

# Tuckshop – Parents Short Guide to Ordering

## Ordering from the Quick Order Form

1. Select **Tuckshop** from the home page.



2. Select the **Date**, **Student** and **Meal Session** to show the menu for that day and session.
3. Select the **Plus Symbol** to add the selected item to the cart - repeat to add more. Your order list will be shown at the top left of the form.



4. **Change** the Date, Student or Meal Session if you wish and continue shopping (each order will be labelled with the appropriate details)
5. View your shopping cart and Check Out

## Managing “My Account”



You can add students, review your orders, cancel and order and many other actions from the My Account menu.

