



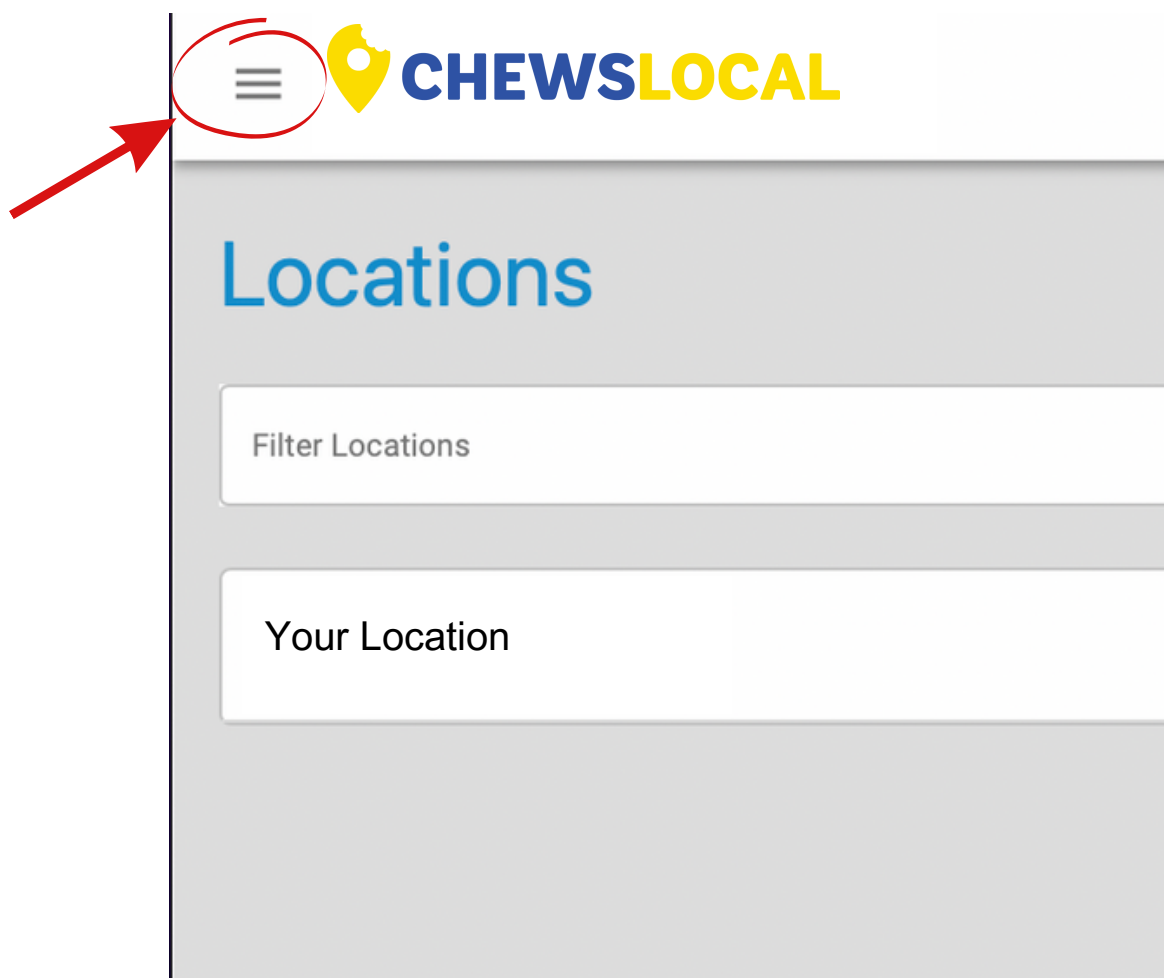
CHEWS
LOCAL
DELIVERY

HOW TO: MENU MANAGEMENT

Learn to optimize your restaurant listing →

How to Update and Add Items

Select the [menu](#) on the upper left hand side to see additional options.

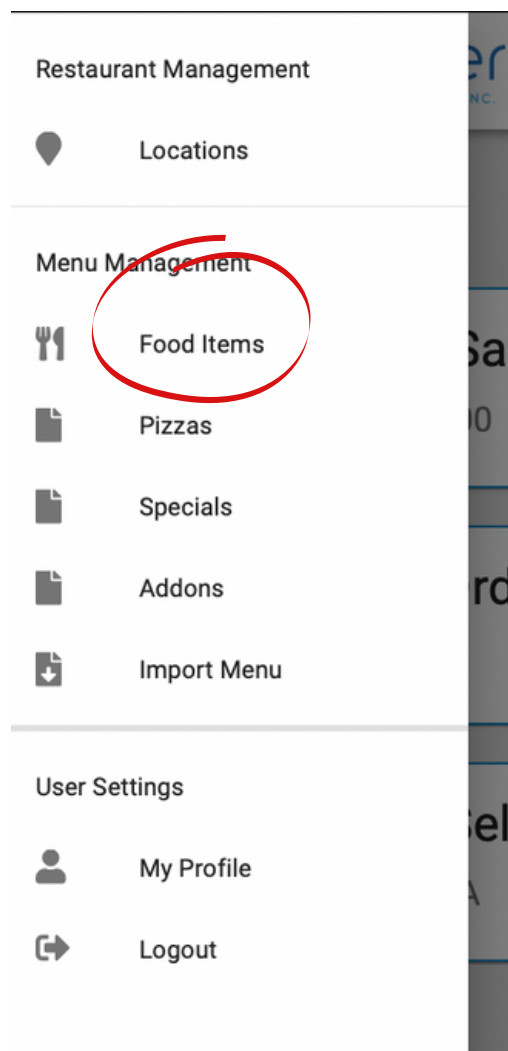




MENU MANAGEMENT

How to Update and Add Items


Select "[Food Items](#)" from the drop down menu to edit your listing.



MENU MANAGEMENT




How to Update and Add Items


- To add a new menu category, select the **green plus button** at the bottom right of the page.
- To disable an existing menu category, **select the disable button**.
- **Select the pen icon to edit** the name of an existing menu category.

 **CHEWSLOCAL** LOGOUT

CATEGORIES

Filter Categories

=	Breakfast	DISABLE	
=	Lunch	DISABLE	
=	Supper	DISABLE	





MENU MANAGEMENT

How to Update and Add Items

To edit menu items within a category, click the category name.

CATEGORIES

Filter Categories

= **Breakfast**

DISABLE



= **Lunch**

DISABLE



= **Supper**

DISABLE

















MENU MANAGEMENT

How to Update and Add Items

- To add a new menu item, select the **green plus button** at the bottom right of the page.
- To disable an existing menu item **select the disable button**.
- To edit the name of an existing menu item, **select the pen icon**.

CATEGORIES

Filter Food Items

=		Breakfast Wrap		
=		Bagel & Cream Cheese		
=		Bacon & Eggs		
=		Breakfast Sammi		



CHEWSLOCAL

D E L I V E R Y

Have a question?

We're happy to help! Call 1-877-671-1536 (Monday-Friday)

