

Last Modified on 07/15/2024 1:49 pm CDT

Point of Sale 1.0 has been deprecated as of 7/1/2023. Please see the Cashier Cheat Sheet.

The Multi-Day Serve option allows you to hand out meals for multiple days using a single transaction on the point of sale. This eliminates the need for meals distributed in bulk to be manually entered on each day. Multi-Day Serve does **not** allow deposits or cash/check payments.



Choose the item(s) patrons are purchasing then select **Done**.
 Result

| Two | weeks | displaythe | current | week | and | following | week. |
|-----|-------|------------|---------|------|-----|-----------|-------|
|-----|-------|------------|---------|------|-----|-----------|-------|

| Multi-Day Serve — L X | | | | | | | | |
|-----------------------|-------------------------|------------------------------|--------------------|-----------------|-------------------|---------------------|-----------|---------|
| | | Lunch 301 Brkfst 301 Evening | | Adult | Salad Bar | | | |
| | | Lunch M | | Mac& | Yogurt | Alt. Sandwich Meal | | Water |
| | \$ 00 | | | Dinner | Chef Salad | 2 Sausage Patties | | Johnny |
| | | Alt Lunch | | Bread | Taco S | 3 F.T. Sticks | | 2 C. St |
| Student #: | | Alt. Culler | | Garlic | Chi | Condiments/Crackers | | 2 Corn |
| Current TX: \$ | \$.00 \$.00 \$.00 | Extra Entree / | Alt | Veggies | Fruit | Rice/Pa | Cheese Om | 2 Mozz |
| Option | Options | | Extra Entree (Sec) | | Meat/Potato/Gravy | | Bag Lu | Milk |
| # Item Desc | Price | Mon Tu | ie | Wed | Thur | Fri | | |
| | ^ | 12/7 12 | /8 | (12/9) | 12/10 | 12/11 | Sea | arch |
| | | 12/14 12 | 15 | 12/16 | 12/17 | 12/18 | | |
| | - | Change Week | | | | Process | | |
| 2 Input | | Select dates and pure | chasable | e item(s) to se | rve | | | |

You can only process transactions for the days displayed on the terminal. If necessary, you can change the weeks by clicking the **Change Week** button and selecting a new



week - dates you previously selected are cleared. You can enter meals that were purchased in the past by changing the start week to a past week.

| 🕌 Multi-Day Serve | | | | , | _ | | |
|-------------------------------|--|---------------------------------------|-------------------|------------|---------------|---------|--|
| | Lunch 301 | Brkfst 301 | fst 301 Evening A | | ult Salad Bar | | |
| | Lunch M | Mac& | Yogurt | Alt. Sand | wich Meal | Water | |
| | 🛃 Weekly Calenda | ar | | × sag | ge Patties | Johnny | |
| | < | January 2021 | | 🗵 Т. | Sticks | 2 C. St | |
| Student #: | MO 28 | TU WE 29 30 | TH FI 31 1 | R 1 nem | ts/Crackers | 2 Corn | |
| Balance: \$ Current TX: \$ | 4 | 5 6 12 13 | 7 8 14 1 | 5 . | Cheese Om | 2 Mozz | |
| lotal: \$ | - 18 25 | 19 20 26 27 | 21 2 28 2 | 2 — 9 | Bag Lu | Milk | |
| Options | 1 | 2 3 | 4 5 | 5 | | | |
| # Item Desc Price | 12/7 12 | 2/8 (12/9) | 12/10 | 12/11 | Sea | arch | |
| • | 12/14 12 | /15 12/16 | 12/17 | 12/18 | Process | | |
| 25 Input | Change Week elect dates and purchasable item(s) to serve | | | | | | |
| | | | | | | | |

Click here to expand...

2. Patrons can enter their PIN or you can use the **Search** button to locate the correct student.

If you need to clear the patron without processing a transaction, you can unselect the items or the days then select **Process**.

- 3. Verify the items appear in the white **Item Description** box in the screen's lower left corner and that the item quantity in the transaction is equal to the number of selected days.
- Select **Process** to complete check-out.
 Result

The patron account is debited normally and the transaction is complete.

5. At the end of the serving period, log out of the Multi-Day Serve application by selecting the **Options** button and selecting **Logout.**