



CALORIE
Clarity

PLAN · TRACK · ADJUST

The **Calorie Clarity** *Guide*



**How to use your planner,
understand calories and macros,
and build a routine that works for you**



Includes planner walkthroughs, nutrition basics,
meal ideas, grocery guidance, and a
sample weekly wellness routine



☒ *Plan*
☒ *Track*
☐ *Adjust*

How to use the *Google Sheets* planner

Calorie Clarity is designed to help you plan meals, track your intake and understand your progress in a simple, practical way.

You do not need Excel or spreadsheet experience to use it — the planner is already built for you in **Google Sheets** with dropdowns, guided sections and automatic calculations.



Before you begin

- ✓ Open the planner in Google Sheets
- ✓ Go to File → Make a copy
- ✓ Save your own version to your Google Drive
- ✓ Then follow the steps in this guide in order



This product is designed for **Google Sheets use**, not as a locked template or static download.

YOUR STEP-BY-STEP ROADMAP

1



Make your copy

Create your own Google Sheets copy so you can edit and use the planner privately.

2



Complete your setup

Enter your details so the planner can calculate your calorie target, protein goal, fibre target and other starting values.

3



Update your food database

Add or edit foods so the planner reflects what you actually eat and makes meal planning faster.

4



Build your week

Choose meals from the dropdowns and let the planner automatically total your calories and macros.

5



Plan your month

Use the monthly planner to organise your meals, track habits and stay consistent over time.

6



Review your dashboard

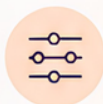
See your progress clearly with trends for calories, weight, protein, steps and other useful health habits.

WHAT YOU CAN EXPECT



Simple to use

Built with dropdowns and guided sections.



Flexible

Personalise foods, meals and plans to suit your lifestyle.



Insightful

See calories, macros and progress clearly over time.



Practical

Use it to plan real meals, grocery lists and routines.



In the next section, we'll show you exactly how to make your own copy and get started.

Your Planner at a Glance

Your Calorie Clarity Google Sheets Planner is made up of different sheets that work together. Here's what each one is for and what to do on it.



IMPORTANT

- ✓ Use this planner in **Google Sheets**.
- ✓ Make a copy to your Google Drive before you start.
- ✓ Do not edit the original template.
- ✓ Only add your data in the coloured input cells.
- ✓ All formulas will calculate automatically.

THE PLANNER SHEETS (TABS)

- | | | | | | |
|---|---|--|---|---|---|
| 1

SETUP
Enter your details and get your personal targets | 2

FOOD DATABASE
Add and manage your foods, meals and recipes | 3

BUILD WEEK
Plan your daily meals and see totals instantly | 4

PLAN MONTH
Plan your month, track habits and stay consistent | 5

DASHBOARD
See your progress with charts and key insights | 6

YEARLY REVIEW
Review long-term trends and overall progress |
|---|---|--|---|---|---|

1 SETUP SHEET

This is where you enter your personal details. Your results on the right will update automatically.

A WHAT TO DO

- Fill in the User Input section (editable cells).
- Check that all dropdowns are selected from the list.
- Your results will calculate automatically on the right.
- Read the notes below the table for important guidance.

USER INPUT (Editable Cells)		
Question	Your Input	Notes
Sex	Female ▼	Select from list
Age	26	Years
Current Weight	80	kg
Height	180	cm
Goal Weight	50	kg
Goal Date	12/12/2026	DD/MM/YYYY
Activity Level	Lightly Active ▼	Select from list
Weight Loss Pace	Aggressive ▼	Select from list
Daily Flexible Calories		For sauces/treats/etc.
Protein Priority	High ▼	Select from list

★ FILL IN THE RELEVANT INFORMATION IN THIS TABLE
NB! This is catered for weight loss

RESULTS (DO NOT EDIT)

Metric	Your Result	Notes
BMI	24.7	kg/m²
BMI Category	Normal	---
Weight to Lose	30.0	kg
Days Until Goal	197.0	days
Weeks Until Goal	28.1	weeks
Required Loss Per Week	1.1	kg/week
BMR	1800.0	Est. resting cals
Maintenance Calories	2475.0	Est. daily cals
Suggested Daily Calories	1775.0	Target intake
Protein Target	128.0	g/day
Carbs Target	182.6	g/day
Fat Target	59.2	g/day
Fibre Target	30.0	g/day
Sugar Limit	30.0	g/day

B DROPDOWN OPTIONS

Sex	Female, Male
Activity Level	Sedentary, Lightly Active, Moderately Active, Very Active, Extra Active
Weight Loss Pace	Slow, Moderate, Aggressive
Protein Priority	Standard, High
Daily Flexible Calories	Leave blank unless using a maintenance target.

C WHAT TO TYPE (TO AVOID ERRORS)

Age	Enter numbers only (e.g. 26)
Current Weight	Numbers only, in kg (e.g. 80)
Height	Numbers only, in cm (e.g. 180)
Goal Weight	Numbers only, in kg (e.g. 50)
Goal Date	Use format DD/MM/YYYY (e.g. 12/12/2026)
Do not edit	Any white cells (formulas will break)



QUICK TIPS



Be honest with your inputs for the most accurate results.



Your targets can be adjusted later as your goals change.



Let the formulas work for you. Do not overwrite calculations.



Check your targets before building your meals in the next steps.

Build your food database

This sheet is where you manage the foods used throughout your planner in Google Sheets. It already includes helpful starter foods to get you going, but you can edit any existing row and also add your own foods in the personalisation section at the bottom.



WHAT THIS TAB DOES

- ✓ Stores the foods that power your weekly and monthly planning
- ✓ Lets you edit serving sizes, calories and macros to match your own products
- ✓ Helps you tag foods by meal type, gluten status, protein quality and more
- ✓ Includes space at the bottom to personalise your own food database

Food ID	Food Category	Food Name	Serving Size (g)	Calories	Protein (g)	Carbs (g)	Fat (g)	Fiber (g)	Sugar (g)	Gluten Free?	High Protein?	Meal Type	Digestive Notes	Satiety Score (/10)
P001	Protein	Chicken breast (skinless, cooked)	100	165	31	0	3.6	0	0	Yes	Yes	Dinner	Easy to digest, lean	10
P007	Protein	Eggs (whole)	2	143	13	1	10	0	1	Yes	Moderate	Breakfast	Usually well tolerated	10
P013	Protein	Tuna in water	100	116	26	0	1	0	0	Yes	Yes	Lunch	Very lean	9
P021	Protein	Boerewors	100	301	17	2	25	0	0	Usually	Moderate	Dinner	High fat	8
C001	Carb	Rice (white, cooked)	100	130	2	28	0	0	0	No	No	Dinner	Easy digestion	6
F017	Healthy Fat	Avocado	100	160	2	9	15	7	0	Yes	Moderate	Lunch	Good source of fats	8
V006	Veg	Broccoli (steamed)	100	35	2.4	7	0.4	1.8	1	Yes	Yes	Dinner	High fiber	8
X011	Additional	Coffee	250	2	0.3	0	0	0	0	Yes	No	Beverage	Increase alertness	5
X012	Additional	Hot Chocolate	250	190	7	28	6	1	24	Usually	No	Beverage	Contains dairy and sugar	6
P101		PERSONALISE YOUR FOOD DATABASE												
P102		PERSONALISE YOUR FOOD DATABASE												
C101		PERSONALISE YOUR FOOD DATABASE												
X101		PERSONALISE YOUR FOOD DATABASE												

– Personalise your food database here

FOOD CATEGORIES INCLUDED



Protein



Carbs



Healthy Fats



Fruit



Veg



Snack



Beverage



Supplement



Additional

4 WHAT YOU CAN EDIT

- Update serving size to match your label or portion
- Change calories and macro values if your product differs
- Adjust gluten-free and high-protein tags
- Set meal type, digestive notes and satiety score
- Add completely new foods in the personalisation rows at the bottom

5 HOW TO FILL IT IN WITHOUT ERRORS

- Enter numbers only in numeric columns
- Use grams for serving size where applicable
- Keep Food ID unique for new foods
- Use the dropdown menus where provided
- Short notes work best in Digestive Notes
- Satiety Score should be a number from 1 to 10

6 WHY THIS MATTERS

- Accurate data leads to more accurate planning
- Helps the planner calculate your weekly and monthly totals correctly
- Personalised data means the planner works for your real foods and habits
- Saves time and reduces guesswork when building meals



PRO TIP

The better your food database, the easier it becomes to plan meals accurately. Once your foods are set up properly, the rest of the planner becomes faster, more personalised and more useful.



Tip: Review and update your foods every few weeks to keep your data fresh and relevant.



Next up: Build your week by selecting meals and watching your totals update automatically

Build your meals

The Meal Builder tab lets you create ready-made meals or custom meals using ingredients from your Food Database. Enter the amounts you use and the planner calculates all nutrition totals automatically.

MEAL BUILDER TAB (EXAMPLE)											
Meal ID	Meal Name	Meal Type	Ingredient 1			Ingredient 2			Ingredient 3		
			Serving Size	Serving in Meal		Serving Size	Serving in Meal		Serving Size	Serving in Meal	
B001	Yogurt Granola Bowl	Breakfast	Greek yogurt (low-fat plain)	100	170	Granola (low sugar)	40	40	Chia seeds	10	10
S022	Frozen Banana Bites	Snack	Banana	120	100	Dark chocolate 85%	20	15	Peanut butter	15	15

Ingredient 4			Ingredient 5			Ingredient 6		
Serving Size	Serving in Meal		Serving Size	Serving in Meal		Serving Size	Serving in Meal	
Cocoa powder	5	5	Blueberries	100	80	Honey	5	5
Peanut butter	15	15	—	—	—	—	—	—



You can use up to **6 ingredients** per meal.

Total Calories	Protein (g)	Carbs (g)	Fat (g)	Fibre (g)	Sugar (g)	Notes
410.7	25.5	47.1	15.2	10.9	19.9	Sweet high-protein breakfast
339.5	31.5	25.5	12.5	4.0	13.5	High-protein snack

1



Enter a meal name

Type the name you want to give the meal.

2



Choose the meal type

Select Breakfast, Lunch, Dinner, Snack or Beverage from the dropdown.

3



Pick ingredients from the dropdowns

Every ingredient comes from the Food Database tab.

4



Serving Size fills automatically

This pulls through from the Food Database, so you do not need to type it manually.

5



Enter your Serving in Meal

Type the amount you actually use in that meal.

6



Macros and calories calculate automatically

Total calories, protein, carbs, fat, fibre and sugar update for you.

7



Use Build Your Own Meal rows

Create your own meals in the custom section at the bottom of the tab. Your totals will still calculate automatically.



Important: build your meals using ingredients already entered in the Food Database. If you want a new ingredient, add it to the Food Database first, then return here to use it in a meal.



You can edit existing meals or create your own. The planner does the calculations automatically, so you only need to focus on choosing ingredients and entering the amounts you use.



Best practice: complete the Food Database before spending time in the Meal Builder.



Plan your month

This sheet helps you plan meals ahead, track what you actually ate, monitor habits, and see how your month is going — all in one place.



IMPORTANT

- ✓ Choose meals from the dropdowns in the monthly planner.
- ✓ Meals come from the Meal Builder tab.
- ✓ Planned values and actual values calculate automatically.
- ✓ You can track exercise, steps, weight, period, and digestion.
- ✓ You can customise some dropdown lists in Google Sheets.

WHAT THIS SHEET INCLUDES

- 1 PLANNED MONTH**
Plan meals and see what your day should look like.
- 2 ACTUAL CONSUMPTION**
Record what you actually ate each day.
- 3 HABIT TRACKING**
Log exercise, steps, weight, period, and digestion.
- 4 MONTHLY TOTALS**
See totals, macros, and comparisons at a glance.

PLAN MONTH TAB

This tab has two connected tables: one for planning your month and one for recording your actual consumption.

A PLANNED MONTH

Day	Breakfast	Lunch	Dinner	Snack	Planned Total Calories	Protein (g)	Carbs (g)	Fat (g)	Fibre (g)	Sugar (g)	Calories Left	Protein Status	Sugar Status	Exercise	Steps Goal	Planned Weight	Period
Mon					1865	128	183	88	34	56	-95	Too High	On target	Walking	5000	78.0	1 Session
Tue					1256	92	120	50	21	19	244	On target	Too Low	Cardio	5000	-	Constipated
Wed					1330	108	116	50	20	19	170	On target	Too High	Pilates	5000	-	Bloated
...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...

- 1 Select meals from the dropdowns for breakfast, lunch, dinner, and snacks.
- 2 Meals are pulled from the Meal Builder tab.
- 3 Grocery planning starts from what you plan here.
- 4 Planned nutrition totals update automatically.

B ACTUAL CONSUMPTION

Day	Breakfast	Lunch	Dinner	Snack	Total Calories Consumed	Protein (g)	Carbs (g)	Fat (g)	Fibre (g)	Sugar (g)	Calories Left	Protein Status	Sugar Status	Exercise	Actual Steps	Current Weight	Period
Mon					1435	114	138	81	40	53	430	On target	On target	Walking	2510	78.0	1 Session
Tue					1762	127	137	82	38	45	103	On target	Too High	Cardio	6541	77.9	Constipated
Wed					1818	158	123	73	27	23	88	On target	On target	Pilates	8963	77.5	Clean
...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...

- 1 Record what you actually ate each day.
- 2 This helps when your real month differs from your plan.
- 3 Calories, macros, and remaining calories update automatically.
- 4 Compare planned vs actual over time to see progress.

★ CUSTOM TRACKERS

You can log exercise, steps, weight, period, and digestion each day. These dropdowns can be edited in Google Sheets to suit you.

- EXERCISE** Walking Cardio Pilates Upper Body Lower Body
- PERIOD** Period Ovulating Clean
- DIGESTION** Constipated Loose Pain Bloated
- STEPS** 1 Session 2 Sessions 3 Sessions

★ WHAT CALCULATES AUTOMATICALLY

The sheet automatically calculates your key nutrition totals and status checks so you always have up-to-date insights.



Also calculated: Calories Left and status checks for Protein and Sugar.

Too Low On Target Too High



QUICK TIPS



Plan first, then track honestly.



Use actual intake for the most accurate review.



Update steps and weight regularly.



Next up: dashboard and monthly review insights.

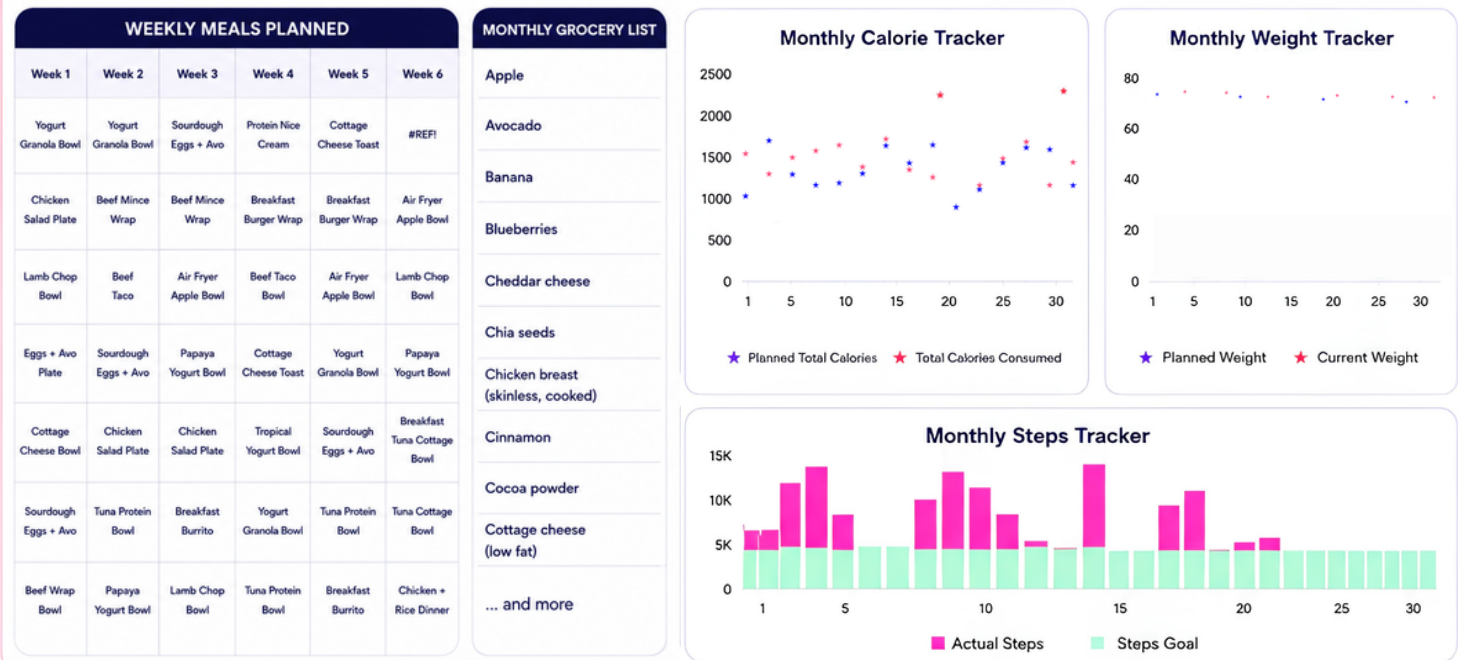


Review your dashboard

Once your monthly planner is complete and you update your actuals each day, this dashboard automatically turns your entries into clear charts, trends, grocery planning and helpful feedback. It brings everything together so you can review, understand and improve with confidence.

★ YOUR MONTHLY DASHBOARD OVERVIEW

Populates automatically from your monthly planner



★ WHAT THIS SECTION GIVES YOU



💡 HELPFUL TIPS

- 

Fill in the planned month first
Plan your meals, workouts and habits. Then update your actuals daily as you go.
- 

Use the dashboard to spot patterns
Focus on trends over time rather than chasing perfect days.
- 

Compare planned vs actual calories
Look for consistent gaps and learn what helps you stay on track.
- 

Watch your protein, sugar and step trends
These insights help you fine-tune your nutrition and activity for better results.
- 

Customise your options
Exercise, period and digestion dropdowns can be edited in Google Sheets to suit your needs.
- 

Review regularly
Check your dashboard weekly and at month-end to celebrate wins and plan ahead.



This dashboard is your monthly review space. It brings your data to life so you can understand your habits, see what's working, and make confident adjustments. The Yearly Review page builds on these trends over time.



Review your yearly progress

Once your monthly planner sheets are complete and your actuals are up to date, the Yearly Review sheet gives you a clear, big-picture view of your averages, steps and weight progress across the entire year.

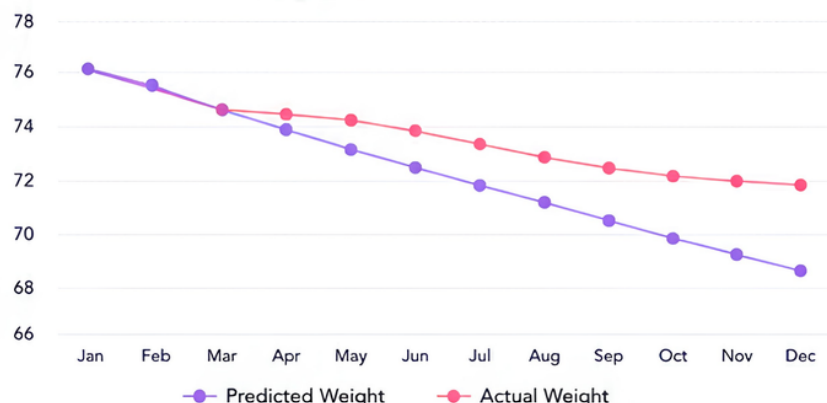
Monthly Average

Month	Avg Calories	Protein (g)	Carbs (g)	Fat (g)	Fiber (g)	Sugar (g)	Calories Left	Steps	Weight
January	1,820	128	205	62	28	42	180	8,650	76.2
February	1,790	125	198	60	29	40	210	8,830	75.6
March	1,810	126	203	61	28	41	190	9,050	75.1
April	1,780	129	197	59	30	39	220	9,210	74.6
May	1,805	130	201	60	31	40	195	9,480	74.0
June	1,800	128	200	60	30	39	200	9,620	73.5
July	1,820	131	206	62	30	41	180	9,380	73.1
August	1,790	129	199	59	29	40	210	9,700	72.6
September	1,810	130	202	61	30	41	190	9,820	72.2
October	1,785	128	198	60	29	39	215	9,610	71.8
November	1,775	129	195	58	30	38	225	9,450	71.4
December	1,800	130	200	60	31	40	200	9,750	71.0

Weightloss Tracker

Month	Predicted Weight	Actual Weight
January	76.5	76.2
February	75.8	75.6
March	75.1	75.1
April	74.4	74.6
May	73.7	74.0
June	73.0	73.5
July	72.3	73.1
August	71.6	72.6
September	70.9	72.2
October	70.2	71.8
November	69.5	71.4
December	68.8	71.0

Weightloss Tracker



A. WHAT THIS PAGE SHOWS

- ✓ Your monthly average calories, protein, carbs, fats, fibre and sugar
- ✓ Your average steps and calories left for each month
- ✓ Your predicted vs actual weight across the year
- ✓ A clear visual summary of how your habits changed over time



B. HOW TO USE IT

- 1 Complete your monthly planner sheets consistently.
- 2 Enter your actual weight regularly during each month.
- 3 Review the yearly table to compare month-by-month averages.
- 4 Use the graph to spot trends, plateaus and progress over time.



C. HELPFUL TIPS

- This page updates from the monthliesheets automatically
- Focus on trends, not single days
- Use it to identify which months felt most balanced and sustainable
- Compare your planned targets with your real results to improve next month



D. WHY THIS MATTERS



The yearly dashboard turns daily tracking into a bigger-picture view so you can reflect, adjust and build habits that actually last.



Final step: use your yearly dashboard to reflect on your progress and plan your next season with confidence.





Calories, kilojoules & macro basics

Understand what your numbers mean so you can use your planner with more confidence.



1 CALORIES VS KILOJOULES

Calories (kcal) and kilojoules (kJ) both measure energy in food.

$$1 \text{ kcal} = 4.184 \text{ kJ}$$

$$1 \text{ kJ} = 0.239 \text{ kcal}$$

In South Africa, food labels often use kJ. In many tracking tools, targets are shown in kcal (Calories). Calorie Clarity uses calories for easy meal planning and macro tracking.

2 THE MACROS AT A GLANCE



PROTEIN

4 kcal per gram

Supports muscle maintenance, recovery and fullness.



CARBOHYDRATES

4 kcal per gram

Your body's main energy source for daily activity and exercise.



FAT

9 kcal per gram

Important for hormones, cell health and satiety.



FIBRE

Fibre support

Not a macro target, but essential. Helps digestion, fullness and blood sugar control.

3 WHERE DOES SUGAR FIT IN?



Sugar is a type of carbohydrate — it is not a separate macro.

Tracking sugar can help you become more aware of highly processed foods and drinks, but your total diet pattern matters most.

4 WHY TRACKING MORE THAN CALORIES MATTERS

- ✓ Calories help manage your energy intake
- ✓ Protein helps protect muscle and supports fullness
- ✓ Carbs help fuel your day
- ✓ Fat supports hormone and overall health
- ✓ Fibre supports digestion and satiety

5 HOW TO USE THIS IN YOUR PLANNER



Use your personalised calorie target as your daily guide.



Aim to get close to your protein and fibre targets most days.



Use carbs and fats to build balanced meals you enjoy.



Watch trends over time — not just one meal or one day.



Your weekly workout plan

A simple, balanced weekly movement plan to support fat loss, energy, strength and consistency. Start where you are, go at your own pace, and adjust exercises as needed.

1 MONDAY LOWER BODY + WALK

- 5–10 min warm-up walk
- Bodyweight squats — 3 x 10–12
- Glute bridges — 3 x 12–15
- Reverse lunges or split squats — 3 x 8 each side
- Calf raises — 3 x 15
- 20 min brisk walk



2 TUESDAY UPPER BODY + CORE

- Wall or knee push-ups — 3 x 8–12
- Bent-over row with dumbbells or water bottles — 3 x 10–12
- Shoulder press — 3 x 10
- Dead bug — 3 x 10 each side
- Side plank — 2 x 20–30 sec each side



3 WEDNESDAY ACTIVE RECOVERY

- 30–45 min walk
- 10 min stretching or mobility
- Optional: gentle yoga flow



4 THURSDAY FULL BODY STRENGTH

- Step-ups — 3 x 10 each side
- Romanian deadlift with weights — 3 x 10–12
- Chest press or push-ups — 3 x 8–12
- Bird dog — 3 x 10 each side
- Seated or standing overhead press — 3 x 10



5 FRIDAY CARDIO + CORE

- 20–30 min cardio: brisk walk, cycling, dance, or treadmill
- Mountain climbers or marching high knees — 3 x 20 sec
- Russian twists — 3 x 12 each side
- Plank — 3 x 20–40 sec



6 SATURDAY LONG WALK + MOBILITY

- 45–60 min easy to moderate walk
- 10–15 min full-body stretch
- Optional: foam rolling



7 SUNDAY REST & RESET

- Rest day
- Light stretching if desired
- Hydrate, meal prep, and get ready for the next week



✓ QUICK TIPS

- ✓ Warm up for 5 minutes before each workout
- ✓ Choose a weight that feels challenging but controlled
- ✓ Rest 45–90 seconds between sets
- ✓ Progress slowly by adding reps, weight, or time
- ✓ Aim for consistency, not perfection
- ✓ If you feel pain, stop and modify

★ BEGINNER NOTE

If you are new to exercise, start with 2–3 workout days per week and build up gradually. Walking counts. The best plan is the one you can stick to.



This guide is for educational purposes and general fitness support. If you have a medical condition, injury, or are pregnant, speak to a qualified healthcare professional before starting a new exercise routine.

You've Got This. *Keep Going.*



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Thank you for choosing the Calorie Clarity Planner.

You've taken an important step toward a healthier, stronger and more balanced you.

Remember: progress is not about perfection.

It's about showing up for yourself, one day at a time.



IMPORTANT DISCLAIMER

This planner is for educational and informational purposes only. It is not intended to diagnose, treat, cure or prevent any disease.

Always consult with a qualified healthcare professional before making changes to your diet, exercise routine or lifestyle, especially if you have a medical condition, are pregnant, breastfeeding, taking medication or have specific health concerns.

Why This Planner *Matters*



Clarity

Know exactly what you're eating, your habits and what's supporting (or holding back) your progress.



Consistency

A simple daily tracking routine creates powerful long-term results.



Balance

This planner helps you focus on nutrition, movement, mindset, recovery and overall well-being.



Progress

Track the numbers that matter most to you and celebrate every small win.



Sustainable

Build habits you can actually maintain for life — not just for a season.



You

This is your journey. Your goals. Your body. Your future. We're here to support it.



Why We Don't Use AI-Generated Content

Your health and trust mean everything. That's why this planner is 100% human-researched, written and designed with care.

- ✓ Accuracy matters – we use evidence-based information from reputable sources.
- ✓ Clarity matters – every page is written to be easy to understand and actually useful.
- ✓ You matter – this planner was created by real people who care about real results.
- ✓ No shortcuts – no AI content. Just real guidance, built with intention.



You don't need to be perfect. *You just need to keep going.*

Some days will be easier than others. That's okay. What matters is that you never give up on yourself.

*Believe in your progress.
Trust the process.
Become your best.* 

What's Next?



Keep using your planner daily. Track, learn and adjust.



Review your results weekly and monthly to stay on track.



Celebrate your wins – no matter how small. They all add up.



Keep showing up for yourself. Your future self will thank you.

You're not just tracking numbers. *You're building a better life.*

FINAL



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