

Catering Scanning Guide

Group level catering

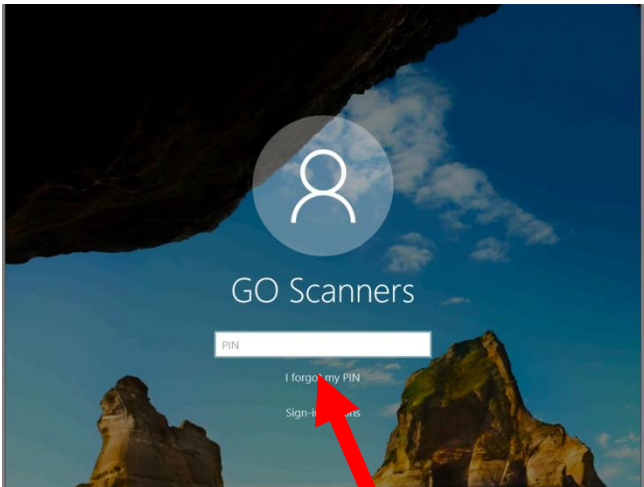
Access⁹³



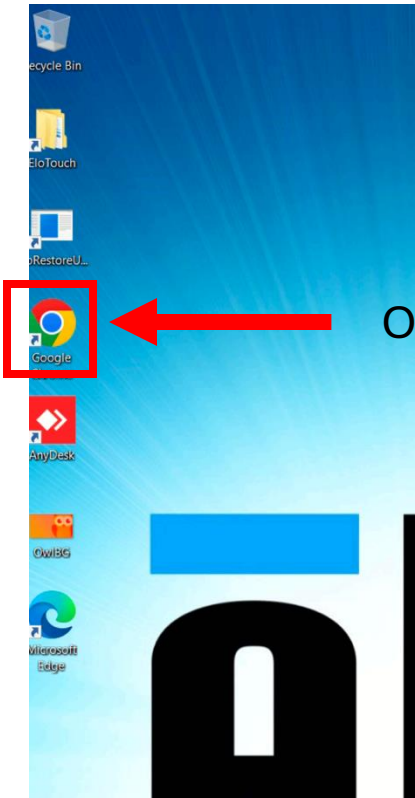
Catering QR Codes

- **Crew Bosses** request meals for their crew on the portal.
- Once approved, an email with the QR codes is sent to the **lead contact**.
- The **lead contact** shares the QR codes with their crew.
- **Crew members scan** the same QR code for each meal.
- Once the meal limit is reached, the QR code will stop working.





Swipe up and type the login code **233256**



Open **Chrome**



Scanner Settings

Meal Services

Load All Meal Services

Play Sound Effects

Show Scan Count

Show Scanner Input

Cancel

Save

Choose the meal session

Scanner Settings

Meal Services

06/02/2025 - Breakfast

06/02/2025 - Lunch

06/02/2025 - Dinner

06/03/2025 - Breakfast

06/03/2025 - Lunch

06/03/2025 - Dinner

06/04/2025 - Breakfast

06/04/2025 - Lunch

Breakfast - 06/02/2025


0 Meals Scanned
Updates every 5 seconds

Current Session

Change the meal session

Number of Scans

Start Scanning
Change settings by pressing the gear on the top-right corner



Top Tips for Successful Scanning

- **Device Setup**

- **Brightness:** Set screen brightness to **100%**
- **Orientation:** Hold the QR code **flat and still**
- **Clean Screen:** Ensure screens and scanner lenses are **clean and smudge-free**

- **Positioning**

- **Distance:** Hold the device **15–30 cm** from the scanner
- **Angle:** Keep the QR code **directly facing** the scanner
- **Lighting:** Avoid **direct sunlight** or glare on the screen

