

How to view MealTracker Transaction History

If you have questions about transaction history please read the information sheet on our web site at <http://www.pasd.us/th.pdf>

1. Establish a parent account on www.ezschoolday.com. You are not required to deposit funds to use the website for viewing transactions. If you already have an account you are ready to go.
2. Log into the website with your email address and password
3. Click My Students of the left hand navigation area
4. To the left of the meal balance for each student you will see a "View Transactions" link
5. Click this link to see transactions for your student

Here is an example of a report:

Meal Tracker 30-day Transaction History

Generated on Friday, January 29 at 12:24 PM (CST)

Palmyra High School / Palmyra Area School District
Recent History for <Student Name> - ID # <ID>

Order: Process Time with Newest first.			Sale	Amount	Amount	Account	Ending
Serve Date	Processed	Description	Amount	Tendered	Deposited	Charged	Balance
01/29/2010 Friday	01/29/2010 10:45:34am	Lunch Service 1 RICE KRISPY @ 0.85	\$0.85			\$0.85	\$17.05
01/29/2010 Friday	01/29/2010 10:35:48am	Lunch Service 1 GEN-TYPE AL @ 1.85	\$1.85			\$1.85	\$17.90

NOTE: The transaction list above is not meant to take the place of transaction detail reports provided by your school. Many situations may cause the above list to be incomplete, or to not reflect new information after more than 24 hours. This is provided to you as a convenience only. A more complete history report may be available upon request, by contacting your school directly.

Times shown are in Central Time (GMT-06:00), which may not match the your local time zone.

If you have any questions please contact the Palmyra Area School District cafeteria office at 717/838-1331