

## Preordering Menu Items in HeadMaster Online

With HeadMaster Online, parents can preorder lunch menu items for their children.

1. Click **Lunch**. The lunch calendar displays with a tab for each child's name.
2. Select a child's name, and click **Order Lunch**. The Lunch Orders window displays.
3. Select a date range, and select a quantity for each lunch menu item.
4. Click **Submit**.



### Useful Information

Administrators [enable lunch preorders in HeadMaster Online](#).