

Center Daily Meal Count Report

Last Modified on 12/19/2023 11:16 am
CST

The Center Daily Meal Count report provides meal count totals by meal for each for your sites for a single day. It also totals all meal counts for each, individual center, as well as provides an overall total for all centers.

To run this report:

1. From the menu to the left, click **Reports**.
2. Click the **Select a Category** drop-down menu and select **Attendance**.
3. Click the **Select a Report** drop-down menu and select **Center Daily Meal Count Report**.
4. Use the **From** and **To** boxes to set a date range for which to run the report.
5. If you operate in multiple states, click the **States** drop-down menu and choose the state for which to run the report. You can also select **All States** to print the report for all states.
6. Specify how to sort the report: by center name or center number.
7. Click **Run**. The report PDF downloads.

Center Name	Attendance	Breakfast	AM Snack	Lunch	PM Snack	Dinner	Evening Snack	Total Meals
April 192	1	0	0	0	0	0	0	0
Automation 1	2	0	0	0	0	0	0	0
Automation 2	2	2	0	0	0	0	0	2
hotfix30	1	1	0	0	0	0	0	1
www1	2	1	0	0	0	0	0	1
All Centers	8	4	0	0	0	0	0	4

Center Count	5
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