

How to use nutrition monitoring sheet & Example of a completed sheet

How to use this worksheet

- **Begin by entering your goal** for the number of servings in each category (or calories of “Other” foods) in the row “My goal for the day” at the bottom of the sheet.
- **Throughout the day, record** (as accurately as possible) the number of servings (or calories of “Other” foods) you consume. Record as close to the time you consume as possible, as your memory will be fresh.
- **At the end of the day, add up** the number of servings in each category (and calories of “Other” foods) and record the total in the row “My total for the day”. Then, calculate the difference between your goal and what you actually consumed. For example, if your goal was 6 servings of grain foods and you consumed 8 servings of grain foods, the difference is +2 (you consumed 2 servings more than your goal).

Notes

- Print out the worksheet and always have it with you.
- See the example sheet to get an idea of how to use it.
- Memorize the serving sizes.
- Record in the “Other foods and drinks” column the foods/drinks you consume that do not fit into the other categories. These foods include junk foods (e.g. burgers, hot dogs, French fries etc.), snack foods (e.g. potato chips, tortilla chips, pretzels etc.), desserts (cake, cookies, pie etc.), candy (e.g. chocolate, toffee etc.), ice cream, alcohol and sugary drinks (e.g. Coke, Sprite, Iced teas, fruit drinks, sports drinks, energy drinks, Snapple, orange and other juices).
- We have included columns for you to indicate the quality of the foods you consume. For example, if you have a serving of tofu at dinner you can place a check mark (✓) in the column “Plant protein”. Your goal is to see many check marks when you review your sheet at the end of the day.
- Since it is recommended to have more vegetables than fruit (and our serving recommendations for vegetables and fruit were based on more vegetables than fruit), we have included an additional column for you to separate fruit and vegetables. If you have 2 servings of blueberries you will record 2 servings in the “total servings” column and also indicate 2 servings in the “# F” column, because blueberries are considered fruit. This way, at the end of the day, you will be able to quickly determine if you had more vegetables than fruit by looking at these totals.
- If you can measure what you consume, do so. This will increase accuracy. Helpful kitchen tools include measuring cups, measuring spoons and a kitchen scale.
- If you can't measure, estimate as best as you can using the “Visual for Serving sizes”.
- Be as specific as possible when describing the food/drinks you consume. For example, enter “Tuna sandwich made with 2 slices of whole grain bread, 1 teaspoon low-fat mayonnaise and ½ can (50 grams) of tuna packed in water”, rather than “Tuna sandwich” or “Tuna sandwich on whole wheat bread”.
- Sometimes you will have to estimate. For example, if you have a slice of your homemade vegetable lasagne you will have to estimate how many servings of grains (the pasta), vegetables (the veggie sauce) and protein (the cheese) are in that serving. Use the “Visual for Serving sizes” (especially if you didn't make the food) or calculate if you know how much of each ingredient is in the recipe.
- You do not need to record water and other beverages that have no calories such as black tea or coffee and diet drinks. You also don't need to record milk or sugar in coffee/tea if you only use a little. However, if you put a lot of milk or sugar, or you use a small amount frequently, you should record.
- Other things you do not need to record are spices and other ingredients you use in a small amount (e.g. sprinkle of Parmesan cheese or small amount of sour cream).
- You can use this sheet to plan a day of healthy eating ahead of time. Complete the sheet the day before and simply check off everything on the worksheet as you consume it. If you consume more (or less) than planned, you must add it to (or subtract if from) the completed sheet.

- FYI: One teaspoon (tsp) of sugar has 16 calories. Using 3 teaspoons of sugar in a day (e.g. 1 tsp each in 2 coffees, 1 tsp in a bowl of oatmeal) would be a total of 48 calories of sugar (3x16) over 2 entries in the “Other foods and drinks” category.
- FYI: One tablespoon of oil has about 120 calories, 1 Tablespoon of butter, margarine or regular mayonnaise have about 100 calories

Monitoring Your Monitoring

Besides monitoring your daily nutrition goal, you can go one step beyond and monitor your monitoring. To do this, at the end of the day record in a calendar whether you have achieved your goal. If you did achieve your goal, place a “✓” in that date on the calendar. If you did not achieve your goal, place an “✗” in that date on the calendar. Finally, if you did not complete your monitoring sheet for the day, place a “?” in that date on the calendar.

The benefit of monitoring your monitoring is that you can see, at a glance, how frequently you are on track. Below are “Monitoring your Monitoring” sheets for two people. Who is having greater success? It is easy to see from the calendars.

**Monitoring Your Monitoring
Person 1**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 ✓	2 ✓	3 ✗
4 ?	5 ✓	6 ✗	7 ✓	8 ✓	9 ✓	10 ?
11 ?	12 ✓	13 ✓	14 ✓	15 ✗	16 ✓	17 ✓
18 ✓	19 ✓	20 ✓	21 ✓	22 ✓	23 ✓	24 ✗
25 ✗	26 ✓	27 ✓	28 ✓	29 ✓	30 ✓	31 ?
Notes						

**Monitoring Your Monitoring
Person 2**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 ?	2 ✓	3 ✗
4 ✓	5 ✓	6 ✗	7 ✓	8 ✗	9 ✗	10 ?
11 ?	12 ✓	13 ✓	14 ✓	15 ?	16 ?	17 ✓
18 ✓	19 ✓	20 ✗	21 ✗	22 ✗	23 ✗	24 ?
25 ?	26 ✓	27 ✓	28 ✓	29 ✗	30 ✗	31 ✗
Notes						

Example of Completed Nutrition Monitoring Sheet

Date January 1 st , 2020	# Servings Vegetables and Fruit		# Servings Grain Foods		# Servings Protein Foods		# Servings Fat/Oil		# Calories of "Other" Foods/Drinks
	# V	# F	Rice, pasta, bread, oats, cereal, quinoa etc.	✓ whole grain	Beans, nuts, tofu, meat, fish, eggs, cheese etc.	✓ plant protein	oils, butter, mayo, margarine	✓ plant oil	Junk & snack foods, sugary drinks, alcohol, cakes, candies, sugar etc.
Breakfast									
2 slices whole grain bread			2	✓					
1 Tbsp non-hydrogenated margarine							1	✓	
2 Tbsp low-sugar strawberry jam									50
1 cup honeydew melon	2	2							
Mid-morning snack									
1 hardboiled egg					1/2				
40 grams cheese					1/2				
Lunch									
1/2 cup pasta			1						
1 cup vegetable pasta sauce	2	2							
Green salad: 1 cup lettuce and 1/2 cup chopped vegetables	1	1							
1 Tbsp low-fat salad dressing	1	1					1	✓	
Mid-afternoon snack									
Granola bar									150
3/4 cup low-fat yogurt					1				
Dinner									
3/4 cup chickpea curry					1	✓			
1/2 cup white rice			1						
1 cup roasted vegetables	2	2					1	✓	
1 Tbsp olive oil for roasting									
Evening snack									
1/4 cup dry roasted almonds					1	✓			
My total for the day	8	6	2	4	4		3		200
My goal for the day	8	5	3	4	4		3		200
Difference (+/-)	0	+1	-1	0	0		0		0
Notes	Aim for more vegetables than fruit		Choose whole grain foods frequently		Choose plant protein foods often		Focus on plant oils (E.g olive oil, vegetable oil)		Aim for 10% or less of your daily calories from "other" foods
Serving sizes (for more detail, see "Average Calorie Content of Food" table)	1/2 cup (125 ml, 4 oz.) of frozen, fresh or canned fruit or vegetables, or one piece of fruit.		1 slice bread; 1/2 bagel or pita, 1 small tortilla; 1/2 cup cooked grains (e.g. rice, quinoa, barley) or pasta; 30 grams cold cereal; 3/4 cup hot cereal		75 grams (about 1/2 cup) cooked meat, poultry, fish or shellfish; 3/4 cup beans or lentils; 1/4 cup nuts or seeds; 1 cup milk; 3/4 cup yogurt; 50 grams cheese; 2 Tbsp peanut butter		1 tablespoon (15 ml)		