

## THANK YOU FOR YOUR PURCHASE!

Any Questions? Reach out to us at [hello@ideallysheets.com](mailto:hello@ideallysheets.com)

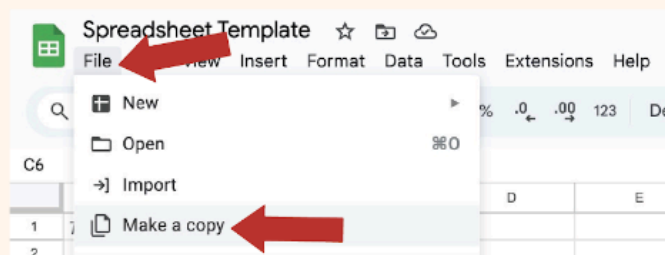
### | GETTING STARTED

1. **Download Your Template:** Check your email for the access link and open the template in Google Sheets.
2. Make a Copy: Go to **File > Make a Copy** to save your editable version.
3. **Watch the Tutorial:** Access the included YouTube video for a walkthrough of key features.
4. **Please leave a review** and let us know if you found any value in our spreadsheet.

## How to use this template:

Create your own copy.

File > Make a copy



**Please do not request edit access.**

### | FAQ

1. **How do I access my template?**
  - o Check your email for the access link. Open it in Google Sheets and make a copy.
2. **Can I customize the planner?**
  - o Yes! Adjust the Settings tab to match your preferences, add your own tags, and modify ingredient lists.
3. **What if I have questions?**
  - o Contact us anytime for support, and we'll be happy to help.
4. **What devices can I use?**
  - o The planner works on any device that supports Google Sheets, including phones, tablets, and computers.
5. **Is there a refund policy?**
  - o Yes, we offer a money-back guarantee if you're not satisfied.

## | FEATURES OVERVIEW

### Meal Management

- **Add Recipe Links:** Easily attach recipe URLs to each meal for quick access.
- **Categorize Meals:** Use customizable tags like "Breakfast," "Vegan," or "Quick Prep."
- **Rate and Sort:** Assign meal ratings and sort by cook or prep time.

### Meal Planning

- **Plan Weekly Menus:** Use the Meal Planner tab to organize the week's breakfast, lunch, and dinner.
- **Advanced Filtering:** Find meals that fit specific tags, times, or ratings.
- **Randomize Options:** Let the planner choose meals if you're undecided.

### Grocery Lists

- **Automatic Generation:** Create a grocery list based on your meal plan.
- **Cross-Off Items:** Check off items as you shop to stay organized.
- **Store Categories:** Assign stores or categories to ingredients for easy shopping.
- **Adjust Serving Sizes:** Scale ingredient quantities for different group sizes.
- **Subtract Pantry Items:** Automatically remove items you already have.

### Pantry Management

- **Track Inventory:** Maintain an up-to-date list of pantry items.
- **See What You Can Make:** Discover meals based on ingredients you already have.

### And More

- **333+ Pre-filled Ingredients:** Start with a comprehensive list of ingredients.
- **Customizable Settings:** Tailor the planner to fit your lifestyle.
- **Step-by-Step Instructions:** Reference this manual or the included tutorial video anytime.

## | ADD MEALS SHEET

Enter the meal name, tags, cook/prep time, and recipe link. Everything but the meal name is **optional**. Use **minutes for best results**. **Multiple tags** are allowed and encouraged.

The screenshot shows a form for adding a meal. At the top, there's a 'Meal Name' field with a green icon of a bowl of food, containing the text 'Creamy Green Chili Chicken Bake'. Below it is a 'Recipe Link' field with a link icon and the URL 'https://ourbestbites.com/creamy-green-chili-chicker'. To the left, there's a 'Tags' dropdown menu with 'Chicken' and 'Favorites' selected. To the right, there's a 'Rating' field with a star icon and five stars, and two time fields: 'Prep Time' with '15 mins' and 'Cook Time' with '50 mins'.

Add ingredients to the meal. Conveniently use the dropdown to **autofill** if you press 'enter.' The amount should be **one serving** (the grocery list can be adjusted for additional servings.) **Keep units consistent**; weight measurements don't convert to volume measurements on the final grocery list.

Ingredients	Amount	Unit	
Chicken	.66	Pound (lb)	▼
Chicken	1.33	Ounce (oz)	▼
Apple	1	Cup (c)	▼
Banana			▼
Orange			▼

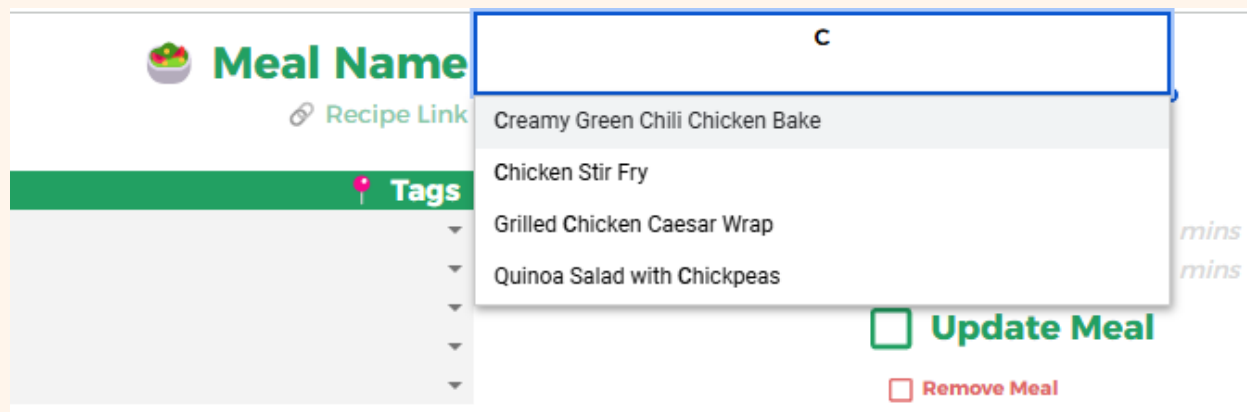
**Can't find an ingredient?** Add to the 'Ingredients' tab by scrolling to the bottom.

1	Ingredient	Category	Store
337	Romaine lettuce	Produce	▼
338	Caesar dressing	Condiments & Spi	▼
339	Rolls	Bread & Bakery	▼
340	NEW INGREDIENT	Dairy	▼

**Meals can be edited later!** Click 'Add Meal' to finalize adding your meal.

## | EDIT MEALS SHEET

First, find the meal name at the top. You may also search for your meal.

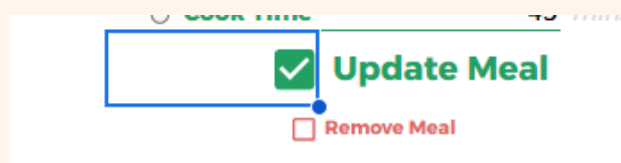


The sheet will **populate**, allowing you to make **any** necessary changes.



**Deleting meals is an option and cannot be undone.**

Once you've made the desired changes, select **'Update Meal'**.



## | SORT & FILTER MEALS (MEALS SHEET)

Use this sheet to **sort and filter** to find desired meals.

### Search & Filter Your Meals

Use this sheet to view, sort, and filter your meals.

Filter By Tags

Breakfast

▼

▼

▼

▼

Sort

A-Z

By Cook Time

By Prep Time

Show All

Show Ingredients

Meal Name	Recipe Link	Rating	Prep Time	Cook Time	Tags	Ingredients	Amount	Unit
Veggie Omelette	<a href="https://www.d...">https://www.d...</a>	4	5	5	10 Quick & Easy, E			
Avocado Toast with Egg	<a href="https://www.d...">https://www.d...</a>	5	5	5	10 Favorites, Brea			
Banana Oatmeal	<a href="https://www.lo...">https://www.lo...</a>	4	5	5	5 Quick & Easy, E			
French Toast	<a href="https://www.al...">https://www.al...</a>	5	5	5	15 Breakfast, Swe			
Greek Yogurt Parfait	<a href="https://www.fc...">https://www.fc...</a>	5	5	5	10 Breakfast, Heal			
Blueberry Pancakes	<a href="https://www.al...">https://www.al...</a>	4	10	10	20 Breakfast, Swe			
Breakfast Burrito	<a href="https://www.d...">https://www.d...</a>	3	10	10	20 Breakfast, Pork			

Sorting by prep and cook time sorts **smallest to largest**. **'Show all'** will show every meal in your meal planner. **'Show Ingredients'** will show the ingredients for each meal.

### Search & Filter Your Meals

Use this sheet to view, sort, and filter your meals.

Filter By Tags

▼

▼

▼

▼

Sort

A-Z

By Cook Time

By Prep Time

Show All

Show Ingredients

Meal Name	Recipe Link	Rating	Prep Time	Cook Time	Tags	Ingredients	Amount	Unit
Avocado Toast with Egg	<a href="https://www.d...">https://www.d...</a>	5	5	5	10 Favorites, Brea	Bread	2	Unit
						Avocado	1	Unit
						Eggs	1	Unit
						Lemon	1	1/2 Teaspoon (Tbsp)
Banana Oatmeal	<a href="https://www.lo...">https://www.lo...</a>	4	5	5	5 Quick & Easy, E	Oats	.5	Cup (c)
						Milk	1	Cup (c)
						Banana	1	Unit
						Honey	1	1/2 Teaspoon (Tbsp)
						Cinnamon	.5	Teaspoon (tsp)
						Walnuts	2	1/2 Teaspoon (Tbsp)

Edits or changes are **not permanent** in this tab.

In addition, this tab is used as a filter for the dropdowns in your meal planner (the next tab we'll go through.)

## | MEAL PLANNER SHEET

Plan your meals out for your grocery list.

Include Filter = meal planner dropdown only shows what's **filtered** on your 'Meals' tab.

### Examples

- Meals tab is filtered to breakfast tags only.
- Meal planner dropdown only shows breakfast items.

**Select Your Meals**  
Plan your meals out for your grocery list.

Include Filter  Randomize  Clear   
Dropdown only includes meals on 'Meals' tab Randomize (default is by breakfast, lunch, dinner)

WEEK 1	MON	TUE	WED	THU	FRI	SAT	SUN
BREAKFAST	Avocado Toast with Egg						
Snack							
DINNER	Banana Oatmeal						
OTHER	Blueberry Pancakes						
OTHER							

Dropdown will also be in the order of the sorting.

**TIP:** use this to easily select meals that take little prep time for busy weeks

Randomization is set by default to select meals for **breakfast, lunch, and dinner**. Additional customization options can be found in the 'Settings' tab for more control over your meal planning.

Include Filter  Randomize  Clear   
Dropdown only includes meals on 'Meals' tab Randomize (default is by breakfast, lunch, dinner)

WEEK 1	MON	TUE	WED	THU	FRI	SAT	SUN
BREAKFAST	Veggie Omelette	Greek Yogurt Parf	Greek Yogurt Parf	Veggie Omelette	Avocado Toast wit	Banana Oatmeal	Avocado Toast wii
Snack	Quinoa Salad witt	Quinoa Salad witt	Turkey Meatball S	Vegetable Stir Fry	Grilled Salmon wi	Vegetable Stir Fry	Grilled Salmon wi
DINNER	Beef Tacos	Quinoa Salad witt	Shrimp Alfredo Pi	Quinoa Salad witt	Quinoa Salad witt	Creamy Green Chi	Turkey Meatball S
OTHER							
OTHER							


Click 'Refresh Recipes List' to see all the recipes in your meal plan!


Refresh Recipes List

Meal Name	Recipe Link
Avocado Toast with Egg	<a href="https://www.delish.com/cooking/recipe-ideas/a24462775/easy-omele">https://www.delish.com/cooking/recipe-ideas/a24462775/easy-omele</a>
Veggie Omelette	<a href="https://www.delish.com/cooking/recipe-ideas/a24462775/easy-omele">https://www.delish.com/cooking/recipe-ideas/a24462775/easy-omele</a>

## | GROCERY LIST SHEET

Please allow 5 - 30 sec for the grocery list to generate.


 **Your Grocery List**

 Bring this to the store with you!


\*please allow 5 - 30 sec for list to generate

		Ingredient	Amount	Unit	Category	Store
1	<input type="checkbox"/>	Sugar	22.00	Tablespoon	Baking	
2	<input type="checkbox"/>	Baking powder	12.00	Teaspoon (ts)	Baking	
3	<input type="checkbox"/>	Maple syrup	12.00	Tablespoon	Baking	
4	<input type="checkbox"/>	Bread	28.00	Unit	Bread & Bakery	
5	<input type="checkbox"/>	Tortillas	34.00	Unit	Bread & Bakery	
6	<input type="checkbox"/>	Rolls	8.00	Unit	Bread & Bakery	
7	<input type="checkbox"/>	Buns	24.00	Unit	Bread & Bakery	
8	<input type="checkbox"/>	Chickpeas	14.00	Cup (c)	Canned Goods	
9	<input type="checkbox"/>	Marinara	4.00	Cup (c)	Canned Goods	
10	<input type="checkbox"/>	Olive oil	8.00	Tablespoon	Condiments & Spices	
11	<input type="checkbox"/>	Cinnamon	5.00	Teaspoon (ts)	Condiments & Spices	
12	<input type="checkbox"/>	Salsa	2.00	Cup (c)	Condiments & Spices	


**Generate List**

1  **Serving Size**


---

 **Sort By Category**

---

 **Sort By Store**

---

 **Subtract Items in Your Pantry**

Make sure to take advantage of these **features**;

- **Cross out items** in real-time at the store
- **Sort by store** and **category** (dairy, canned goods, etc)
- Adjusting **servicing size** for the whole list
- **Subtract items** you already have at home.

***i*** If an ingredient is crossed off after generating the list, you have enough in your pantry.

## | PANTRY SHEET

Log the ingredients you **already** have.

### Your Pantry

Enter the ingredients you currently have, see what you can make, and

	Current Ingredients	Amount	Unit
1	Sugar	1000	Unit
2	Greek Yogurt	1	Cup (c)
3	Granola	.5	Cup (c)
4	Strawberry	.5	Cup (c)
5	Blueberry	.25	Cup (c)
6	Honey	1	Tablespoon (T)

**i** *Make sure units match recipes.*

Use the **"Check Available Meals"** feature to view meals you can create with pantry items.

### Check Available Meals

Greek Yogurt Parfait

**i** *Meals will only appear if ALL ingredients match (even spices!)*

Keep inventory updated as you use or add items!



## | INGREDIENTS SHEET

Preloaded with over **333 ingredients**, this feature simplifies meal entry by **auto-filling** everyday items. Though these are optional, **categories** and **store** details can be added for seamless grocery list organization. Ingredients can be easily added or removed to suit your preferences.

Ingredient	Category	Store
Apple	Produce	Walmart
Banana	Produce	Walmart
Orange	Produce	Walmart
Pear	Produce	Walmart
Peach	Produce	Walmart
Strawberry	Produce	Walmart
Raspberry	Produce	Walmart
Blueberry	Produce	Walmart
Blackberry	Produce	Publix
Pineapple	Produce	Publix
Mango	Produce	
Papaya	Produce	Walmart
Kiwi	Produce	Publix
Grapefruit	Produce	Costco
Lemon	Produce	Sam's Club
Cherry	Produce	Whole Foods
Watermelon	Produce	

## | SETTINGS

**i** *Do not change sheet names*

Adjust **default** tags, categories, and store options. **Do not change unit presets.**

1	Tags	Unit	Categories	Store Options
2	Breakfast	Teaspoon (tsp)	Produce	Walmart
3	Lunch	Tablespoon (Tbsp)	Canned Goods	Publix
4	Dinner	Cup (c)	Dairy	Costco
5	Snack	Fluid Ounce (fl oz)	Meat	Sam's Club
6	Dessert	Pint (pt)	Fish & Seafood	Whole Foods
7	Chicken	Quart (qt)	Deli	Trader Joe's
8	Beef	Gallon (gal)	Condiments & Spices	Aldi
9	Seafood	Ounce (oz)	Snacks	Kroger
10	Pork	Pound (lb)	Bread & Bakery	Amazon Fresh
11	Pasta	Gram (g)	Beverages	Albertsons
12	Salad	Kilogram (kg)	Pasta, Rice & Cereal	Wegmans
13	Vegan	Liter (L)	Baking	Meijer
14	Vegetarian	Milliliter (ml)	Frozen Food	Sprouts
15	Gluten-Free	Pinch	Household & Cleaning	Cub Foods
16	Baking	Unit	Health & Personal Care	Jewel-Osco
17	Italian		Baby & Pets	Target
18	Mexican		Other	H-E-B
19	Chinese			HyVee
20	Indian			Safeway
21	Mediterranean			Foodland
22	Quick & Easy			

### Advanced randomization settings:

- Break, lunch, and dinner is the **default**.
- Randomize all tags = **randomize all meals in every row**.
- **Randomize these tags**, in these rows means the rows will be randomized in the **corresponding rows**, allowing for advanced randomization.

Randomize Settings

Breakfast, Lunch, Dinner

Randomize All Tags

▼

▼

▼

▼

▼

▼

▼

▼

▼

▼

▼

▼

▼