



MENU



GOOD FOOD , GOOD MOOD

Cozy Café EST. 2024



BREAKFAST

PORRIDGE BOWL £3.80

BREAKFAST WRAP £4.20

FRESH FRUIT POT £2.50

LUNCH

CHICKEN SALAD BOX £6.00

VEGGIE PASTA BOWL £5.50

SOUP OF THE DAY £3.90



SNACKS

GRANOLA BAR £1.80

GREEK YOGHURT CUP £2.20

BANANA BREAD SLICE £2.50



DRINKS

FRESH ORANGE JUICE £2.80

ICED COFFEE £3.20

HERBAL TEA £2.00

THANK YOU FOR SUPPORTING YOUR CAFÉ !

EAT WELL , LIVE WELL

1. Why did I choose my tools?

When I am choosing Microsoft Word, I primary focused on it is easy to use and its ability to help me create the professional project for my manager. Furthermore, Word organizes particularly good text, adding photo and formatting documents neatly.

2. What information did I use?

I tried to include all the valuable information regarding the new menu for my management. I include information about the food and drinks that would be on the menu. I also added prices and products name, as well as small photos. I also fallowed my manager's guidelines.

3. How did I create my artefact?

I used Microsoft Word to create my artefacts. I did everything step by step. First, I planned the look of my menu. I added food and drink sections and prices. I added small photos to diversify the menu and formatted it. Finally, I checked everything to make sure I had not missed anything, that the design looked professional, and everything was clearly written.

4. What changes did I make?

While creating my project, I made a few minor changes. I checked for spelling errors and corrected them. I changed fonts and colours and added images. I also changed some sections to make my menu more attractive and understandable.

5. What feedback did I use?

To improve my project, I relied on feedback from my manager and teacher. I also listened to the opinions of my classmates, who suggested make my test larger and adding small photos. I used the feedback to improve my document.

6. Final explanation

My final artefact is a menu created in Microsoft Word for my manager. It presents the menu items in a clear, organised, and professional way. I used feedback and made improvements throughout the process to ensure the menu meets my manager's requirements and is easy for customers to read and understand.