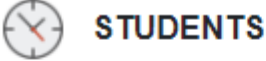



Canteen Ordering Online

An order for the Canteen can be submitted online by using the St Eddies Dashboard (<https://dashboard.stedmunds.act.edu.au/>). The ordering system has been set up so that a parent/guardian is able to submit an order for any student under their care along with any students in Years 7 - 12 able to submit an order for themselves

Once signed into the St Eddies Dashboard, if you're logged in as a parent/guardian you will first need to select which student the order will be submitted for. This can be done by clicking on the 'More Details' button. This will then reload the page into that particular students view.



STUDENTS

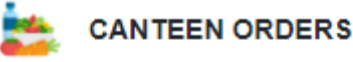


FirstName (XXXX)
Year: X
Head of House: Name
Tutor: Name


[Student Classes](#)

[More Details](#)

Once the new page has loaded scroll down slightly and the 'Canteen Orders' box should appear on the left hand side. Simply click on the 'Click to load data' option or the little icon in the top left hand corner to load the element.



CANTEEN ORDERS



Click to load data

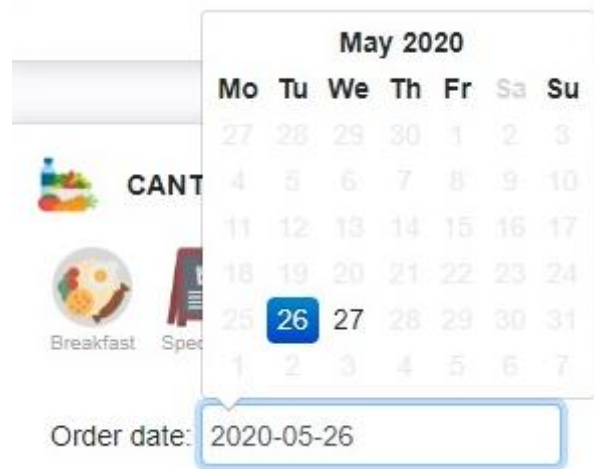
Once the element has loaded a green 'Create Order' button will appear. Click on it to begin placing an order.



CANTEEN ORDERS

[Create order](#)

The first thing to note is the day which the order is being placed for. By default it will select the current date and orders are currently limited to one day in advance. To change the date simply click on the 'Order Date' box and select which day the order is for.



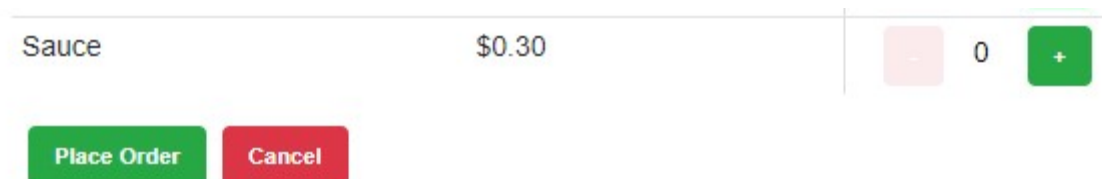
The menu is divided into different sections based on the type of food. Simply click the relevant section and it will load the relevant menu items.



Click the green '+' button to add that item to the order or click the red '-' button to remove it.

HOT FOOD						
AVAILABLE RECESS & LUNCH EVERYDAY						
Cruiser Lite Pie	\$3.50	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Sausage Roll	\$3.50	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>	<input type="text" value="1"/>
Chicken Burger	\$5.00	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Once all the items have been added click the 'Place Order' button at the bottom of the element to lodge the order with the canteen.



Any submitted orders will be displayed in the same 'Canteen Orders' window.



CANTEEN ORDERS

Create order

Tomorrow

Name	Q	Period	Price	Total
Sausage Roll	1	Recess	\$3.50	\$3.50
Chicken Burger	1	Lunch	\$5.00	\$5.00
Sauce	1	Lunch	\$0.30	\$0.30
			Total:	\$8.80