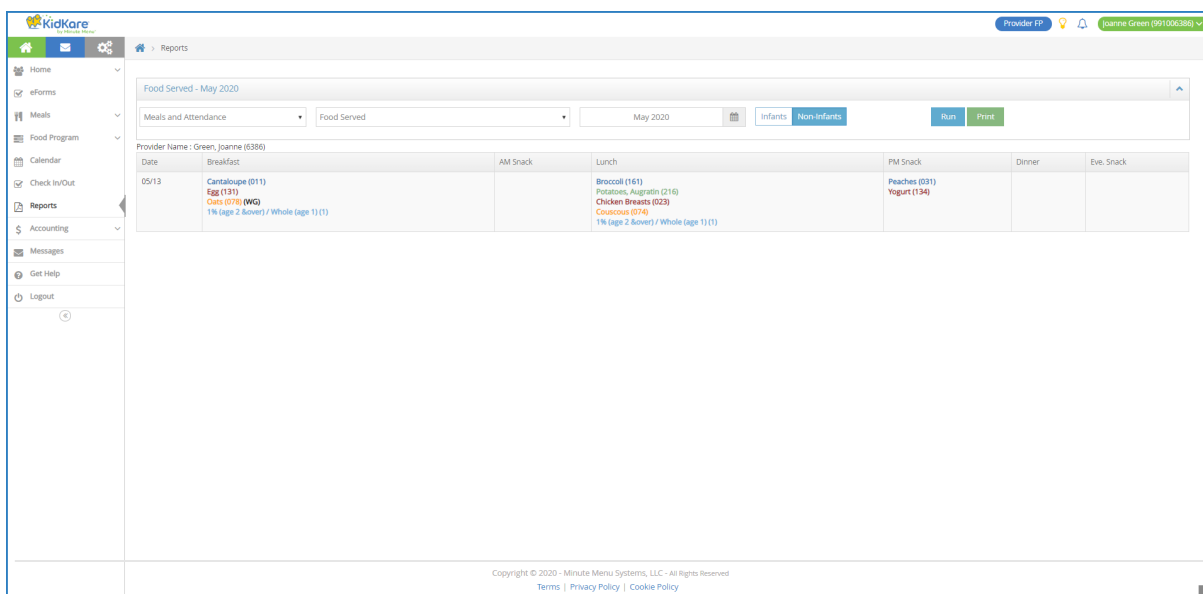


Print the Food Served Report

Last Modified on 08/26/2020 3:43 pm CDT

The Food Served report lists all foods that you have served for a specified month.

1. From the menu to the left, click **Reports**. The Reports page opens.
2. Click the **Select a Category** drop-down menu and select **Meals & Attendance**.
3. Click the **Report** drop-down menu and select **Food Served**.
4. Click the **Select a Month** box and select the month for which to run the report.
5. Specify the age group for which you are printing this report. You can select **Non-Infants**, **Infants**, or both. Both infants and non-infants are selected by default.
6. Click **Run**. The report displays.



Food Served - May 2020

Meals and Attendance: Food Served | May 2020 | Infants Non-Infants | Run Print

Provider Name: Green, Joanne (6386)

Date	Breakfast	AM Snack	Lunch	PM Snack	Dinner	Eve. Snack
05/13	Cartouche (011) Egg (131) Oats (078) (WG) 1% (age 2 & over) / Whole (age 1) (1)		Broccoli (101) Potatoes, AuGratin (216) Chicken Breasts (023) Cauliflower (014) 1% (age 2 & over) / Whole (age 1) (1)	Peaches (031) Yogurt (134)		

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7. To print it, click **Print**. Your browser's print options display.
8. Adjust your printer settings, as needed, and click **Print**.