

Meals - CACFP Meal Service No Selections - Excel

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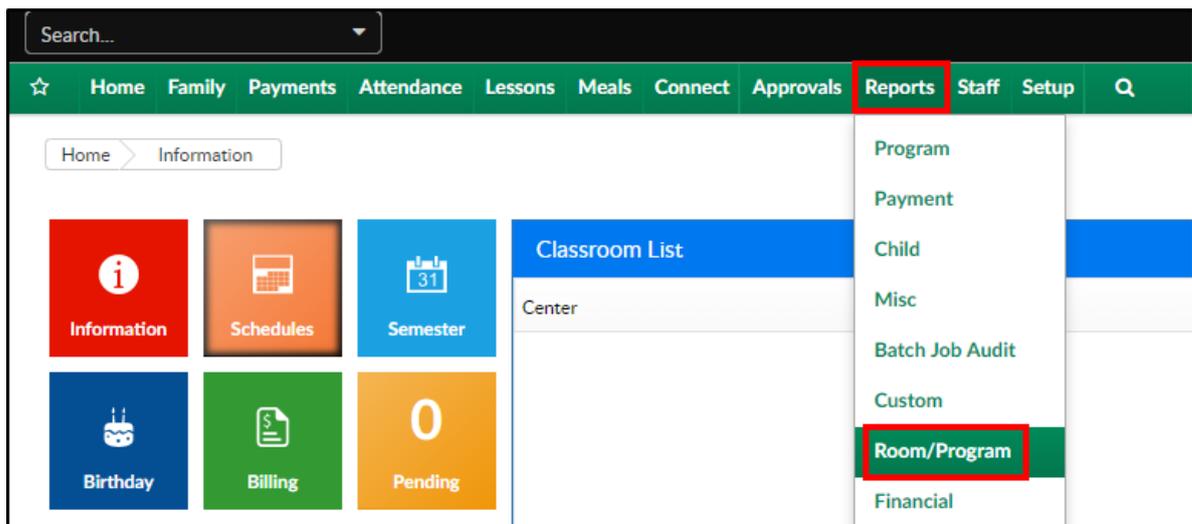
The Meal Service No Selections report displays if a meal was selected or not in the summary totals and by a specific student.

Sample Report

Click the report name to view a sample: [cacfp_meal_service_no_selections_report.xls](#) 

Accessing the Report

1. From the Reports menu, click Room/Program



2. From the Report Category drop-down, select Meals



3. Choose CACFP Meal Service No Selections - Excel from the Report drop-down



4. Select any necessary Search Criteria

Search Criteria ▼

Center

Semester
 [Show All](#)

Category

Classroom

From Date

To Date

- Center - choose the Center or the Business Level. **Please Note:** if left blank, it will pull all center
- Semester - choose a Semester from the drop-down. Select Show All to display inactive semesters
- Category - select a Category from the drop-down
- Classroom - choose a Classroom from the drop-down
- From Date - select a start date from the calendar
- To Date - select an ending date from the calendar

5. Click Create Report - see example below

	A	B	C	D	E	F
1	Counts for CACFP Audit - Meal Service - No Selections Report (02/03/2019 - 02/09/2019)					
2	Center Name	Child Count	Meals Not Selected	Days Attended	Days Absent	
3	DCW Transactional- CENTER	2	7	2	0	
4						
5						