

Center Monthly Menu Plan

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The Center Monthly Menu Plan report prints your menu plans for the entire month.

Required Permissions: You must have the **Meal & Attendance (Reports)** permission enabled on your account to run the Attendance + Meal Count reports.

1. From the menu to the left, click **Reports**.
2. On the **Reports** page, select the following:
 - **Category:** Meals & Attendance
 - **Report:** Center Monthly Menu Plan
 - **Claim Month:** Select the claim month for which to run the report.
 - **Type:** Non-Infant or Infant
3. Click **Run**. A PDF downloads.