

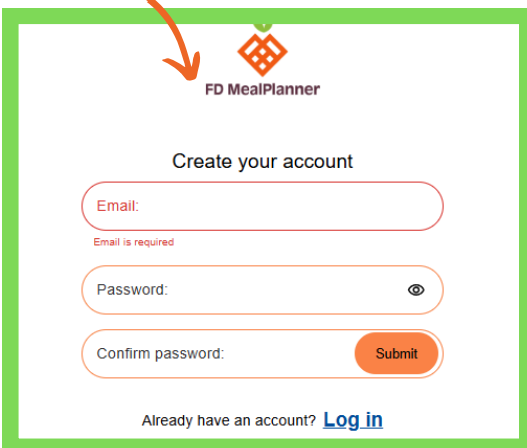
FD MealPlanner Instructions

1. <https://www.fdmealplanner.com/#menu/mp/community%20character%20school>
2. Create an account or log in

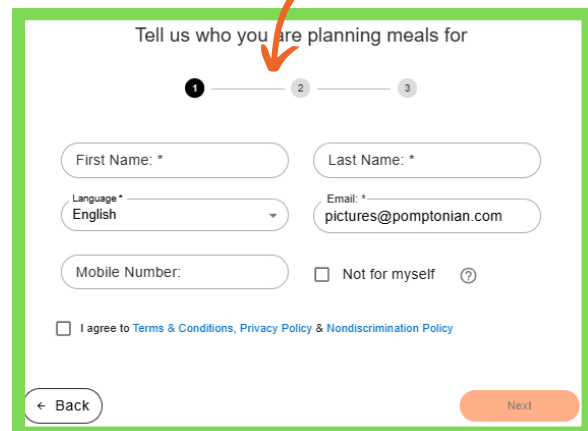
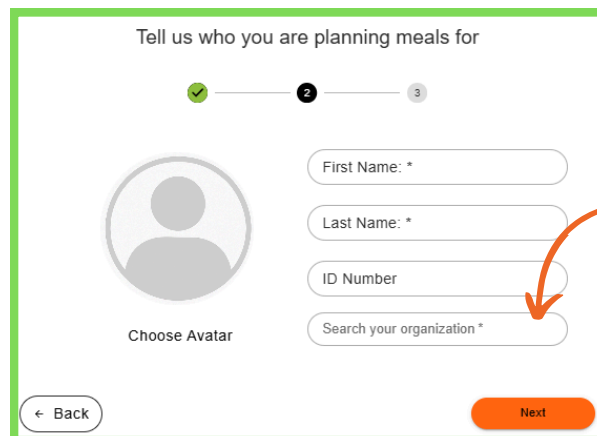


3. Enter information into required fields.

Your Information

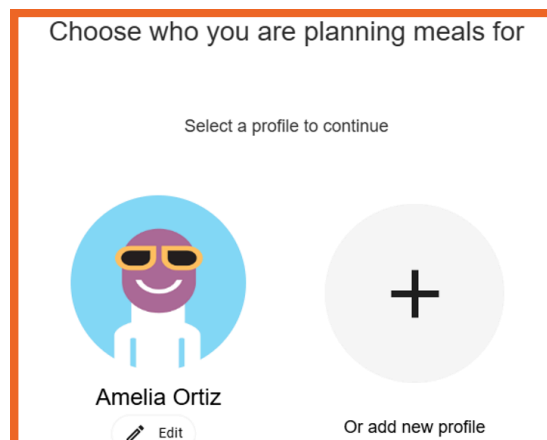
A screenshot of the "Create your account" form. It has the FD MealPlanner logo at the top. The form includes fields for "Email:", "Password:", and "Confirm password:". Below the email field is a red error message "Email is required". There is a "Submit" button in an orange rounded rectangle. At the bottom, it says "Already have an account? [Log in](#)". A green border surrounds the entire form, and an orange arrow points from the "Your Information" text to the email field.

Your Child's Information

A screenshot of the "Tell us who you are planning meals for" form, step 1 of 3. It includes fields for "First Name: *", "Last Name: *", "Language *" (with a dropdown menu showing "English"), and "Email: *" (with the value "pictures@pomptonian.com"). There is also a "Mobile Number:" field and a checkbox for "Not for myself" with a help icon. At the bottom, there is a checkbox for "I agree to [Terms & Conditions](#), [Privacy Policy](#) & [Nondiscrimination Policy](#)", a "Back" button, and a "Next" button. A green border surrounds the form, and an orange arrow points from the "Your Child's Information" text to the "First Name" field.A screenshot of the "Tell us who you are planning meals for" form, step 2 of 3. It shows a progress bar with a green checkmark at step 1 and a black dot at step 2. There is a "Choose Avatar" section with a grey person icon. To the right are fields for "First Name: *", "Last Name: *", "ID Number", and "Search your organization *". At the bottom, there is a "Back" button and a "Next" button. A green border surrounds the form, and an orange arrow points from the "Select Your Child's School" text to the "Search your organization" field.

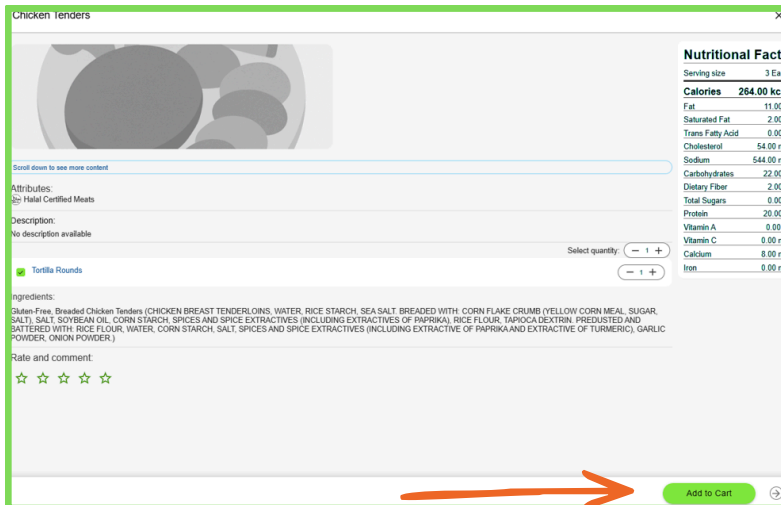
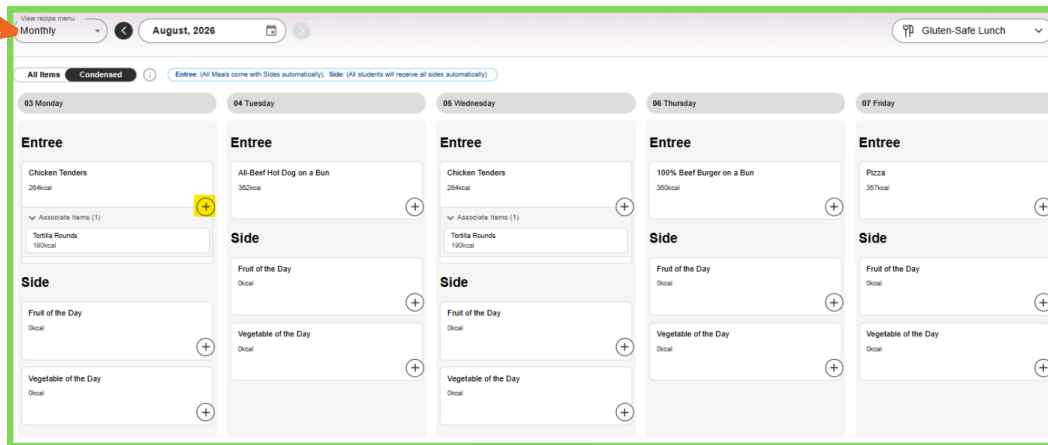
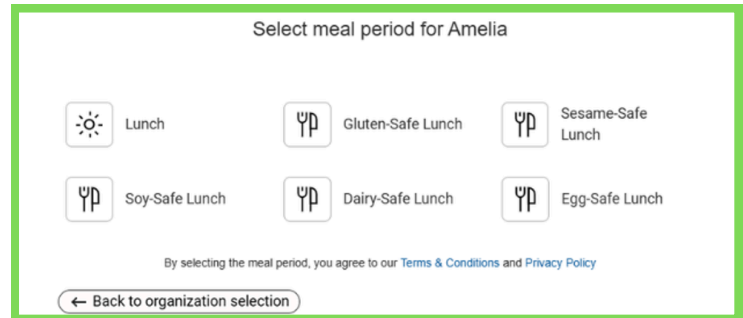
Select Your
Child's School

4. Log in & Select Profile

A screenshot of the "Choose who you are planning meals for" screen. It says "Select a profile to continue" at the top. There are two options: a profile for "Amelia Ortiz" with a blue circular avatar showing a person with purple hair and sunglasses, and a button with a plus sign labeled "Or add new profile". Below the Amelia Ortiz profile is an "Edit" button with a pencil icon. The entire screen is enclosed in an orange border.

FD MealPlanner Instructions

5. Select Meal Period
6. Select Grade Level, if Applicable
7. Select Week/Month

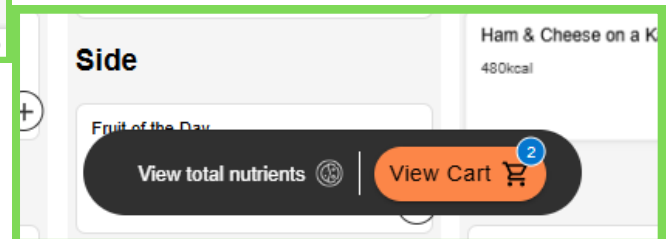


8. Select desired entree and milk variety. Fruit and vegetable will automatically be provided.

9. Click "Add to Cart"

10. If ordering for the entire month, repeat steps 7 & 8 for each day of the month

11. Click on the cart icon that appears on the bottom center of the screen



12. The checkout screen will load
13. Select Time Slot (child's lunch period)
14. Select Delivery Point
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 FD MealPlanner App
- ★ Meals must be ordered no later than 10pm, 7 days before the day of service.