

ParentScope Software from LCR Limited

Welcome to the ParentScope system!

Want to know *exactly* what your children are eating in school?
Now you can!

The ParentScope system has been designed to allow parents and carers the opportunity to view what their children have been eating in the school canteen, and how they have been 'revaluing' their accounts.

It couldn't be easier to create and activate your own account on the ParentScope website – simply create an account, and once the school have provided the unique pupil number for your children, add them to your account!

From there you are able to view POS transactions and system revaluations, this can be done from the QuickDine system administrator via cheque or the 'self-service' wall mounted cash revaluer units positioned in school. The system works around a 30 day rotation basis; so the site only keeps 30 days worth of transactions before the loop starts again and one day is added, the last day is removed, so you can always keep up to date with your children's spending habits.

The ParentScope website is hosted by our own dedicated 24 hours a day server, login is secure and **no** personal details are held on this site, only the transactional analysis. Please see our terms and conditions at the end of this document for more details.

LCR Limited

ParentScope Guide for Parents 2009

W: www.lcrbpl.co.uk E: parentscope@lcr ltd.com

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Using the ParentScope website

To use the ParentScope website you must create your account. Once you have created your account the school will provide you with the unique identifying number for your children. This number is used to add your children to your account.

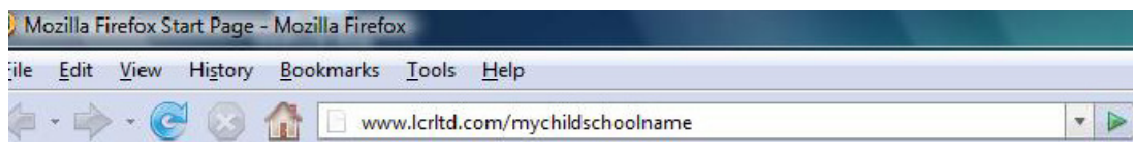
To add children to your account, please refer to the “Managing Your Children on the Account” section of this guide.

Charges for this service are set by the school, the terms of which can be obtained from the school.

In your internet browser, navigate to:

www.lcr ltd.com/mychildsschoolname

[Where “mychildsschoolname” is the school-site name you have been given by your school]



Once you have navigated to the school page, click [create an account](#)

Enter your contact details correctly, as these will be used to verify you to the school once registered. *It is important that you enter your email address correctly as this will be used for mailing.*

At the bottom of the screen, choose a username

Then enter a password **enter the user name and password carefully as they cannot be recovered once you have registered.**

Click the ‘Create Account’ button to create your account

A message will then read: **Account Created. Please login below**

You can now login the system, please see “logon To ParentScope Website” for more details

Logon to the ParentScope website

In your internet browser, navigate to:

www.lcrltd.com/mychildsschoolname

[Where “mychildsschoolname” is the school-site name you have been given by your school]

A screenshot of the Parent Login page. At the top, it says "Parent Login" in a large, bold font. Below this is a greyed-out rectangular area. The text "Please login below with your username and password." is followed by a link: "If this is your first time using the system, [create an account](#)." There are two input fields: "Username:" with the text "lcrlimited" and "Password:" with "*****". A blue "Login" button is below the fields. At the bottom right, it says "LCR Limited".

Then enter your user name and password carefully in the entry boxes
Click Login

Failure to enter the correct details will result in the following being displayed

A screenshot of an error message. The text "Invalid username or password. Please try again:" is in red. Below it are two empty input fields: "Username:" and "Password:". A "Login" button is at the bottom.

Managing Your Children on the Account (Manage UPNs)

Your children must be added to your account, you may remove them from your own account if you wish, under the 'Manage UPNs' link

Manage UPNs

You are logged in as: bobkearns
[View Transactions](#) | [View Revaluations](#) | [Manage UPNs](#) | [Change Password](#) | [School Information](#) | [Logout](#)

Remove UPNs

The following UPN numbers have been assigned to your account. Click the Remove link to delete them.

UPN	Name	Remove?
C888251797045	Test Account 1	Remove
G800215272101	Test Account 1	Remove
J888249297023	Test Account 1	Remove
H333204899163	Test Account 1	Remove
M888282600053	Test Account 1	Remove
V390220499002	Test Account 1	Remove

Add UPNs

[Click here](#) to add more UPN numbers to your account.

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Done

If you wish to remove a child from your account, click the 'Remove?' link next to the child's name

- If you wish to add a child to your account who has joined the school, click the link '[Click here](#)' link

Number of children:

UPN 1

UPN 2

UPN 3

Now enter the UPN numbers as required, and click 'Assign UPNs'

Tick the Accept box next to each child to assign them to your profile.

If the UPNs listed are not correct please [modify your UPN entries](#).

Name	Class	UPN	Accept
Sophie Ashworth	11dpr	X888251796031	<input type="checkbox"/>

Click the tick box for each correctly entered number and then click the 'Confirm' button

Using the ParentScope Interface

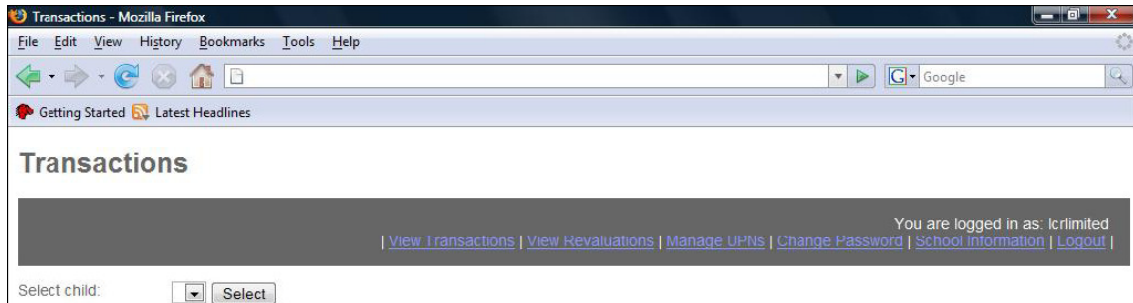
Once you have logged in successfully, your account opens, with the transactions screen displayed first.

From here you can select a child (if you have more than one on the account) to view transactional data on. You may also click the 'View Revaluations' link to view all revaluations. On both screens the 'Select Child' option is present

The child must be selected from the drop down list, before the 'Select' button is clicked.

The main ParentScope interface

The above shows the 'select child' option, and shows the current selected child below, with UPN number and balance



Select child:

Child: **Shelly Jane Abey** (UPN: C888251797045)

Balance: £4.77

The above shows the 'select child' option, and shows the current selected child below, with UPN number and balance

Report Explanation - Transactions

Date	Time	Item Description	Nutritional Information	Item Price	Payment Breakdown
26/09/2007	10:52:09	X-te	View	£ 0.50	View
26/09/2007	10:52:12	50p	View	£ 0.50	View
26/09/2007	10:52:13	5p	View	£ 0.05	View

Payment Breakdown for:	Milk
Bonus Points:	0
Item Price:	£ 0.35
Payment Description:	Cash Sale
[Close Window]	

This window shows the item name and any bonus points accrued for this item. It also details the payment analysis; if the item was purchased using a free meal allowance purse or cash purse (each child holds two accounts on the system). If the item was purchased using a 'split payment' (where part of the item price was paid for by the free meal allowance, and part from the cash purse), the window details the breakdown of that payment too. The QuickDine software suite used by the school canteen also records the nutritional analysis for each meal item, this means you can see how healthy your children's meal options are for them!

The screenshot shows a browser window titled "http://lcr ltd.com - Nutritional Information - Mozilla ...". The main content area displays the following nutritional information for a 50p item:

Nutritional information for:	50p
Energy:	0.00
Fat:	0.00
Saturated Fat:	0.00
Carbohydrates:	0.00
Sugar:	0.00
Fibre:	0.00
Protein:	0.00
Iron:	0.00
Calcium:	0.00
Vitamin A:	0.00
Vitamin C:	0.00
Folate:	0.00
Sodium:	0.00
Zinc:	0.00
[Close Window]	

Report Explanation - Revaluations

Revaluations are 'additions' to the cash purse of a child's account. This can take place by:

- a) Sending a cheque to the school, the system administrator then records the cheque to the account using the QuickDine server
- b) Using the wall mounted cash 'revaluers' in the school to add cash using denominations between 10p and £50 notes

Date	Time	Amount	Payment Type	Details (1)	Details (2)
18/09/2007	10:11:34	£ 30.00	Cheque	001214	Mr A Test

Above, a cheque payment on the 18th September 2007, at 10:11 am, for £30.00, cheque number 001214, Account name Mr A. Test

Date	Time	Amount	Payment Type	Details (1)	Details (2)
18/09/2007	10:11:34	£ 30.00	Revaluer Unit #1		

Above, a payment via wall mounted revaluer on the 18th September 2007, at 10:11 am, for £30.00

When entered by the system administrator, it is possible to see the cheque number and account name used when the cheque payment is made.

Changing your login password

You may also click the 'Change Password' link. As with most operations of this kind, you must enter your old password, then re-enter your new password twice – **do this carefully**

Change Password

[View Transactions](#) | [View Revaluations](#) | [Manage UPNs](#) | [Change Password](#)

Use this form to change your login password. You will need to login again after updating this.

Current password:

New password:

Confirm new password:

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Entering an incorrect password will show the following message:

You must log back in to the system once you have changed your password

Current password is invalid.

Current password:

New password:

Confirm new password:

You must log back in to the system once you have changed your password

School Contact Information

The information page for the school shows the up to date contact details for the school:

School Information

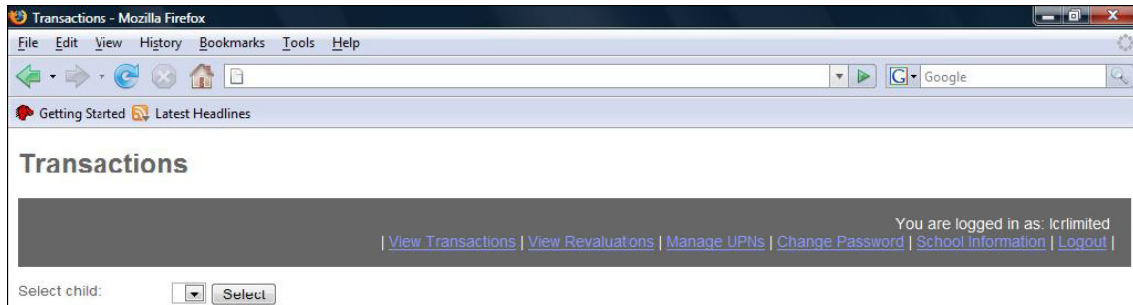
You are logged in as: bobkearns
[View Transactions](#) | [View Revaluations](#) | [Manage UPNs](#) | [Change Password](#) | [School Information](#) | [Logout](#)

School Name	LCR High School
Address	197 Church Street
Blackpool	
ParentScope House	
Blackpool	
Postcode	FY1 3NY
Phone	01253 62 80 20
Email	parentscope@lcrbpl.co.uk

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Logging out of the ParentScope website



Once you have finished using the interface, always click the 'Logout' button, and then close your browser

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What to do for support

If you have a question, comment or suggestion, please mail them to
parentscope@lcr ltd.com

Please include as much information as possible with your query, the more information
you can provide the more we can help with your query

Terms to the operation of the ParentScope website
This list is not exhaustive

- The *ParentScope* website is hosted by servers owned and managed by LCR Limited
 - If you do not wish for your children's information to be uploaded, inform your school; only parents who participate in this package are uploaded
 - No address or personal information (such as DOB, address or medical) is uploaded to the web server. Only name, balance, class and transactional data are uploaded, to a secure server site
 - Although every step will be taken to ensure the availability of the server, technical reasons and demand levels may mean the site is temporarily unavailable; LCR will not be responsible for the constant operation or availability of this site.
 - If you wish to keep the data you may wish to print the information
 - If you have taken advantage of this package and decide not to use it any further, inform the school, and your children will be removed from the upload data, which will take affect the next working day
 - Operation of the web site does not guarantee that day to day data has been uploaded by the school; in this case the transactional data may be missing for that particular date.
 - Although this interface has been tested with a number of browsers, including FireFox and internet Explorer, exact operation steps and images cannot be guaranteed to work in the same way for each browser.
- Suggestions and queries are welcome, by electronic mail to:
parentscope@lcr ltd.com