How do I move files from the cloud to my local desktop?

This article will cover how to save or export records from the cloud version of Genesis to your local computer.

You can save locally in one of two ways:

- On the fly during the export process
- After export by copying from the cloud to the local computer

Export an EXL file directly

1. Open the file you want to save locally
2. Go to File > Save to EXL
3. When the Save As dialog opens, you will see “This PC.” Expand that and look for "C on [YourComputerName]." This is your local C: drive. *Note: Your local drive may begin with another letter*
4. Expand “C on [YourComputerName]”
5. Expand Users
6. Look for folder that says [Your profile name]. This might be your name or a company-assigned login. Note: There is a known lag issue between the cloud and the local drives, so please be patient
7. Open that folder by double-clicking on it
8. Choose where to save the exported file
9. Click Save. The file is now saved locally and can be accessed through File Explorer or opened directly from a local install of the program

Export an EXL file to the cloud drive and use File Explorer to copy it to your local drive

1. Open the file you want to save locally
2. Go to File > Save to EXL
3. When the Save As dialog opens, you will see:
    - Personal Share (P:). This is your Personal Hosted drive. You will access it with your login and it is accessible only to you.
    - Company Share (S:). This is the Company Shared drive. Any data/files placed on this drive will be accessible by anyone with access to this Hosted Desktop.
4. Select one of these and click Save.
5. On your web browser, return to the Genesis login screen
6. Select File Explorer. You may have to log in again. If so, use the same credentials you use to access Genesis

7. Open the Personal Share (P:) or Company Share (S:) drive where you saved your file
8. Highlight the files you want and use Ctrl+C to copy them or Ctrl+X to cut them
9. Expand “C on [YourComputerName]”
10. Expand Users
11. Look for folder that says [Your profile name]. This might be your name or a company-assigned login. Note: There is a known lag issue between the cloud and the local drives, so please be patient
12. Open that folder by double-clicking on it
13. Choose where to save the copied/cut file
14. Press Ctrl+V. The file is now pasted locally and can be accessed through File Explorer or opened directly from a local install of the program

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Why isn’t there a %DV for Protein on my Nutrition Facts Label

To show % DV for protein on the Nutrition Facts label, you will need to enter either a PER or PDCAAS value, depending on what recommendation profile (Adult, Child or Infant) the label is for. You may already have obtained a PER or PDCAAS value for your product or you may have to calculated it mathematically.

Covered in this article are:

- Why do I need to enter a value?
- PER
- PDCAAS
- Mathematically Determining the PDCAAS
- Entering PER or PDCAAS in Genesis R&D Foods

Why do I need to enter a value?

Unlike other nutrients, the amount of protein that “counts” toward your daily intake depends on the body’s ability to digest it, and that depends on the protein’s amino acid make-up. There are two methods for evaluating a protein’s quality.

PER (protein efficiency ratio)

User PER if your label is on a product formulated for infants.

PER is the ratio of body weight gain (over a specific period of time) to protein consumed. A food's PER will be a number between 0 and 2.5, and you must obtain this number from a lab.

Genesis will compare the PER of your food to the PER casein standard (2.5) to determine your product's corrected protein grams and %DV.

Calculation Used

Protein grams = [protein per serving x (recipe PER / PER for casein)]
%DV = [(Protein grams / 11*) x 100]

PDCAAS (protein digestibility corrected amino acid score)

Use this value to calculate the protein grams and %DV for Nutrition Facts labels on products for children greater than 1 year but less than 4 years of age, *or* for products that make a protein claim, including products marketed to adults (ages 4 or up).

You can obtain PDCAAS from a lab analysis, which we recommend, or you can determine the value mathematically.

Calculations used

For children age 1 year to less than 4 years old:

Protein grams = [protein per serving x PDCAAS]
%DV = [(Protein grams / 13*) x 100]

For adult labels (4 years and older) that make a protein claim:

Protein grams = [protein per serving x PDCAAS]
%DV = [(Protein grams / 50) x 100]

Mathematical determination of PDCAAS

If you do not have a lab value, you can calculate the PDCAAS by multiplying the amino acid score of the Recipe by the protein digestibility of the Recipe. This requires some math.

PDCAAS = (amino acid score x recipe protein digestibility)

1. **Determine the Amino Acid Score of your Recipe**
    - **a.** Open your Recipe
    - **b.** Open its Protein Quality Report
    - **c.** Find the lowest amino acid percent shown. This is the Amino Acid Score. For example, if the lowest percentage is lysine at 85%, then 85% is the amino acid score.
2. **Determine the Protein Digestibility of your Ingredients**
    - **a.** Open the Single Nutrient Report
    - **b.** Select Protein
    - **c.** Look at the Percent column. Make a list of each ingredient and its percent

    d. For each of those ingredients, record the protein digestibility percent from this chart. Note: If your ingredient isn't represented exactly, use the closest match
    e. For each ingredient, multiply the two percents and convert the answer to a decimal. *Example*: Lentils make up 79% of the Recipe's total protein and have a protein digestibility value of 84%. 79% x 84% = 66%, or 0.66. Dried pears make up 4% of the Recipe's total protein and have a protein digestibility value of 48%. 4% x 48% = 2%, or 0.02
3. **Calculate the Recipe's Protein Digestibility** by adding the Protein Digestibility of each ingredient. Example: The protein digestibility of the lentils is 0.66 and the protein digestibility of the pears is 0.02. 0.66 + 0.02 = 0.68. This is the Recipe's Protein Digestibility.
4. Calculate the PDCAAS by multiplying this value by the Amino Acid Score from step 1. This is the PDCAAS for your Recipe, and it's what you will enter into Genesis.

Entering PER or PDCAAS in Genesis

1. With your Recipe open, Click Edit Label on the Recipe ribbon
2. Select Nutrient Options
3. Expand Protein
4. Enter the appropriate PER or PDCAAS value
5. Click OK
6. Click View Label. You will now see a %DV

Why doesn't the label keep the size I entered?

The smallest font size allowed for your label nutrients is 8 points with 4 point leading. Genesis will not allow a label size smaller than that which will accommodate an 8-point font, regardless of what you enter as dimensions.

Sometimes, this results in a label too large for the space allotted.

There are a variety of options for fixing this:

a. If compliant to do so, use the tabular or linear format.
    - Go to Edit Label > General
    - Under Style, select Tabular or Linear
b. Use abbreviations. Abbreviated nutrients take up less horizontal space, and you may be able to shrink the width of your label
    - Go to Edit Label > Format Options

    - Select Use Abbreviations
c. On linear labels, hiding quantitative values and showing only the %DV for the mandatory vitamins and minerals will free up line space
    - Go to Edit Label > Format Options
    - Select Hide Quantitative Values (Linear only)
d. Kern the text up to -4. (Kerning is the space between letters.) This can only be done outside of Genesis in a vector-editing application like Adobe Illustrator
e. If applicable, use a simplified label
    - Go to Edit Label
    - Under Display Type, select Simplified. For this option to be enabled, 8 or more of your nutrients must be presents in insignificant amounts

Last but not least, if you can't make your label smaller, tweak your package design to fit your compliant label.