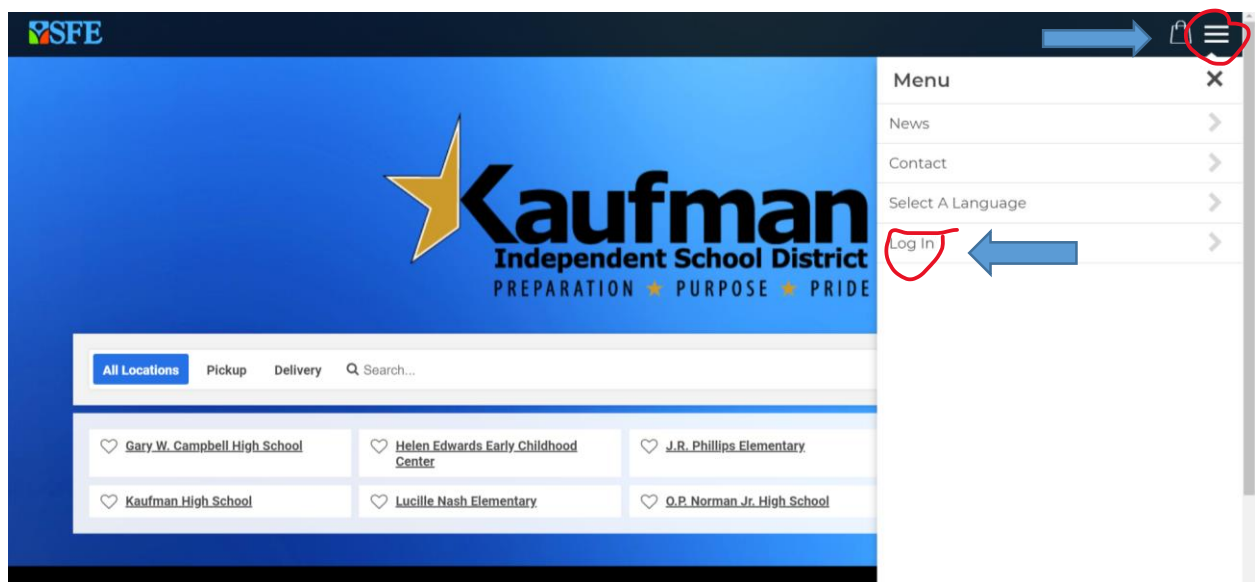


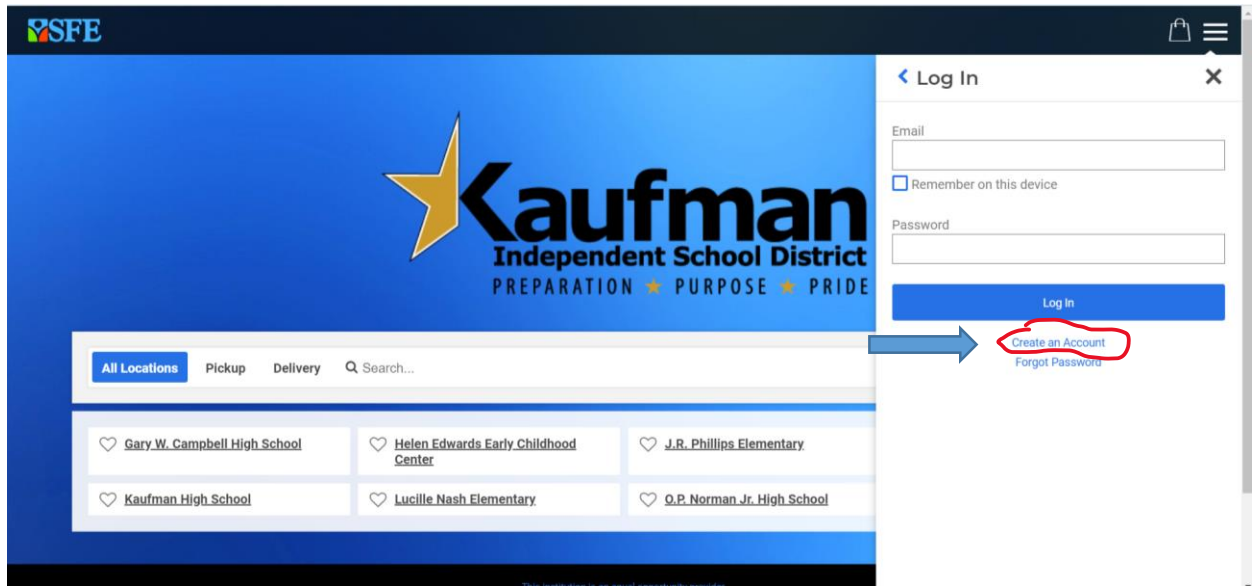
How to place a mobile order for delivery?

1. Go to the Kaufman ISD Nutrislice home page: <https://kaufmanisd.nutrislice.com/>

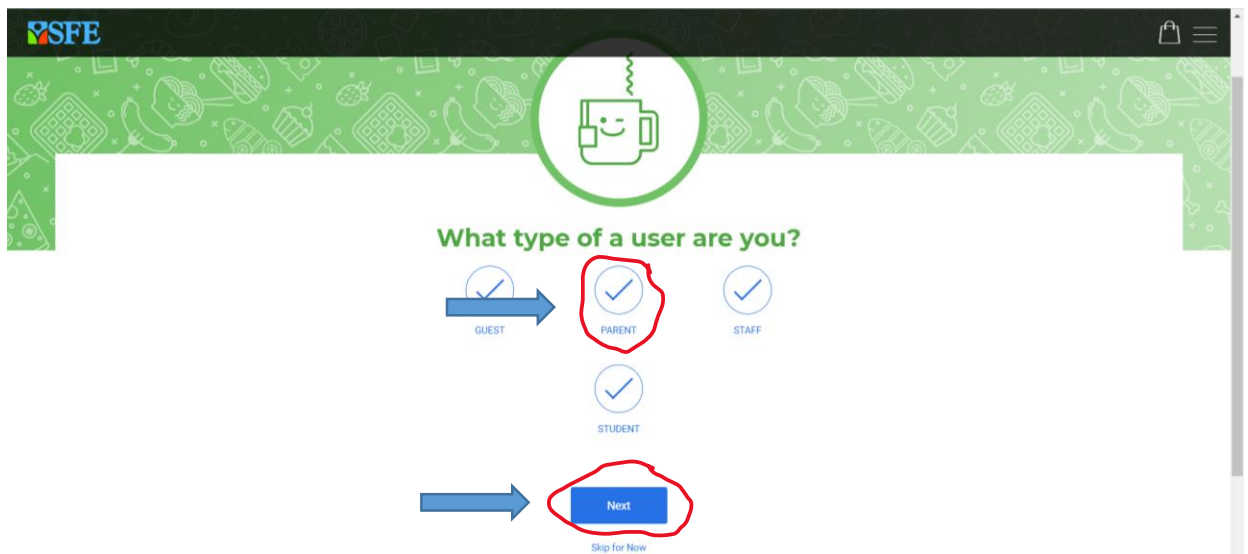


2. Click the 3 lines in the top right corner, select login, enter information or click **Create an Account** if you haven't.

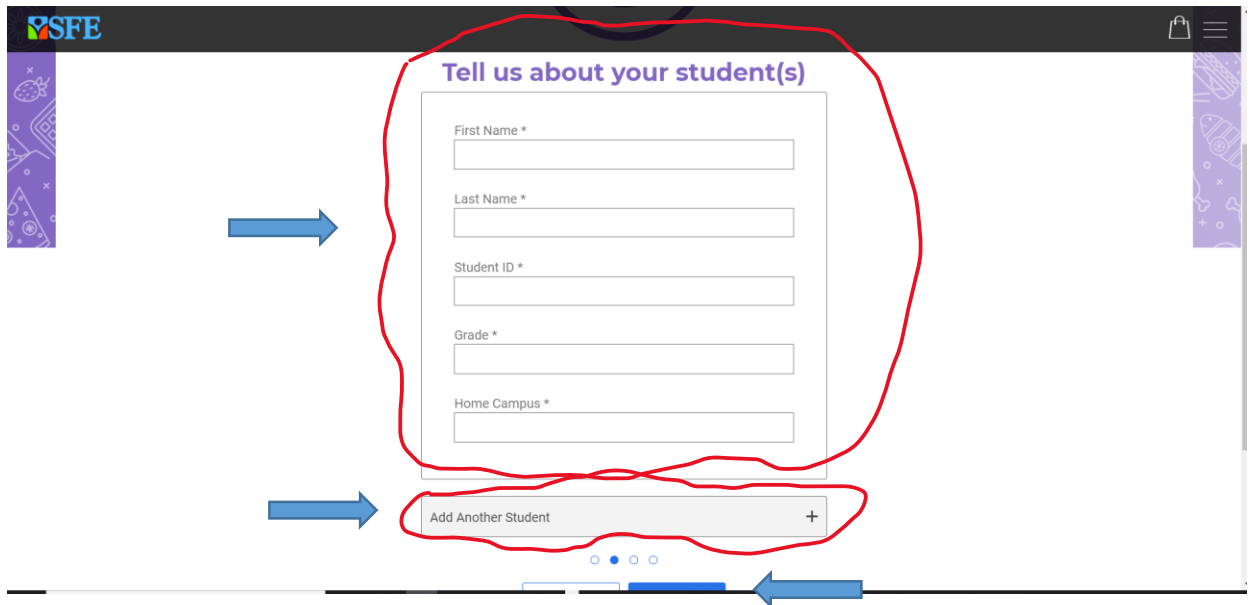




If you create an account, select parent and click next.

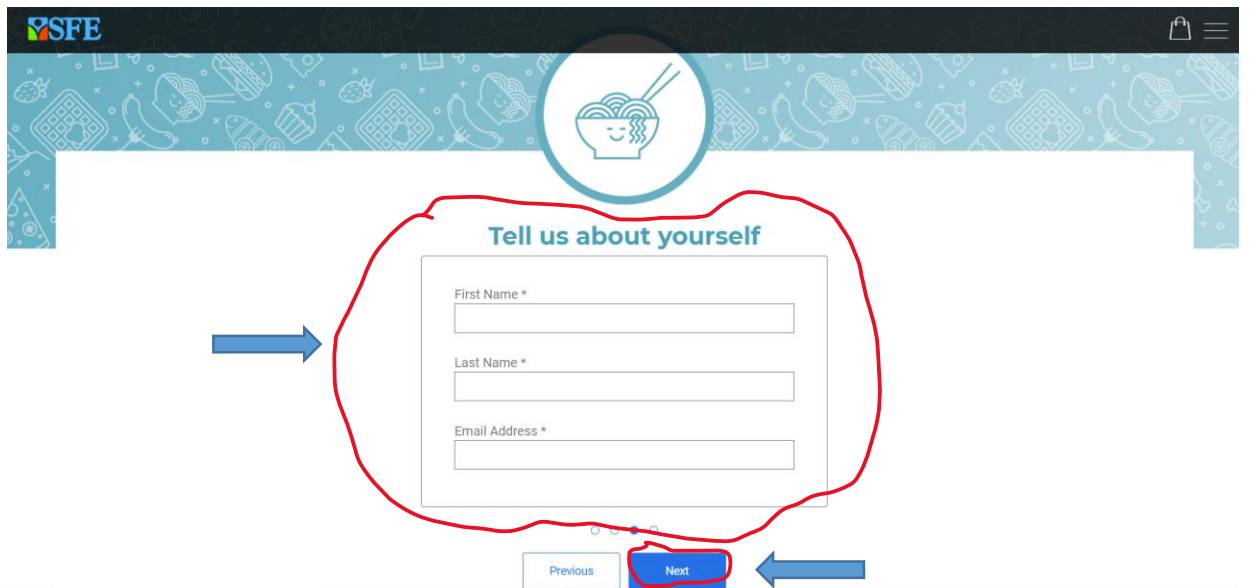


Then enter info for your first student and then if you have more, click the **“Add Another Student Button”** and enter information until you have done it for all your students. Once you have all students entered click the blue next button.



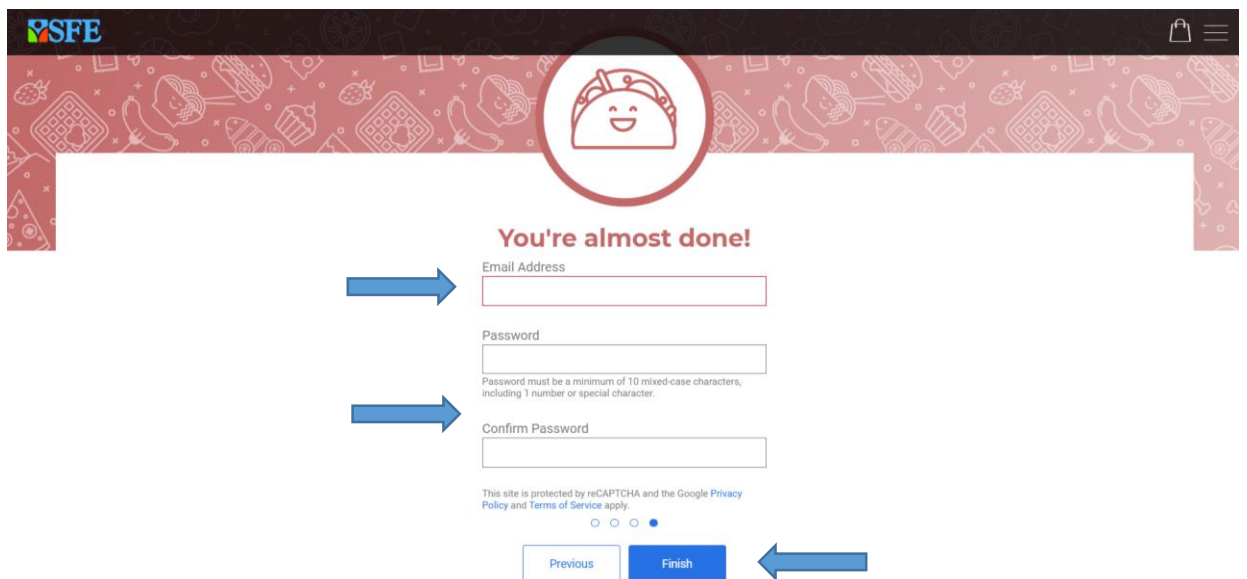
The screenshot shows a web form titled "Tell us about your student(s)" with a purple header and decorative sidebars. The form contains five input fields: "First Name *", "Last Name *", "Student ID *", "Grade *", and "Home Campus *". A red circle highlights the entire form area. Below the form is a button labeled "Add Another Student" with a plus icon, also circled in red. A blue arrow points to the form, and another blue arrow points to the "Add Another Student" button. At the bottom, a blue arrow points to the "Next" button in a pagination bar.

Then fill out your information. Click next when complete.



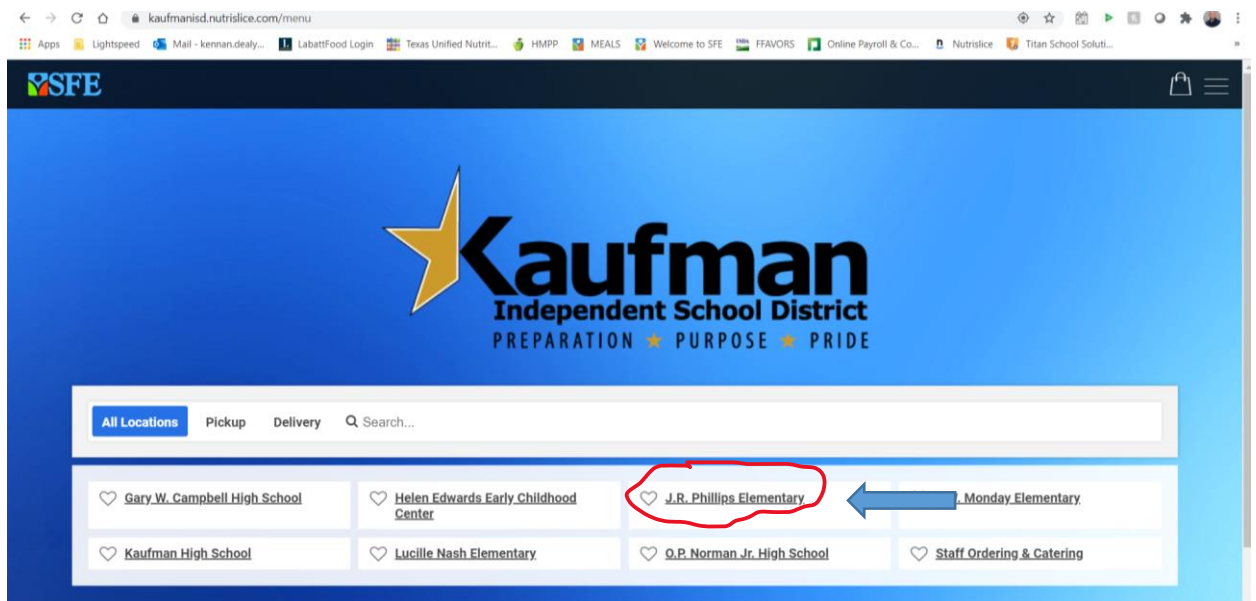
The screenshot shows a web form titled "Tell us about yourself" with a blue header and decorative sidebars. The form contains three input fields: "First Name *", "Last Name *", and "Email Address *". A red circle highlights the entire form area. Below the form are "Previous" and "Next" buttons. A blue arrow points to the form, and another blue arrow points to the "Next" button, which is also circled in red.

Then make sure email address is correct and create and confirm your password. Click finished when done. You now have an account.

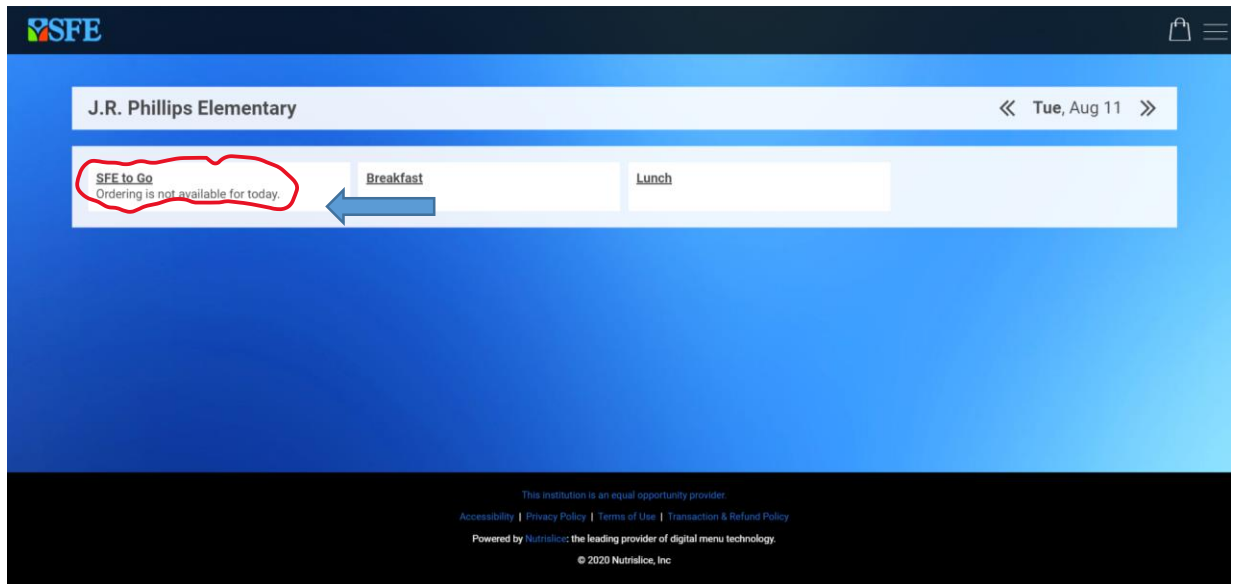


The screenshot shows the registration page for SFE. At the top, there is a header with the SFE logo and a shopping cart icon. Below the header is a decorative banner with a pattern of food items. In the center, there is a circular logo featuring a smiling taco. Below the logo, the text "You're almost done!" is displayed. Underneath, there are three input fields: "Email Address", "Password", and "Confirm Password". A blue arrow points to the "Email Address" field. Another blue arrow points to the "Confirm Password" field. Below the "Confirm Password" field, there is a note: "Password must be a minimum of 10 mixed-case characters, including 1 number or special character." At the bottom, there are two buttons: "Previous" and "Finish". A blue arrow points to the "Finish" button. At the very bottom, there is a small text: "This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply."

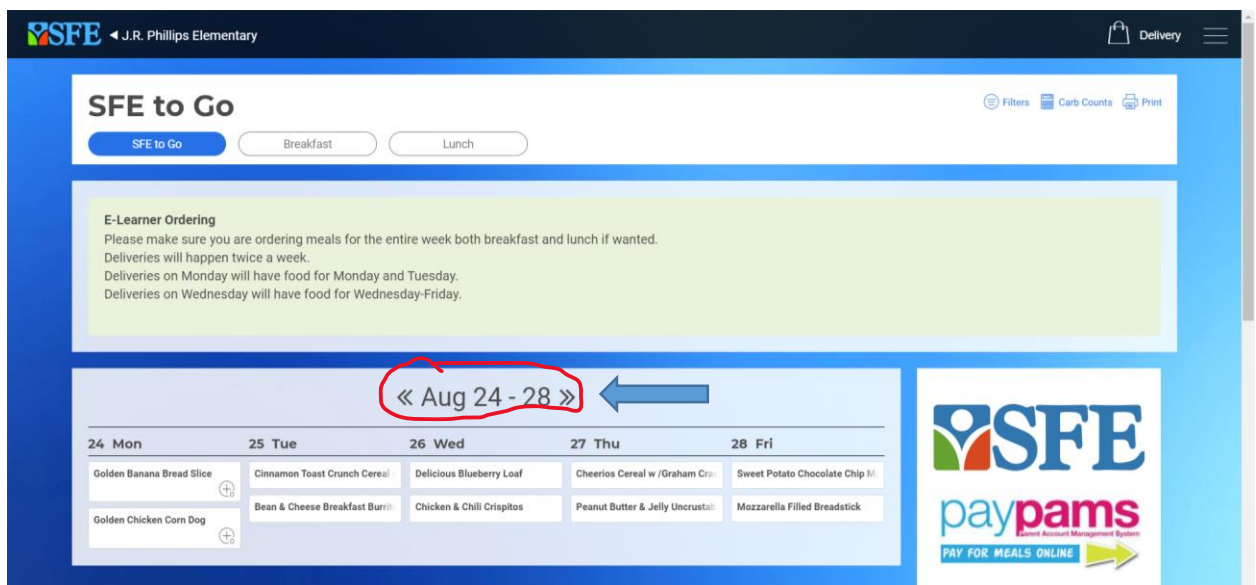
3. Select and click the campus of the student you are ordering for.



4. Select and click the **SFE to Go** Option.



5. Go to the week that you are ordering for using the arrows next to the date. *** Orders must be in by Wednesday 1:00 pm for the following week to be delivered. Orders will not be accepted after this time has passed. You will select entrees on each of the days that you want food to be delivered for the entire week at one time. For example, if you are ordering for the week of August 24th-28th, orders need to be put in the system by August 19th at 1:00 pm.**



6. For the entire week, select the entrees on the days you want breakfast, lunch, or both. Follow the prompts as you select your options and make the necessary selections.

SFE to Go | J.R. Phillips Elementary

SFE to Go | Aug 24th, 2020

Golden Banana Bread Slice

Milk Egg Wheat Soy Grain Fruit Dairy

Options Nutrition Info

Choose Your Fruit

- ☒ Large Red Apple

Choose Your Milk

- ☐ 1% Low Fat White Milk
- ☒ Fat Free Chocolate Milk

How would you rate this item?

★★★★★

Add To Order \$0.00

SFE to Go | J.R. Phillips Elementary

SFE to Go | Aug 24th, 2020

Golden Chicken Corn Dog

Egg Wheat Soy Milk Grain Protein Dairy

Options Nutrition Info

Choose Your Sides

Selection Required (1 or more)

- ☐ Baby Carrots, Individually Wrapped
- ☐ Fresh-Cut Cucumber Slices
- ☐ Fresh Apple
- ☐ Fresh Orange

Choose Your Milk

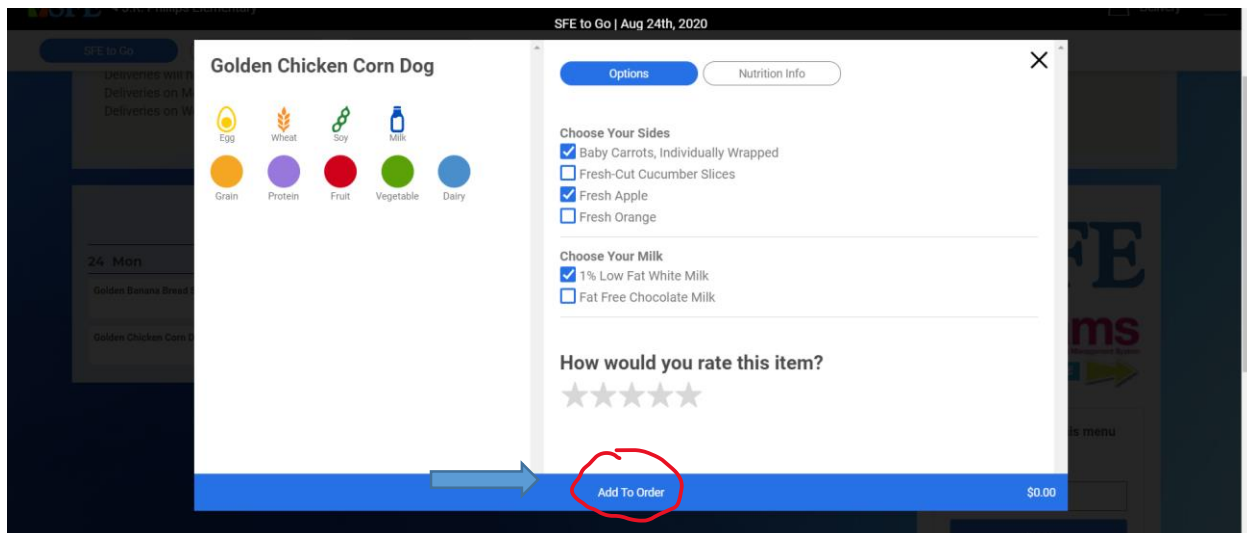
- ☒ 1% Low Fat White Milk
- ☐ Fat Free Chocolate Milk

How would you rate this item?

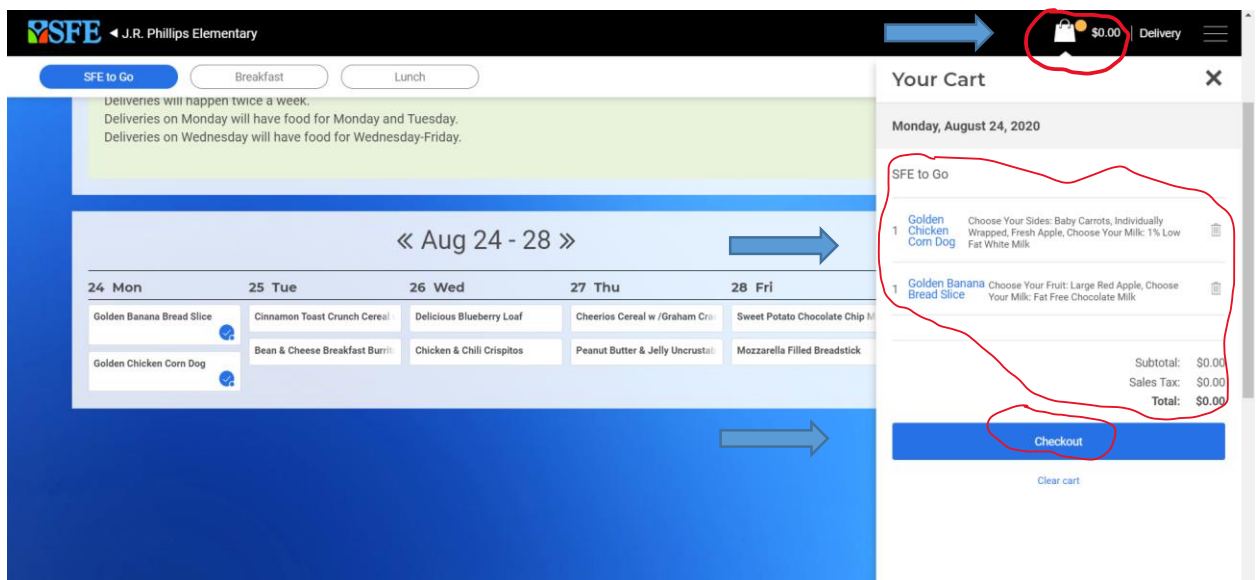
★★★★★

Add To Order \$0.00

7. Then click **add to order**. Do this for each item that you are selecting to be delivered until all your selections have been made.



8. Once all items have been added, then select the shopping bag at the top right of the screen. You can look over your selections and make sure they are correct. If everything looks good, then select the checkout button at the bottom.



9. On the checkout screen, select which of your students this order is for and fill out the requested information and then hit Save. Then select that student's home campus. Then fill out the requested delivery address information. Once that is all completed and correct, then hit the submit order button.

The screenshot shows the SFE Checkout page. It is divided into two main sections: Order Summary and Payment Options. The Order Summary section includes a dropdown for 'Who is this order for?' (labeled 1), a date 'Monday, August 24, 2020', a section for 'SFE to Go' with a campus dropdown (labeled 2), and a list of items: 'Golden Chicken Corn Dog' and 'Golden Banana Bread Slice'. The Payment Options section includes a radio button for 'Pay with Student ID', location and student information, a delivery location form (labeled 3), and a 'Submit Order' button (labeled 4). A note at the bottom states: '*Appropriate eligibility status will be applied at the time the meal is rung up and claimed. You may add funds to your account at www.PayPAMS.com'.

10. That order is then complete for that student. If you have more students to put orders in for, click start another order and just go back through and repeat steps 3 through 9 for each student.

The screenshot shows the SFE 'Thank You for Your Order!' page. It displays the order details for 'Levi Dealy' on 'Monday, August 24, 2020'. The items ordered are 'Golden Chicken Corn Dog' and 'Golden Banana Bread Slice'. The total is \$0.00. The payment method is 'Pay with Student ID'. At the bottom, there is a blue button labeled 'Start Another Order' which is circled in red, with an arrow pointing to it from the right.

11. Again, the order needs to be put in for the entire week and for all days that you would like food to be delivered. We will have two delivery days. **Monday we will deliver food for Monday and Tuesday. Then Wednesday we will deliver food for Wednesday, Thursday and Friday.** Reminder again, that all orders must be in the system by Wednesday at 1:00 pm for the upcoming week. **No orders will be accepted after this time.** This will allow us to be able to order and prepare properly for the new week and make sure the students are well taken care of.