



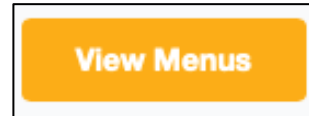
# Printing Instructions for Weekly Public Menus



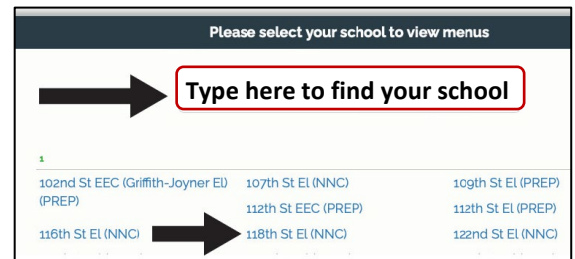
Open a web browser on your computer, Google Chrome or Firefox. In the address bar located at the top of the webpage. Type the link below to access your school menus:

<https://lausd.yummy.com/>

1. Click the **“View Menus”** button located at the top of the page



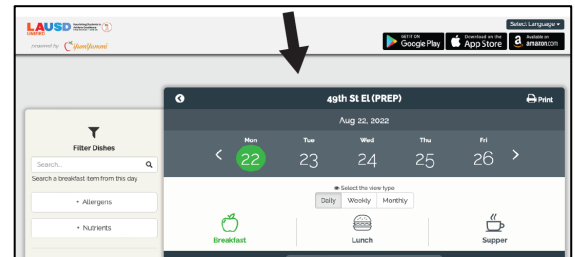
2. Type the name of your site or scroll down the list to locate your school's name.
  - Once located, click on the sites name




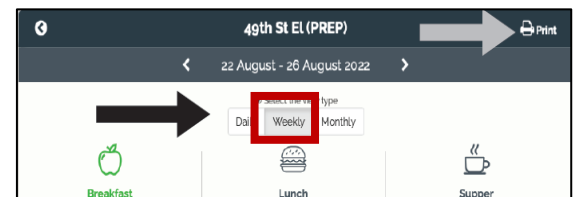
3. Once you have selected the school, it will take you to the daily menu page.

Menus are available as:

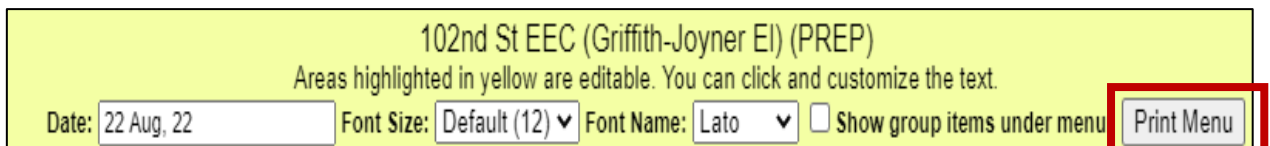
  - Daily
  - Weekly
  - Monthly



4. Select the view type **“Weekly”**,  
Click the **“PRINT”** icon  to the right.  
Print a menu for each meal service:
  - Breakfast
  - Lunch
  - Supper



5. You will be taken to a yellow screen.  
Click on the **“Print Menu”** button located on the right.



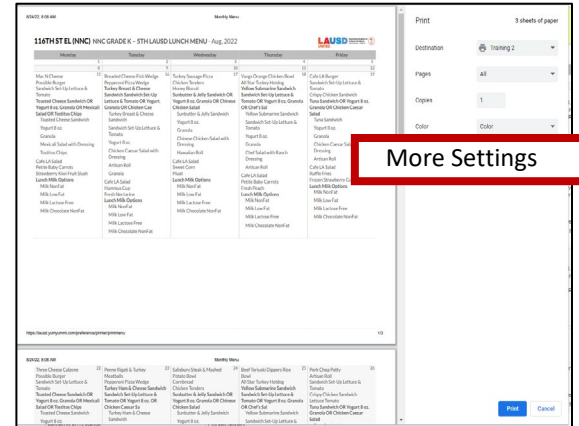


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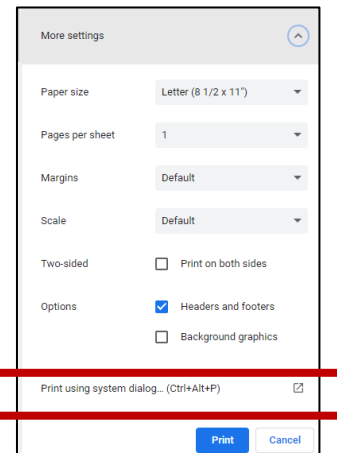
6. A print screen will appear. Menus are to be printed in landscape.

To print in landscape, Click **“More Settings”**



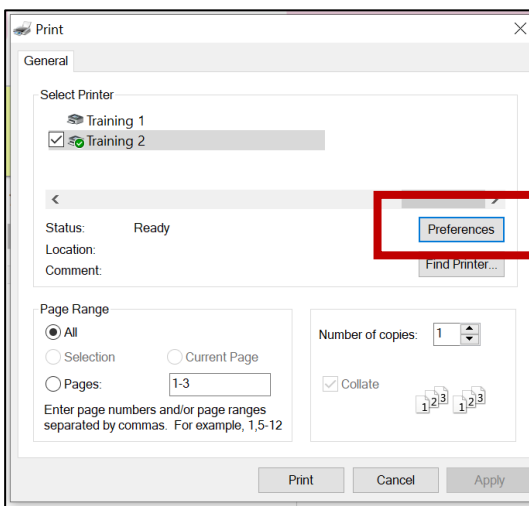
7. After clicking **“More Setting”** additional options will appear.

Click on **“Print Using System Dialog”**

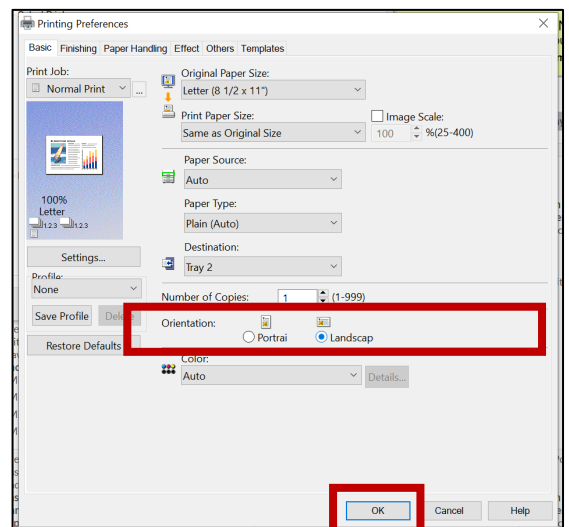


8. A print box will pop up.

Click on **“Preferences”**



9. A printing preference box will pop up. In orientation, select **“Landscape”**, then click **“ok”**.



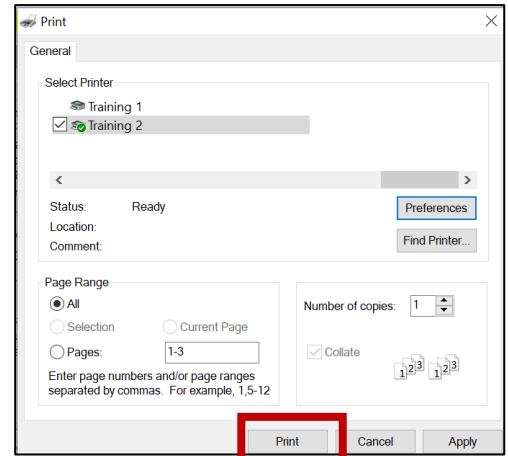


# Printing Instructions for Weekly Public Menus



10. You are now ready to print your selected menu.

Click on **“Print”**



## Reminders



- Menus are printed each week
- Menus are printed for each meal service, I.E. breakfast, lunch, and supper
- Document all menu substitutions changes by crossing out the item to be substituted and writing in the replacement menu, then name.
- When substituting menu items, refer to the “2022-2023 Menu Components List” located on the Café La Website.
- Attach the weekly menu to the Production Worksheet and file according to the “Filing System and Record Retention Guidelines 2022-2023”
- When adding items to Production Worksheets (to reduce inventory), you must also add items to the weekly menus.



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**NSLP SBP PRODUCTION  
WORKSHEETS/BIC TRACKING  
WEEKLY MENUS  
SPECIAL DIETS**



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**SUPPER  
PRODUCTION WORKSHEETS  
WEEKLY MENUS**

