

Class Serve Preferences

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Establishing Class Serve Preferences

This functionality is only available to customers who have purchased Campus Point of Sale as add-on functionality.

Classic View: Point of Sale > Administration > Class Serve Preferences

Search Terms: Class Serve

In order for teachers/staff to use the [Class Serve](#) tool in their classroom, Class Serve Preferences must be established.

To ensure proper recording and reporting for meal claims, Class Serve should only be used in districts where qualifying meals or snacks are being served to eligible students in a classroom by a teacher.

Class Serve Preferences ☆

[Food Service](#) > [Setup](#) > Class Serve Preferences

Select Period Schedule

	Serve	Period	Start	End	Menu	Item
<input type="button" value="Add"/>	<input type="checkbox"/>	RampUp				
<input type="button" value="Add"/>	<input type="checkbox"/>	Zero Hour				
<input type="button" value="Add"/>	<input type="checkbox"/>	1	08:00 AM	09:32 AM		
<input type="button" value="Add"/>	<input type="checkbox"/>	2	09:33 AM	10:59 AM		
<input type="button" value="Add"/>	<input type="checkbox"/>	3	11:00 AM	01:03 PM		
<input type="button" value="Add"/>	<input type="checkbox"/>	4	01:04 PM	02:30 PM		
<input type="button" value="Add"/>	<input type="checkbox"/>	Activity	02:31 PM	04:00 PM		

Before setting up Class Serve Preferences:

- [Purchasable Items](#) must be created and associated with the proper Federal Programs.
- [Applications and Services](#) must be created for Class Serve.
- [Periods](#) must be established within [Period Schedules](#).

Establishing Class Serve Preferences

Class Serve Preferences allow users to tie a menu and purchasable items to periods within period schedules.

Class Serve Preferences ☆

Save
Delete
Cancel

Select Period Schedule B

	Serve	Period	Start	End	Menu	Item
Edit	<input checked="" type="checkbox"/>	1	08:00 AM	09:00 AM	FMS 2.0 - Bkft To Go	Breakfast 6-12
Add	<input type="checkbox"/>	2	09:05 AM	10:05 AM		
Add	<input type="checkbox"/>	3	10:10 AM	11:10 AM		
Add	<input type="checkbox"/>	4	11:15 AM	12:45 PM		
Add	<input type="checkbox"/>	5	12:50 PM	01:50 PM		
Add	<input type="checkbox"/>	6	01:55 PM	02:55 PM		
Add	<input type="checkbox"/>	7	03:00 PM	03:30 PM		
Add	<input type="checkbox"/>	8				

Period Detail

Application

Service

Purchasable

1. Select the **Period Schedule**. Period schedules are defined in the Periods tool. Available options are displayed based on the Year and School values selected in the Campus toolbar at the top.
2. Click the **Add** button for the Period requiring Class Serve functionality. The Period Detail editor appears.
3. Select the **Application**. Applications are established within the Application Manager tool.
4. Select the **Service**. Services are established within the Application Manager tool.
5. Select the **Purchasable(s)** that will be served as the meal option in Class Serve. Hold the **Ctrl** key to select multiple purchasable items for inclusion.

If multiple purchasable items are selected in the Period Detail on Class Serve Preferences, students will be charged for each item selected when the teacher indicates the student was served a meal. The purchasable item(s) will list at the top of Class Serve. If students can select other items, teachers can record these by clicking the Add Items button.

The screenshot shows the 'Class Serve Preferences' interface. At the top, there are 'Save', 'Delete', and 'Cancel' buttons. Below is a 'Select Period Schedule' dropdown set to 'B'. A table lists periods with columns for 'Serve', 'Period', 'Start', 'End', 'Menu', and 'Item'. The first row is highlighted with a red dashed box, showing 'FMS 2.0 - Bkft To Go' in the Menu column and 'Breakfast 6-12' in the Item column. Below the table is a 'Period Detail' section with 'Application' set to 'FMS 2.0' and 'Service' set to 'Bkft To Go'. A 'Purchasable' list includes 'Breakfast 6-12', 'Cereal', 'Fruit', 'Water', and 'Milk'. An orange arrow points from the 'Breakfast 6-12' item in the table to a detailed view of 'Period 1' for '6300-1 Social Studies'. This view shows 'Attendance: 31', 'Meal 2', and 'A la carte 1'. A list of students is shown with 'Yes' and 'No' buttons for each. For 'Andrews, Hannah E', 'Add Items' is clicked, showing a selection of '1 Fruit' and '1 Milk'.

- Click the **Save** button. The **Menu** (Application + Service) and **Item** (Purchasable(s) selected) appear with the corresponding Period.