



FD MealPlanner

USER GUIDE

This user guide will help you set up and start with our new FD Mealplanner web and mobile app. See our instructions below.

WEB-BASED PLATFORM:

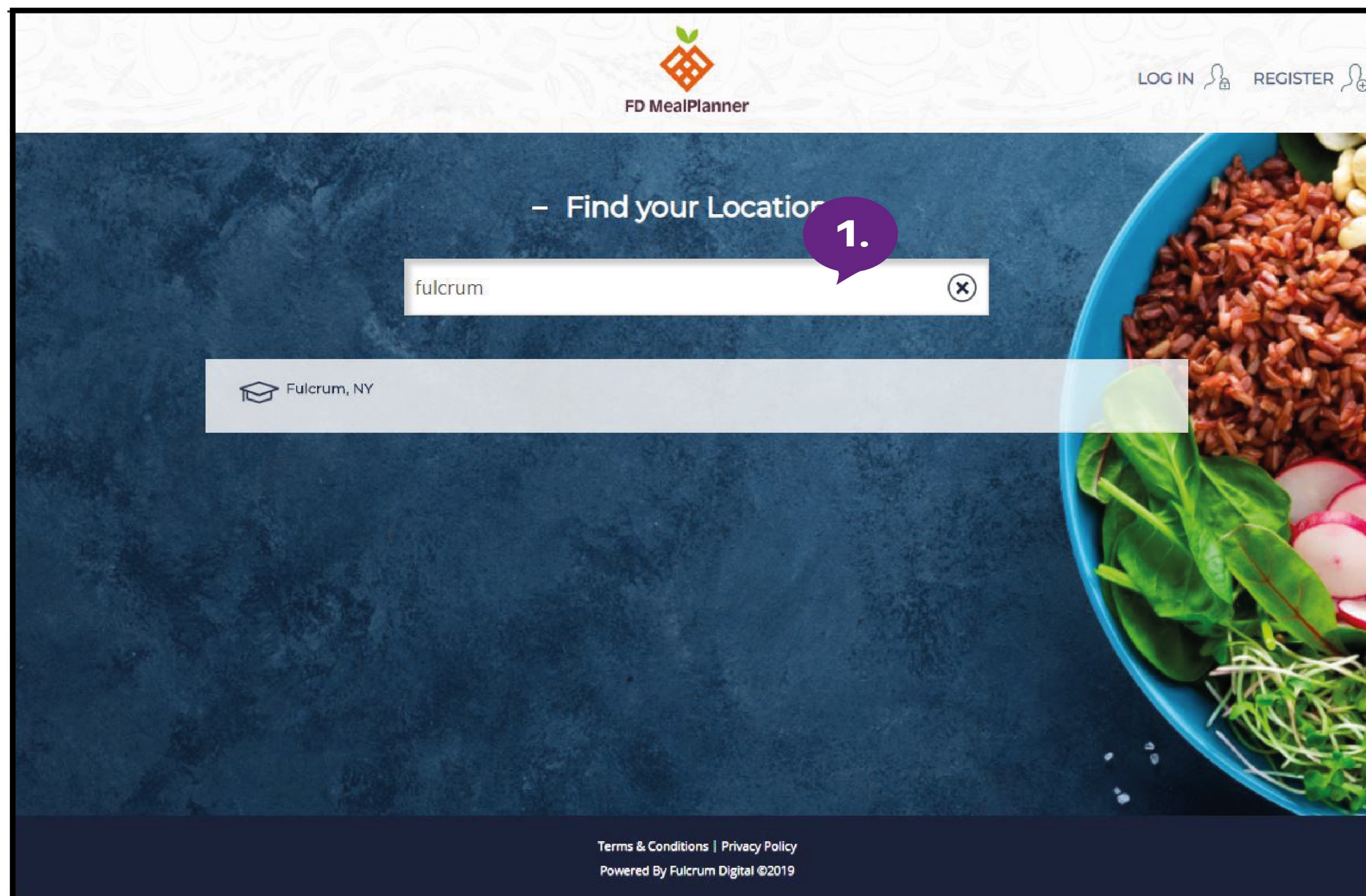
Type www.fdmealplanner.com in your computer's browser.

MOBILE PLATFORM:

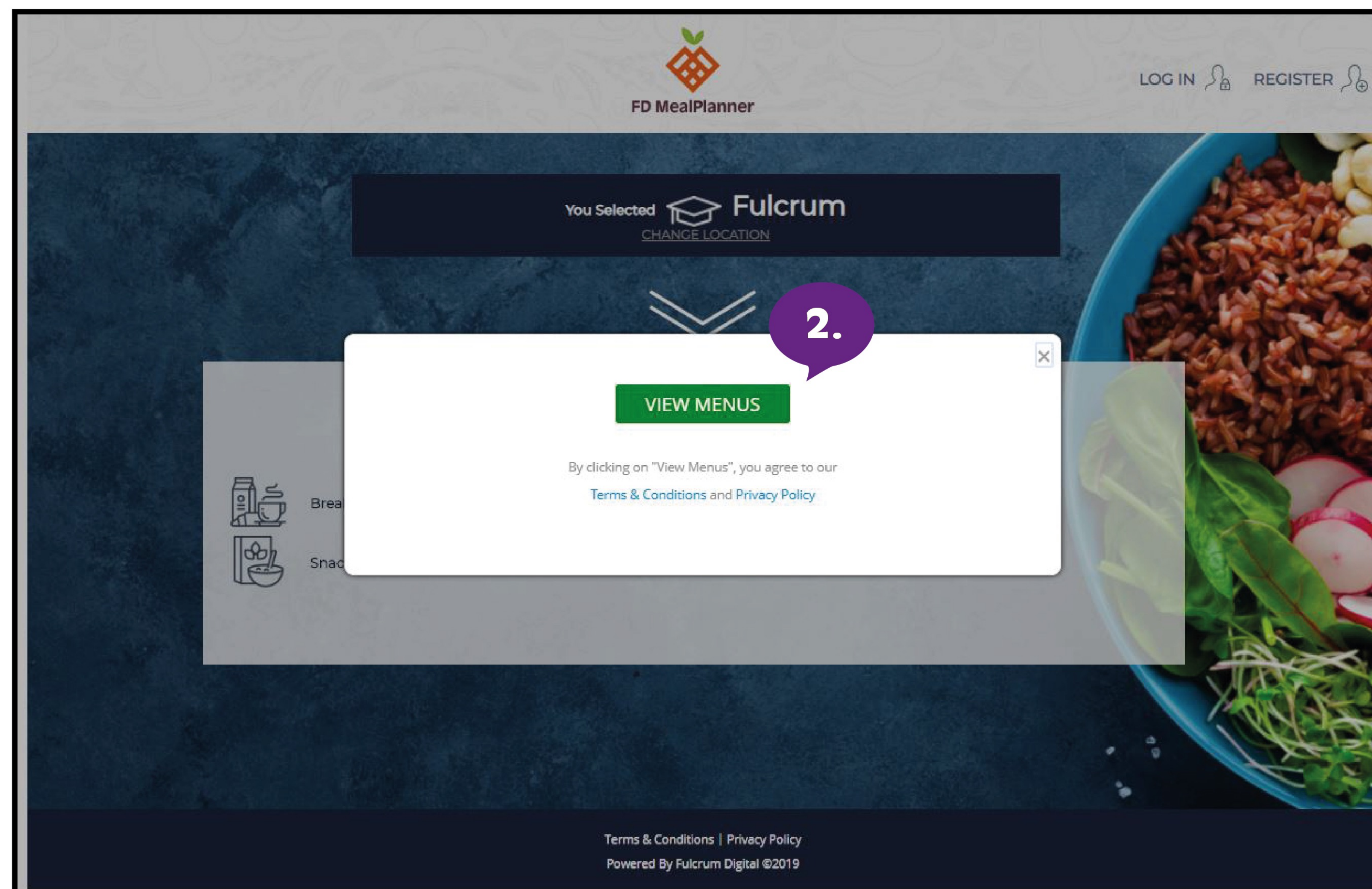
Mobile users must download the free “FD MealPlanner” app.
(IOS devices use the app store and Android devices the Google Play Store).

*No user name or login is required for either platform to view data and menus, however if you want to save data or preferences you will need to create a username and password.

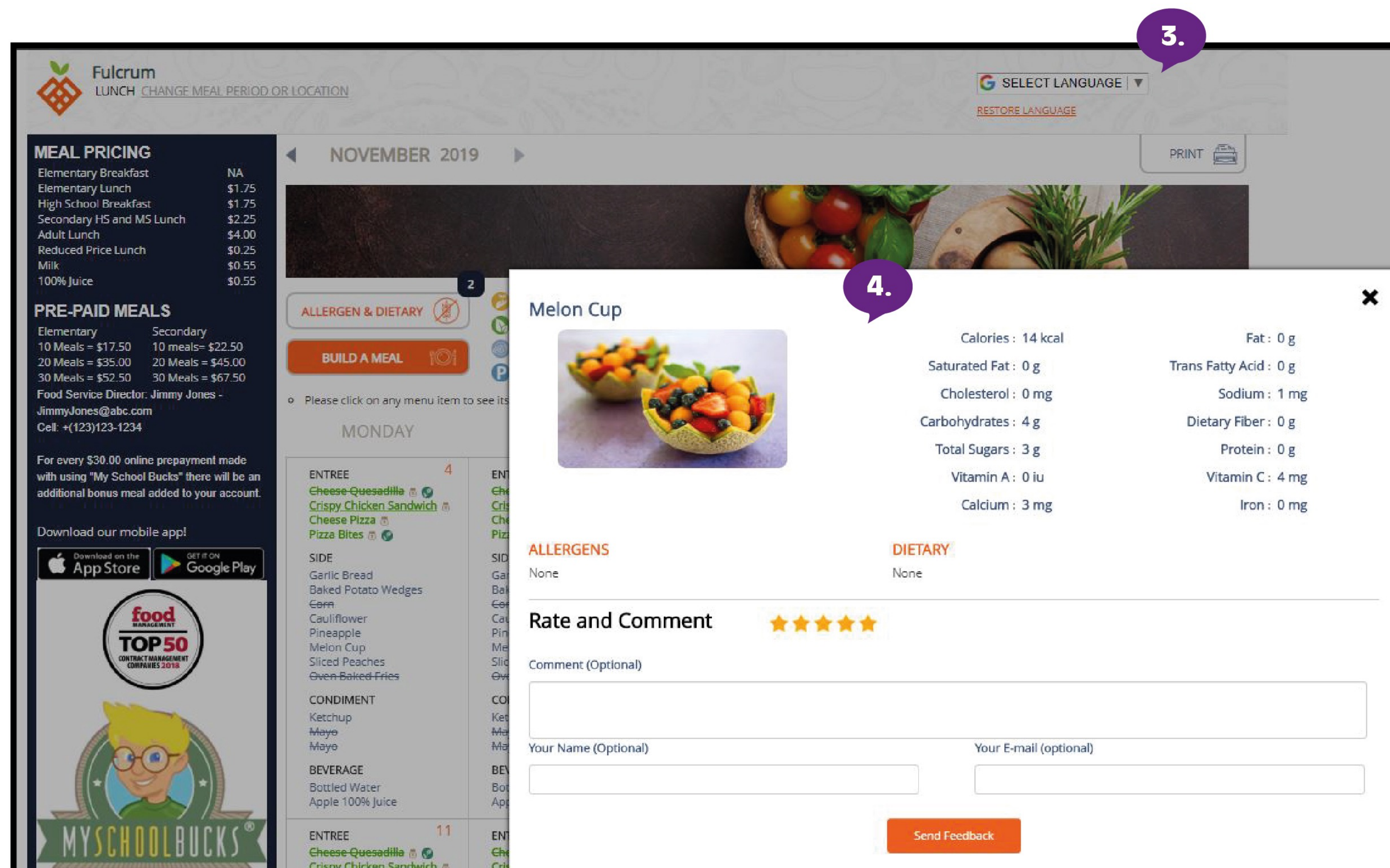
1. In the search bar, under FIND YOUR LOCATION type your cafeteria name and click on the search icon. All matching locations will appear.



2. Select the appropriate location, then select the meal period (Breakfast, Lunch, Dinner or Snack). A pop-up window will appear that says VIEW MENU, which is the terms and conditions agreement for viewing menus. Click the green view menu button to proceed. The menu belonging to the cafe and the meal period selected will now appear.



3. The default language is English. However, you can select another language to translate the menu from the top right corner.
4. To view nutritional or allergen information, simply click on any menu item. You can also rate the meal, leave comments or save the meal in your preferences (user login and password required for saving data.)



The screenshot displays the Fulcrum MealPlanner interface. On the left, there is a sidebar with 'MEAL PRICING' and 'PRE-PAID MEALS' sections. The main content area shows a calendar for 'NOVEMBER 2019' and a list of menu items for 'MONDAY'. A modal window is open for the 'Melon Cup' item, showing its image, nutritional information, allergens, and a 'Rate and Comment' section. Callout 3 points to the 'SELECT LANGUAGE' dropdown in the top right corner. Callout 4 points to the 'Melon Cup' menu item in the main list.

MEAL PRICING

Meal Type	Price
Elementary Breakfast	NA
Elementary Lunch	\$1.75
High School Breakfast	\$1.75
Secondary HS and MS Lunch	\$2.25
Adult Lunch	\$4.00
Reduced Price Lunch	\$0.25
Milk	\$0.55
100% Juice	\$0.55



PRE-PAID MEALS

Meal Type	Price
Elementary	Secondary
10 Meals = \$17.50	10 meals = \$22.50
20 Meals = \$35.00	20 Meals = \$45.00
30 Meals = \$52.50	30 Meals = \$67.50

Food Service Director: Jimmy Jones -
JimmyJones@abc.com
Cell: +(123)123-1234

For every \$30.00 online prepayment made with using "My School Bucks" there will be an additional bonus meal added to your account.

Download our mobile app!

food MANAGEMENT TOP 50 CONTRACT MANAGEMENT COMPANIES 2018

MYSCHOOLBUCKS

NOVEMBER 2019

ALLERGEN & DIETARY

BUILD A MEAL

Please click on any menu item to see its details.

MONDAY

ENTREE

- Cheese Quesadilla
- Crispy Chicken Sandwich
- Cheese Pizza
- Pizza Bites

SIDE

- Garlic Bread
- Baked Potato Wedges
- Corn
- Cauliflower
- Pineapple
- Melon Cup
- Sliced Peaches
- Even Baked Fries

CONDIMENT

- Ketchup
- Mayo
- Mayo

BEVERAGE

- Bottled Water
- Apple 100% Juice

Melon Cup

Calories : 14 kcal
Saturated Fat : 0 g
Cholesterol : 0 mg
Carbohydrates : 4 g
Total Sugars : 3 g
Vitamin A : 0 iu
Calcium : 3 mg

Fat : 0 g
Trans Fatty Acid : 0 g
Sodium : 1 mg
Dietary Fiber : 0 g
Protein : 0 g
Vitamin C : 4 mg
Iron : 0 mg

ALLERGENS

None

DIETARY

None

Rate and Comment

★★★★★

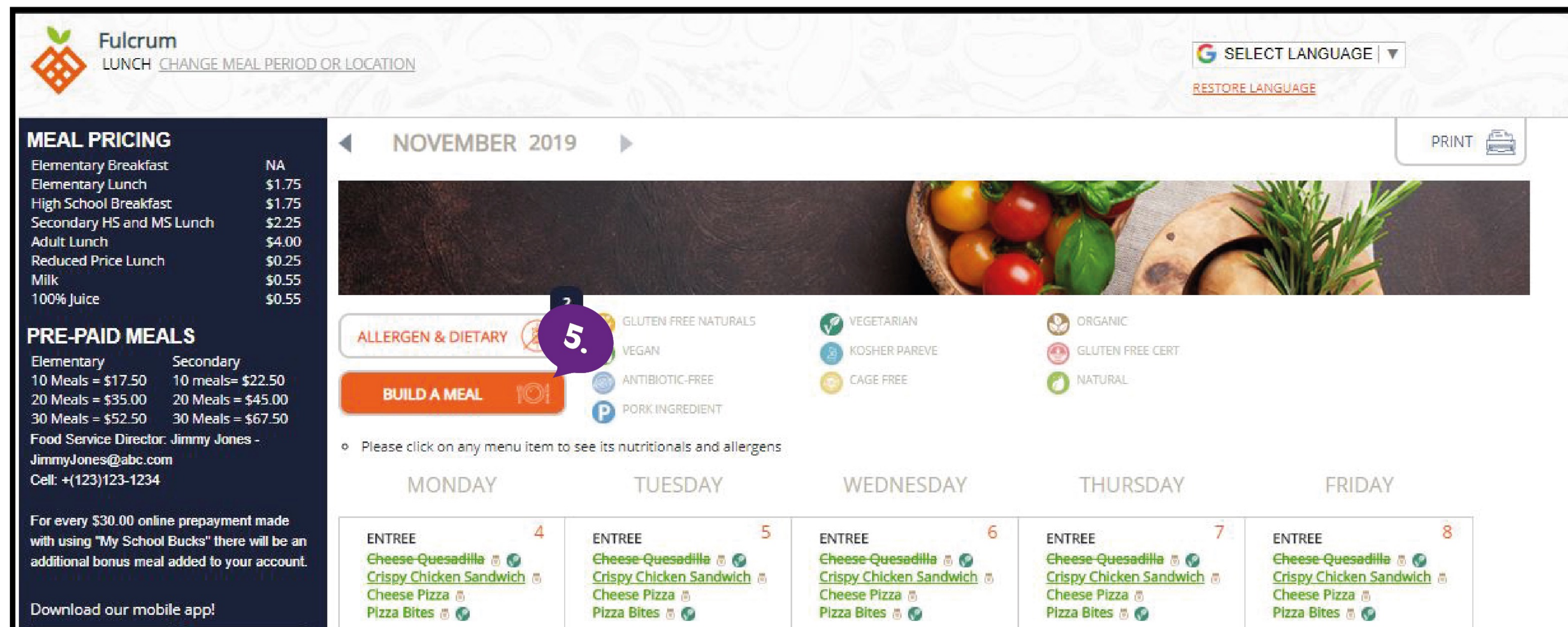
Comment (Optional)

Your Name (Optional)


Your E-mail (optional)




Send Feedback

- 5.** In addition to seeing one menu item, you can build a meal to see what an entire day's menu looks like. Click the orange BUILD A MEAL button on the upper left side of the menu. Select a day from the date box. When the menu items appear in the list format for the day selected, you can click the checkbox next to any menu item and the nutritional data and allergens will appear to the right. If you continue selecting multiple items that data will add up so you can see the total as a cumulative for the meal you have built. You can also click on the menu items directly to view the ingredient statement information.



Fulcrum
LUNCH [CHANGE MEAL PERIOD OR LOCATION](#)

SELECT LANGUAGE | 
[RESTORE LANGUAGE](#)

NOVEMBER 2019   [PRINT](#) 

MEAL PRICING

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ALLERGEN & DIETARY































BUILD A MEAL 

GLUTEN FREE NATURALS
VEGAN
ANTIBIOTIC-FREE
PORK INGREDIENT

VEGETARIAN
KOSHER PAREVE
CAGE FREE

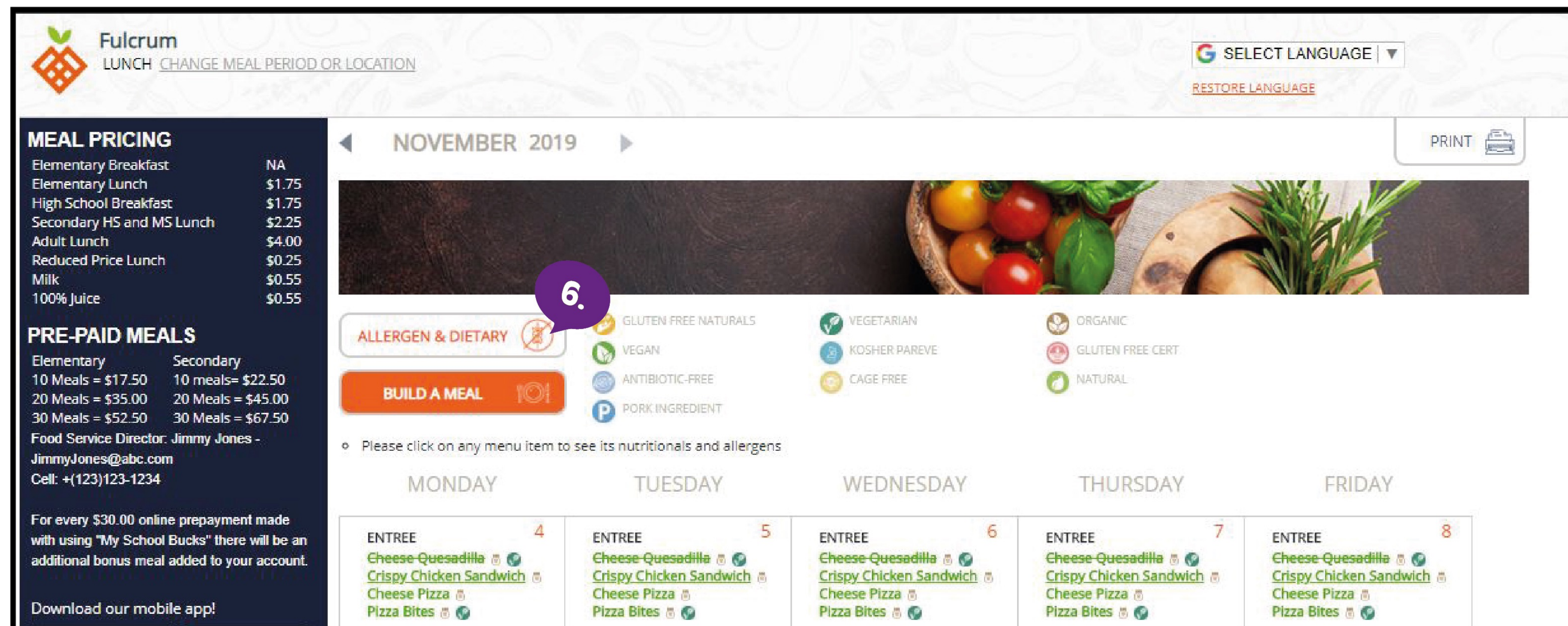
ORGANIC
GLUTEN FREE CERT
NATURAL

Please click on any menu item to see its nutritional and allergens

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
ENTREE  Cheese Quesadilla   Crispy Chicken Sandwich  Cheese Pizza  Pizza Bites 	ENTREE  Cheese Quesadilla   Crispy Chicken Sandwich  Cheese Pizza  Pizza Bites 	ENTREE  Cheese Quesadilla   Crispy Chicken Sandwich  Cheese Pizza  Pizza Bites 	ENTREE  Cheese Quesadilla   Crispy Chicken Sandwich  Cheese Pizza  Pizza Bites 	ENTREE  Cheese Quesadilla   Crispy Chicken Sandwich  Cheese Pizza  Pizza Bites 

- 6.** To search for menu items that eliminate specific allergens or to use dietary preferences, use the allergen & dietary button. Items containing selected allergens will be struck through and ones with chosen dietary preferences will be highlighted. Once checked off, close the window using the X in the upper right corner.

The left side panel shows meal pricing, contact person, links to pre- paid options and other information and resources.



Fulcrum
LUNCH [CHANGE MEAL PERIOD OR LOCATION](#)

[SELECT LANGUAGE](#) ▼
[RESTORE LANGUAGE](#)

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












NOVEMBER 2019 [PRINT](#)

ALLERGEN & DIETARY 

BUILD A MEAL 

- GLUTEN FREE NATURALS
- VEGETARIAN
- ORGANIC
- VEGAN
- KOSHER PAREVE
- GLUTEN FREE CERT
- ANTIBIOTIC-FREE
- CAGE FREE
- NATURAL
- PORK INGREDIENT

Please click on any menu item to see its nutritional and allergens

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
ENTREE 4 Cheese-Quesadilla   Crispy Chicken Sandwich  Cheese Pizza  Pizza Bites 	ENTREE 5 Cheese-Quesadilla   Crispy Chicken Sandwich  Cheese Pizza  Pizza Bites 	ENTREE 6 Cheese-Quesadilla   Crispy Chicken Sandwich  Cheese Pizza  Pizza Bites 	ENTREE 7 Cheese-Quesadilla   Crispy Chicken Sandwich  Cheese Pizza  Pizza Bites 	ENTREE 8 Cheese-Quesadilla   Crispy Chicken Sandwich  Cheese Pizza  Pizza Bites 

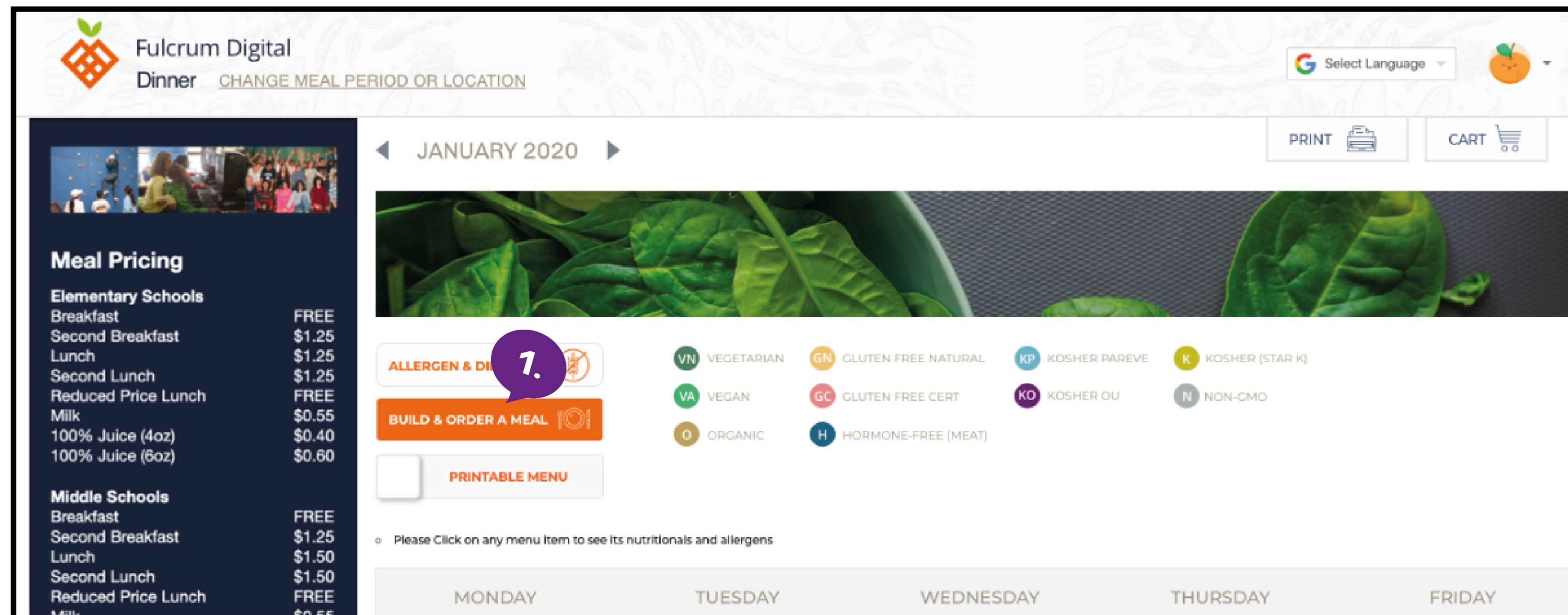


FD MealPlanner


Online Ordering

1. Build & Order a Meal – Build Your Meal



When available select the “Build & Order a Meal” button to begin the order customization and placement process.



Fulcrum Digital
Dinner [CHANGE MEAL PERIOD OR LOCATION](#)

Select Language 


← JANUARY 2020 →


PRINT  CART 

Meal Pricing

Elementary Schools	
Breakfast	FREE
Second Breakfast	\$1.25
Lunch	\$1.25
Second Lunch	\$1.25
Reduced Price Lunch	FREE
Milk	\$0.55
100% Juice (4oz)	\$0.40
100% Juice (6oz)	\$0.60

Middle Schools	
Breakfast	FREE
Second Breakfast	\$1.25
Lunch	\$1.50
Second Lunch	\$1.50
Reduced Price Lunch	FREE
Milk	\$0.55

ALLERGEN & DIETARY 7. 

BUILD & ORDER A MEAL 

PRINTABLE MENU

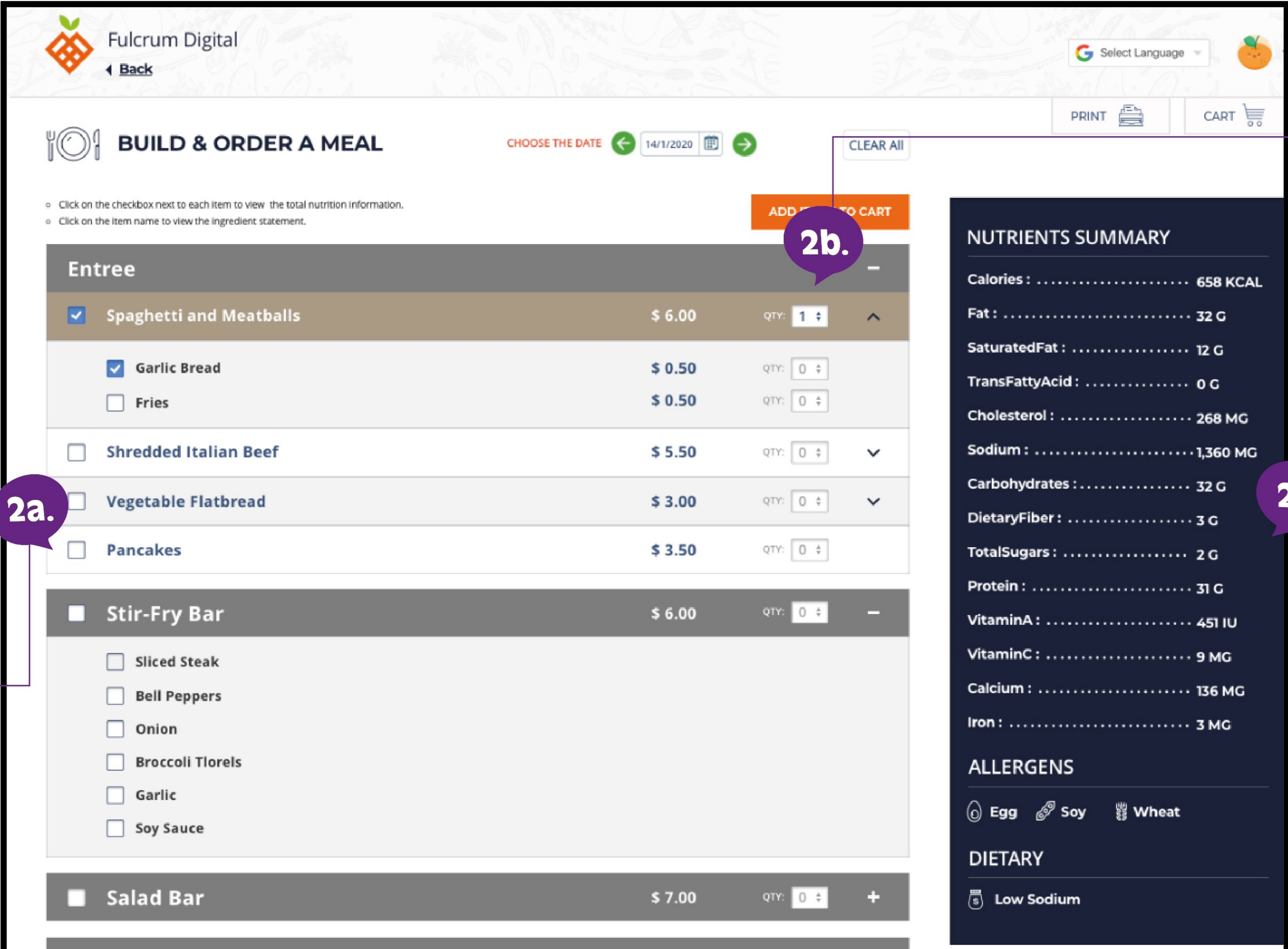
• Please Click on any menu item to see its nutritional and allergens

MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY

VN VEGETARIAN GN GLUTEN FREE NATURAL KP KOSHER PAREVE K KOSHER (STAR K)
 VA VEGAN GC GLUTEN FREE CERT KO KOSHER OU N NON-GMO
 O ORGANIC H HORMONE-FREE (MEAT)

2. Build & Order a Meal – Build Your Meal

Once selected build a meal consisting of Food Bars, Entrees, Beverages, Condiments etc.



The screenshot shows the 'BUILD & ORDER A MEAL' interface. At the top, there's a header with the Fulcrum Digital logo, a 'Back' button, a date selector (14/1/2020), a 'CLEAR ALL' button, and a 'CART' button. Below the header, there are instructions: 'Click on the checkbox next to each item to view the total nutrition information.' and 'Click on the item name to view the ingredient statement.' The main menu is divided into sections: 'Entree', 'Stir-Fry Bar', and 'Salad Bar'. The 'Entree' section is currently selected and shows a list of items with checkboxes, prices, and quantity selectors. The 'Stir-Fry Bar' section is also visible with a list of ingredients. The 'Salad Bar' section is at the bottom. On the right side, there is a 'NUTRIENTS SUMMARY' panel showing various nutritional values like Calories, Fat, Sodium, etc. Below this is an 'ALLERGENS' section and a 'DIETARY' section. Annotations with callouts point to specific features: '2a.' points to the 'Add Custom Components' text; '2b.' points to the 'ADD TO CART' button; '2c.' points to the 'NUTRIENTS SUMMARY' panel. The text 'Adjust QTY' points to the quantity selector for the 'Spaghetti and Meatballs' item.

2a. Add Custom Components

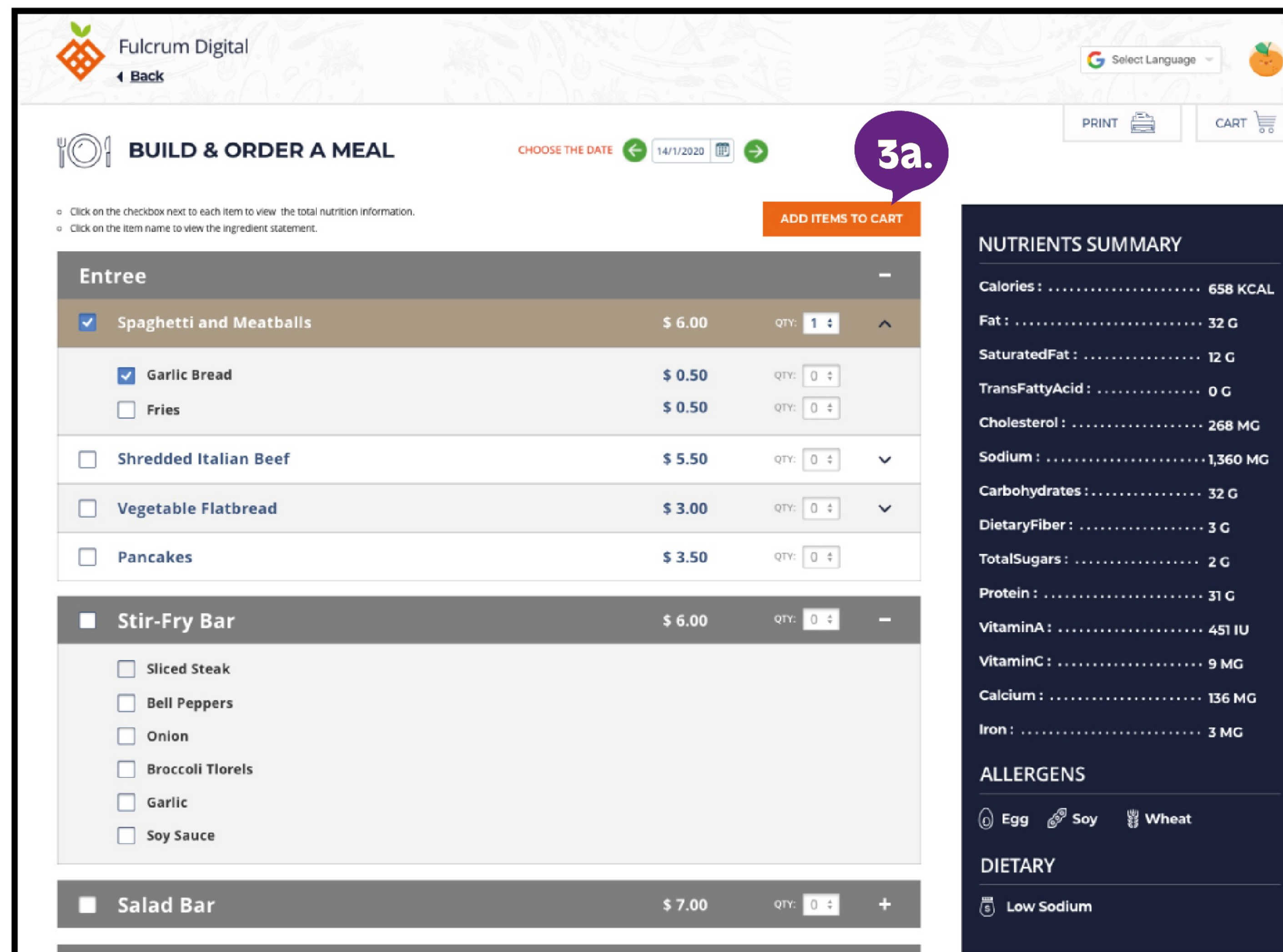
2b. ADD TO CART

2c. View Diet/ Nutritional Totals

Adjust QTY

3. Build & Order a Meal – Checkout

Once your meal is built select “Add Items To Cart” to proceed. After Previewing the cart select Checkout.



Fulcrum Digital
← Back

Select Language

BUILD & ORDER A MEAL CHOOSE THE DATE 14/1/2020

PRINT CART

ADD ITEMS TO CART

Click on the checkbox next to each item to view the total nutrition information.
Click on the item name to view the ingredient statement.

Entree		
<input checked="" type="checkbox"/> Spaghetti and Meatballs	\$ 6.00	QTY: 1
<input checked="" type="checkbox"/> Garlic Bread	\$ 0.50	QTY: 0
<input type="checkbox"/> Fries	\$ 0.50	QTY: 0
<input type="checkbox"/> Shredded Italian Beef	\$ 5.50	QTY: 0
<input type="checkbox"/> Vegetable Flatbread	\$ 3.00	QTY: 0
<input type="checkbox"/> Pancakes	\$ 3.50	QTY: 0

Stir-Fry Bar		
<input type="checkbox"/> Sliced Steak		
<input type="checkbox"/> Bell Peppers		
<input type="checkbox"/> Onion		
<input type="checkbox"/> Broccoli Florets		
<input type="checkbox"/> Garlic		
<input type="checkbox"/> Soy Sauce		

Salad Bar		
<input type="checkbox"/> Salad Bar	\$ 7.00	QTY: 0

NUTRIENTS SUMMARY

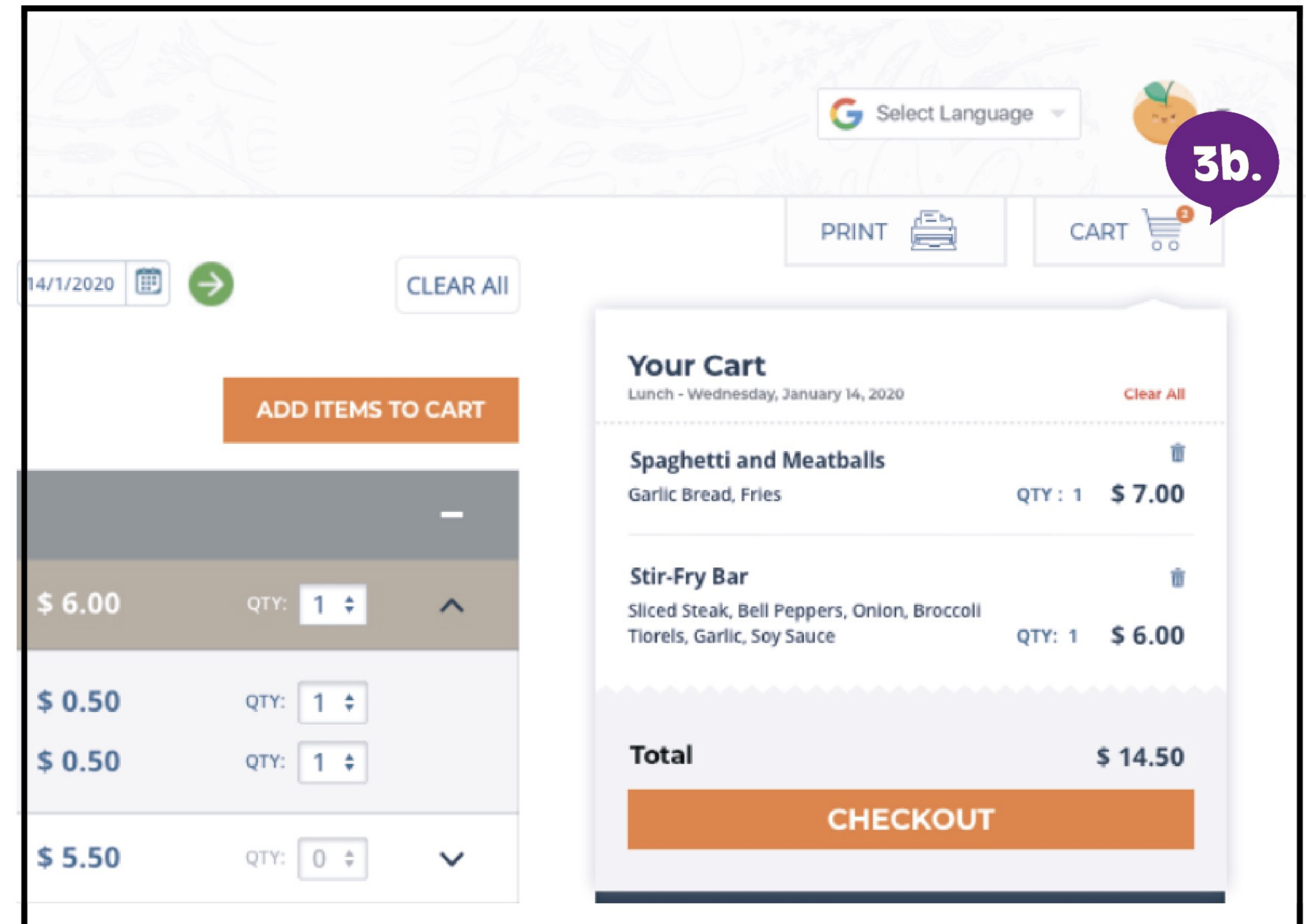
Calories : 658 KCAL
Fat : 32 G
SaturatedFat : 12 G
TransFattyAcid : 0 G
Cholesterol : 268 MG
Sodium : 1,360 MG
Carbohydrates : 32 G
DietaryFiber : 3 G
TotalSugars : 2 G
Protein : 31 G
VitaminA : 451 IU
VitaminC : 9 MG
Calcium : 136 MG
Iron : 3 MG

ALLERGENS

Egg Soy Wheat

DIETARY

Low Sodium



Select Language

14/1/2020 CLEAR ALL

PRINT CART

ADD ITEMS TO CART

Your Cart
Lunch - Wednesday, January 14, 2020

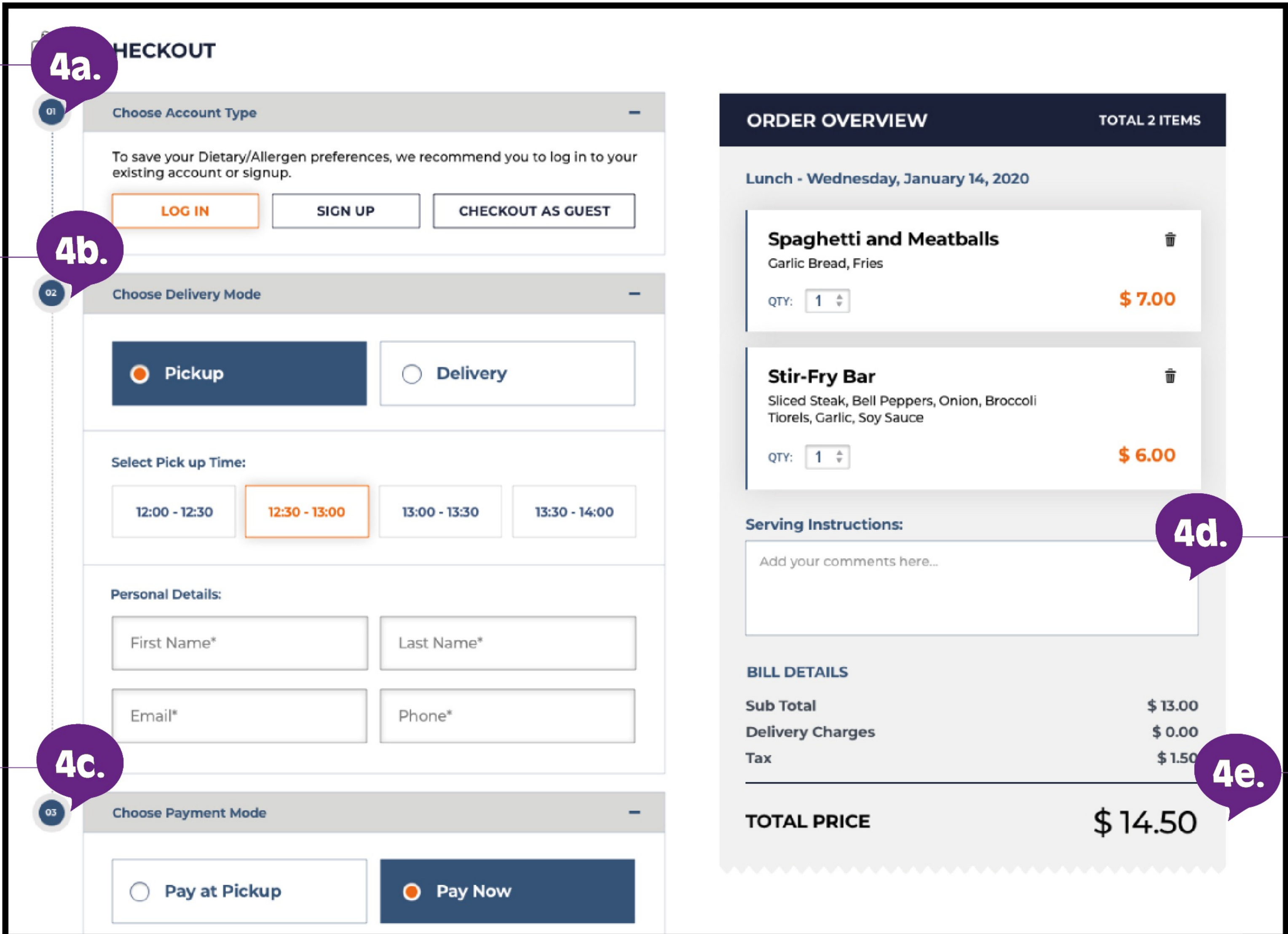
Clear All

Spaghetti and Meatballs	QTY: 1	\$ 7.00
Garlic Bread, Fries		
Stir-Fry Bar	QTY: 1	\$ 6.00
Sliced Steak, Bell Peppers, Onion, Broccoli Florets, Garlic, Soy Sauce		
Total		\$ 14.50

CHECKOUT

4. Build & Order a Meal – Checkout

Via the checkout page follow the appropriate steps including selecting Account Type (Guest/Login), Delivery Mode (Pickup/Delivery), Payment Mode (Pay at Pickup/Pay Now). Ensure all mandatory fields are completed.



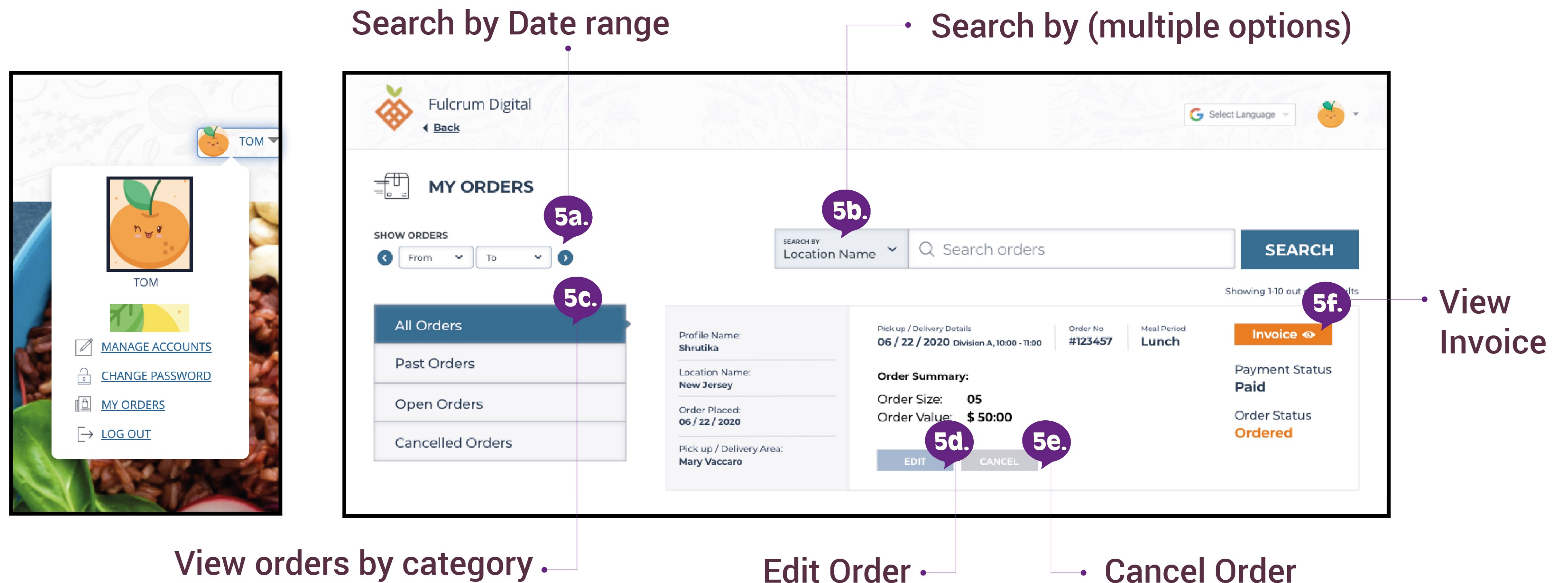
The screenshot shows the checkout process with the following sections and annotations:

- Account Type (4a):** Choose Account Type. Options: LOG IN, SIGN UP, CHECKOUT AS GUEST.
- Delivery Mode (4b):** Choose Delivery Mode. Options: Pickup (selected), Delivery.
- Payment Mode (4c):** Choose Payment Mode. Options: Pay at Pickup, Pay Now (selected).
- Order Overview (4d, 4e):**
 - 4d:** Serving Instructions: Add your comments here...
 - 4e:** BILL DETAILS: Sub Total (\$13.00), Delivery Charges (\$0.00), Tax (\$1.50), TOTAL PRICE (\$14.50).
- 4f:** PLACE ORDER button.

*See restaurant for return and cancellation policy

5. My Orders

Click on 'My Orders' in the Profile dropdown to view My Orders page. Check the historical orders and Edit/Cancel any future orders. Click on EDIT button routes you back to the Cart/Order Overview section of the selected order. Here, you can delete items, or route back to 'Build A Meal' page to add new items. You can place your new edited order by click on 'Place Order' button.



The screenshot shows the 'My Orders' page with the following annotations:

- 5a.** Search by Date range: Points to the 'SHOW ORDERS' section with 'From' and 'To' dropdowns.
- 5b.** Search by (multiple options): Points to the 'SEARCH BY' dropdown menu.
- 5c.** View orders by category: Points to the 'All Orders' tab in the left sidebar.
- 5d.** Edit Order: Points to the 'EDIT' button.
- 5e.** Cancel Order: Points to the 'CANCEL' button.
- 5f.** View Invoice: Points to the 'Invoice' button.

The page layout includes a top header with the Fulcrum Digital logo and a 'Select Language' dropdown. The main content area is titled 'MY ORDERS' and features a 'SHOW ORDERS' section with date range filters. A sidebar on the left allows filtering by category: 'All Orders', 'Past Orders', 'Open Orders', and 'Cancelled Orders'. The main content displays order details for a specific order, including profile information, pickup/delivery details, order summary, and status. The order summary shows an order size of 05 and a value of \$50:00. The status is 'Ordered'.



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