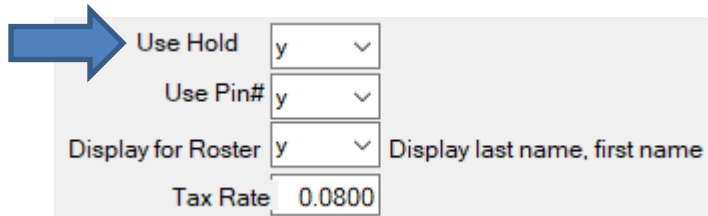


Hold Feature

Nourish has an option to activate a HOLD function for the **ID form** which holds a transaction until the Account Charge button is selected or the cashier clears the account.

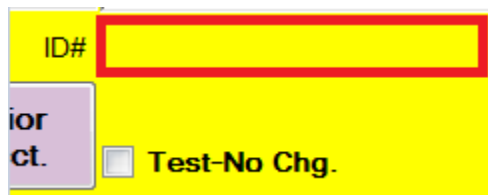
To activate the feature open **School Settings** and select **Y** for Use Hold. Select **Save and Submit** to apply the changes.



A screenshot of the 'School Settings' form. A blue arrow points to the 'Use Hold' dropdown menu, which is currently set to 'y'. Other fields include 'Use Pin#' (y), 'Display for Roster' (y), 'Display last name, first name', and 'Tax Rate' (0.0800).

Once the Hold function is active the meal service screen will remain on one student account, regardless whether other students use the keypad and enter their account numbers. Those account numbers will be ignored.

During the transaction the ID field disappears.



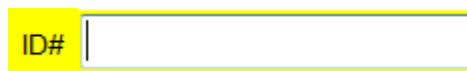
A screenshot of the ID# field on the meal service screen. The field is highlighted with a red border, indicating it is disabled. Below the field is a checkbox labeled 'Test-No Chg.'.

The cashier must either select **Account/Charge** or **Clear Acct.** for the ID# field to be available for the next student account number.



Two buttons are shown: a blue button labeled 'Account/Charge' and a purple button labeled 'Clear Acct.', with the word 'OR' between them.

This is what the ID# field will look like when it is ready to move onto the next student.



A screenshot of the ID# field on the meal service screen. The field is highlighted with a yellow border, indicating it is active and ready for input.

Note: This function does not work in Roster Mode