

Portal Activity KEY

Using the generic user name and password, log in to gc4you.com website, also known as the GC Portal. On the home page, using either the *Find a Page* or *Search* function, locate the items listed below and list all of the steps taken to locate them.

Item	Portal Routing/Location
Operations Manual	Reports/Manuals > Manuals > Operations Manual
Large Spec Check	Departments > Training Center > Spec Check
Manager's Handbook	Departments > Training Center > Managers Handbooks
Recipe Viewer	Recipes/Menus > Recipes/Menu > Open Golden Corral Recipe Viewer
Carrot Cake Recipe	Recipes/Menus > Recipes/Menu > Open Golden Corral Recipe Viewer > Bakery Tab > Cakes Tab
Performance Management Counseling Form	Departments > Human Resources > Employment Forms and Information > Performance Management > Performance Forms
Menu for Current Promotion	Recipes/Menus > Recipes/Menus > Open Golden Corral Recipe Viewer > Documents Tab > Menu Tab
GC Manager Resources	Home Page> GC Manager Resources
Golden Corral Brand Hub	Departments > Marketing> Golden Corral Brand Hub
Franklin Machine Products Parts Reference (Equipment Parts Reference Guide)	Departments > Coastal Equipment Company > Coastal Equipment Documents > FMP Part Reference Guide
Safety Data (SD) Sheets	Departments > Training Center > Safety Data Sheets
100 Club Form	Departments > Training Center > Training Forms/100 Club Qualification Form
Administrative Guide	Reports/Manuals > Manuals > Administrative Guide
Gift Card Order Form	E-Forms > Gift Card Order Form
GC On The Go Posters	Departments>Training Center>2 GC On the Go Materials
Manager Job Descriptions	Departments > Human Resources > Job Description > Management

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Security Checklist	Reports/Manuals > Manuals > Administrative Guide > Security
Golden Corral Traditional Favorites Troubleshooting Guide	Departments > Training Center > GC Traditional Favorites
Systems Day Audit form	Departments > Operations > ROIP > Systems Day

Portal Activity:

Using the GC Portal, locate the price for the following two GC Fulfillment Center (Turnkey) items:

- Spec Check \$ ____
- Produce Portioning Poster \$ ____