ZAMOW POSILEK ver 3.2.1.

USER'S MANUAL

Contents

Introduction

ZAMOW POSILEK is a free application enabling the registered user to order meals delivered by the catering company to school. It can be downloaded from the AppStore or GooglePlay.

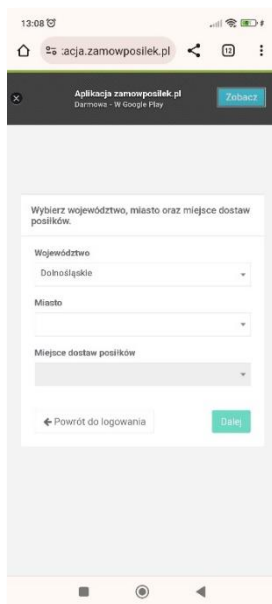https://play.google.com/store/search?q=zamow%20posilek&c=apps

The application works in three languages: Polish (default), English and Ukrainian.

To download the app you should click *Download* button, choose the device, click *Download* again and wait until it is installed.

Registration

Ordering meals is possible only for registered user. To register the new account you should tap *Sign out* and fill the required fields: *Województwo*(*Voivodeship*), *Miasto*(*City*) and *Miejsce dostaw posiłków*(*Place of meals delivery*). After tapping *Dalej* user is redirected to the form with parents' detailed credentials. It is possible to fill only required fields (marked with asterisk). After clicking *Zarejestruj* the confirmation message is sent to the e-mail address typed in the registering form.


REGISTRATION: PAGE 1   REGISTRATION: PAGE 2

Login

To login for the first time user has to type his email and password. It is possible to save the data for the future and keep the user logged in.
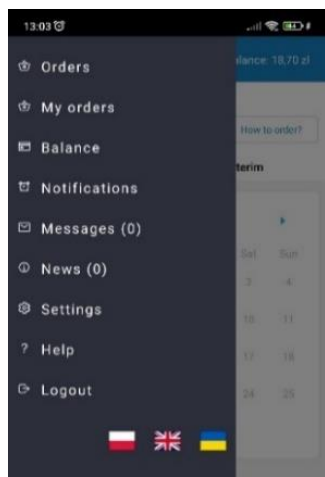
Main page

After logging in user is redirected to the main page. It contains the calendar for current month, child's name, account's balance, *How to order?* button and the bottom panel (green line). On the main page there is also a left side menu (three horizontal lines).
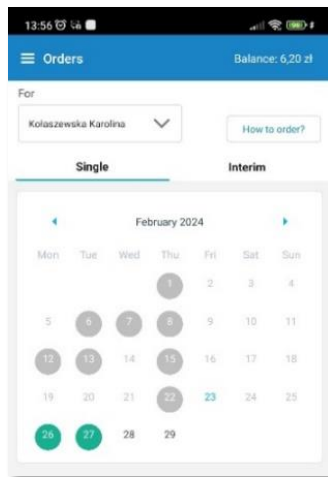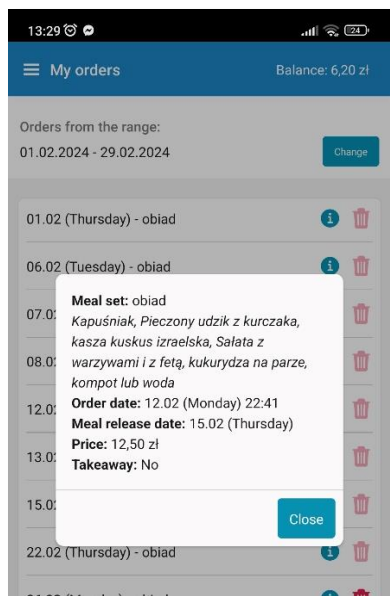
MAIN PAGE

Left side menu

LEFT SIDE MENU

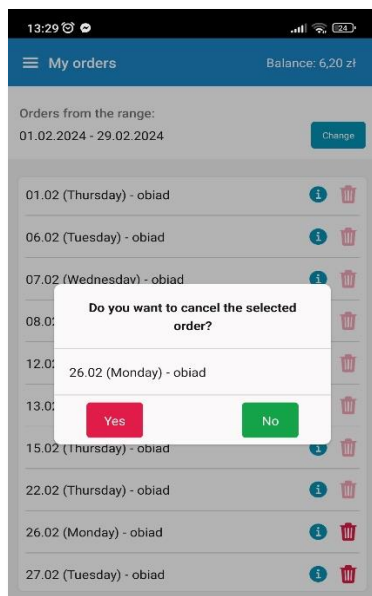In the left side menu the user can find additional settings and information:

Orders

Redirects to the main page

My orders

Shows the history of orders with details. E.g. user is able to check the menu from the previous days (by tapping "i") or cancel the order with the red trash icon.

MENU DETAILS   ORDER CANCELLING

Balance

Redirects user to the payment form. User can also tap on *See more info* to read more about payments.

Notifications

Useful to set your preferences about notifications sent by the application.

Messages

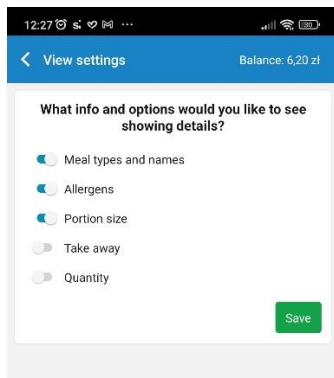A form intended for correspondence with a catering company

News

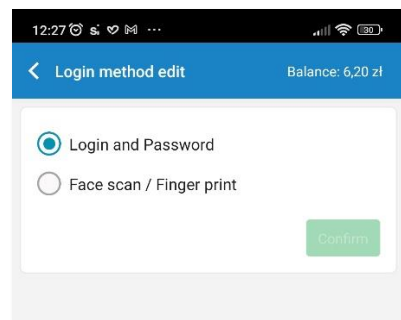Messages added by the catering company

Settings

Other application's settings: *Profile Edit* (parent's credentials, address or the account number), *Receiving persons* (to set the name of person entitled to pick the meal to go), *Set detail settings*, *Change your login method*
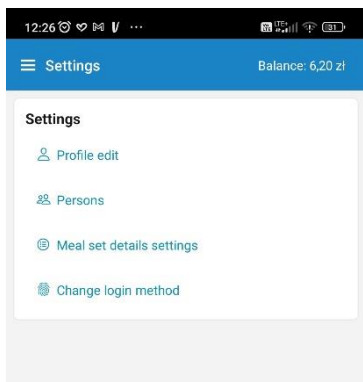
SETTINGS

SET DETAIL SETTINGS

CHANGING LOGIN METHOD

Help

Contact details of the catering company

Logout

To log out of the application.

Account recharge

Before ordering the meal it is necessary to top up the account's balance. User has to click *Balance* link placed on the blue header. After redirecting to the payment form it is possible to type the desired sum. Using the application to payment requires to pay the administrative fee: 2,04 PLN for each 100 PLN.
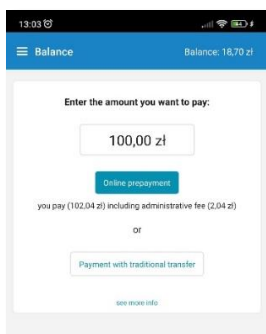
PAYMENT FORM

Paying with traditional transfer doesn't require to pay the administrative fee.
The balance is updated at once after payment, and it enables user to order a meal.
Each action like placing or cancelling the order updates the Balance immediately.

Ordering meals

To order the meal user has to choose a proper day by tapping on it in the calendar. User is redirected to the menu. After tapping *[ORDER WITH ADVANCED PAYMENT]* on the menu's card the order is confirmed and the button changes: it has a pink *[CANCEL X]* text now. It is possible to order vegetarian or gluten-free meals – available by scrolling down. It is also possible to order a meal to go. For this purpose user has to tap button on the card *Pojemnik na wynos,* which is at the bottom of the page.

After expanding the panel placed at the bottom of the page, an explanation of the colors appears:

Meal ordered, cancellation is possible: the chosen day is in a green circle
Meal ordered, cancellation is not possible: the chosen day is in a gray circle
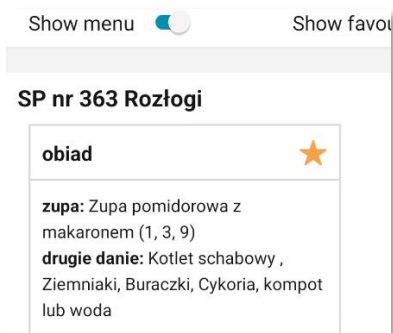Order unconfirmed, waiting for payment: the chosen day is in an orange circle
Day without an order placed: the chosen day is without marking, black font
Day without the possibility of placing an order: the chosen day is without marking, gray font
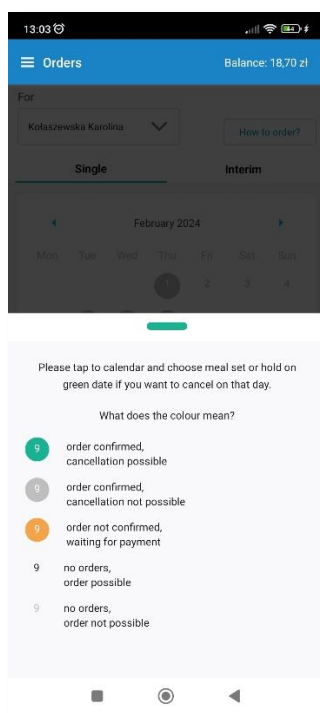
THE BOTTOM PANEL

User is able to mark chosen dishes as favourites by clicking the star icon on the menu's card:
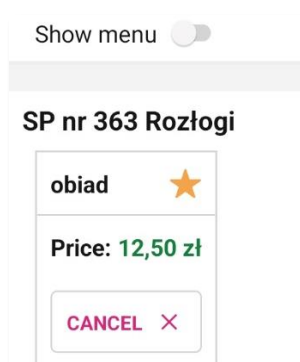
MARKING THE DISH AS FAVOURITE

It is possible to hide or show the menu details by using the slider *Show menu*:
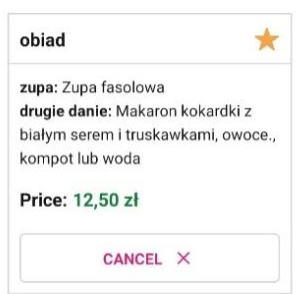

MENU DETAILS SHOWN

MENU DETAILS HIDDEN

Cancelling the order

Order cancelling is possible until 9.00 AM. To cancel user has to tap on a proper day in the calendar and - after redirecting - click the button *[CANCEL X]* on the menu's card.

ORDER CANCELLING