

# SchoolBitez - User Guide

Welcome to SchoolBitez Lunch Ordering system. SchoolBitez lets you place your lunch orders via the following ways: -

- a) Desktop or Laptop using an Internet Browser.
- b) Mobile phone using an Internet Browser.
- c) Mobile App downloadable from Apple and Android App Stores.

This guide walks you through each ordering option


## Desktop or Laptop

Open your internet browser and type <https://mcgillicuddys.schoolbitez.com/#/login> in the address bar. This will take you to the Login screen of the ordering system.

### Signup/ Login

Click on Create New Account button to sign up as a new user. If you already have an account created, enter your credentials to Login.

## SchoolBitez Login




San Jose, CA - 95173  
Phone: 1800 800 1234  
Email: info@schoolbitez.com

**Username**

  
**Password**

[Forgot Password](#)

### SchoolBitez - New Account



San Jose, CA - 95173  
Phone: 1800 800 1234  
Email: info@schoolbitez.com

**Username**

**Email Address**

**Password**

**Confirm Password**


Already have an account? [Login](#)

Forgot Password? [Reset](#)

## Forgot Password

If you got an error during Sign up that an account already exists for this email address, you can use Forgot Password link on the Sign up or Login screen to reset your Password.

### SchoolBitez - Reset Password



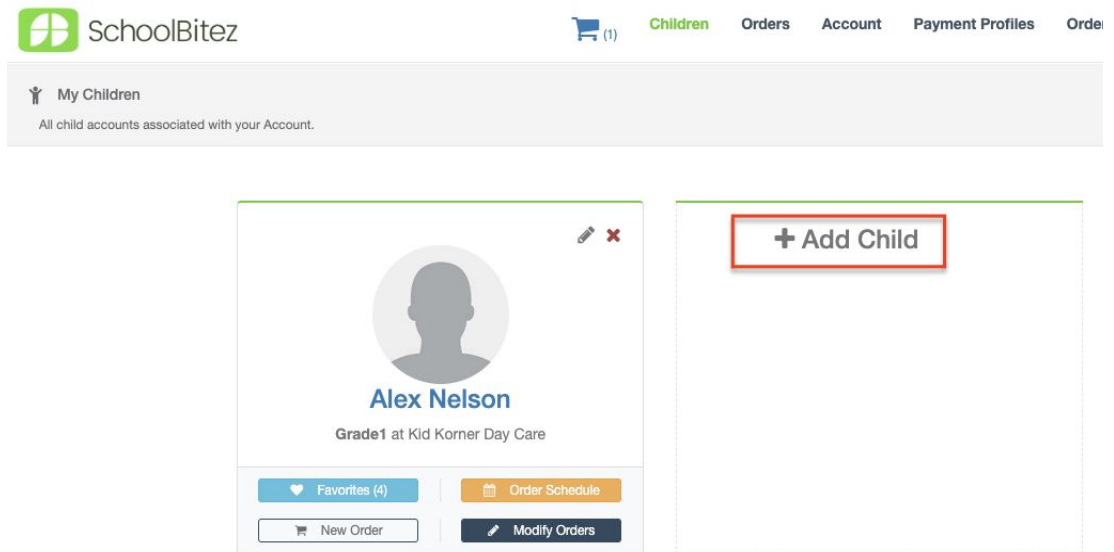
San Jose, CA - 95173  
Phone: 1800 800 1234  
Email: info@schoolbitez.com

Enter your Account username or email to reset your forgotten password.

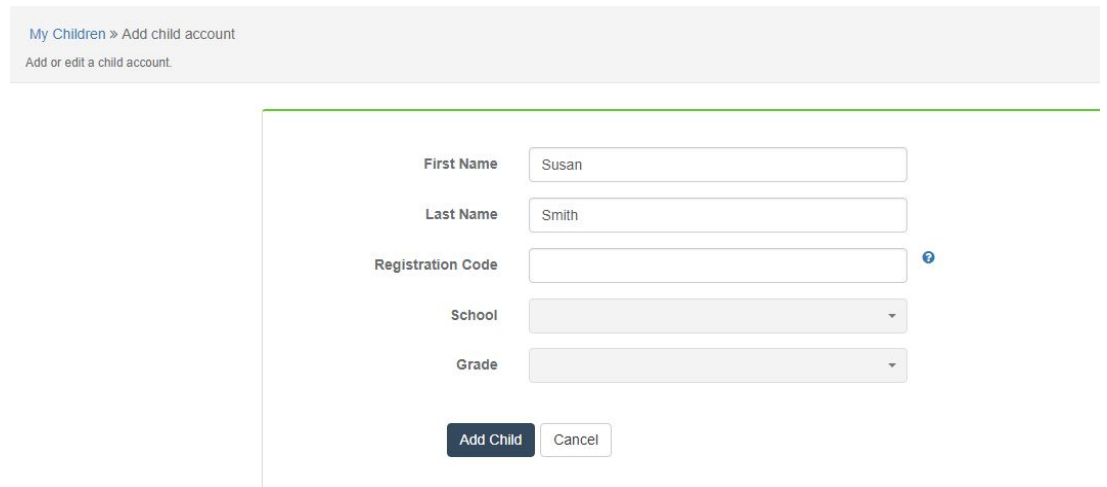
## Set up Child Accounts

Once you have successfully signed up and logged into SchoolBitez, you are ready to setup one or more Child accounts, you want to place orders for. Click on **Children** link in the navigation menu

Once you are on the My Children page, click on the **Add Child** button as highlighted below to set up a new Child Account.

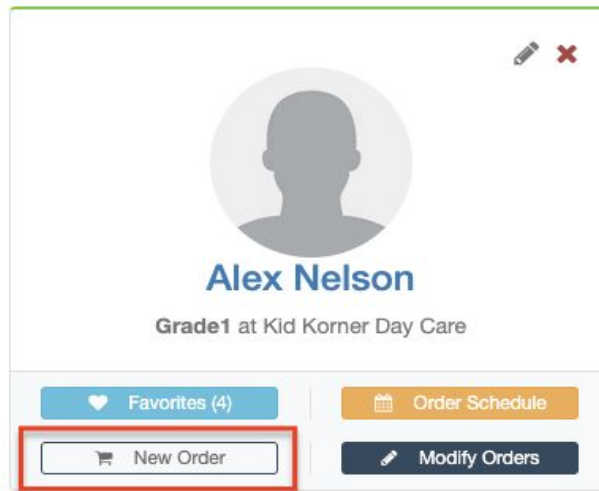


This will open the Add Child page. Enter your Child's details including their School and Grade.




## Place an Order

- 1) Now that you have set up the Child Account, you are ready to start your first Order. Staying on the Children page, click on New Order button to start a new Order.



- 2) This will start the Order wizard which is a 4 step process. Let's walk through each step. On the first step select the Manual ordering Option and select the portion size you would like to order for your Meal orders. Click **Next** when ready.

 **New Order**  
Create New or Modified Order by selecting Items and completing the checkout process.

1 Start Order      2 Select Items      3 Checkout      4 Order Receipt

**Item Selection Mode**

**Auto Select Items** ⓘ

Place orders based on selected favorites (ranked from 1 to 5 hearts) for a date range.

**Manually Select** ⓘ

Place orders for individual items on specific days, or days a favorite was not available.

**Select Children and Portion Size**

Alex Nelson      Regular ▾

Favorites      4 Meals, 0 Drinks, 0 Snacks ⓘ

**Next** →

3) The next screen will let you add items to your Cart for each day in the selected month. As you add items to your cart, you will see the Order Summary showing you the order total

The screenshot displays the 'Select Items' step of the ordering process. At the top, a progress bar indicates the current step is '2 Select Items'. The main area is a calendar for 'JANUARY, 2019'. Each day's entry shows a list of menu items with a plus sign to add them to the cart. A red box highlights the plus sign for 'Chicken Tenders' on Tuesday, 01, with a callout 'Add Item to Cart'. In the top right, a red box highlights the 'Select Calendar Mode' button. On the right, the 'Order Summary' shows a total of \$0.00 and a 'Proceed to Checkout (\$0.00)' button.

4) Complete the checkout process by providing your Credit Card Number or Checking A/c Details if that option is available.

The screenshot shows the 'Checkout' step. The progress bar at the top indicates '3 Checkout'. The main area is divided into sections: 'Coupon' with a 'Use Coupon' field and 'Apply' button; 'Payment Information' where the user is to 'Pay \$10.93 using Credit Card/ ECheck below.' The 'Credit Card' option is selected, and fields for card details are visible. On the right, the 'Order Summary' shows a total of \$10.93 and a 'Place Order (\$10.93)' button.

5) Once all credit card information is filled in, click on Place Order to complete your test Order. Once your payment gateway successfully processes the Test transaction, you will be taken to the Order Receipt shown below.

1 Start Order      2 Select Items      3 Checkout      4 Order Receipt

Your payment was processed successfully. Thank you for your Order.

✔ Order Receipt	
Order Date	Dec 20, 2018
Credit Card Payment	\$10.93 (Transaction Id - 60114004501)
Order #	G-9207-3090338
Child Name	John Smith
Gross Amount	\$9.98
Coupon Savings	\$0.00
Service Fee	\$0.08
Sales Tax	\$0.87
Order Total	\$10.93

[View John Smith's Order Schedule here.](#)

## Mobile (Internet Browser) and Mobile App

You can use your Mobile phone to access SchoolBitez in one of the following two ways:

- a) Internet Browser - Using Internet browser on your mobile phone, visit <https://mcgillcuddys.schoolbitez.com/#/login>.
- b) Download our Mobile Apps for Iphone or Android by clicking on the following links: -



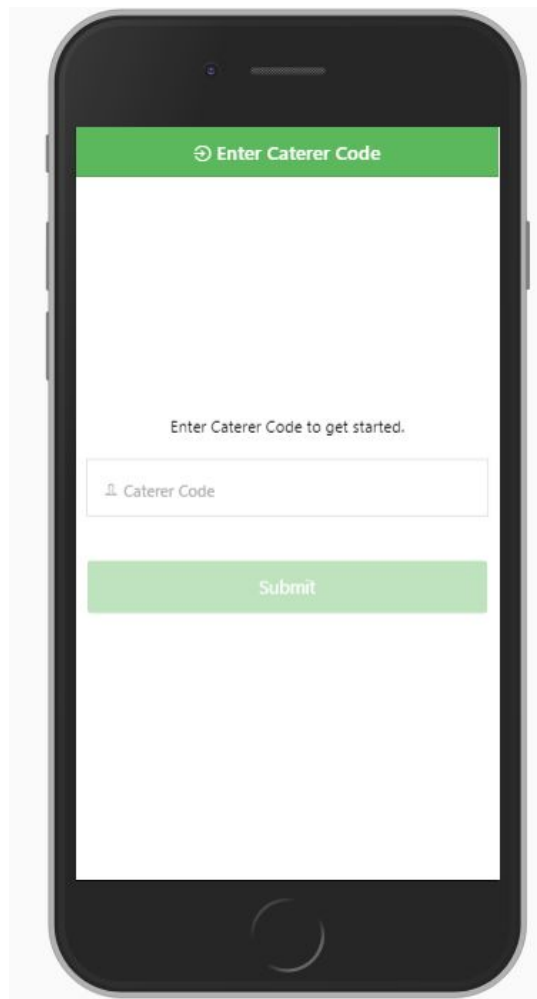
<https://itunes.apple.com/us/app/schoolbitez/id1325515365?mt=8>



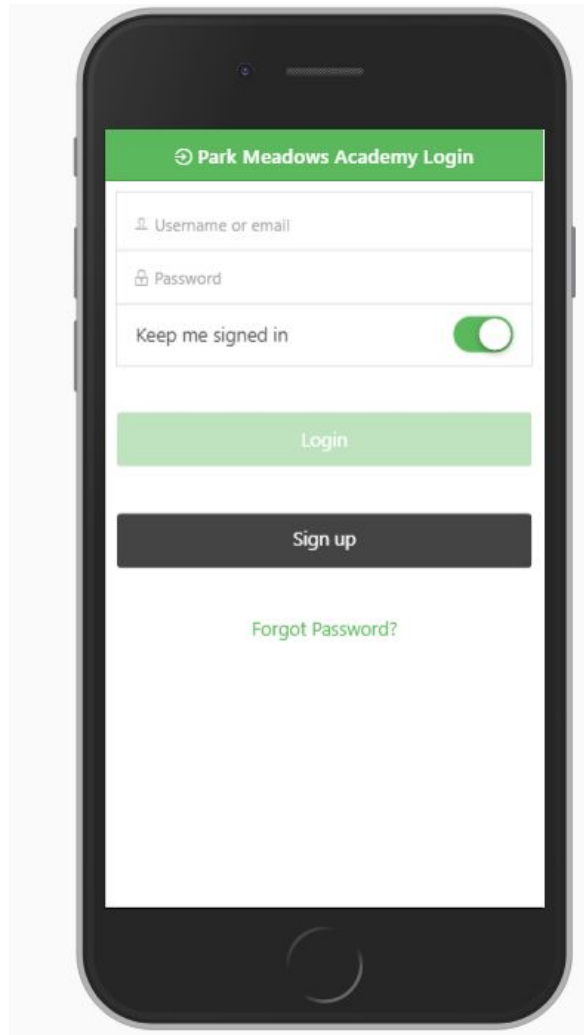
<https://play.google.com/store/apps/details?id=com.nlogic.easylunch&pcampaignid=MKT-Other-global-all-co-prtnr-py-PartBadge-Mar2515-1>

When you launch SchoolBitez Mobile App for the first, you will be asked to enter a School/ Caterer Code.

Please enter the caterer code **mcgillicuddys**







Login to your SchoolBitez Account using your login credentials. If you don't have a SchoolBitez account yet, click on the Sign up button.




Once you are logged in, you will be taken to the Children Page. You can Add a Child from this page by clicking on the **Add Child** button.

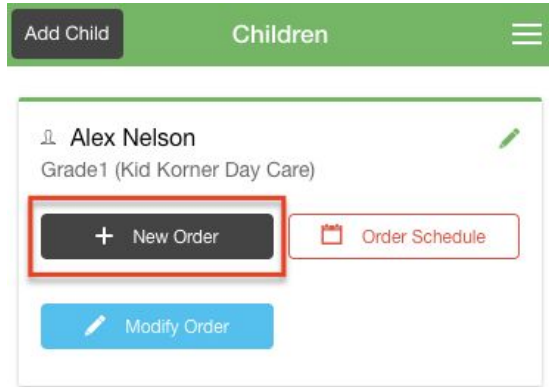


 Alex Nelson   
Grade1 (Kid Korner Day Care)

 New Order  Order Schedule

 Modify Order

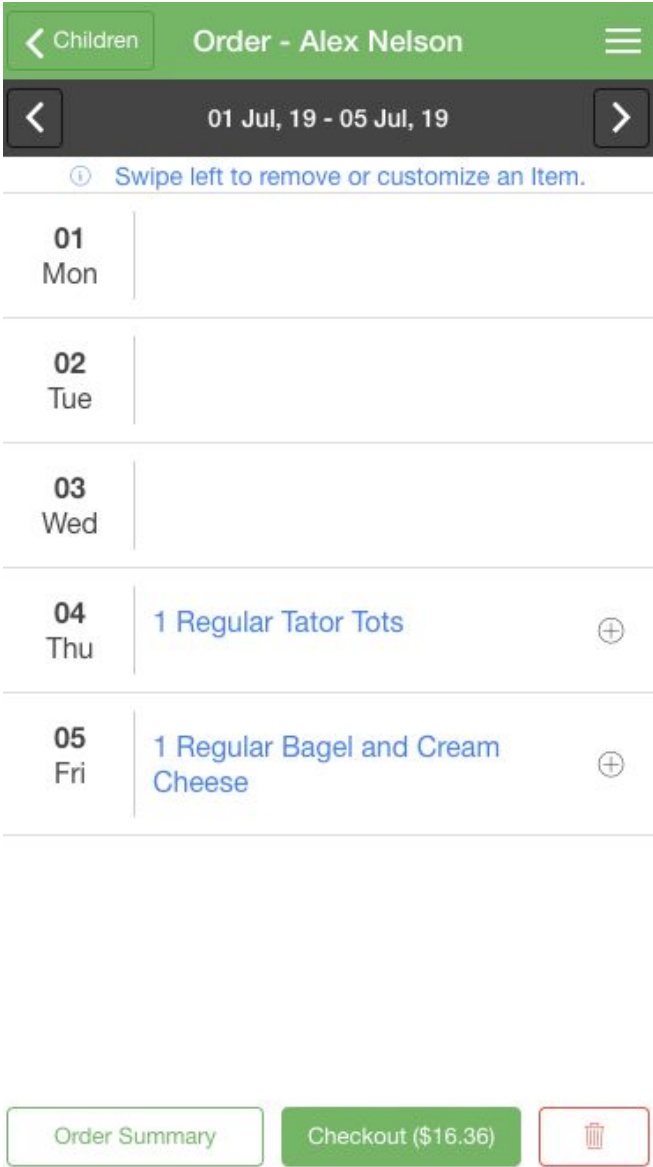
Click on New Order to start a new Order for the Child.



This will open the Order page. Use the Left and Right Arrows to move between weeks.

Click on the + button to add orders for that day.

Once you are ready to checkout, click on the Checkout button.




You will be taken to a Checkout Page. You can pay using your Credit Card or Echeck (if available).

Once you have entered your Credit Card information, click on the Place Order button.

< Cart **Place Order (\$16.36)** ☰

Apply Coupon

Pay **\$3.11** from my Account Balance.

 Pay **\$13.25** using Credit Card or ECheck

Saved CC or ECheck New Card

✔ Place Order

Once your payment is successfully processed, your Order will be complete and you will be shown an Order Receipt.

Order - KKDC-2431-3091790



✓ Thank you for your Order. Order details are below.

Order Id                      KKDC-2431-3091790

Order Date                    30 June 2019

Child                            Alex Nelson

Gross Amount                \$9.98

Service Fee                    \$0.08

Sales Tax                      \$0.87

Order Amount                \$10.93

Credit Card Payment        \$7.82



Children



Orders



Favorites



Account

You can view all your existing Order by clicking on the Order tab at the bottom of your screen.

New Order

My Orders



Date	Order Id/ Student	Amount
06/30	KKDC-2431-3091790 Alex Nelson	\$10.93
06/19	KKDC-2431-3091789 Alex Nelson	\$11.48
06/19	KKDC-2431-3091788 Alex Nelson	\$1.71
06/18	KKDC-2431-3091739 Alex Nelson	\$5.51
06/18	G-9207-3091738 Craig Nelson	\$5.19
06/15	KKDC-2431-3091688	\$5.51



Children



Orders



Favorites



Account