



# ONLINE MEAL ORDERING

A parent's user guide to ordering on our  
online orderingsystem.

Published February 2021.

Need to reach us ?

[NLCS@Victuscatering.asia](mailto:NLCS@Victuscatering.asia)

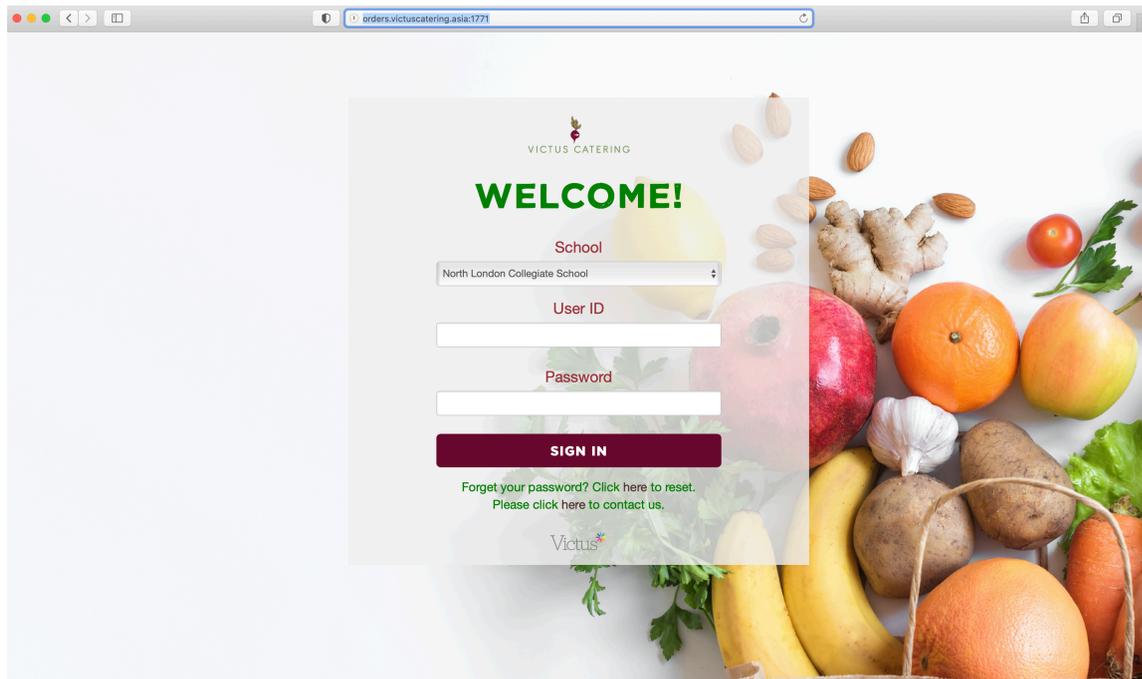
# VICTUS CATERING CANTEEN

Step # 1 Please proceed to our ordering site  
<http://orders.victuscatering.asia>

Step # 2 Select your school

Step # 3 Use your child's student ID as user ID and Password to login  
Example: your child's student ID 600999

use the same number for ID & Password



Step #4 Once you have logged in select Order Meals at the top Parents can pay and order their child's meals in advance. To do so, select "Order Meals" from the top menu and "Meal Ordering" from the side menu



# CANTEEN WEBSITE FOR PARENTS

## Step #5 Select the dropdown menu bar and choose Order Meals

	Monday	Tuesday	Wednesday	Thursday	Friday																																																												
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Wk 2	08 Feb Mon	09 Feb Tue	10 Feb Wed	11 Feb Thu	12 Feb Fri																																																												
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Parents can choose to purchase a morning snack as well choose Add recess menu  
Step #6 Choose the day you wish to order and click "add Lunch Menu"

Lunch 02-03-2021

(A) Chicken curry, braised cabbage & mustard seeds, biryani \$8.00	(W) Beef Bolognese, sauteed mushrooms, penne pasta (D)(G) \$8.00	(V) Vegetable casserole, buttered corn, brown rice (D) \$8.00	Change juice to milo (please select one only) \$0.00
- 0 +	- 0 +	- 0 +	- 0 +

Change dessert to fruit cup (please select one only)  
\$0.00

- 0 +

Your daily meal includes by default a juice and a dessert, you may change the juice selection to a Milo and change the dessert to a fruit cup.

Save changes

## Step #7

Choose your meal

- Add a dessert
- Add a drink apple juice or milo

Save your choice



## CANTEEN WEBSITE FOR PARENTS

Once you have finalized your orders, proceed to your PayPal checkout

You can use your PayPal account or proceed as a guest through credit card payment.

In a few weeks we will finalize an additional payment method through PayNow.

Wk 10	05 Apr	Mon	06 Apr	Tue	07 Apr	Wed	08 Apr	Thu	09 Apr	Fri
Wk 11	12 Apr	Mon	13 Apr	Tue	14 Apr	Wed	15 Apr	Thu	16 Apr	Fri
Wk 12	19 Apr	Mon	20 Apr	Tue	21 Apr	Wed	22 Apr	Thu	23 Apr	Fri
Wk 13	26 Apr	Mon								

Charge: \$1.50  
Credit: \$0.00  
Total: \$2.05  
Processing Fee: \$0.55

 PayPal Checkout

\* Processing fee of 3.20% will be charged for meals paid using PayPal. An additional \$0.50 will be charged for orders below \$40.00.  
\* Please allow cookies and ensure you do not close or logoff from school meals  
\* Please disable all pop up blockers before clicking on the PayPal/Confirm Order button  
\* Please note that no changes to selected options are allowed once payment is completed

# CANTEEN WEBSITE FOR PARENTS

## Order History

To view your order history, select "Order Meals" from the top menu followed by "Order History" from the side menu.

Press the 'detail' button to view in more detail.

The screenshot shows the 'School Meal Ordering System' interface. At the top, there is a navigation bar with links for 'Home', 'Update Account', 'Order Meals', and 'Log Off'. The page title is 'Meal Order History'. Below the title, there is a date range selector showing 'List orders from 2018-06-10 to 2018-07-10' with a 'GO' button. The main content area displays a table titled 'Meal Order History' with the following data:

Order No.	Date	Amount	Successful	Created By	Payment Ref.	Remarks	Payment Mode	Payment Status	Payment Date	Payment Updated By	Reprint Confirmation (Cash Payment)	Cancel Order
1 7	2018-07-10 11:21:10	\$0.01	✓	John Timothy	11100000011111		VISA/MasterCard	Paid	2018-07-10 11:21:10	John Timothy		

Below the main table is a section titled 'Meal Order Update History' with columns for 'Txn. Date', 'Meal Date', 'Previous Order', and 'New Order'. It shows 'No updates found'.

## Need to make a change in your order?

Select "Update Meal Orders" from the top menu followed by "Order History" from the side menu.

Then press "Edit Lunch Menu"

## POLICIES

**Cancellations** of prepaid meals is **NOT** possible - you may instead reallocate a meal's value to another day.

To reallocate a meal, set the unwanted meal to [No Meal] to have the value of that meal become available as credit.

Head to the day on which you would like to have the meal instead, and select a new meal. The credit from the unwanted meal will be deducted, and click "update order" to save this change.

Place your order for the next day by 10 PM the evening before.  
Re-allocate your meal to another day before 7.15 AM on the day.

# VICTUS CATERING CANTEEN

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## Personal Account Management

Whenever there is a need to change any information, parents can update their child's account information in "Update Account", selected from the top menu.

### Update Account

Account Details	
User Type:	Student
Login Name: *	<input type="text" value="1000121212323232"/>
New Password: *	<input type="password"/> <input type="password"/> (Confirm Password)
(*) Required fields.	
<input type="button" value="Update Account"/>	

Email Address	
Email:	<input type="text"/>
In the event that you forget your user name or password, login details will be sent to this email address.	
(*) Required fields.	
<input type="button" value="Update Particulars"/>	