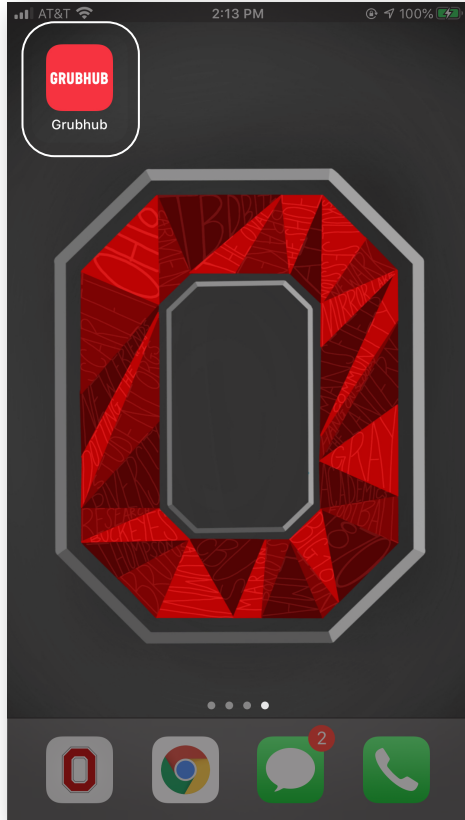


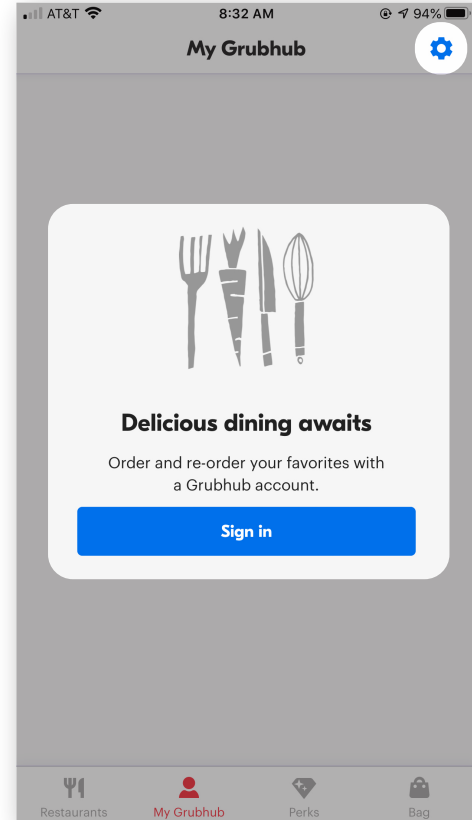
Adding a Meal Plan to Grubhub

1. Download the **Grubhub** app

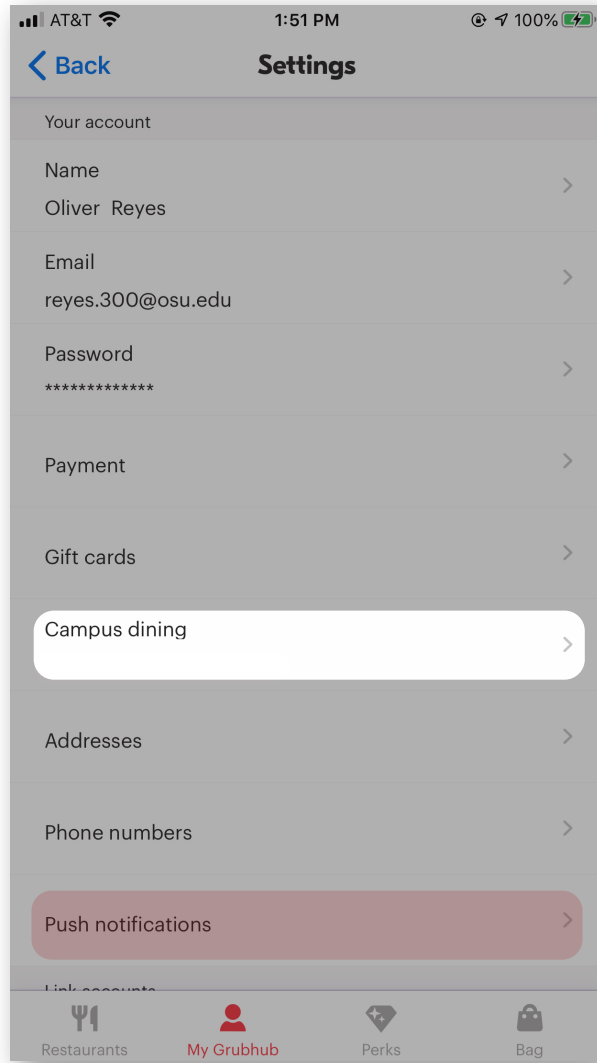


2. **Sign In** or **Create an Account**

3. Open **Settings**



3. Select “**Campus Dining**”
from the **Settings**
menu options

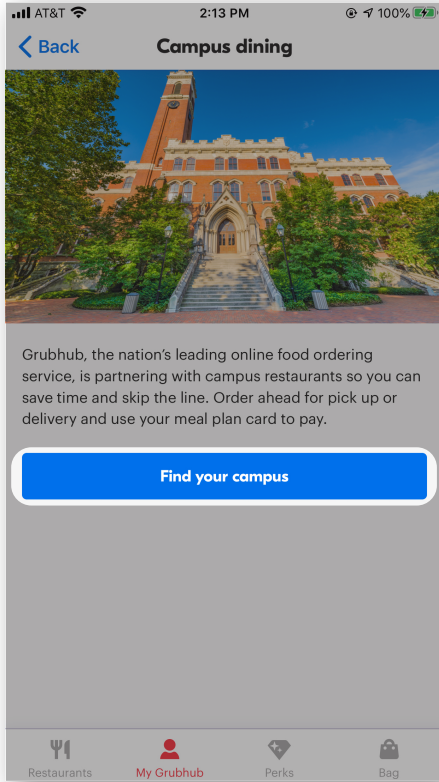


Add or manage payment options and saved credit cards (and BuckIDs)

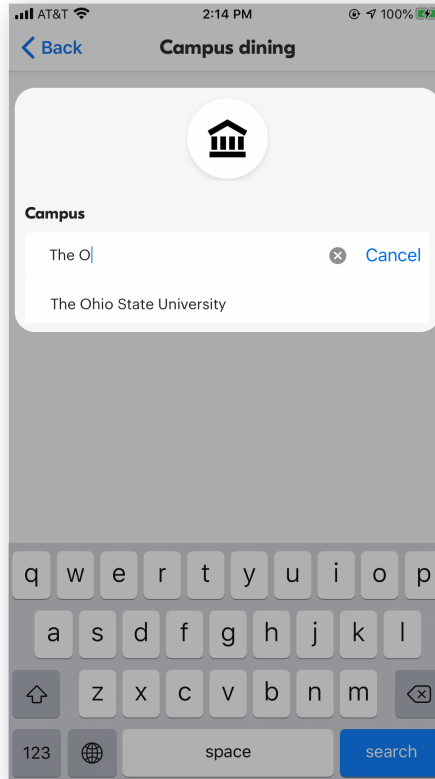
Manage your address(es) for delivery when ordering for delivery service

Push Notifications menu for adjusting app behavior for orders, promotions, etc.

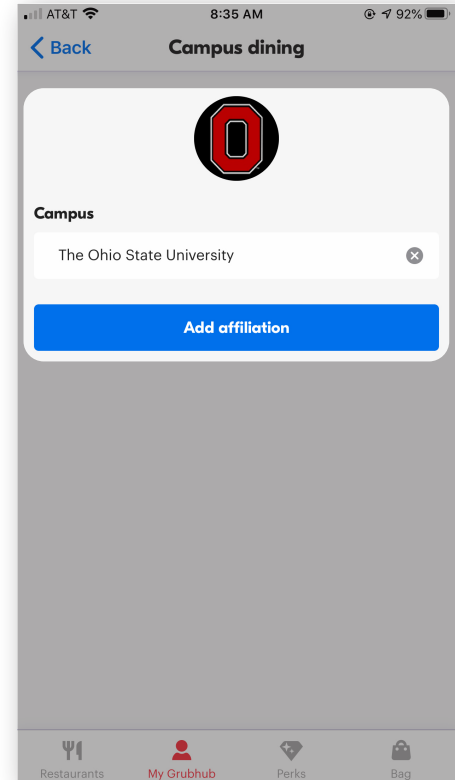
4. Click “Find Your Campus”

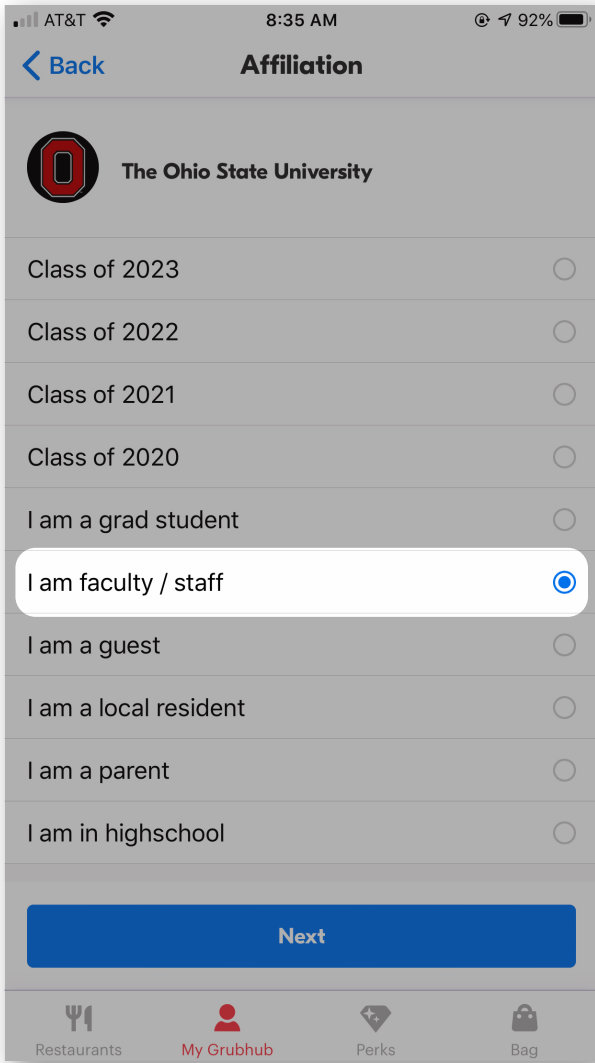


5. Search for Ohio State

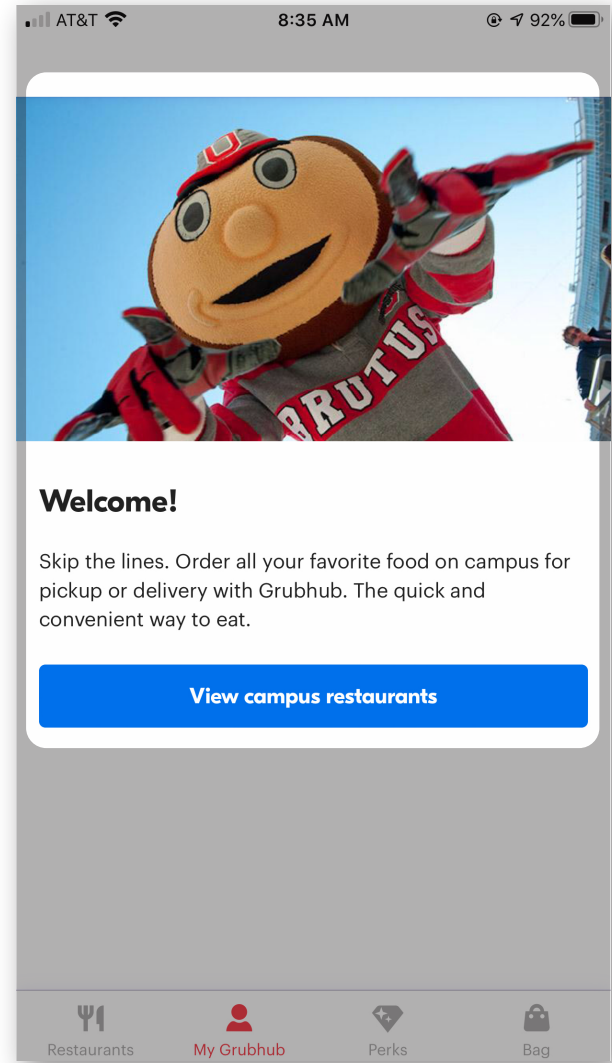


6. Click “Add Affiliation”



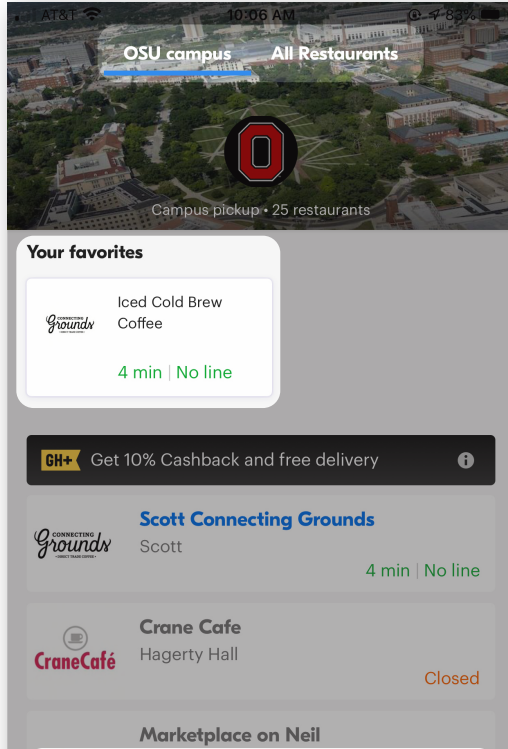


7. **Select** your OSU affiliation from the list

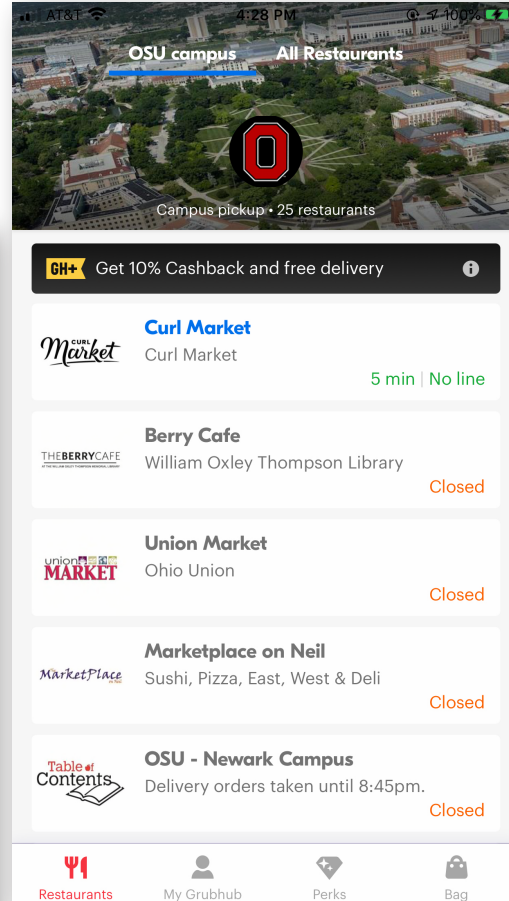


Home Grubhub Order Screen

Toggle between
On-Campus / Off-Campus
Options

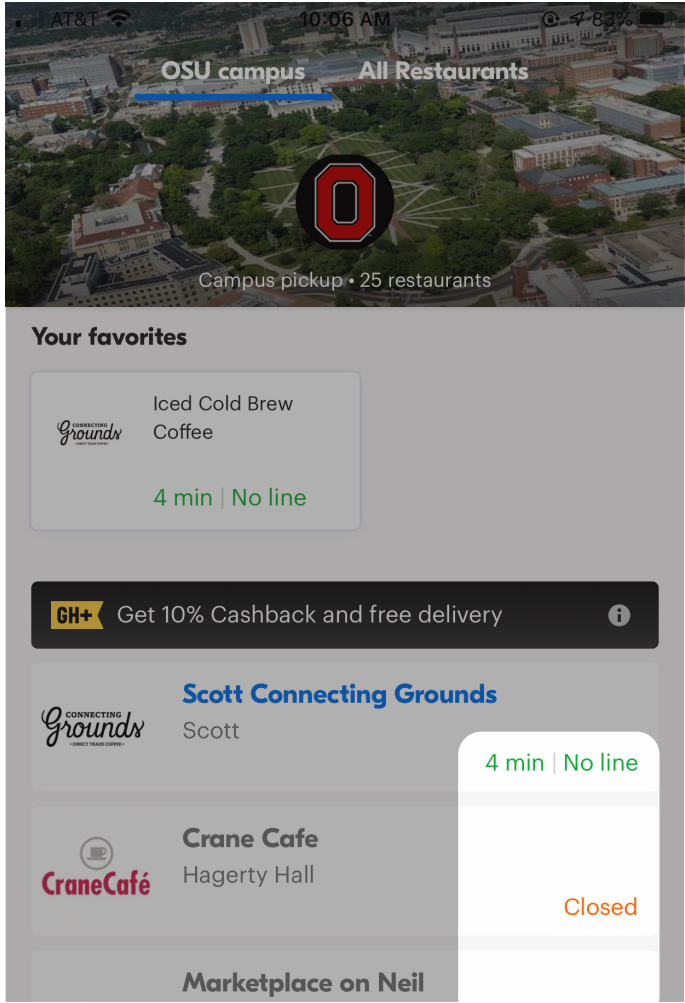


Recent/Frequent
orders for a
quick checkout



Full Endless-Scroll
List of OSU Dining
Locations

Home Grubhub Order Screen



“4 min”: **estimated time for order** prep and pickup

“No line”: (or a # of customers) **in queue** waiting to place order

Closed for business, but menus and pricing are still accessible

“Your Order” Screen

Return to menu to add items, and an **estimated time for pickup**



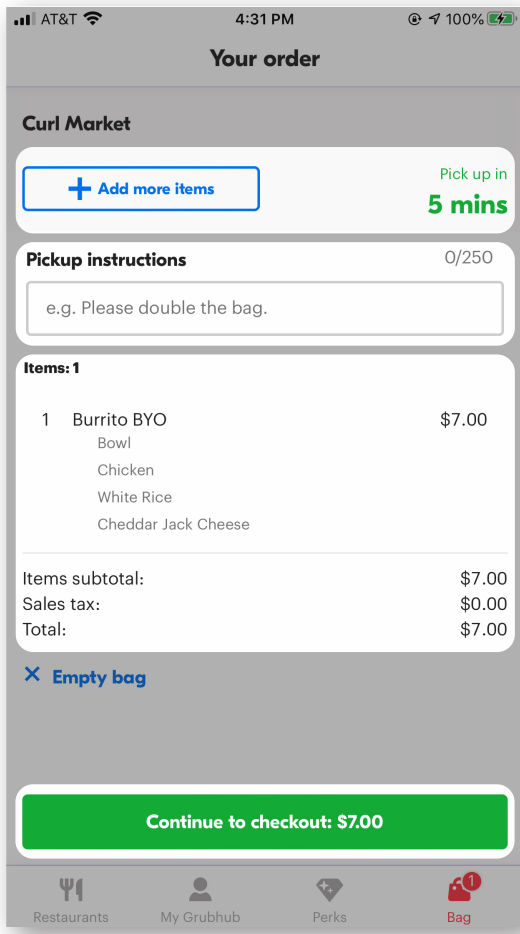
Full breakdown of all order selections and modifications, prices, and totals



Notes for your order: **allergies and diet restrictions, special requests, etc.**

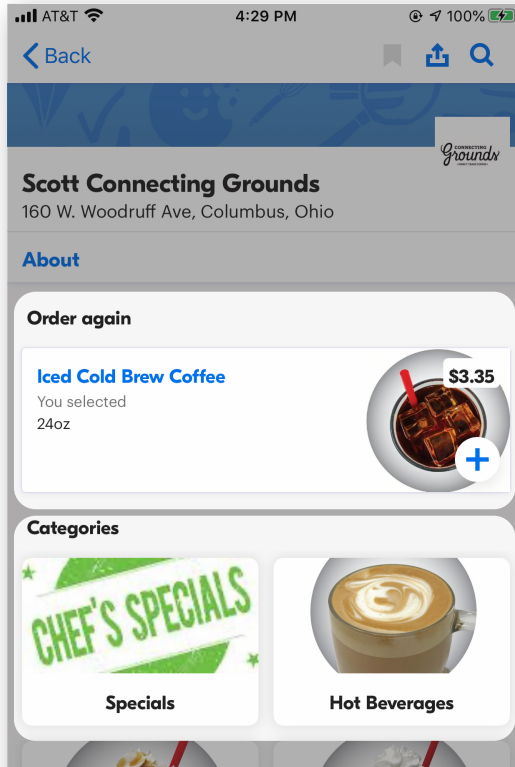


Click **“continue to checkout”** to select payment method, contact information, and finish

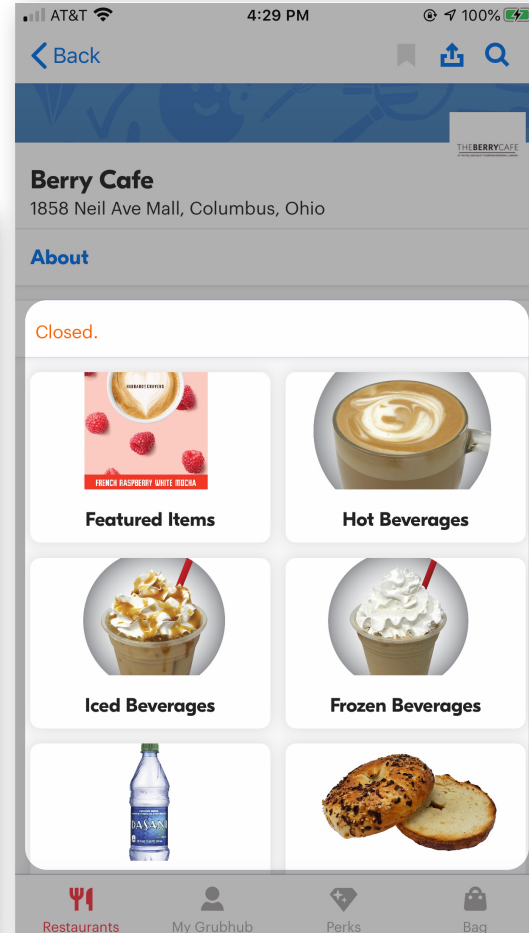


Dining Location Menu Screen

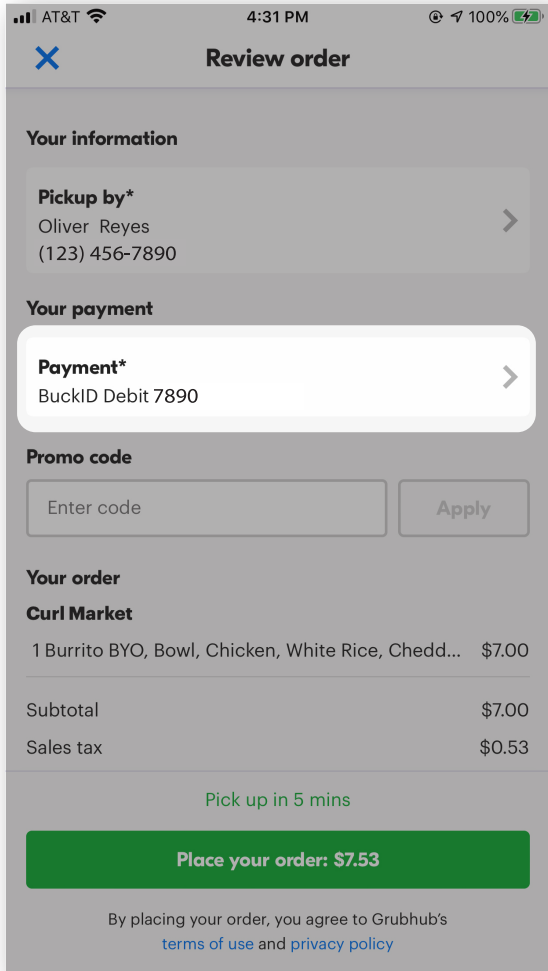
Recently-ordered items listed at the top of menu



Categories most unique to shop will appear first



Closed for business, but menus and pricing are still accessible

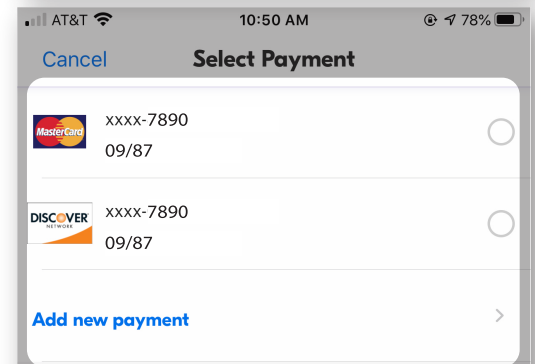
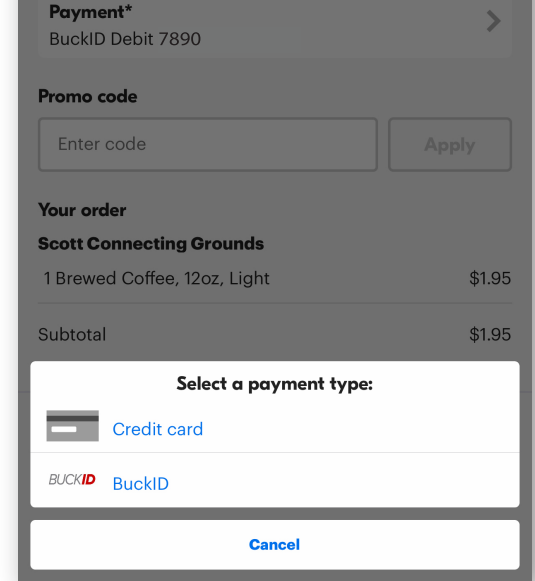


“Review Order” Screen

Switch between credit/debit and BuckID / Meal Plan options here

Always verify you are using your desired payment method to prevent order errors

Can switch between any stored credit/debit cards, or add a new card

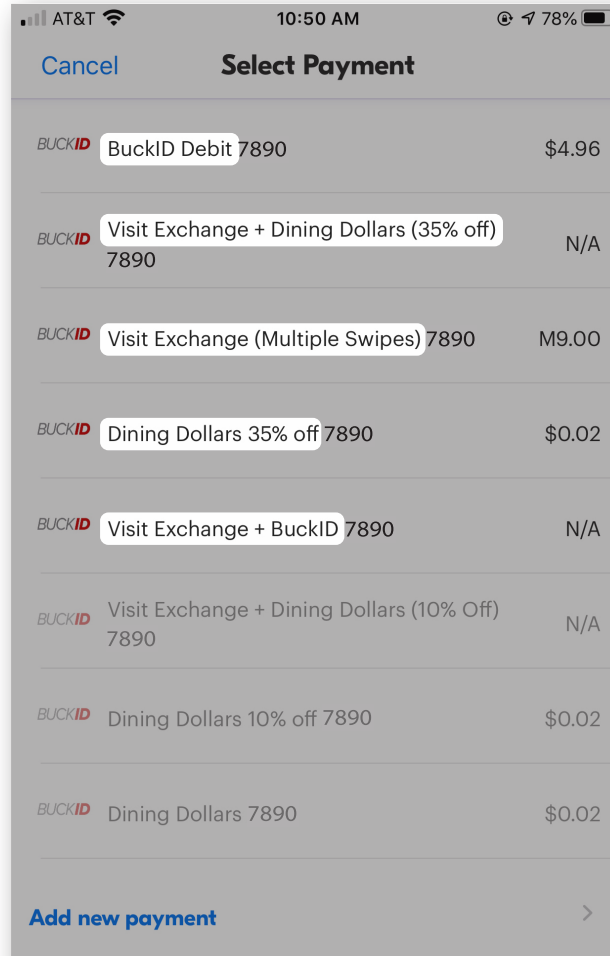


BuckID: Select Payment

“**BuckID Debit**” (or ‘BuckID Cash’): same as cash or credit/debit card

“**Visit Exchange**”: \$8.00 value, redeemable in \$8.00 increments (no partial swipes)

“**Dining Dollars**”: orders purchased will receive a 35% discount off the \$ balance



“**Visit Exchange + Dining Dollars**”: uses a full swipe, then Dining Dollars on remaining balance

“**Visit Exchange + BuckID**”: uses a full swipe, then BuckID Cash on remaining balance

Placing Your Order

Make sure your **contact info is accurate** so you can be contacted if necessary

AT&T 4:31 PM 100%

Review order

Your information

Pickup by*
Oliver Reyes
(44C (123) 456-7890)

Your payment

Payment*
BuckID Debit 7890

Promo code

Enter code

Your order

Curl Market

1 Burrito BYO, Bowl, Chicken, White Rice, Chedd... \$7.00

Subtotal \$7.00
Sales tax \$0.53

Pick up in 5 mins

Place your order: \$7.53

By placing your order, you agree to Grubhub's [terms of use](#) and [privacy policy](#)

Name and Order #

Order & Item Details

Special Requests

Payment Information

Verify order total, items, and pick-up time, and **click to complete your order!**

Sample Grubhub Ticket

GRUBHUB

Berry Cafe
Ordered at 11:45 AM on 03/12/2020

PAID - Visit Exchange (Multiple Swipes)
7890

Mobile Order Pick Up #12

12 **Brutus Buckeye**

Telephone: (123) 456-7890

Items:

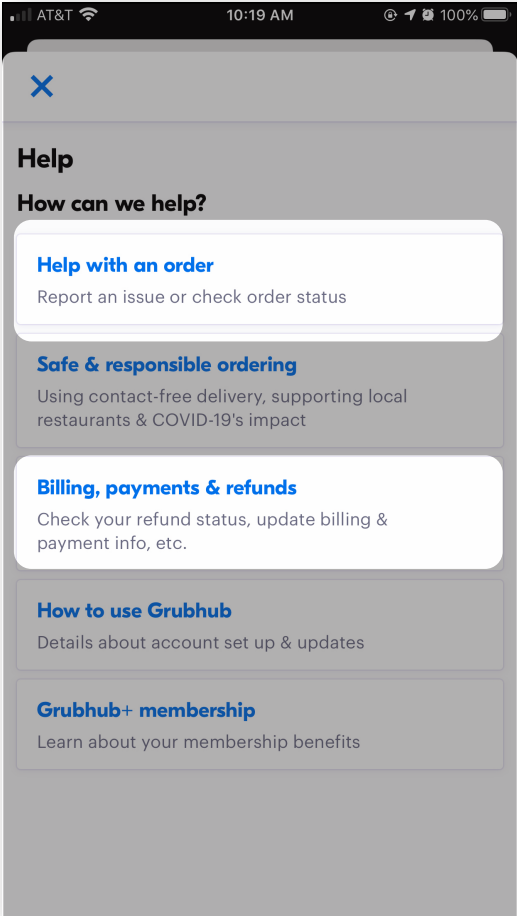
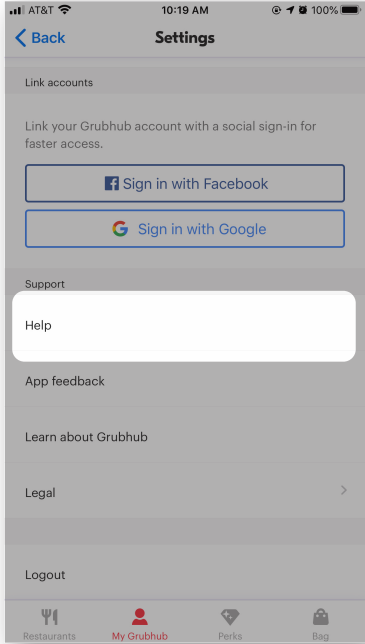
1X Muffin	\$2.25
- Chocolate Chip	

ORDER REQUEST:
i have a soy allergy

- Note: totals are for the complete order

Subtotal	\$2.25
Service fee	\$0.20
Tax	\$0.00
Meal Value	\$8.00
Meals Used	1
Total	M1

Grubhub Help



Investigate order issues or ask for help with an order with the **help of a Grubhub rep**



Update your payment info (like adding your BuckID!) and adding/deleting payment cards