**Sushi ordering instructions through QickCliq (Our Online Canteen)**

*Begin by logging in using email address and password to your QickCliq account. Check you have sufficient credit balance shown in the top right corner of the screen. Select the green “Meal order” button*



**Step 1**

*Select the student that you for like to select a meal.*

**Step 2**

*Click in the date field to display calendar.*

*Sushi must be placed for dates that are a Friday, for pre-order and delivery to the school on the following Monday.*

**Step 3**

*Select the first break button out of the two options and click the green cross in front of sushi to view the menu choices.*

***Step 3 continued***

*Select the menu item by ticking the box and adjust the quantity using the drop down if required.*

*Drinks can be added to the order using the same method. When complete click the green “ADD TO CART” Button on either top or bottom of menu choices*



**Step 4**

*Selection of “Pay and place order”*



*Will finalise your current order and return you to* ***Step 1 to*** *place further orders for further students.*





