

Myfood24 guide

Instructions

Thank you for participating in the Generation Healthy Kids Study. We will kindly ask you to register **everything your child eats and drinks** in the myfood24 software for three days i.e. two weekdays and one weekend day.

On the first day you fill out a food diary, you will receive **one email where you can access all three links for the three days you need to fill out the food diary.**

You can either enter what your child consumes throughout the day directly in myfood24, or you can write down the foods and drinks continuously on the dietary form and enter the information in Myfood24 later. You will find the form in the email and on our website: [Veiledning i kostdagbog - SDU](#)

Myfood24 automatically saves you entries. You should only click **Submit** once you have registered everything your child has consumed the given day.

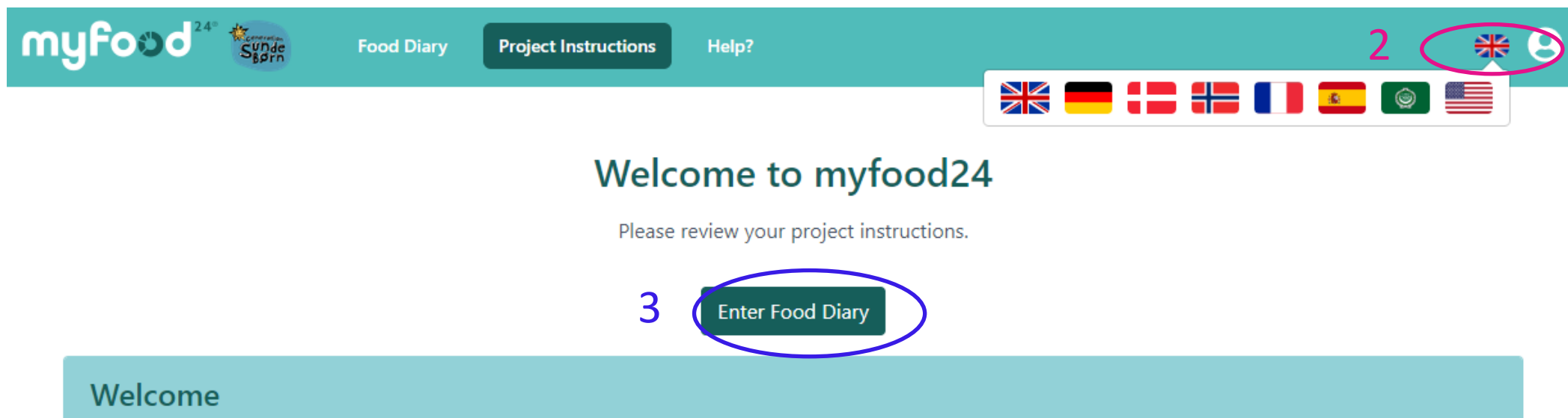
If you have any questions, please contact Generation Healthy Kids at:

E-mail: myfood_gsb@nexs.ku.dk

Telephone: 51680487 (Phone hours: 9-14.00)

1. Open the link and the diary

1. The link you received will bring you to the front page of the myfood24 software.
2. Click the flag to **change the language**
3. Click **Enter Food Diary** to start registering



The screenshot displays the myfood24 software interface. At the top, there is a teal navigation bar containing the myfood²⁴ logo, a 'Sunde Spørn' logo, and navigation links for 'Food Diary', 'Project Instructions', and 'Help?'. On the right side of the navigation bar, there is a language selection menu with a red circle around the UK flag icon and a red number '2' next to it. Below the navigation bar, the main content area features the heading 'Welcome to myfood24' and the text 'Please review your project instructions.' Below this text, there is a large teal button labeled 'Enter Food Diary' with a blue circle around it and a blue number '3' to its left. At the bottom of the page, there is a teal footer bar with the text 'Welcome'.

2. How to search for foods and drinks

Welcome to myfood24

Please tell us everything you have to eat and drink **today**, from midnight last night to midnight tonight. Items are saved as you go, please only submit once you've finished.

4. Please **enter everything** your child eats for *Breakfast, Lunch, Dinner, and Snacks* and all drinks consumed.

5. Search for foods and drinks by clicking the **+** button on every meal. You have to search for foods and drinks in Danish.

Breakfast	5	+
No Entries		
Lunch		+
No Entries		
Evening dinner		+
No Entries		
Snack		+
No Entries		
Drink		+
No Entries		

Clear Diary

Submit

6. In the **search field**, you can search for the full name of the food or drink item or write the first letters of the item. Avoid using 'og' and commas in your search.

7. A list of food and drink items starting with those letters will then appear.

8. **Click** the **+** button on the right to select the item that best matches what your child has consumed.

If the item you are looking for does not appear, select the best alternative and add this instead.

Search ×

Search Recent Recipes Make a list

Havregryn 6

Category | ▾ Brand | ▾

2 item/s matching your search

Non-Branded

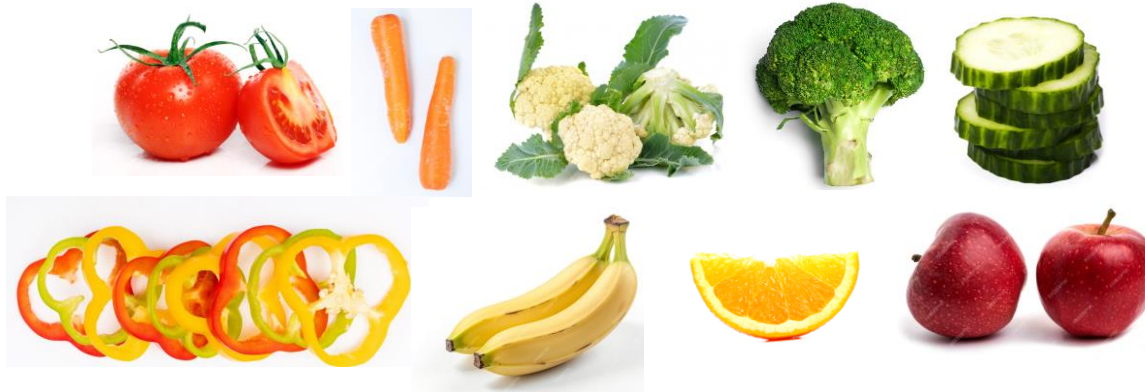
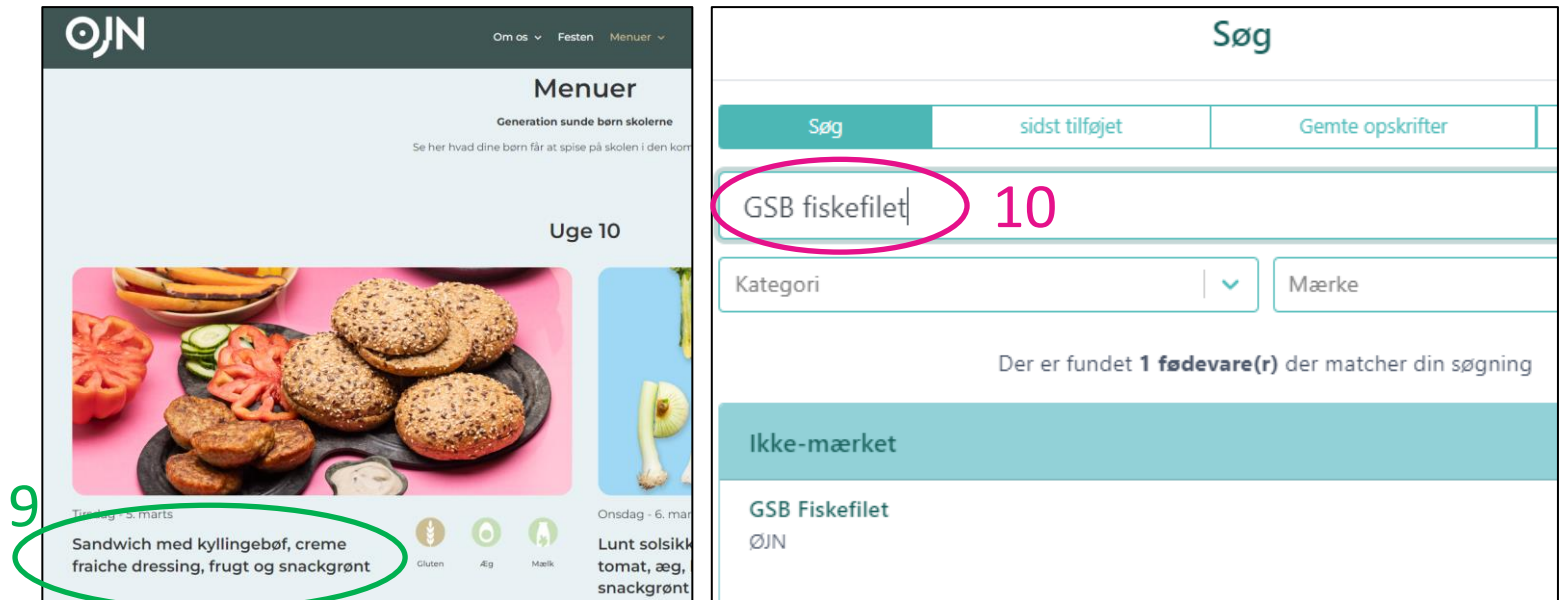
Havregryn Generisk	7	8	+
Havregryn, glutenfri Generisk			+

3. How to search for ØJN School Food (only for project schools)

9. Ask your child what he or she had for lunch at the school, or go to [Menuer - Øjn \(ojn.dk\)](https://ojn.dk). Here you can find the specific menus for each week.

10. When searching for ØJN school food in myfood24, first type "GSB" and then the food item in the search field e.g. "GSB fiskefilet".

11. When adding **fruits and vegetables**, DO NOT write GSB in front of the food item, but simply enter it as usual.



4. Specify quantities

12. Please indicate for each food and drink item, how much your child has consumed. **You can use either the pictures or portion sizes.** If pictures are not show, you will be able to choose between portion descriptions
13. You can also weigh what your child has eaten and enter the amount in **Enter Amount (g)**.
14. Please remember to deduct the amount of food your child has **not eaten**.
15. You can enter a smaller portion, under **Quantity** if your child has only eaten 0.5 of a portion or 0.25 of a portion
16. Next, click **Add to Diary**.

Some of the pictures show the food item together with other food items (e.g. oats with milk). This does **not mean** that you have registered both milk and oatmeal at the same time. **Please enter oatmeal first, then milk.**

The screenshot shows the 'Portion options' interface. At the top, there are two tabs: 'Portion Image' (selected) and 'Portion Size'. Below the tabs, there is a grid of six images showing different portion sizes of oatmeal in a bowl and a small glass dish. The weights for each portion are: 10g, 35g, 60g, 80g, 105g, and 130g. A blue circle highlights the 'Enter Amount (g)' input field, and a pink circle highlights the grid of images. Below the grid, there is a 'Quantity' input field with the value '1.00' and a 'Meal' dropdown menu set to 'Breakfast'. A 'Create recipe' checkbox is also visible. At the bottom right, there is a dark green 'Add to Diary' button.

12 Please select your portion

13 Enter Amount (g)

10g 35g 60g

80g 105g 130g

Quantity: 1.00

Meal: Breakfast

Create recipe

16 Add to Diary

5. Dishes

17. You can also find dishes containing more food items such as a meat sauce in myfood24. Search for the **dish** the same way as for food items (steps 6-7) and find the best match.

18. Please remember to enter side dishes e.g. pasta for the meat sauce separately

If you cannot find a dish in the database, please choose the best alternative, or enter as well as possible the individual food items from the dish.

The screenshot shows the 'Search' interface of the myfood24 application. At the top, there is a search bar with the text 'kødsovs' entered, which is circled in pink. Below the search bar are two dropdown menus for 'Category' and 'Brand'. The search results section shows '3 item/s matching your search'. The first result is 'Kødsovs, magert oksekød' with the category 'Generisk', and it has a pink '17' and a circled '+' icon next to it. The other two results are 'Kødsovs, okse og kalvekød' and 'Millionbøf', both with 'Generisk' as the category and a '+' icon next to them.









Non-Branded	
Kødsovs, magert oksekød Generisk	17 +
Kødsovs, okse og kalvekød Generisk	+
Millionbøf Generisk	+

6. If you type in the wrong food

You can always see the food and drink items and the dishes you have entered on the front page under each meal.

19. If you want to **change the amount** your child has consumed, click the **green pen** next to the item.

20. If you want to **delete an item**, click the **red cross** next to the item.

Morgenmad			+	
Havregryn	50 g			
Sukker, hvidt	5 g			
Minimælk	150 ml			
Havregrød	230 g	 19	 20	

7. Register what your child consumes outside the home

Please remember to register what your child has consumed outside the home, e.g. **at school, in after-school club or at a friend's house.**

If you are not sure, please **talk** to your child about what he/she has consumed during the day.

TIPS:

- When preparing the lunch box, you can write down or enter in myfood24 what the lunch box contains. Keep an eye on whether your child has eaten all the food. Please correct the amount if your child has not eaten the whole lunch box.
- When your child arrives home from after-school club, you can ask what he/she has consumed during after-school club hours and in what quantities.
- If your child has been at a friend's house, ask about what they had to eat there. If necessary, you can also ask the friend's parents what your child ate.

8. Remember drinks and snacks

Please remember to enter what your child has been drinking during the day both **at home, at school and at leisure activities (e.g. football, dance or scouts)**.

- If you are not sure, please **talk** to your child about what he/she has drunk during the day. This applies to all beverages, e.g. water, milk, juice, soft drinks, etc.
- Drinks can be entered under each meal or under “Drink”

Remember to enter what snacks your child has eaten during the day. This applies both **at home and outside the home (e.g. at school, at leisure activities or at a friend's house)**.

- If you are not sure, please talk to your child about what snacks he/she has had during the day. This applies to both candy, cake, fruit, crispbread, etc.
- Enter snacks under the meal “Snacks” on the front page.

9. How to end today's diary

21. Once you have entered everything your child has eaten and drunk during the day, please click **Submit** at the bottom of the page.



Drink +

No Entries

21
Clear Diary **Submit**

22. You will then be asked if you have remembered everything your child has consumed.

Is there anything you've forgotten? ×

Please review your meal record carefully to check you have entered everything.
If you are happy that you have entered everything then you are ready to confirm and continue

23. If you have forgotten something, please **click Return to Diary**, where you can **enter** the missing food and drink items.

The following is a list of commonly forgotten foods, if you have missed anything please return to your diary and add it.

- Coffee, tea, soft drinks, fizzy drinks, milk, juice or water
- Beer, wine, cocktails or other drinks
- Biscuits, chocolates, ice cream or other sweets
- Crisps, crackers, nuts or other snack foods
- Butter, margarine or other spread
- Fruits, vegetables or cheese
- Bread, rolls, chapatti or other bread

24. When you are completely finished, **click Confirm & Continue**.

23 **Return to Diary** **Confirm & Continue** 24

10. Last step

- 25. Finally, please answer whether the entries represent **a typical day** for your child. If your child's consumption differs from the usual, please indicate that it was not a typical day.
- 26. **Click Submit** to close the food diary for this day. After this, you can no longer edit today's diary.

Additional Questions ×

Please could you take a few moments to complete the following questions before you submit your diary...

Was the food consumed representative of a typical day?

No

Yes

25

[Return to Diary](#) **Submit**

26