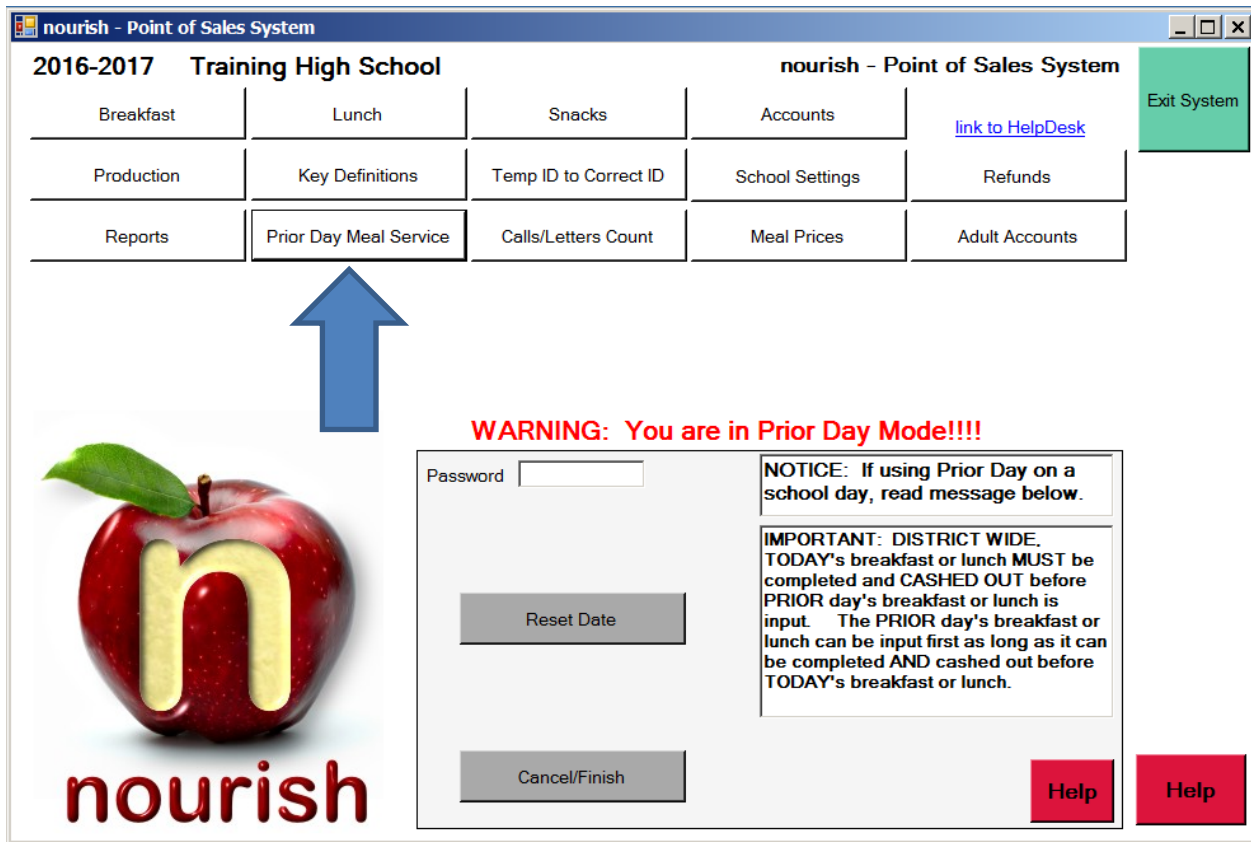


Prior Day Meal Service Button

The **Prior Day Meal Service** button is used in rare cases when data should be entered for a date that has already passed. This option must be used on the POS computer where the transactions were processed.

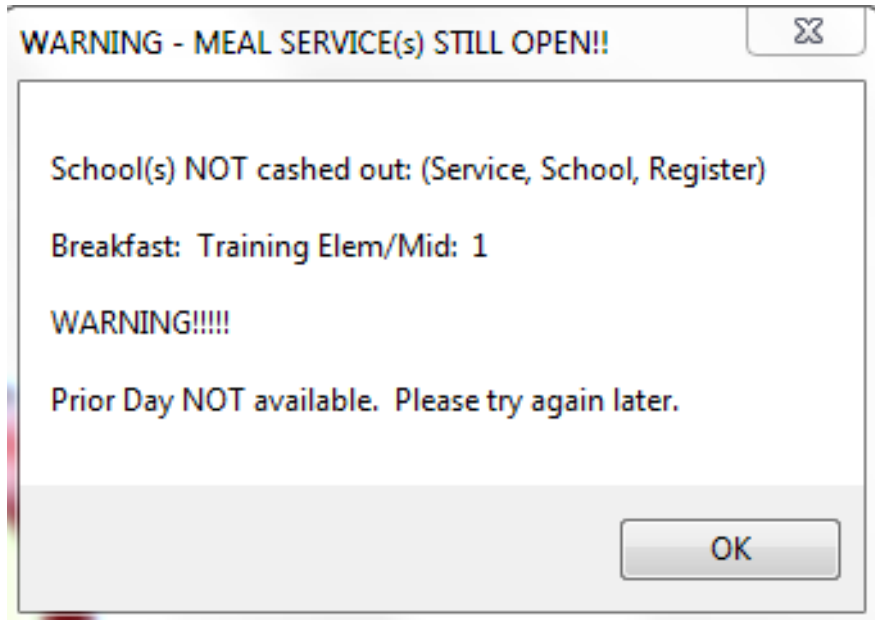
**** Current day breakfast or lunch MUST be completed and cashed out before using PRIOR Day Meal Service function. Using this program will reset all student meal flags. ****

To access **Prior Day Meal Service** select the button from the Nourish Main Page.



The screenshot shows the Nourish Point of Sales System main menu for the 2016-2017 Training High School. The menu includes options like Breakfast, Lunch, Snacks, Accounts, Production, Key Definitions, Temp ID to Correct ID, School Settings, Reports, **Prior Day Meal Service**, Calls/Letters Count, Meal Prices, and Adult Accounts. A blue arrow points to the **Prior Day Meal Service** button. Below the menu is a login screen with a warning message: **WARNING: You are in Prior Day Mode!!!!** and a notice: **NOTICE: If using Prior Day on a school day, read message below.** The notice states: **IMPORTANT: DISTRICT WIDE. TODAY's breakfast or lunch MUST be completed and CASHED OUT before PRIOR day's breakfast or lunch is input. The PRIOR day's breakfast or lunch can be input first as long as it can be completed AND cashed out before TODAY's breakfast or lunch.** The login screen also includes a Password field, a Reset Date button, a Cancel/Finish button, and two Help buttons.

When there are meal services that have not been cashed out for the day, a warning message will appear indicating Prior Day Meal Service cannot be used at this time. The message will indicate which school(s) and which meal services are still open. To proceed, cash out the open meal services.



Enter the **password** to change the current date.

WARNING: You are in Prior Day Mode!!!!

Password <input type="password" value="****"/>	NOTICE: If using Prior Day on a school day, read message below.
<input type="button" value="Reset Date"/>	IMPORTANT: DISTRICT WIDE, TODAY's breakfast or lunch MUST be completed and CASHED OUT before PRIOR day's breakfast or lunch is input. The PRIOR day's breakfast or lunch can be input first as long as it can be completed AND cashed out before TODAY's breakfast or lunch.
<input type="button" value="Cancel/Finish"/>	<input type="checkbox"/> I have read the notice.
	<input type="button" value="Help"/>

Read the notice on the right hand side and then select the **check box** next to ***I have read the notice*** to continue.

WARNING: You are in Prior Day Mode!!!!

Password <input type="text" value="****"/> 1. Select Date of Transactions <input type="text" value="2/27/2017"/> Register <input type="text"/> <input type="button" value="Reset Date"/> 2. Click Breakfast or Lunch 3. Click Cancel/Finish after transactions input and cashout done <input type="button" value="Cancel/Finish"/>	<p>NOTICE: If using Prior Day on a school day, read message below.</p> <p>IMPORTANT: DISTRICT WIDE, TODAY's breakfast or lunch MUST be completed and CASHED OUT before PRIOR day's breakfast or lunch is input. The PRIOR day's breakfast or lunch can be input first as long as it can be completed AND cashed out before TODAY's breakfast or lunch.</p> <input checked="" type="checkbox"/> I have read the notice.
	<input type="button" value="Help"/>

Select the **calendar icon**, to the left of the date to choose the prior date.

WARNING: You are in Prior Day Mode!!!!

Password <input type="text" value="****"/> 1. Select Date of Transactions <input type="text" value="2/23/2017"/> <input type="button" value="Calendar Icon"/>	<p>NOTICE: If using Prior Day on a school day, read message below.</p> <p>IMPORTANT: DISTRICT WIDE, TODAY's breakfast or lunch MUST be completed and CASHED OUT before PRIOR day's breakfast or lunch is input. The PRIOR day's breakfast or lunch can be input first as long as it can be completed AND cashed out before TODAY's breakfast or lunch.</p> <input checked="" type="checkbox"/> I have read the notice.																																																															
<table border="1"> <tr> <th colspan="7">February, 2017</th> </tr> <tr> <th>Sun</th> <th>Mon</th> <th>Tue</th> <th>Wed</th> <th>Thu</th> <th>Fri</th> <th>Sat</th> </tr> <tr> <td>29</td> <td>30</td> <td>31</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> </tr> <tr> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> </tr> <tr> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> </tr> <tr> <td>26</td> <td>27</td> <td>28</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> </tr> <tr> <td colspan="7">Today: 2/27/2017</td> </tr> </table>	February, 2017							Sun	Mon	Tue	Wed	Thu	Fri	Sat	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	1	2	3	4	5	6	7	8	9	10	11	Today: 2/27/2017							<input type="button" value="Help"/>
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Select the appropriate **Register** number, (the register number must be the same as the register used in the original transactions), and then select the **Reset Date** button to set Nourish to the chosen date.

WARNING: You are in Prior Day Mode!!!!

Password <input type="password" value="****"/> 1. Select Date of Transactions <input type="text" value="2/23/2017"/> Register <input type="text" value="2"/> <input type="button" value="Reset Date"/>	<p>NOTICE: If using Prior Day on a school day, read message below.</p> <p>IMPORTANT: DISTRICT WIDE, TODAY's breakfast or lunch MUST be completed and CASHED OUT before PRIOR day's breakfast or lunch is input. The PRIOR day's breakfast or lunch can be input first as long as it can be completed AND cashed out before TODAY's breakfast or lunch.</p> <input checked="" type="checkbox"/> I have read the notice.
2. Click Breakfast or Lunch 3. Click Cancel/Finish after transactions input and cashout done <input type="button" value="Cancel/Finish"/>	<input type="button" value="Help"/>

The new date is now active, select **Breakfast** and/or **Lunch** and enter the necessary information.

2016-2017 Training High School		nourish - Point of Sales System			<input type="button" value="Exit System"/>
<input type="button" value="Breakfast"/>	<input type="button" value="Lunch"/>	<input type="button" value="Snacks"/>	<input type="button" value="Accounts"/>	link to HelpDesk	
<input type="button" value="Production"/>	<input type="button" value="Key Definitions"/>	<input type="button" value="Temp ID to Correct ID"/>	<input type="button" value="School Settings"/>	<input type="button" value="Refunds"/>	
<input type="button" value="Reports"/>	<input type="button" value="Prior Day Meal Service"/>	<input type="button" value="Calls/Letters Count"/>	<input type="button" value="Meal Prices"/>	<input type="button" value="Adult Accounts"/>	

 nourish	<p>WARNING: You are in Prior Day Mode!!!!</p> Password <input type="password" value="****"/> 1. Select Date of Transactions <input type="text" value="2/23/2017"/> Register <input type="text" value="2"/> <input type="button" value="Reset Date"/>	<p>NOTICE: If using Prior Day on a school day, read message below.</p> <p>IMPORTANT: DISTRICT WIDE, TODAY's breakfast or lunch MUST be completed and CASHED OUT before PRIOR day's breakfast or lunch is input. The PRIOR day's breakfast or lunch can be input first as long as it can be completed AND cashed out before TODAY's breakfast or lunch.</p> <input checked="" type="checkbox"/> I have read the notice.
	2. Click Breakfast or Lunch 3. Click Cancel/Finish after transactions input and cashout done <input type="button" value="Cancel/Finish"/>	<input type="button" value="Help"/> <input type="button" value="Help"/>

Once the information has been entered, remember to Cash Out.

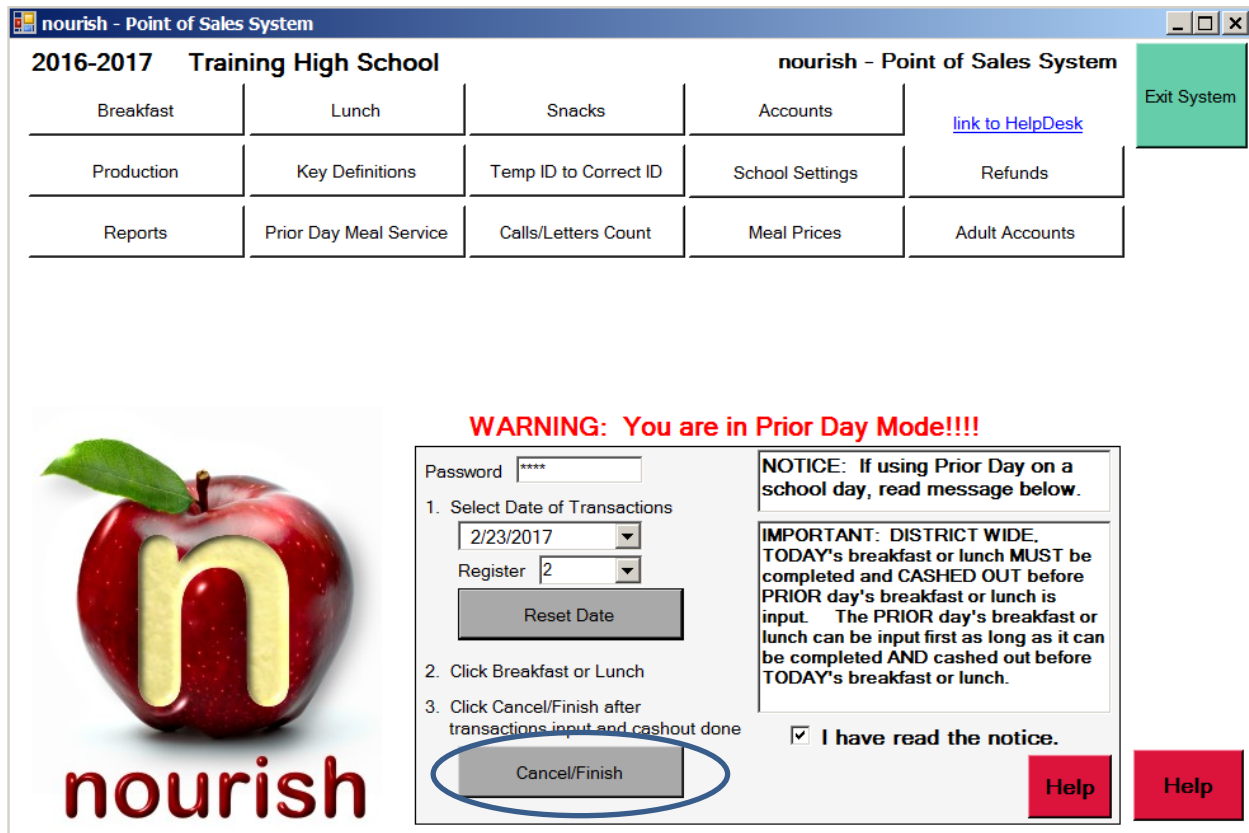
Ready to Cash Out?

Yes with
Amount

Yes with
0.00

No

Return to the Nourish Main Menu and select **Cancel/Finish** button to reset the date.



The screenshot shows the Nourish Point of Sales System interface. At the top, there is a navigation menu with options: Breakfast, Lunch, Snacks, Accounts, link to HelpDesk, Production, Key Definitions, Temp ID to Correct ID, School Settings, Refunds, Reports, Prior Day Meal Service, Calls/Letters Count, Meal Prices, Adult Accounts, and an Exit System button. Below the menu is a warning window titled "WARNING: You are in Prior Day Mode!!!!". The warning window contains a password field, a date selection dropdown (set to 2/23/2017), a register dropdown (set to 2), and a "Reset Date" button. It also includes a "Cancel/Finish" button circled in blue. To the right of the warning window is a "NOTICE" box with important instructions: "IMPORTANT: DISTRICT WIDE, TODAY's breakfast or lunch MUST be completed and CASHED OUT before PRIOR day's breakfast or lunch is input. The PRIOR day's breakfast or lunch can be input first as long as it can be completed AND cashed out before TODAY's breakfast or lunch." Below the notice is a checked checkbox "I have read the notice." and two "Help" buttons. On the left side of the warning window is a large red apple with a bite taken out of it, and the word "nourish" written below it.

The warning window disappears and Nourish is returned to the current date ready to process Breakfast or Lunch service.