



MasterCook

User Guide

- Mastercook Portal for School Catering and Online Ordering

Mastercook Website Portal

Mastercook.odoo.com

General contact
and inquiries

Sign in and create
accounts



Sign in

Contact Us

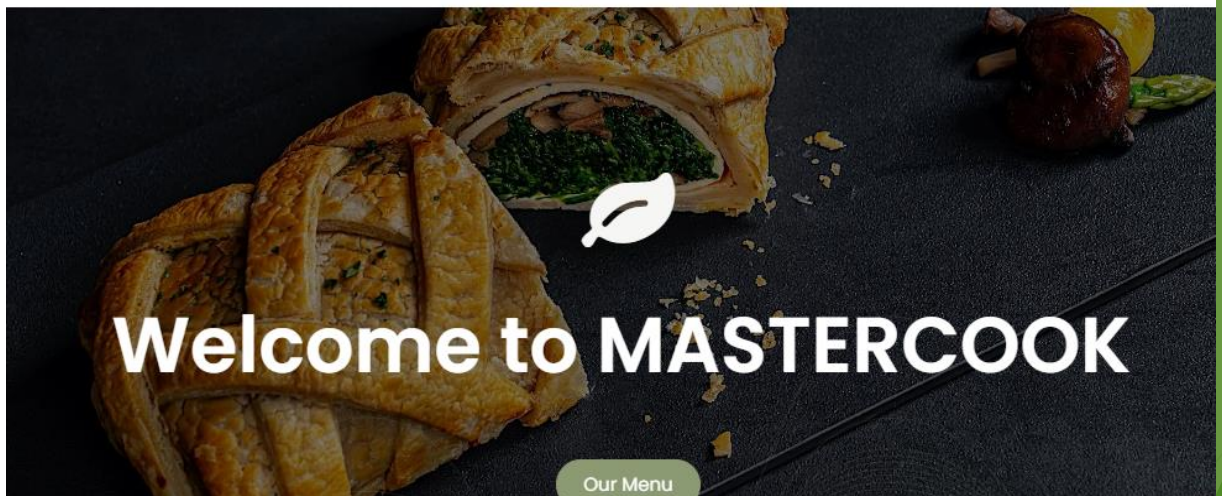
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Creating Account - Parent Management

- ▶ Go to URL Link
“Mastercook.odoo.com”
- ▶ Click Sign-in

To create a new account click on “Don’t have an account?”

Notice! The User being created is the parent’s account and this has to be managed by the parent/guardian.

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Email

Password

Log in

Don't have an account? Reset Pass

- ▶ Create an Account (Parent Details)
 - ▶ Your Email (Parent Email)
 - ▶ Your Name (Type Parent Full Name)
 - ▶ Create password
 - ▶ Click Sign-Up

Your Email









Your Name

Password

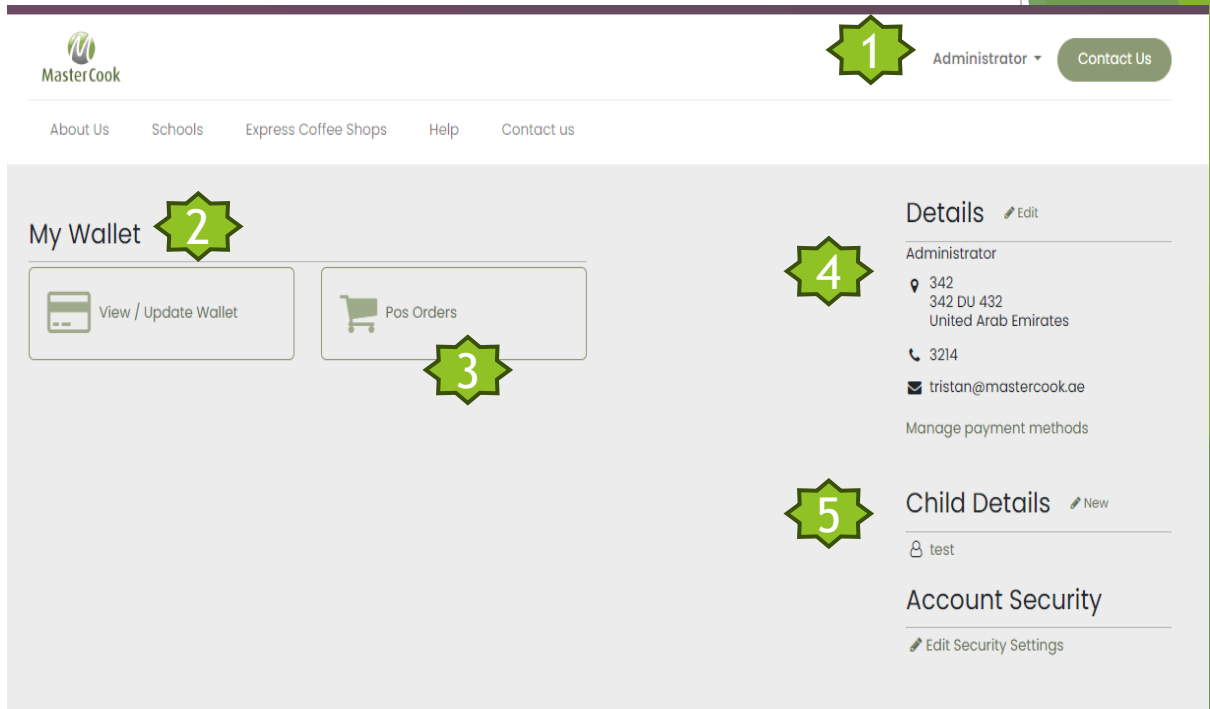
Confirm Password

Sign up

Already have an account?

	Create and manage child accounts		Set allergies and maximum spends on child accounts
	View eWallet balance		Review past orders and invoices
	Manage payment methods and top-up eWallet		Review eWallet account’s POS orders
	Reset account password and manage 2factor authentication		Review and submit help tickets

Account Overview



- 1) My account and logout menu
- 2) To Top-up/Recharge your account and see the remaining balance.
- 3) POS orders history for the daily transaction consume by the student.
- 4) Primary Account details.
- 5) Add & Edit Child/Student details.

Creating Child Accounts

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Details  Edit

d_zeer@example.com

✉ Dania Mazen Zeer

Child Details  New

Account Security

 Edit Security Settings

My Wallet

Click on ***"New"***

Filling the child information with accuracy is vital, as it is used for generating the student card and for processing deliveries.

Make sure to select all the allergies that apply for your child's safety

Child's account management type

Account's Maximum Spend Limit Per Day

Name

Account Type

eWallet

Maximum Spend Limit Per Day

0.0

School

North London Collegiate School

Year/Grade

Grade 11

Student Allergies

Child's Year/Grade

School's Name

Food Allergies

Confirm →

Notice! Make sure the year/grade and school are set correctly, these will be used to Issue and deliver the card to right card holder.


eWallet Management (eWallet Card Topping-up)


IMPORTANT REMINDER

eWallet Card - are available or allowed only for certain level of Year/Grade as per School policy advise.

Click on “View / Update Wallet”

My Wallet

View / Update Wallet

Pos Orders

Your Current Balance

Adding balance to eWallet
Click on “Top-up Wallet”

← back Balance: 10.0 AED

Top-up Wallet

Student Information

Student Name	Account Type	Maximum Spend Limit
test		0.0

Click on the cart icon



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Top-up eWallet

250.00 AED

-

1

+

 ADD TO CART



Quantity



Click to add it to the cart and to process the payment

Notice! If your child has a 0.0 Maximum Spend Limit it will be unlimited

eWallet Top-Up


Total Order breakdown

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Review Order

Address

Confirm Order

Product	Quantity	Price
 Top-up eWallet	<div>-3+</div>	250.00 AED

< Continue Shopping

Process Checkout >

Order Total

Subtotal:750.00 AED

Taxes:0.00 AED

Total:750.00 AED

Discount code or gift card

To go to the payment screen

4

Proceed to Checkout >

Billing: 342, 342 DU 432, United Arab Emirates

Pay with

Credit & Debit Card

VISA

show more

Save my payment details

0215


Return to Cart

Pay Now >

Product

Quantity

Price



Top-up eWallet

1.0

250.00 AED

Subtotal:250.00 AED

Taxes:0.00 AED

Total:250.00 AED

Discount code or gift card

eWallet

You have 10.0 AED in your ewallet

Pay with eWallet

Click Pay now and will redirect to stripe payment gateway.

End of Document

Contact Details for Inquiry

Technical Support : (Top-up & Account Access)

ewallet@mastercook.ae

School Coordinator : (Meal Details Inquiry)

coordinator@mastercook.ae

Office Phone :

04 448 8103