

Build your menu with the restaurant menu block

Add categories, dishes, descriptions, prices and photos to a menu block on your site, or upload the whole menu from a spreadsheet.

The menu block lets you build a menu on your page with categories, dishes, short descriptions, prices and photos. If you only need to fix one price or dish on a menu that's already there, see [Change a menu item or price](#).

Not sure whether your menu is a menu block or plain text? Email us and we'll tell you.

Steps

1. Log in to your site editor and open your menu page.
2. If there's no menu block yet, add a **Restaurant Menu** widget to the page. See [Add a widget to a page](#) for how.
3. Click the menu block and open its content editor from the small menu.
4. Click **Build Your Own**.
5. Click **Add category** and give it a name, such as Breakfast or Desserts.
6. Under that category, click **Add item**.
7. Type the **Name**, **Description** and **Price**. You can bold or color words in the description.
8. To show a photo with the dish, click **+Image**. Then turn on **Show images**.
9. Pick your currency from the **Choose currency** list.
10. Type a title for the menu. If you'd rather not show it, click the eye icon next to it.
11. Publish. If you don't see a **Publish** button, tell us and we'll publish it for you.

Upload a menu from a spreadsheet

If your menu is already in a spreadsheet, save it as a CSV file with one dish per line. Each line has four parts in this order, separated by commas or tabs: category, item, description, price.

Example: Desserts, Tres leches, Sponge cake in three milks, 7

In the content editor, click **Upload CSV**, click **Upload CSV** again, and choose your file. Then click **Edit menu** to tidy it.

How it looks on phones

Switch to the phone view to see three choices for the categories. **Show all categories opened** keeps every category open. **Show only the first category opened** opens just the first. **Show one open category at a time** opens one and closes the last. If the first two are off, every category starts closed.

Tips

- Keep descriptions to one line. Phone screens are small.
- Check each price twice before you publish.
- You can change dividers and text styles for categories and items in the block's design settings.

Need a hand?

Email hello@zossoz.com with your business name and your menu (a photo, a PDF or a spreadsheet is fine), and we'll build it for you. We reply within one business day. It counts as one of your small changes for the month. See [Request a change](#).

Related guides: [Change a menu item or a price](#) · [Make a list with pictures and links](#) · [Add or replace a photo](#) · [Add a booking or order button](#)

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