

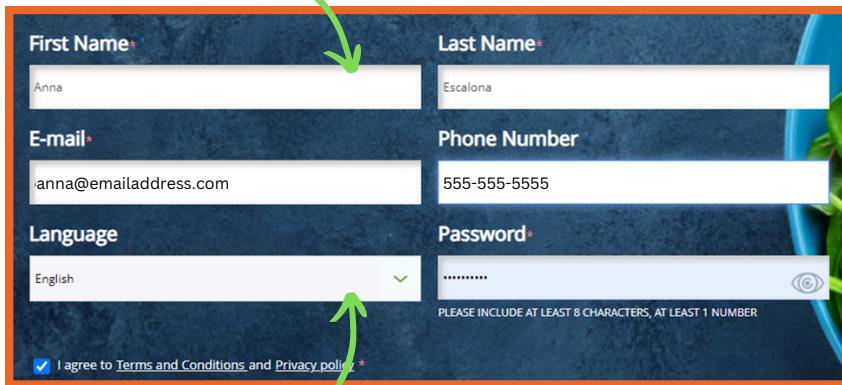
FD MealPlanner Instructions

1. <https://www.fdmealplanner.com/#menu/mp/Springfield>
2. Click on Register




3. Enter information into required fields.

Your Information



The registration form for 'Your Information' includes the following fields: First Name (Anna), Last Name (Escalona), E-mail (anna@emailaddress.com), Phone Number (555-555-5555), Language (English), and Password (masked with dots). A checkbox at the bottom indicates agreement to terms and conditions.

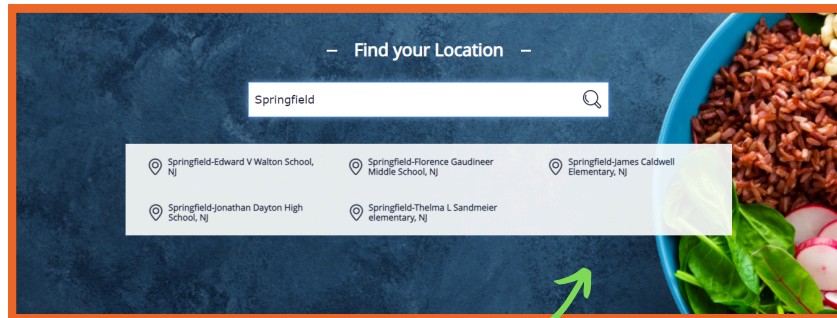
Your Child's Information



The registration form for 'Your Child's Information' includes the following fields: Choose First name (Ava), Choose Last name (Escalona), and Enter User Id (12345). It also features an avatar selection area with a 'Change this avatar' link and 'Back' and 'NEXT' buttons.

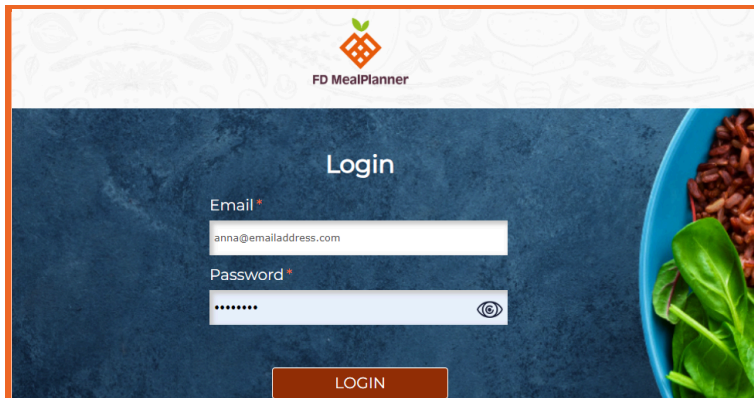
Select Language

User ID can be found on On Course

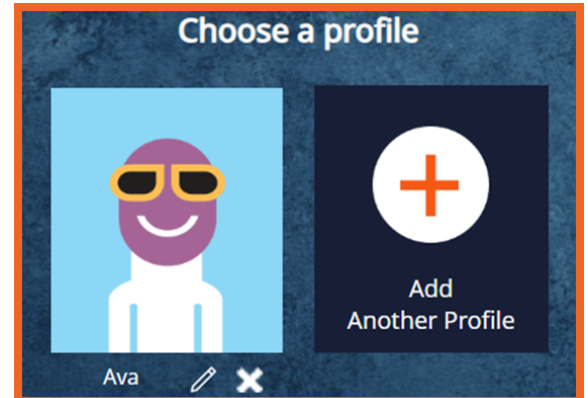


Select your child's school

4. Once You Create an Account, Log in & Select Profile

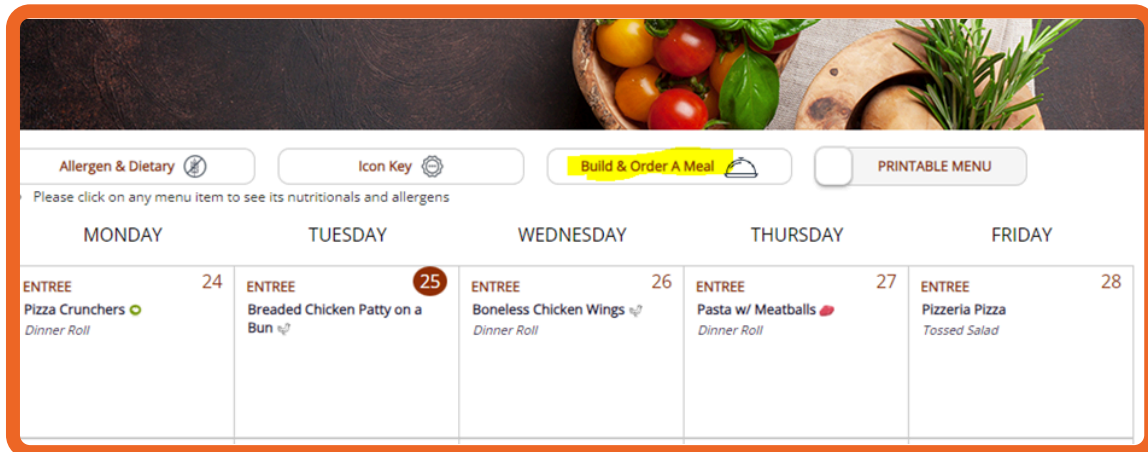
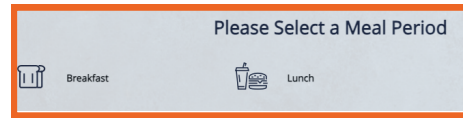


The login page features the FD MealPlanner logo and a 'Login' section with fields for Email (anna@emailaddress.com) and Password (masked with dots). A LOGIN button is located at the bottom.

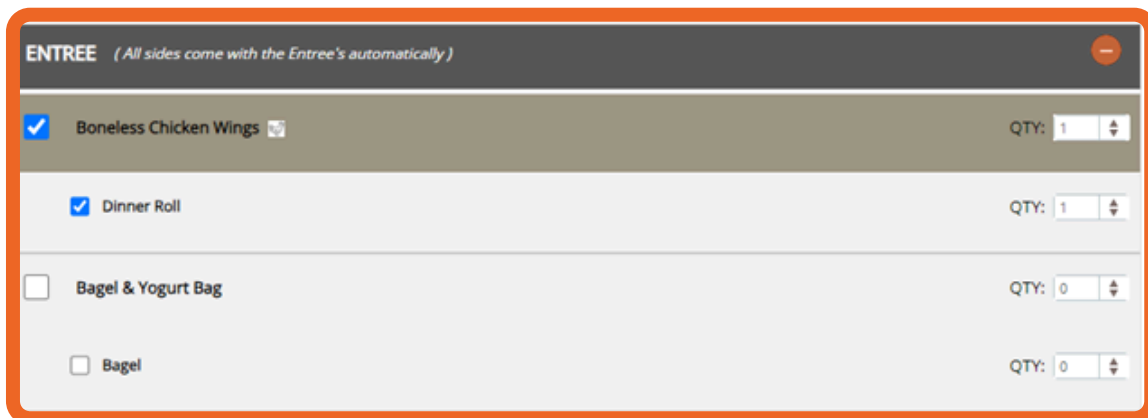


FD MealPlanner Instructions

5. Select Lunch
6. Select grade level, if applicable
7. Select Build & Order A Meal



8. Select desired entrée and milk variety. Fruit and vegetable will automatically be provided.



9. Click "Add Items to Cart"
10. If ordering for the entire month, repeat steps 8 & 9 for each day of the month
11. Click on the cart icon, located on the top left of the screen
12. Click "Checkout"
13. Choose Delivery Method: Pickup
14. Select Pickup Point: This is your child's teacher
15. Choose Payment Mode: Enter your student's ID
16. Lastly, Click Place Order

- ★ You can also pre-order your child's lunch on the FDMealPlanner App
- ★ Please add funds to your child's lunch account through MySchoolBucks
- ★ Meals for the following day must be ordered no later than 10pm the night before
- ★ If your student will be absent on a day that lunch was ordered, please email the Food Service Director at pomptonian@springfieldschools.com before 8:30am on the morning the student is absent.