



**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](http://www.fdmealplanner.com) in your computer's browser.

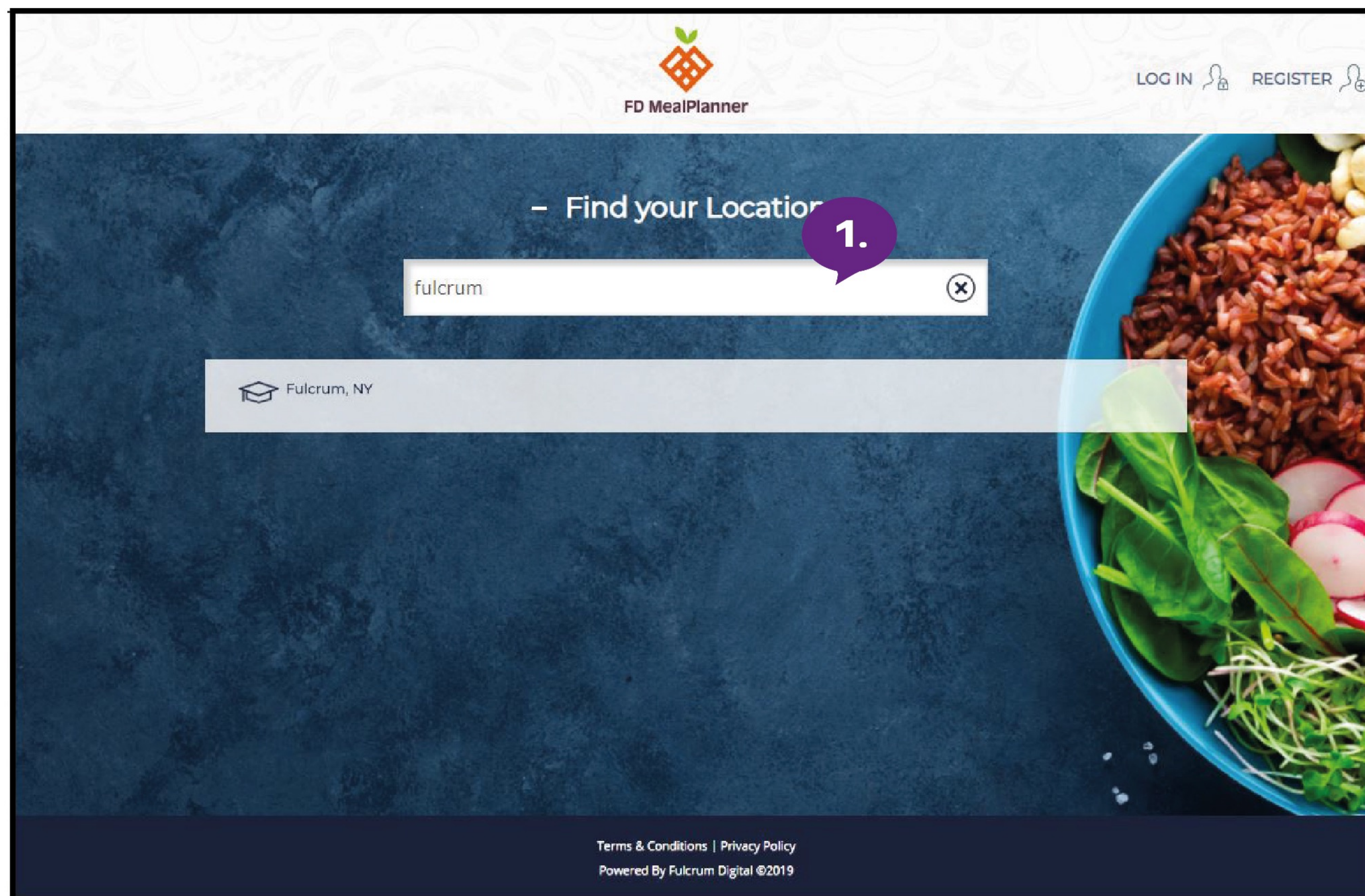
**MOBILE PLATFORM:**

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.

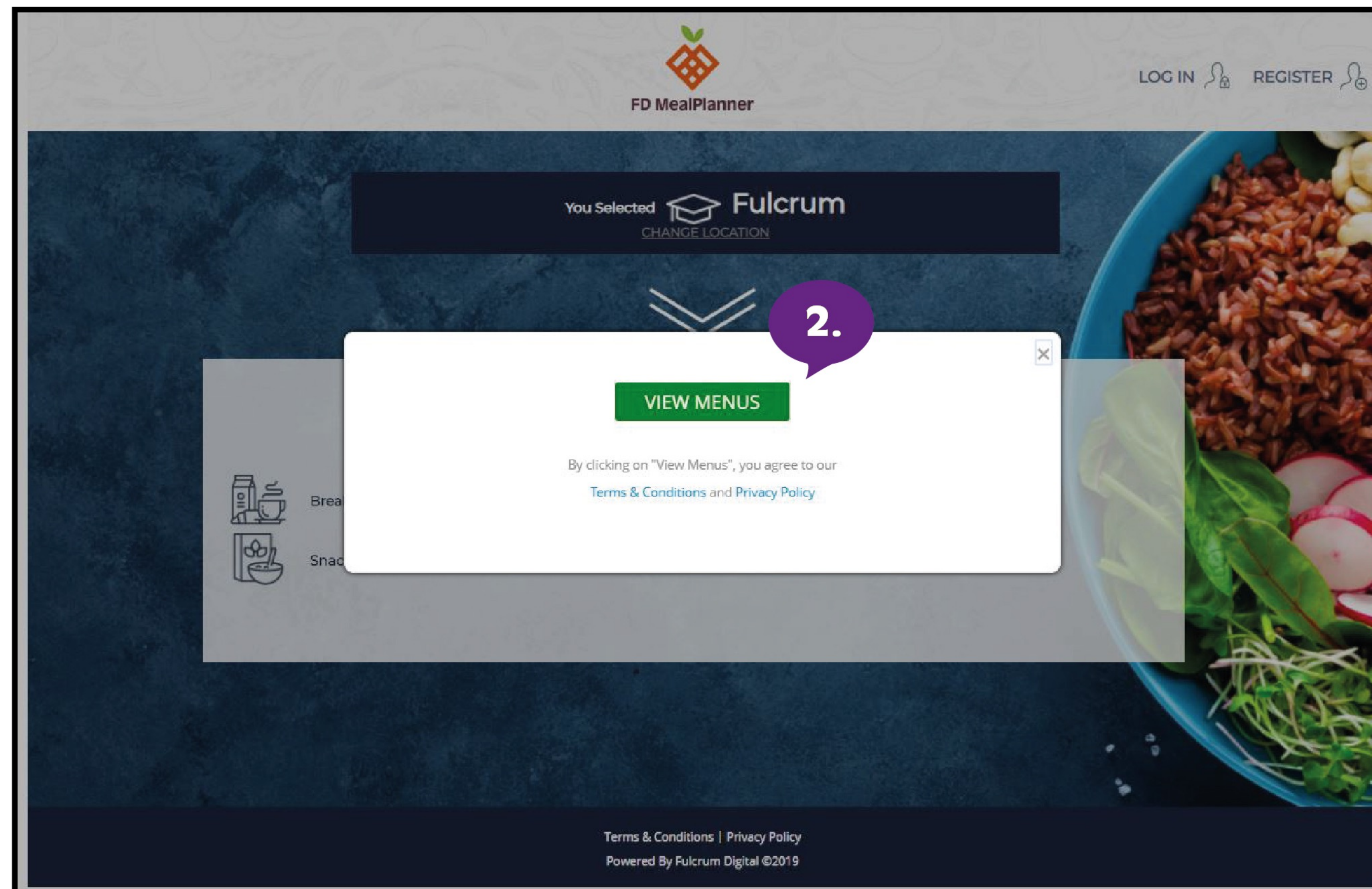


1. In the search bar, under FIND YOUR LOCATION type your cafeteria name and click on the search icon. All matching locations will appear.



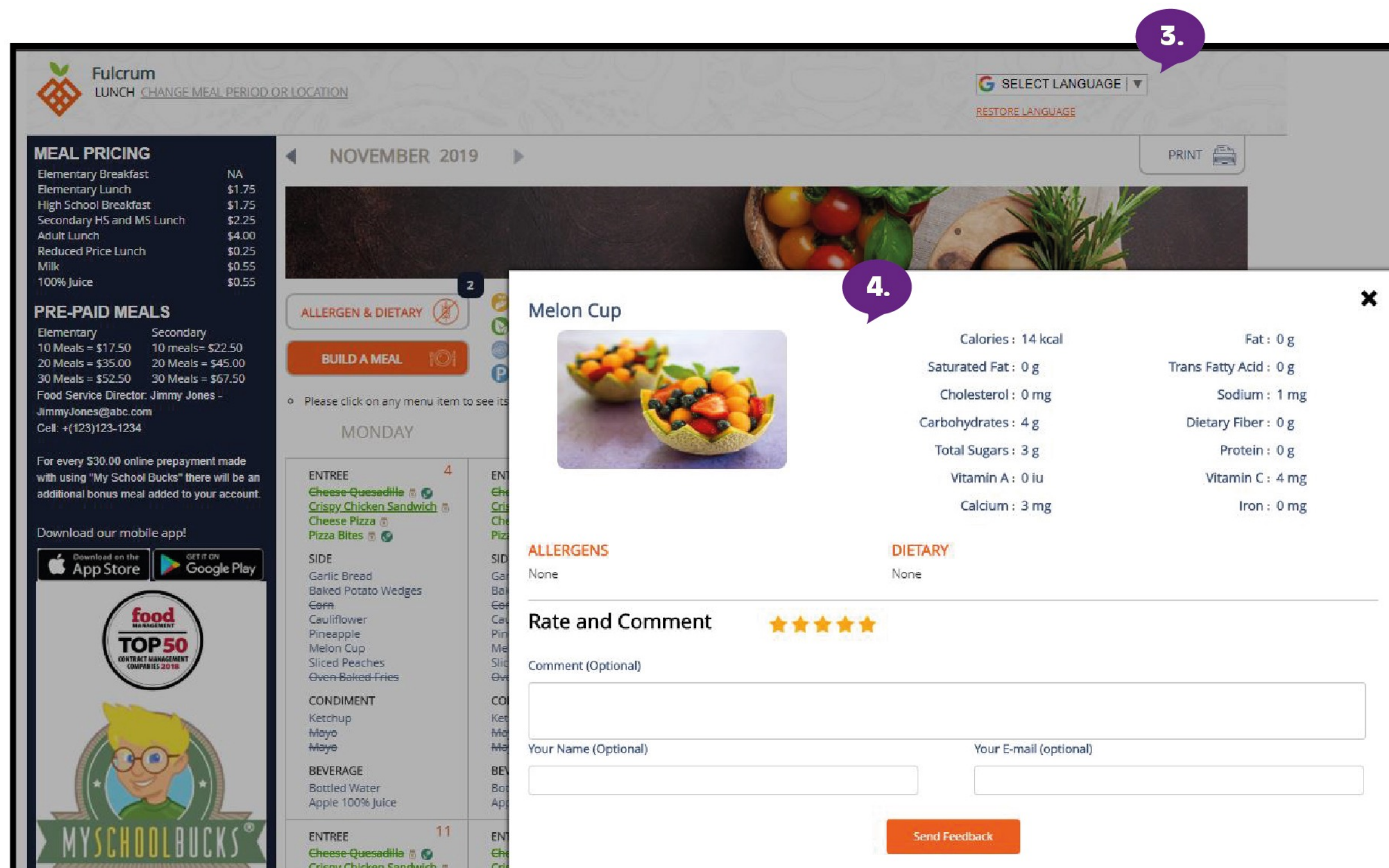


- 2.** Select the appropriate location, then select the meal period (Breakfast, Lunch, Dinner or Snack). A pop-up window will appear that says VIEW MENU, which is the terms and conditions agreement for viewing menus. Click the green view menu button to proceed. The menu belonging to the cafe and the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





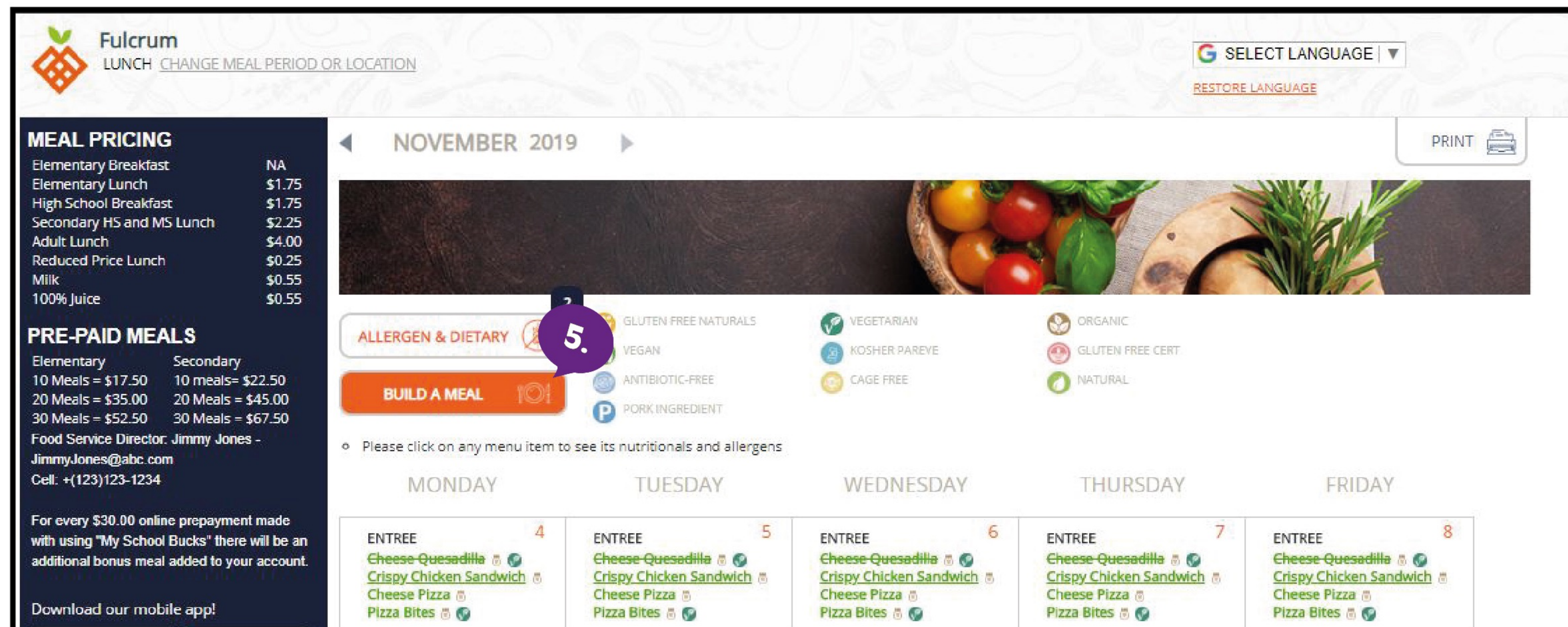
3. The default language is English. However, you can select another language to translate the menu from the top right corner.
4. To view nutritional or allergen information, simply click on any menu item. You can also rate the meal, leave comments or save the meal in your preferences (user login and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



The screenshot displays the Fulcrum FD MealPlanner interface. On the left, there's 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 (Calories: 14 kcal, Fat: 0 g, etc.), allergen information (None), and a 'Rate and Comment' section with a 5-star rating. A 'Send Feedback' button is at the bottom of the modal. A callout bubble with the number '3.' points to the 'SELECT LANGUAGE' dropdown in the top right corner. Another callout bubble with the number '4.' points to the 'Melon Cup' item in the menu list.



- 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**

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**

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 -  
Jimmy.Jones@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!

**ALLERGEN & DIETARY**

**BUILD A MEAL**

GLUTEN FREE NATURAL  
VEGAN  
ANTIBIOTIC-FREE  
PORK INGREDIENT

VEGETARIAN  
KOSHER PAREVE  
CAGE FREE

ORGANIC  
GLUTEN FREE CERT  
NATURAL

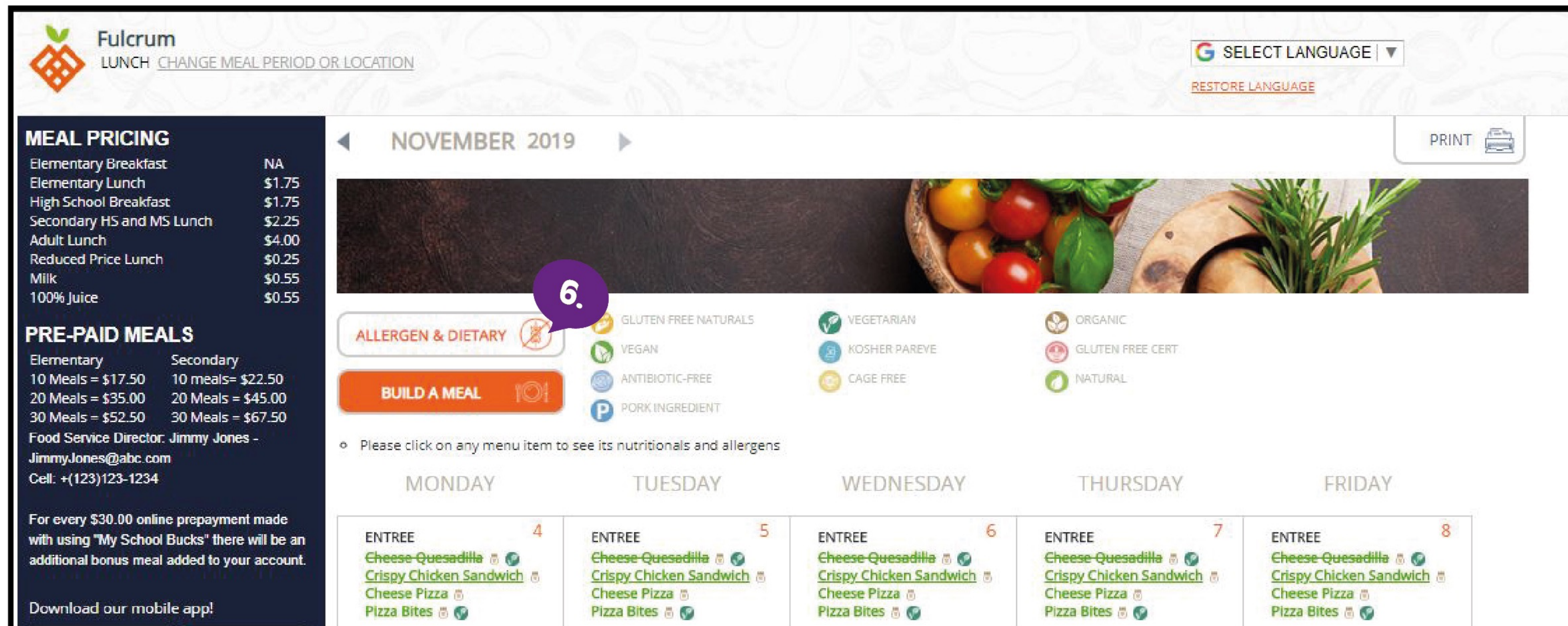
Please click on any menu item to see its nutritional and allergens

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>ENTREE</b> <a href="#">Cheese Quesadilla</a> <a href="#">Crispy Chicken Sandwich</a> <a href="#">Cheese Pizza</a> <a href="#">Pizza Bites</a>	<b>ENTREE</b> <a href="#">Cheese Quesadilla</a> <a href="#">Crispy Chicken Sandwich</a> <a href="#">Cheese Pizza</a> <a href="#">Pizza Bites</a>	<b>ENTREE</b> <a href="#">Cheese Quesadilla</a> <a href="#">Crispy Chicken Sandwich</a> <a href="#">Cheese Pizza</a> <a href="#">Pizza Bites</a>	<b>ENTREE</b> <a href="#">Cheese Quesadilla</a> <a href="#">Crispy Chicken Sandwich</a> <a href="#">Cheese Pizza</a> <a href="#">Pizza Bites</a>	<b>ENTREE</b> <a href="#">Cheese Quesadilla</a> <a href="#">Crispy Chicken Sandwich</a> <a href="#">Cheese Pizza</a> <a href="#">Pizza Bites</a>



- 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](#)

[PRINT](#)

**MEAL PRICING**

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**

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 -  
Jimmy.Jones@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!](#)

**NOVEMBER 2019**

**ALLERGEN & DIETARY**

**BUILD A MEAL**

GLUTEN FREE NATURAL  
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
<b>ENTREE</b> <span>4</span> <a href="#">Cheese Quesadilla</a> <a href="#">Crispy Chicken Sandwich</a> <a href="#">Cheese Pizza</a> <a href="#">Pizza Bites</a>	<b>ENTREE</b> <span>5</span> <a href="#">Cheese Quesadilla</a> <a href="#">Crispy Chicken Sandwich</a> <a href="#">Cheese Pizza</a> <a href="#">Pizza Bites</a>	<b>ENTREE</b> <span>6</span> <a href="#">Cheese Quesadilla</a> <a href="#">Crispy Chicken Sandwich</a> <a href="#">Cheese Pizza</a> <a href="#">Pizza Bites</a>	<b>ENTREE</b> <span>7</span> <a href="#">Cheese Quesadilla</a> <a href="#">Crispy Chicken Sandwich</a> <a href="#">Cheese Pizza</a> <a href="#">Pizza Bites</a>	<b>ENTREE</b> <span>8</span> <a href="#">Cheese Quesadilla</a> <a href="#">Crispy Chicken Sandwich</a> <a href="#">Cheese Pizza</a> <a href="#">Pizza Bites</a>