


Meals Plus Enterprise Portal

Point Of Sale Student Eligibility Accountability Menus Financial Inventory Production Time Clock System Management

User Name: FOOD

Password: ++++++

 Sign In Time Clock

Time Clock
 Clock In \ Out

 Close

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Visit us at www.mealsplus.com



Job Setup



Search by: Job Code...

Job Code	Description
CNUTR	Admin Assistant/Office Support
CN001	Cafeteria Worker
CN003	Cashier
CN002	Cook
CNDIR	Director
CN005	Manager
CN004	Manager Assistant
CN009	PartTime/Temporary
CN008	Substitute

Job Code: Comp Or Overtime:

Description:

Hours Per Day: Lunch Break: Minutes

Work Days: Monday Tuesday Wednesday Thursday Friday
 Saturday Sunday

School Calendar:

Accrued Leave:

	Leave Code	Description
<input checked="" type="checkbox"/>	12	Personal Leave
<input checked="" type="checkbox"/>	11	Sick Leave
<input checked="" type="checkbox"/>	10	Vacation



Save



Clear



Delete



Close

Job Setup Screen

Search by: Last Name...


Filter Employees By


Job Site:

Job:

View Status: All Active Inactive Terminated

Employee #	Last Name	First Name	Home Phone	Status
101	ALLEN	ANGELA	999-888-7777	Active
102	BROWN	BRIAN	222-222-2222	Active
103	CARSON	CASEY	910-910-9101	Active
104	DAVIS	DANIELLE	111-222-3333	Active
105	EVANS	EMMA	555-555-5555	Active
106	FREEMAN	FRANCES	666-666-6666	Active
10001	GREEN	GLORIA		Active
10002	HARRIS	HANNAH		Active
10004	JENKINS	JOHNNIE		Active
107	KING	KATIE		Active
109	MARTIN	MAX		Active

 View Time Sheet

 Clear PIN

Employee Info **Jobs** Leave History Certification Classes Notes

Employee #:

 Auto Generate

Active Inactive Terminated

Last Name:

Hired Date:

First Name: M.I.:

Social Security #:

Address:

Home Phone #:


Mobile Phone #:


Emergency Contact:


E-mail:


Emergency Phone #:

Manage employee profiles

 Save

 Clear

 Delete

 Close

Time Sheets

Search by: Last Name...

Time Sheet Date Range: 9/15/2008 - 9/21/2008

Filter Employees By

View Status: All Approved Unapproved

Job Site: All

Job: All

Previous Week

Next Week

Employee #	Last Name	First Name
101	ALLEN	ANGELA
102	BROWN	BRIAN
103	CARSON	CASEY
104	DAVIS	DANIELLE
105	EVANS	EMMA
106	FREEMAN	FRANCES
10001	GREEN	GLORIA
10002	HARRIS	HANNAH

(Un)Check All

Day	Time	
Monday 9/15	08:05	Approved
Tuesday 9/16	08:00	Approved
Wednesday 9/17	11:00	Approved
Thursday 9/18	08:58	Approved
Friday 9/19	08:05	Approved

Approve

Clocked Time: 44:08
 Paid Time: 44:08
 Paid Leave: 00:00
 Unpaid Leave: 00:00
Total Paid: 44:08

Time Clock Leave Taken

Date	Job	Time In			Time Out			Lunch (Mins)	Time (HH:MM)
		Hr	Min	A/PM	Hr	Min	A/PM		
9/15/2008	Manager @ 318: Adams Middle	6	55	AM	3	00	PM		8:05
9/16/2008	Manager @ 318: Adams Middle	7	05	AM	3	05	PM		8:00
9/17/2008	Manager @ 318: Adams Middle	5	00	AM	4	00	PM		11:00
9/18/2008	Manager @ 318: Adams Middle	7	01	AM	3	59	PM		8:58
9/19/2008	Manager @ 318: Adams Middle	6	55	AM	3	00	PM		8:05



Review and approve time sheets electronically


Notes:

Save

Print

Close

Current Employee Activity


 Search by: Last Name...

Filter Employees By

View Status: Present Absent Arrived Late Left Early

Site:

Job:

 Refresh

Last Name	First Name	Employee #	Site	Job	Status	Last Clock	Location
ALLEN	ANGELA	101	318: Adams Middle	Manager	Out	11/10/2008 01:00 PM	JEFFFLYNN
BROWN	BRIAN	102	318: Adams Middle	Cashier	Out	9/15/2008 03:00 PM	TRISHWILLIAMS
CARSON	CASEY	103	302: Independence High School	Cafeteria Worke	Out	8/18/2008 11:59 PM	TRISHWILLIAMS
EVANS	EMMA	105	302: Independence High School	Cafeteria Worke	Out	8/18/2008 11:59 PM	TRISHWILLIAMS
GREEN	GLORIA	10001	318: Adams Middle	Cafeteria Worke	Out	8/1/2008 06:00 PM	
GREEN	GLORIA	10001	318: Adams Middle	Admin Assistan	Out	9/19/2008 05:00 PM	TRISHWILLIAMS
KING	KATIE	107	318: Adams Middle	Summer Feedin	Out	7/29/2008 11:59 PM	TRISHWILLIAMS
OWENS	OLIVIA	10005	310: Jackson Middle	Cafeteria Worke	Out	8/13/2008 11:59 PM	TRISHWILLIAMS

**Review activity in
real time**

 Close