

TYNDALE<br/>CHRISTIAN SCHOOLQuickCliQ PROCEDURE

## HOW TO ORDER LUNCH ORDERS

Process 1 – Login to the QuickCliQ website – <u>www.quickcliq.com.au</u>

Get in Touch	<b>uickCliQ</b>	≡
Welcome to QuickCliq	Email Password	
QuickCliq is a cashless online ordering system that helps you manage your children's canteen orders, uniforms, books and even school fees. Trusted by over 700 schools and thousands of parents across Australia, QuickCliq enables you to place orders and make payments easily from the comfort of your home or office.	Login Forgot your password?	Sign up (New Users) Re-send activation code

If you have not used the website before, you will need to sign up as a new user. Fill out the details as required below.

Get in Touch		
	SIGN UP	
If you have an existing account and up again.	cannot log in contact QuickCliq before signing	
Email		
Confirm Email		
Password		Note: Your chosen password needs to have a minimum of 8 characters including one number, one uppercase letter, one lower case letter and one special character. For example: Cant33n!

You will receive an email notification to activate your account.

After you have logged into your account:

- 1. Select the "Add Child" tab. Make sure you fill out all your child's details before selecting "Next"
- 2. Select the "Add Credit" tab to add credit to your account

QuickCliQ		Shopping cart (0) \$		
HOME NEWS PI	ROFILE STUDENT			
ADD CREDIT	ACTIVE / CANCEL ORDERS	TRANSACTIONS	ADD STUDENT	



**QuickCliQ PROCEDURE** 

## Process 2 – How to place your lunch order

To place your lunch order – on the Home page, select the "Meal Order" tab and follow the steps below:

- 1. Select child
- 2. Select date
- 3. Select the meals you would like to order and "Add to Cart"
- 4. When finished, click "Pay and Place Order"

ease follow the steps to place a meal order. If you need to os. If you need any assistance contact our service desk <mark>su</mark>	> place orders for Uniforms, Booklist, Fees and Events ensure you use the links abo upport@quickcliq.com.au or 1300 11 66 37	
Select a Child	Select a Date	
Please select a child:	Please select the date you are ordering for:	
Select a Child	CLEAR SELECTION	
Health Warnings:		
Canteen Notes:		
belect Meals	Confirm Order	
ADD TO CART	Confirm your order booking fee:	
	Additional instructions:	
ADD TO CART	Use this field to add any additional instructions for this order, Health warnings that you provided will appear on the order by default.	
int Canteen Menu to PDF	Characters left: -10	
	Voucher:	
	Grand Total:	
	PAY & PLACE ORDER	

You will receive a confirmation email from QuickcliQ. You can also double check your order by clicking either the "Active/Cancel Orders" tab or the "Transaction History" tab.

Please note: If you miss the cut-off time for online orders (8:40am), QuickcliQ will process late orders for a fee of \$2:00 per family.

If you need any assistance with online ordering, please contact one of the QuickcliQ's friendly staff on 1300 116 637 or email <u>support@quickcliq.com.au</u>

Please note: QuickcliQ is an external provider used by the School. The School is unable to refund or access your personal QuickcliQ account.