



APSCHOOL

Meal :

How do I book a meal?

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1. Context

Need to book a meal on the platform? This tutorial will guide you through the steps.

Please note : your wallet must have sufficient funds to make reservations.

2. How do I book a meal?

- Go to the "Meals" menu.
- To view the menu for the month provided by your school, click on the "Menu of the month" button.

Reservation of meals

Calendar List of reservations

June 2026

Select the entire month Monthly menu Today < >

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

View cart 0,00 €

- Select the day(s) for which you wish to book by clicking on them.

Reservation of meals

Calendar List of reservations

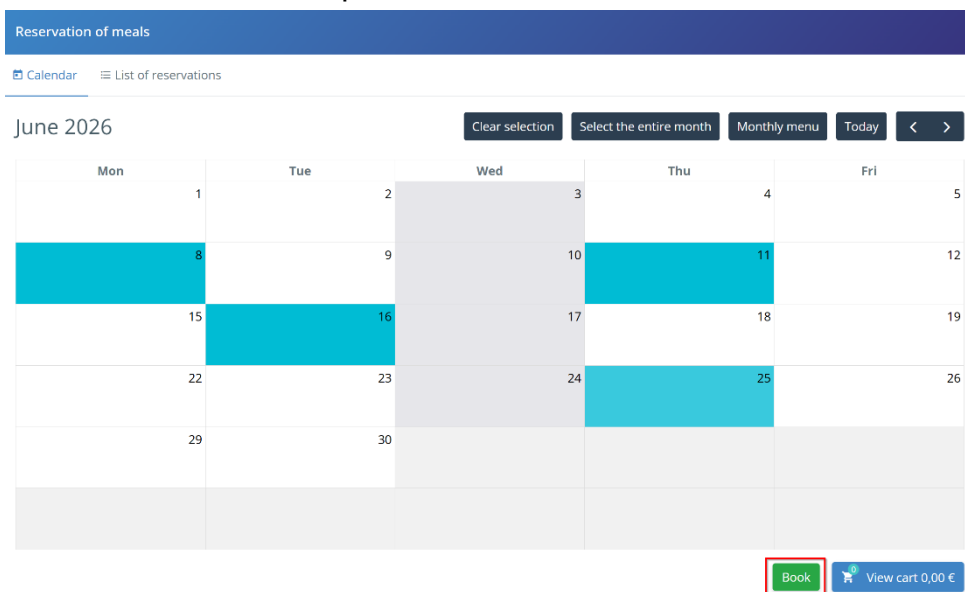
June 2026

Clear selection Select the entire month Monthly menu Today < >

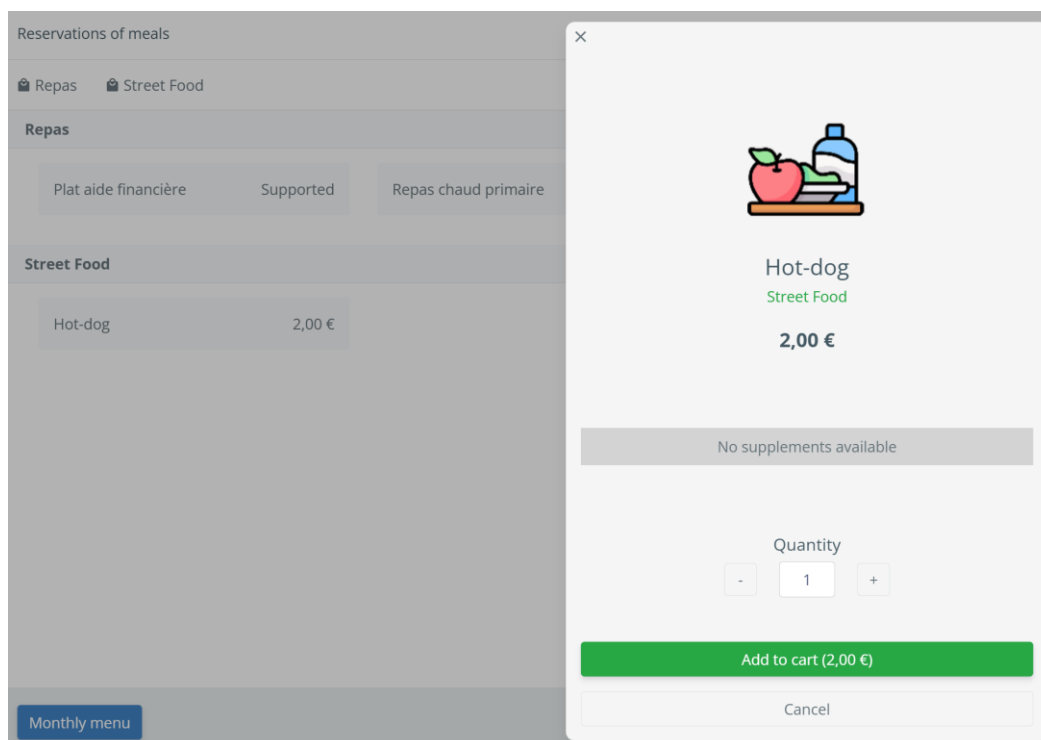
Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

Book View cart 0,00 €

- The greyed-out days are days blocked by your school's settings due to a school/white holiday, a day without meals, or because the deadline for making a reservation on that date has passed.



- Click on the "Book" button to select your dishes.
- In the open window, click on the dish you wish to reserve, choose the quantity and add your order to your cart by clicking on the "Add to cart" button.
- Start again with a new selection of days if needed.





- When your cart is full, click the "View cart" button.
- Check the contents of your cart and click the "Proceed to checkout" button to confirm your order.

Reservation of meals

Calendar List of reservations

June 2026

Select the entire month Monthly menu Today < >

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

View cart 8,00 €

Cart ×

Empty cart

6/8/2026

Hot-dog 2,00 € 1

6/11/2026

Hot-dog 2,00 € 1

6/16/2026

Hot-dog 2,00 € 1

6/25/2026

Hot-dog 2,00 € 1

Balance General 8,00 € / 187,90 €

Total to pay 8,00 €

Proceed to payment



3. Managing your bookings

a) Via the "Calendar" tab

- Go to your "Meals" menu.

Reservation of meals

Calendar List of reservations

June 2026

Select the entire month Monthly menu Today < >

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
• Hot-dog 8	9	10	• Hot-dog 11	12
15	• Hot-dog 16	17	18	19
22	23	24	• Hot-dog 25	26
29	30			

View cart 0,00 €

- To cancel a reservation, click on the dish to cancel and then click on the "Delete" button to confirm the cancellation and be automatically refunded.

Please note : Cancellation deadlines vary depending on your school. If cancellation is not possible, the deadline has passed. Contact your school to find out their specific policy.

Reservation information X

Reservation: Hot-dog

Back Delete



b) Via the "Reservations List" tab

- Go to your "Meals" menu.
- Open the "Booking List" tab. All your bookings, past and future, are displayed.
- To cancel a reservation (if time allows), click on the red trash can to the right of the desired reservation.
- To cancel multiple reservations, check the boxes next to the desired reservations and click the "Delete" button.

Please note : cancellation deadlines vary depending on your school. If cancellation is not possible, the deadline has passed. Contact your school to find out their specific policy.

Reservation of meals Delete (3)

[Calendar](#) [List of reservations](#)

<input type="checkbox"/>	Date of reservation	Reservation	Restaurant	Price	Actions
<input checked="" type="checkbox"/>	6/25/2026	Hot-dog	-	2,00 €	
<input checked="" type="checkbox"/>	6/16/2026	Hot-dog	-	2,00 €	
<input checked="" type="checkbox"/>	6/11/2026	Hot-dog	-	2,00 €	
<input type="checkbox"/>	6/8/2026	Hot-dog	-	2,00 €	
<input type="checkbox"/>	5/28/2026	Repas chaud primaire	-	5,00 €	
<input type="checkbox"/>	5/19/2026	Sandwich	-	1,00 €	
<input type="checkbox"/>	5/13/2026	Potage	-	1,00 €	
<input type="checkbox"/>	5/11/2026	Sandwich	-	1,00 €	
<input type="checkbox"/>	5/1/2026	Potage	-	1,00 €	
<input type="checkbox"/>	4/30/2026	Potage	-	1,00 €	

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A question? Need assistance?

- For any technical, educational or platform-related questions, please contact your institution directly.
- If you would like to view other tutorials, feel free to click on the following link or scan the QR code below.

<https://parents.apkiosk.com/>



Thank you for following this tutorial!

