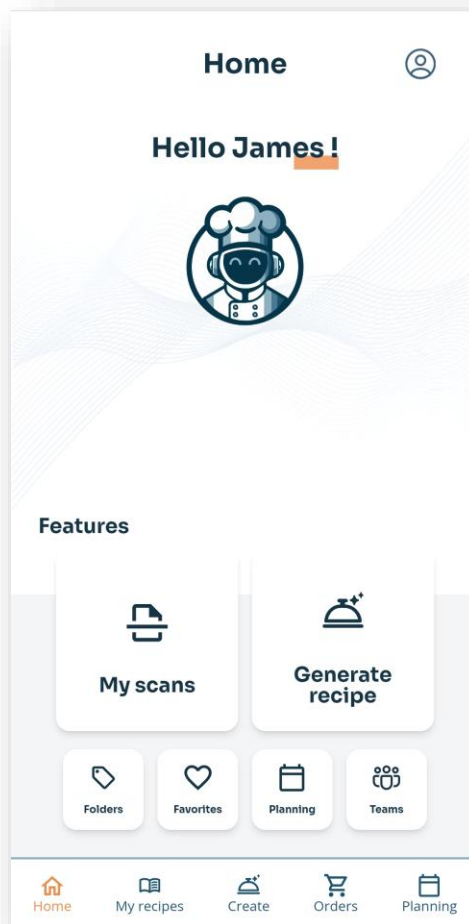
2. Profile Overview ⊙

The **Profile section** gives you access to personal and restaurant settings, as well as administrative tools for managing your subscription, menus, and time tracking.

The following tabs are available within the Profile section:

Profile   Manage your personal data (see 2.1)

Restaurant   Configure your restaurant's details (see 2.2)

My Suppliers   Add and manage supplier contacts (see 2.3)

My Orders   View past and current orders (see 2.4)

Team   Manage your employees and their access (see 2.5)

My Subscriptions View past and current orders (see 8)

Time clock   Time managment for administrator accounts

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2.1 Personal Profile

This screen shows the **personal information** of the account holder (typically the manager or admin).

You can edit your name, email, password, and other relevant details.

2.2 Restaurant Profile

From here, you can:

- Define your restaurant's name, address, and visual identity (logo, color scheme).

- Set service details like opening days, shifts, and general structure.

- Add notes or information visible to your team across the platform.

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2.3 Suppliers

This section lets you build and maintain your list of suppliers:

- Add new suppliers manually or from past orders.

- Assign suppliers to products or categories.

- Store emails, contact details, and ordering preferences.
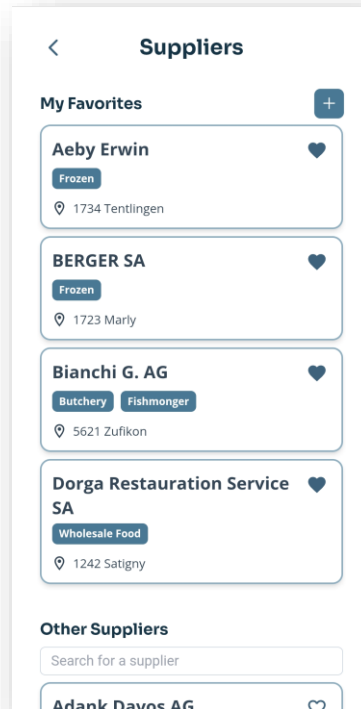
2.4 Order History

Here you can view your **order history**, including:

- All purchase orders created through the system.

- Sending status (email, export, or internal).

- Quick re-ordering options for recurring items.

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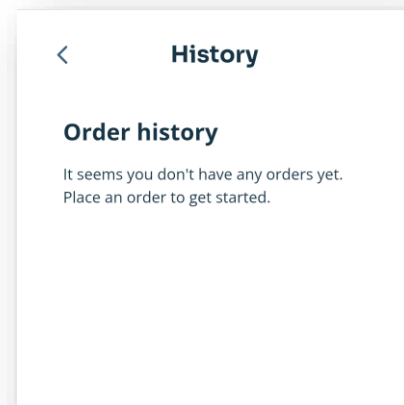
2.5 Team Management

Manage your internal team from this section:

- Add new employees and assign them roles.

- Define **permissions** and areas of responsibility.

- Access employee schedules, timesheets, and presence history.

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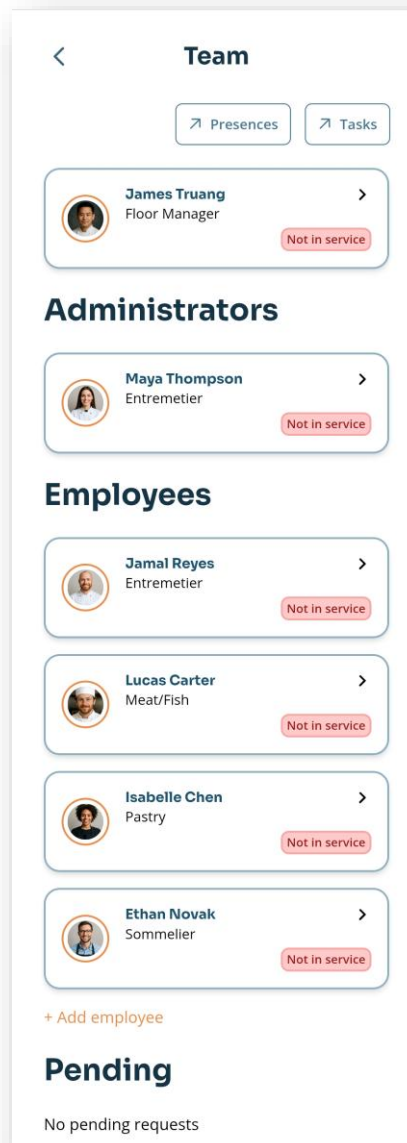
2.5.1 Employee Detail

Clicking on a team member gives access to their detailed profile. From this view, you can:

- View and edit personal information (name, role, contact info).

- Assign specific tasks or mise en place.

- View **planning**, **presence**, and **activity history**.

A green dot next to their name in planning indicates that **custom hours** or a **slot override** has been applied to that day.

This section provides full transparency and control over each staff member's contribution to the restaurant workflow.

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3. My Recipes

The **My Recipes** section is the central workspace where all your dishes are stored, categorized, and made easily accessible. It brings together everything you've scanned, created, generated, or planned — all in one smart interface.

This section is accessible from the bottom navigation menu under the **"Recipes"** icon.

3.1 Main View Overview

The default view includes multiple tabs that help organize your recipe collection:

- > 📜 **History**
  Shows all the recipes you've ever generated, scanned, or manually created — sorted by most recent. It's your personal recipe timeline.

- 📁 **Folders**
  Organize your recipes into custom folders (e.g., "Lunch Menu", "Summer Dishes", "Test Recipes"). This helps you group dishes based on your own logic.

- 📷 **My Scans**
  Displays recipes that were digitized using the **scan** feature. You can review them, complete any missing fields, and validate them into your main recipe collection.

- 🗓️ **Planned**
  Lists all dishes currently scheduled in your **weekly or seasonal menu planning**. You can click on each dish to edit or reassign.

- ✨ **Suggestions**
  Shows the recipe suggestions that were automatically generated when you used the **AI menu generator**. These are not yet saved recipes — you can preview, edit, and choose which ones to officially keep.

- ✨ **My Menus**
  Create all your «A la carte » menus

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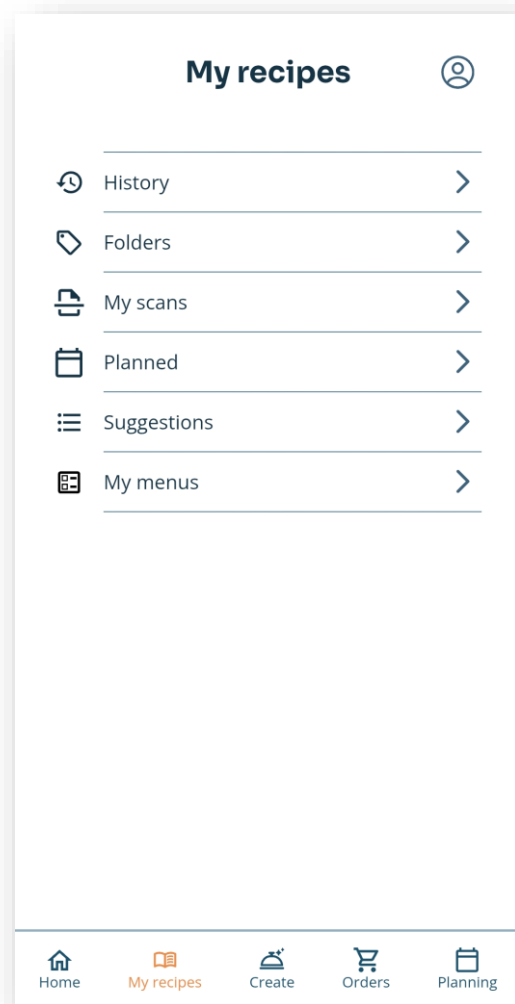
3.2 Folders organization
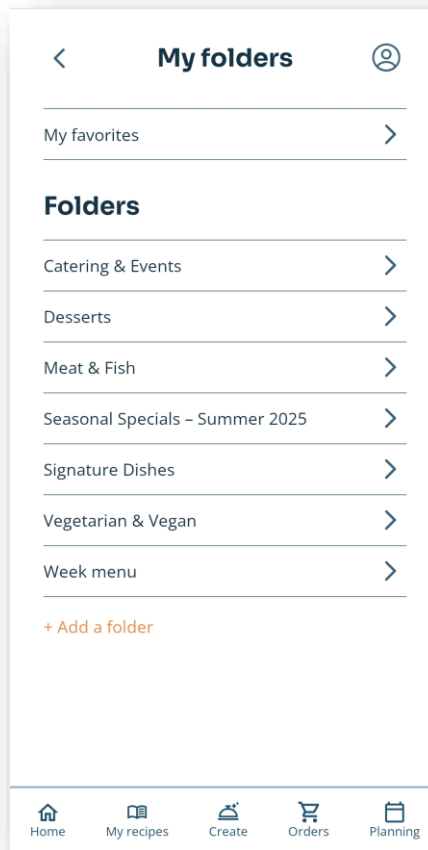
Folder view to group recipes by themes, events, or types. You can create as many folders as needed clicking "Add a folder"

The 'Favorites' tab within the Recipes menu allows you to quickly access your most-used or preferred recipes. You can add any recipe to your favorites by clicking the ❤️ icon on the recipe card.

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3.2 Scan Section

The **Scan** feature is one of the most powerful entry points into the GastronomIA system. It allows users to quickly and intuitively digitize recipes from a variety of sources, bringing scattered culinary knowledge into a clean, unified format.

📝 **What can you scan?**

- **Handwritten notes:** Old-school kitchen notebooks or post-its? Simply snap a picture — GastronomIA reads the text, recognizes structure, and creates a clean digital recipe.

- **Screenshots from social media:** Found a recipe on Instagram or Pinterest? Upload the screenshot and let the AI structure it for you.

- **Photos of plated dishes:** Don't have the full recipe, but you remember the dish? Upload a photo of the plate, and GastronomIA will suggest a recipe based on visual and contextual cues.

🛠 **Smart Recipe Structuring**

Once scanned, GastronomIA:

- Extracts and formats ingredients, steps, and quantities.

- Detects missing information (like cooking time or portion size) and prompts you to complete it.

- Automatically standardizes the layout to match your existing recipe library.

- Classifies the recipe into your collection for easy access and editing.

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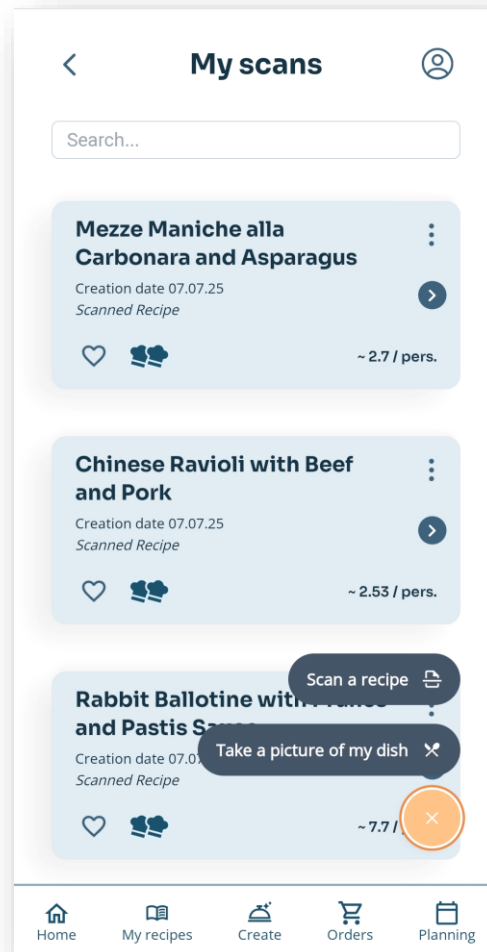
3.3 My Menus – Manage Your Restaurant's Offerings

The "My Menus" section allows you to create, manage, and organize your restaurant's official menus. Whether it's a lunch menu, à la carte, tasting menu, or seasonal selection — everything is structured in one place.

You can add dishes from your recipe base or simply create new dishes and organize them by course (starters, mains, desserts, etc.). Each dish includes pricing, description.

Menus are displayed in a clean, professional layout and can be easily reviewed or modified.
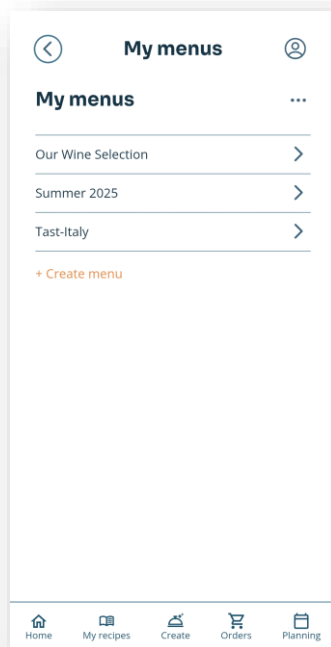
➡️ *Coming soon: Export and print your menus as branded PDFs for sharing or table presentation.*
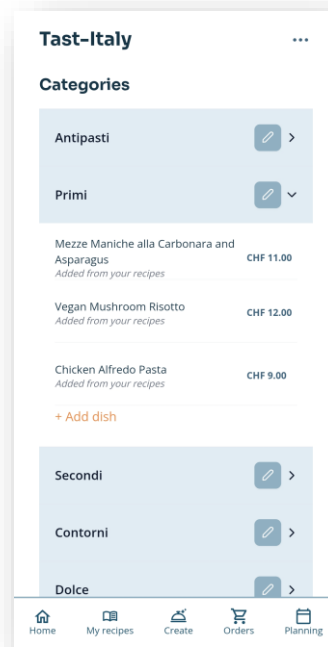
Key Features:

Create multiple types of menus (lunch, dinner, seasonal, etc.) - Organize items by category -

Add prices, descriptions, and dietary notes - Easily update menu items when recipes change -

Preview your menu with a clear layout

| List of your menus | Details of a Menu |

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4 Recipe Creation

The 'Create' menu provides three intuitive ways to build a new recipe: During recipe generation, you can also apply filters such as dietary preferences (e.g., vegan, gluten-free) and specifications like complexity or region. This allows for highly tailored and chef-specific results.

Generate a recipe by entering a simple title or concept.

Generate a recipe based on specific ingredients.

Use the quick creation tool to get instant results.

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4.1 Create from Suggestions

Once the suggestions are displayed:

- Each suggestion includes a name, a short description

- **Click on any suggestion** and click on « Generate » — the interface will automatically **pre-fill the creation mask** and after few seconds will show you the ingredient, quantity and price for one person.

- You can repeat the process as many times as wished

- Then click on a box to access the detail dish

Crispy Fried Chicken Wings

250 g	chicken wings	2.25
2 dl	vegetable oil	0.60
30 g	egg	0.30
60 ml	buttermilk	0.24
15 ml	hot sauce (for serving)	0.20
40 g	flour	0.10
10 g	cornstarch	0.06
1 g	black pepper	0.05
2 g	parsley (for garnish)	0.05
1.5 g	paprika	0.04
1 g	garlic powder	0.04
1 g	onion powder	0.04
0.5 g	cayenne pepper	0.02
2 g	baking powder	0.02
2.5 g	salt	0.01

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Other suggestions

Spicy Korean BBQ Chicken Wings >

Garlic Parmesan Chicken Wings >

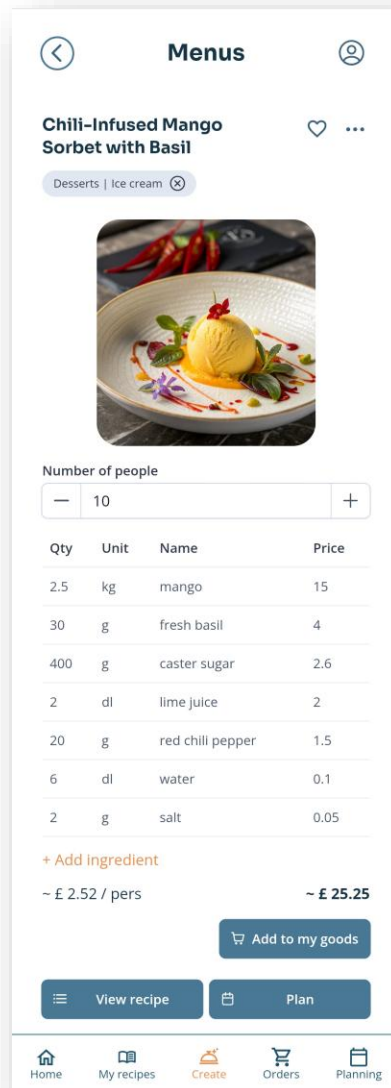Smoky Chipotle Chicken Wings >

Home   My recipes   Create   Orders   Planning

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5. Recipe Management

The Recipe module in GastronomIA allows chefs to create, manage, and share recipes easily. It includes advanced features such as printing instructions, editing, saving favorites, and more.
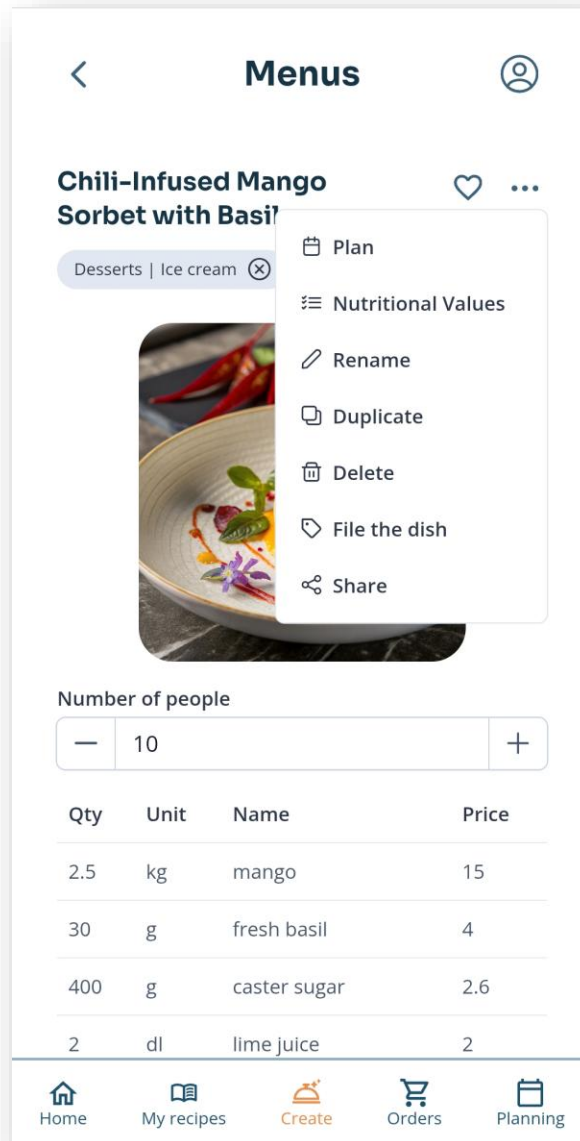
5.1 General Recipe View

This is the main recipe view. You can modify ingredients, quantity of portion (GastronomIA will automatically calculated the good quantity according to the number of plates). You can create/vier the receipe instruction, add ingredients to your goods list, plan your dish

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5.2 Recipe Options Menu

By tapping the three-dot icon next to a recipe, you access multiple options:

- - ⭐ Add to Favorites: Mark the recipe as a favorite for quicker access.
- - Plan the dish
- - Show nutritional values & allergens
- - 🖊️ Rename the dish
- - ❌ Delete: Permanently remove the recipe.
- - File the dish: Organize your dish into foldes
- - 📤 Share: Share the dish and visual on social network

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5.3 Recipe Instruction View
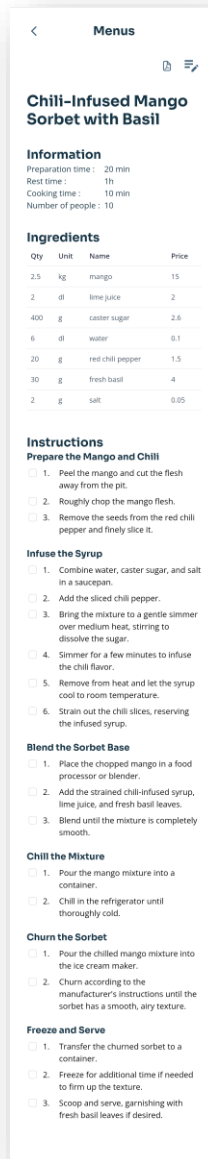
This view shows the full instructions and ingredients for the selected recipe. At the top, you have two main buttons:

- - 🖊 Edit: Modify the recipe details directly.
- - 🖨 PDF: Export and print a formatted version of the recipe.

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6. Orders Management

This section explains how to manage product orders within GastronomIA. Products can be added from recipes and are automatically sorted by category. You can switch between a categorized view and a dish-specific view. Orders can be generated, sent by email, stored in a list, or exported as PDFs.
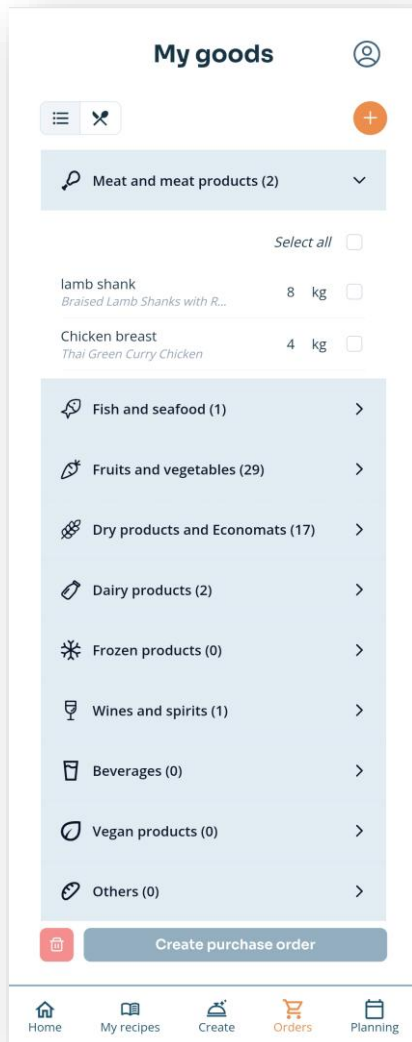
Products sorted by category. Easily browse and add items for ordering.
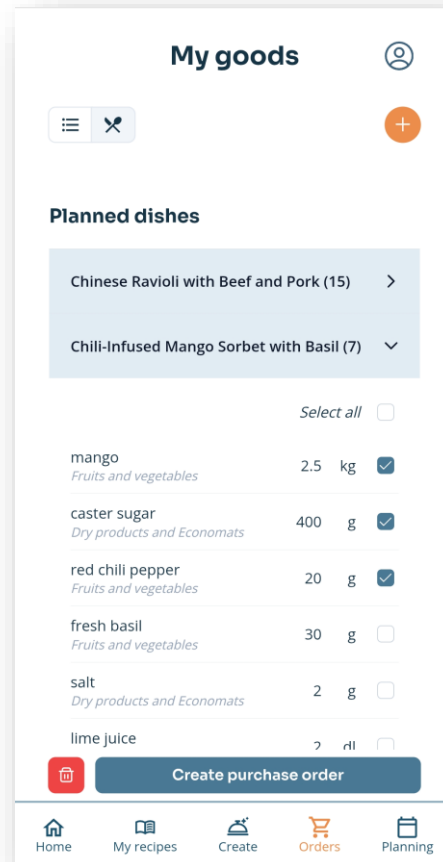
Products displayed by dish. See which ingredients are tied to specific recipes.

In both views, you can simply select the products you want then click **"Create purchase order"**

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Order form view. Review, edit, or confirm orders. Orders can be emailed or printed as PDF.

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7. Planning

On the Planning Tab, you will find 3 different tabs "Week menus", "Presence" and "Tasks", each tab you allow you to manage your menu offers or your staff planning and their daily tasks according their post.

7.1 Weekly Menu Planning

With GastronomIA, you can plan menus either from individual dishes or directly through the planning interface. You may add a full meal (starter, main course, dessert) or just a single item to a specific day.The weekly menu planning view gives you a calendar-style interface to schedule dishes and menus throughout the week. Each meal is organized by day and category.

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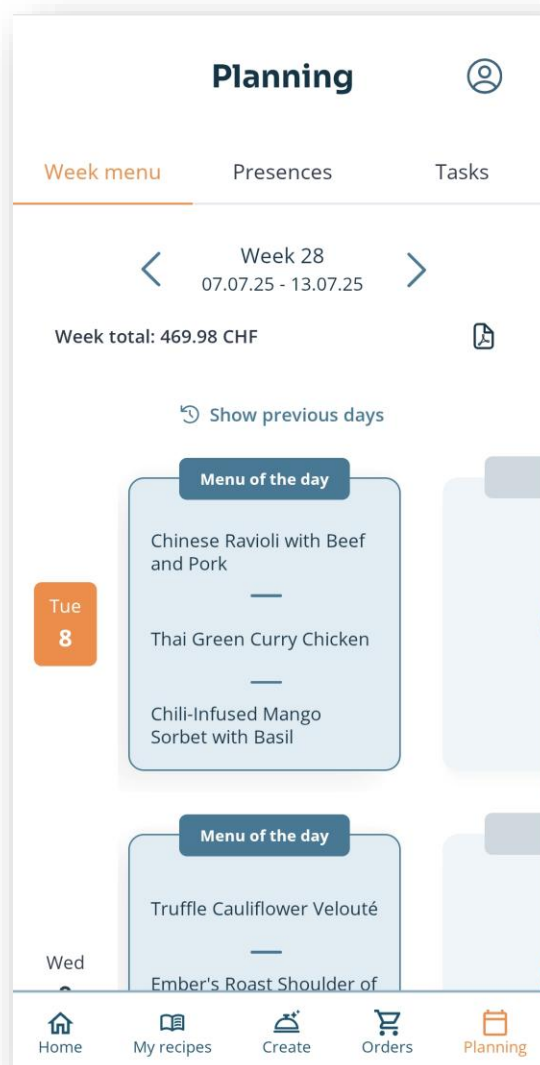
7.1.1 Editing the Menu of the Day

Clicking on a specific day opens the editor for that day's menu. You can adjust dish names, pictures, prices, and descriptions as needed. This is useful for making last-minute updates or highlighting daily specials.
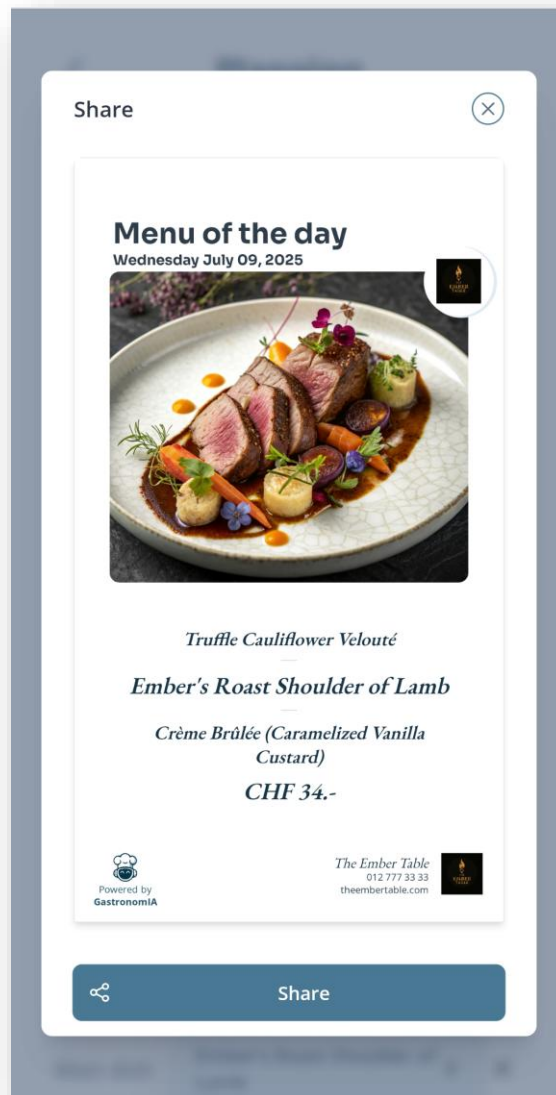
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7.1.2 Menu Sharing and Export

After planning your week, you can export the full weekly plan as a PDF or choose to share just the daily menu. These can be printed or digitally sent to staff and customers trough the social networks.
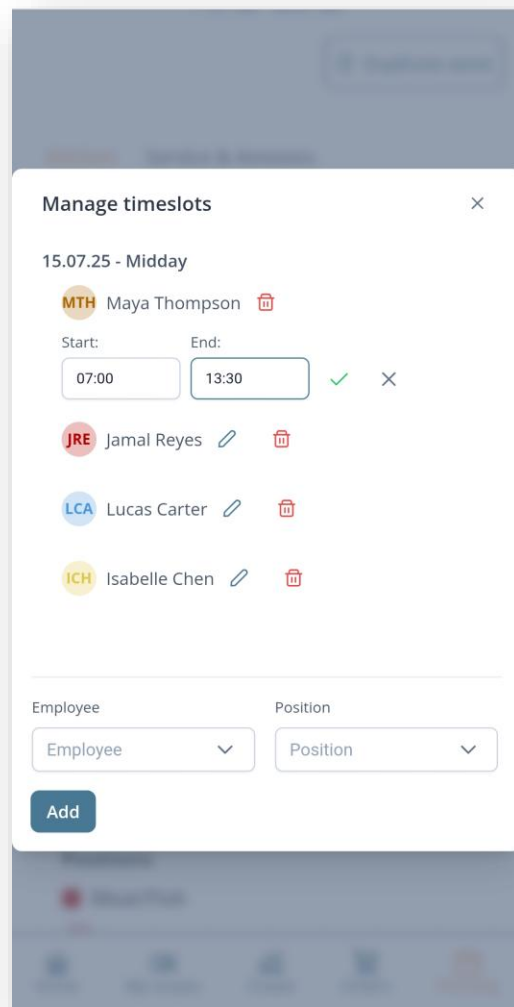
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7.2 Staff Presence Planning

In the 'Presence' tab, you'll find two separate planning tables: one for the kitchen and one for the service team. Each employee can be assigned to specific roles or shifts throughout the week.

Clicking into a timeslot opens up detailed scheduling, where custom working hours can be entered. Employees with custom hours are visually indicated with a green dot next to their name, signaling a variation from their standard schedule.

To ease recurring tasks, you can duplicate schedules using the dedicated copy button.

Figure 1: Weekly planning board for kitchen teams.
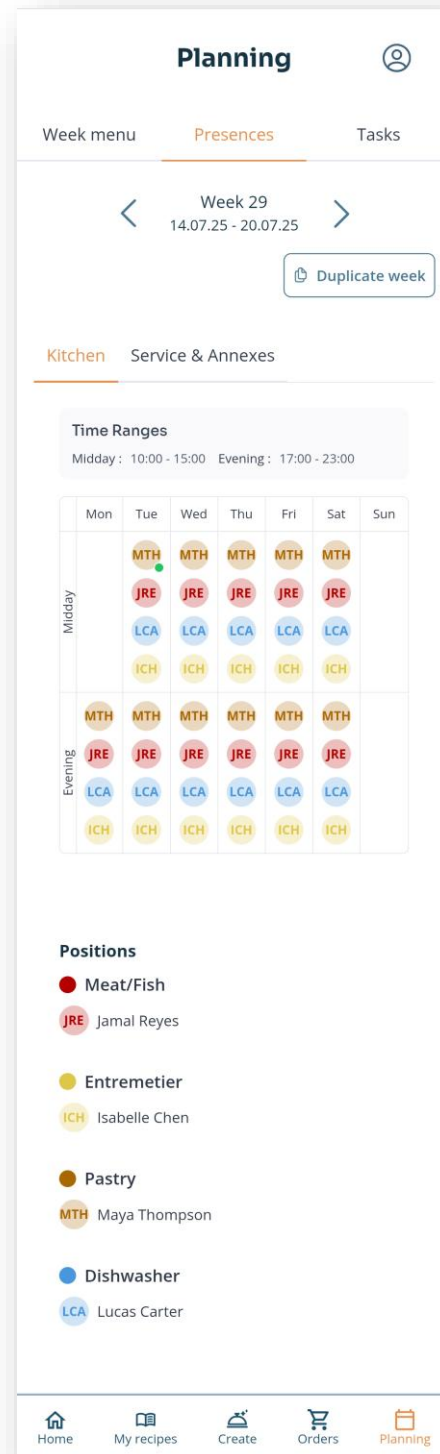
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Figure 2: Custom timeslot assignment window with role and hours definition.

7.3 Mise en Place & Task Management

The 'Tasks' tab functions as a digital mise en place and to-do list for each employee. Tasks are assigned per shift or day, with the ability to check off completed items.

Unfinished tasks are automatically carried over to the next day, ensuring continuity. If an employee is not scheduled for a given day, their tasks become available for reassignment to a replacement. Post-it will be automatically created according to the team's planning.
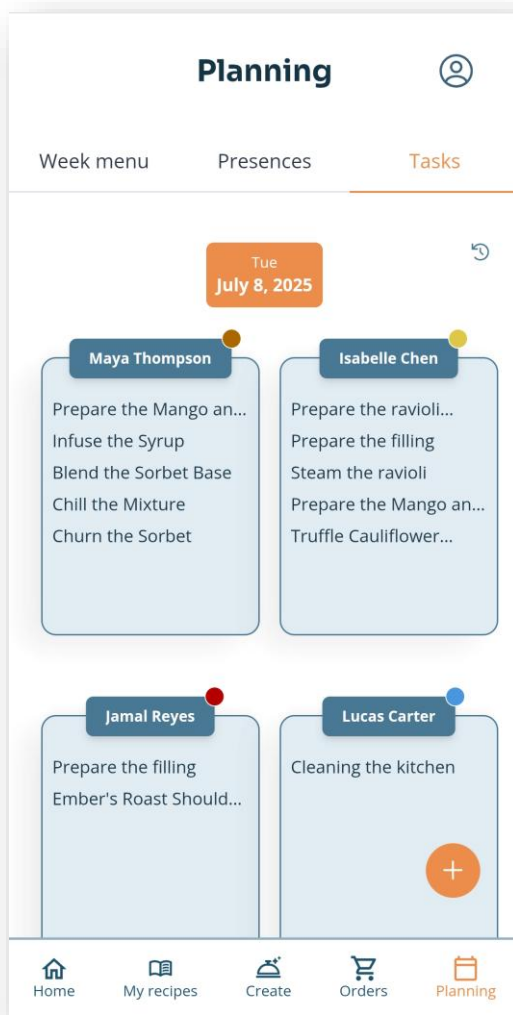

Figure 3: Overview of assigned tasks and mise en place per team member.
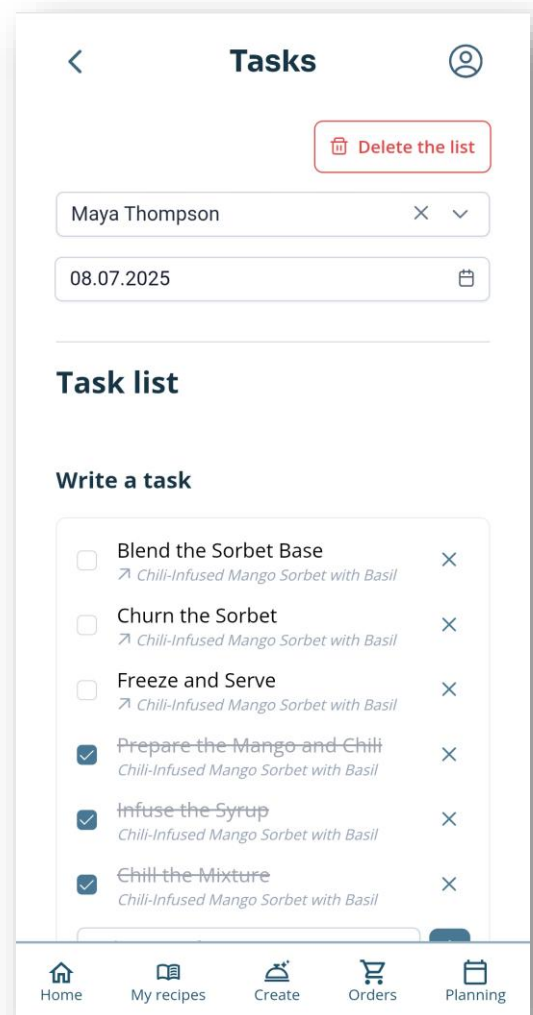

Figure 4: Edit and assign tasks with deadlines and details.

8. Subscription

The **"Subscription"** section gives you full control over your GastronomIA plan. Here, you can view your current subscription (Basic, Advanced, Premium, or Home plans) and manage billing frequency (monthly or yearly).

Available Plans:

- **Home – Freemium**: Free forever, with limited features — perfect for home cooks or casual use.

- **Home – Lite**: Affordable upgrade with more AI generations and features for passionate amateurs.

- **PRO Plans (Basic, Advanced, Premium)**: Designed for professionals, offering advanced tools for restaurant management.

All new users start with a **30-day free trial** of a PRO plan — no credit card required, no commitment. This gives you full access to all features to explore GastronomIA before deciding.

What you can do in this section:

- View or switch your current plan and features

- Update payment method & Download invoices