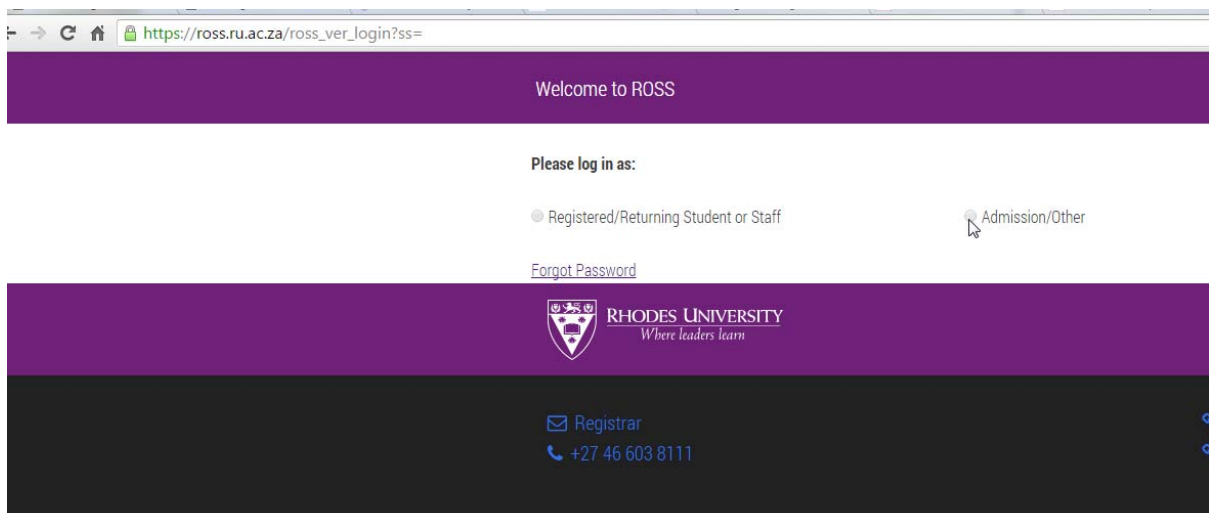


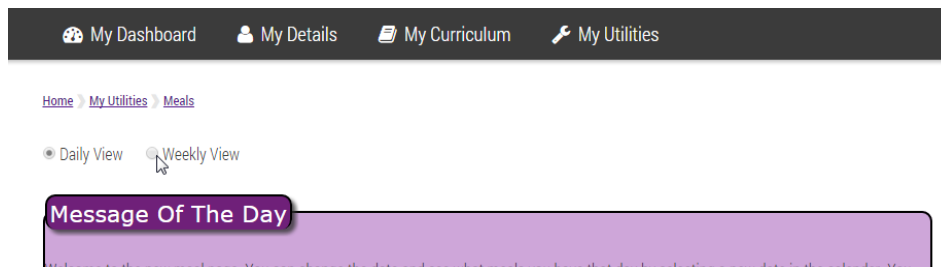
# WARDENS / DEPENDANTS

Log on to ROSS; click on [MY BOOKINGS](#) → [MEALS](#)

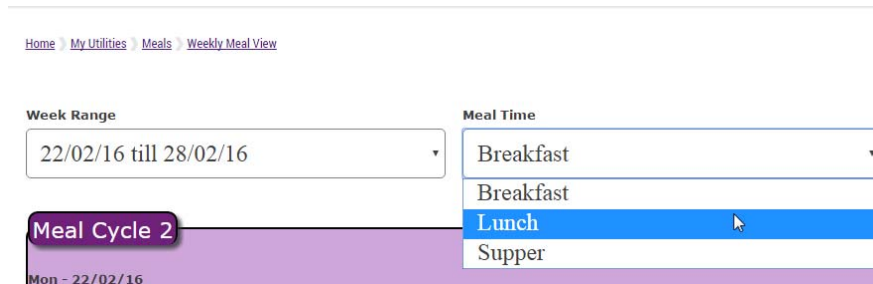
*Wardens will log on, using REGISTERED/RETURNING STUDENT OR STAFF selection box, and dependants will log on, using ADMISSION/OTHER selection box. Dependants no longer need to use the “g” prefix to their user number.*



1. To change meals one week at a time; click on [WEEKLY VIEW](#)



Select [MEAL TIME](#) and [DATE RANGE](#) if you are changing meals not in the current date range:  
You will be shown one of the two week cycles at a time.



Change your meals according to your preference, by selecting the drop-down menu for each meal.

The **BOOK RANGE** allows you to specify the period that you want to apply the changes to. Either for this date range only, or for all future meals on this cycle, or you can select the period of time that you want to apply the changes to. In other words, the repeat cycle is giving you more options to choose from. Click on SUBMIT when you are done. Do the same for breakfast and supper, should you wish to make changes. Remember to select the following week's date range if you want to cover both weeks of the two-week menu cycle.

22/02/16 till 28/02/16

Lunch

**Meal Cycle 2**

Mon - 22/02/16  
Unbook

Tue - 23/02/16  
Unbook

Wed - 24/02/16  
Unbook

E : Corn and Asparagus bake, Salad Bar  
F : Chicken Mayo Roll, Chips  
H : Spicy Tuna Pizza  
I : Chicken & Cheese Roll, Chips  
O : Crumbed Pork Chops  
V : Ratatouille, Salad Bar  
W : Cheese Salad Roll, Chips  
Z : Braised Mutton Chops, Samp

Unbook

Sun - 28/02/16  
N/A

**Book Range**

Current Week Only - Cycle 2  
All future meals - Cycle 2  
Specify time frame (Note: Only for Cycle 2)

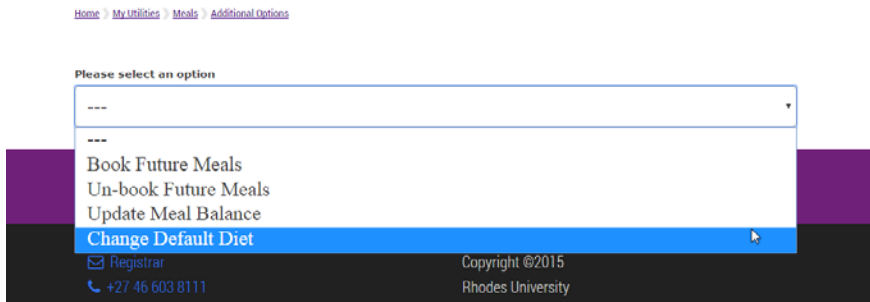
2. To change your default diet preference:

Click on **ADDITIONAL OPTIONS**

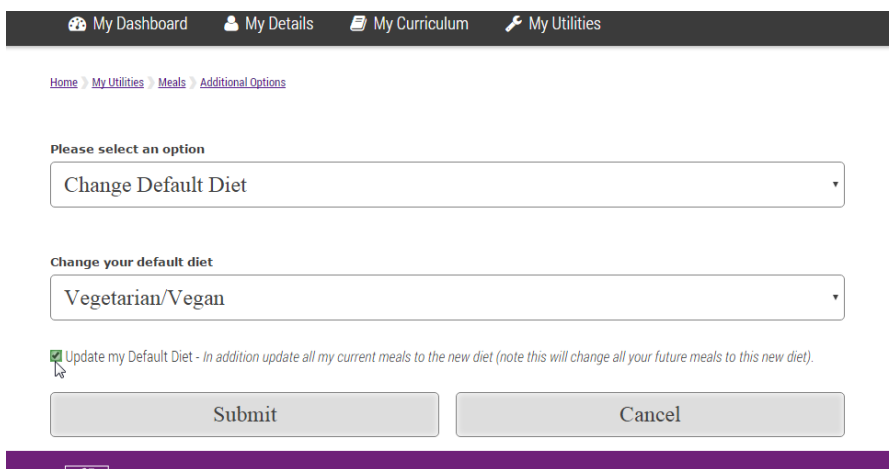
Unbooked✍

- [✕ Additional Options](#)
- [↑↑ View My Meal Bookings](#)
- [↑↑ View Detailed Menu Choices](#)

From the drop-down menu; select **CHANGE DEFAULT DIET**



There are three choices to choose from: Default / Halaal / Vegetarian. You can also choose to change all future meals to your new default setting, by ticking the box. Submit your changes.



### 3. Additional Options features:

Here you can also opt to rebook a block of future meals, or unbook a block of future meals, in two easy steps.

Select your choice from the drop-down menu (book or unbook); select the meal time that you want to change (e.g. breakfast / lunch / supper), select the booking range (all future meals / specify time frame) and submit your changes.

Please select an option

Un-book Future Meals

- Breakfast
- Lunch
- Supper

- All future meals
- Specify time frame

Start Date

22/02/16

End Date

31/12/16

Submit



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Dec		2016				
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

#### 4. Other features of the meal pages:

Click on [VIEW MY MEAL BOOKINGS](#) to view your meals for the current two week cycle (click on [My menu date](#) to change the period of time that you want to view)

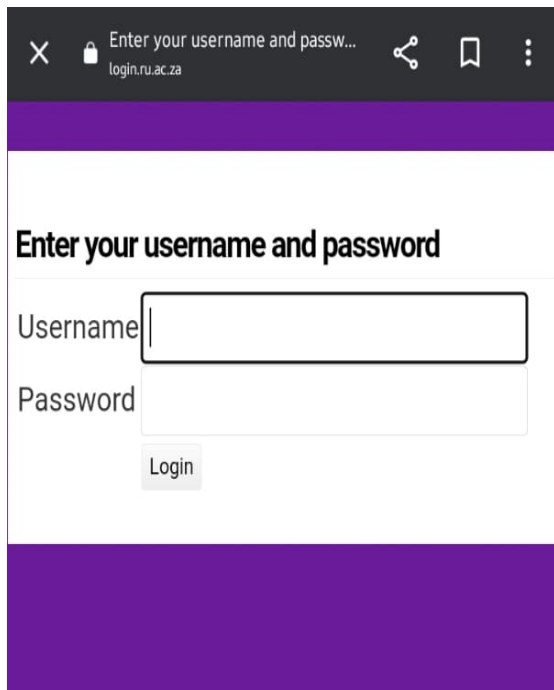
**My Menu Date**

22/02/16							Breakfast	Lunch	Supper																																										
<div style="border: 1px solid #ccc; padding: 5px;"> <span>Feb</span> <span>2016</span> </div> <table border="1" style="width: 100%; text-align: center; font-size: small;"> <tr> <td>Su</td><td>Mo</td><td>Tu</td><td>We</td><td>Th</td><td>Fr</td><td>Sa</td> </tr> <tr> <td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td> </tr> <tr> <td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td> </tr> <tr> <td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td> </tr> <tr> <td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td> </tr> <tr> <td>28</td><td>29</td><td></td><td></td><td></td><td></td><td></td> </tr> </table>							Su	Mo	Tu	We	Th	Fr	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29						N/A	Unbooked	N/A
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26/02/16							N/A	Unbooked	N/A																																										
Saturday 27/02/16							N/A	N/A	N/A																																										
Sunday 28/02/16							N/A	N/A	N/A																																										
<b>Cycle 1</b>							<b>Breakfast</b>	<b>Lunch</b>	<b>Supper</b>																																										
Monday 29/02/16							N/A	Unbooked	N/A																																										
Tuesday 01/03/16							N/A	Unbooked	N/A																																										
Wednesday 02/03/16							N/A	Unbooked	N/A																																										
Thursday 03/03/16							N/A	Unbooked	N/A																																										
Friday 04/03/16							N/A	Unbooked	N/A																																										
Saturday 05/03/16							N/A	N/A	N/A																																										
Sunday 06/03/16							N/A	N/A	N/A																																										

Click on [VIEW DETAILED MENU CHOICES](#) to view the full two week menu cycle.

## To RATE MEALS

Log on to Ross click on MY BOOKINGS→ MEALS



Enter your username and password...

login.ru.ac.za

### Enter your username and password

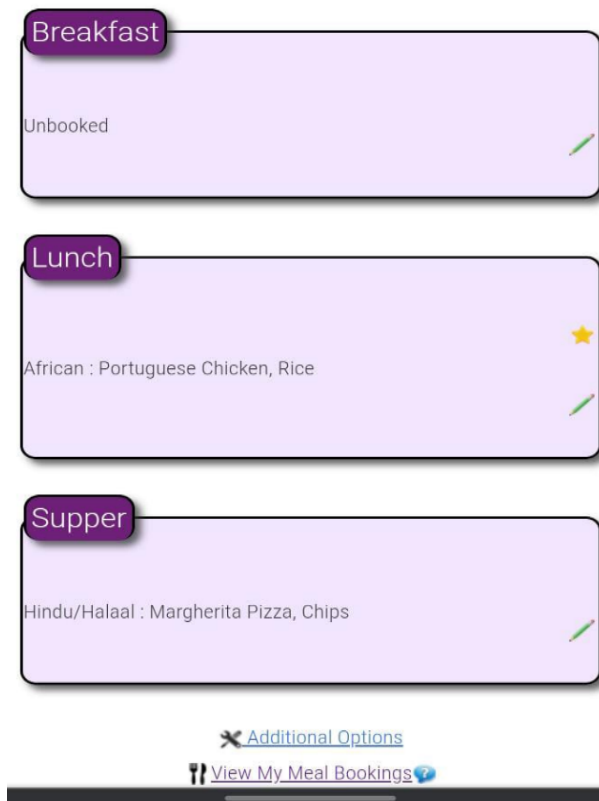
Username

Password


Login

You will see your meals (booked, unbooked, and taken)



Click on the star next to the meal you wish to RATE.




Breakfast

Unbooked 

Lunch

African : Portuguese Chicken, Rice  

Supper

Hindu/Halaal : Margherita Pizza, Chips 

[Additional Options](#)

[View My Meal Bookings](#)

Rate, comment(optional) and submit.

**Meal Details :** Friday the 19/08/22 Lunch

**African : Portuguese Chicken, Rice**

Please rate your meal (1 Star = Very Poor - 5 Stars = Very Good)



Comments(Optional) - 160/160 characters

Submit

Cancel



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Food services will get an automated anonymous email with the rating.