

Internet School Meal Ordering System User Guide

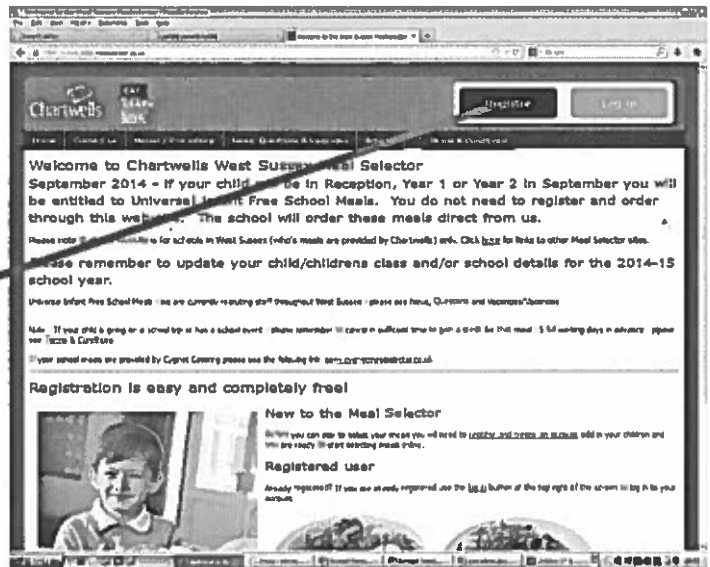
Connect to the Mealselector web site by typing www.cygnetmealselector.co.uk in the Microsoft Internet Explorer address area.

If you are using the web site for the first time you will need to register - the process is very simple.

You will need to answer a few question about yourself and then about your child or children

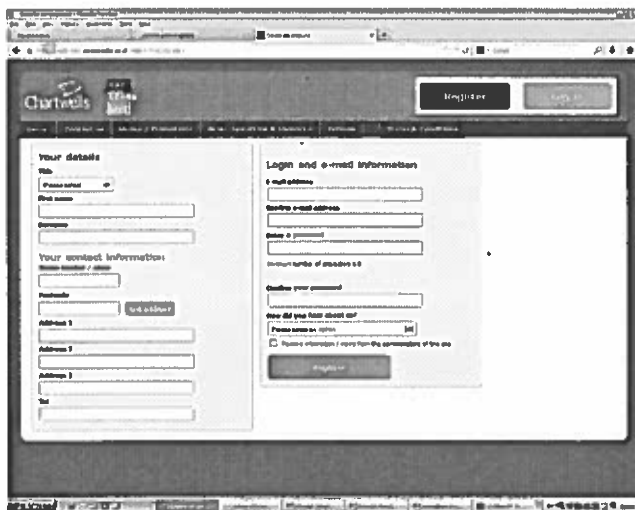
Click the 'Register' button.

If you have more than one child and they are at different schools, you will NOT need to register twice, just add the additional child to your profile.



Enter all of your details on the form.

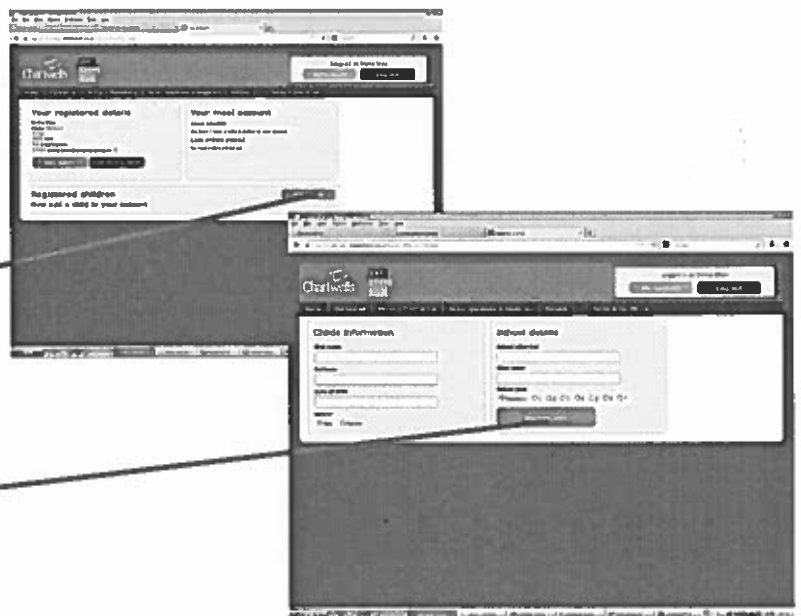
Choose a password that is easy to remember and then click the button to process your registration. This will then show you a summary of what you have entered, if any details are wrong you can edit them.



After registering your details you will now register your child or children's details, do this by clicking the 'add a child' button

Please insure you enter all details (class and date of birth).

The click 'Register Child'.



You will now see an overview of the details you have entered (You may change any of your details).

To add another child you will need to click on the 'add a child' button. (You will then need to enter details for your second child).

To select meals for your child you will need to click on the black 'select meals' button, this is located under your child's name.

