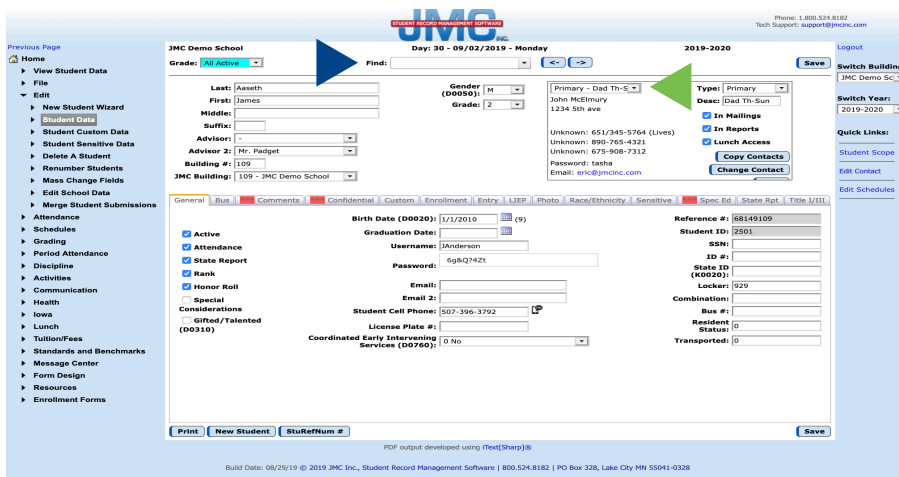


Allow Lunch Access

In jmc, you are allowed to have more than one contact serve as a guardian of a student's point-of-sale account. In short, more than one person can add money to a student's lunch account.

Of course, this feature is great for divorced parents. To grant a primary contact lunch access, go to Edit > Student Data in the Office Module.



The screenshot shows the 'Student Data' form in the jmc Office Module. A blue arrow points to the 'Primary - Dad Th-S' dropdown menu, and a green arrow points to the 'Lunch Access' radio button, which is currently selected. Other fields include Last Name (Asesth), First Name (James), Gender (M), Grade (2), Birth Date (1/1/2010), and Advisor (Mr. Padgett).

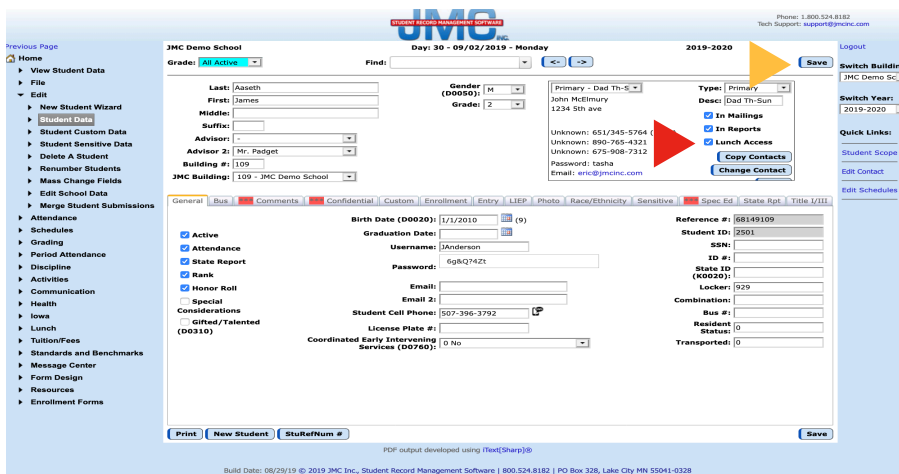
Step 1:

Choose the correct student from the drop-down list.

Step 2:

Select the primary contact you wish to give lunch access.

Helpful Tip: The contact does have to be listed as a Primary Contact in order to take advantage of this feature.



This screenshot is identical to the previous one, but a yellow arrow points to the 'Save' button at the top right of the form, indicating the final step in the process.

Step 3:

Click the "Lunch Access" radio button.

Step 4:

Click "Save".

Helpful Tip: Remember, you can grant more than one primary contact lunch access for a student! Just repeat steps 2-4 above.