

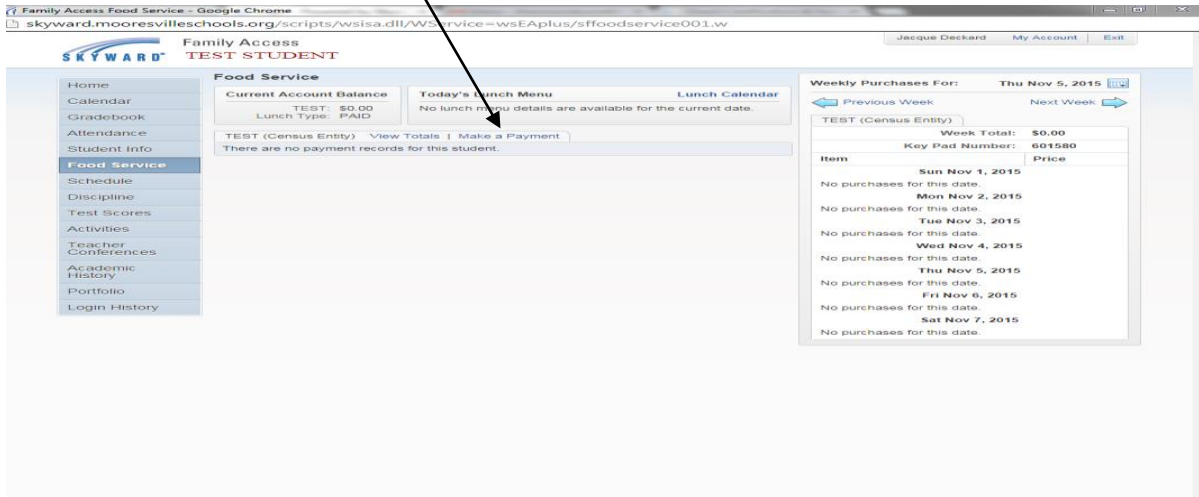
## 1-Log into Skyward Family Access

The screenshot shows the login interface for Skyward Family Access. At the top, there is a logo for Mooresville Schools with the tagline "Our Kids, Our Future". Below this is the Skyward logo and the text "Mooresville Consolidated School Corporation". The login form includes fields for "Login ID:" and "Password:", a "Sign In" button, and a link for "Forgot your Login/Password?". A version number "05.15.06.00.08" is displayed in the bottom right of the form area. Below the form, there is a "Login Area:" dropdown menu currently set to "All Areas".

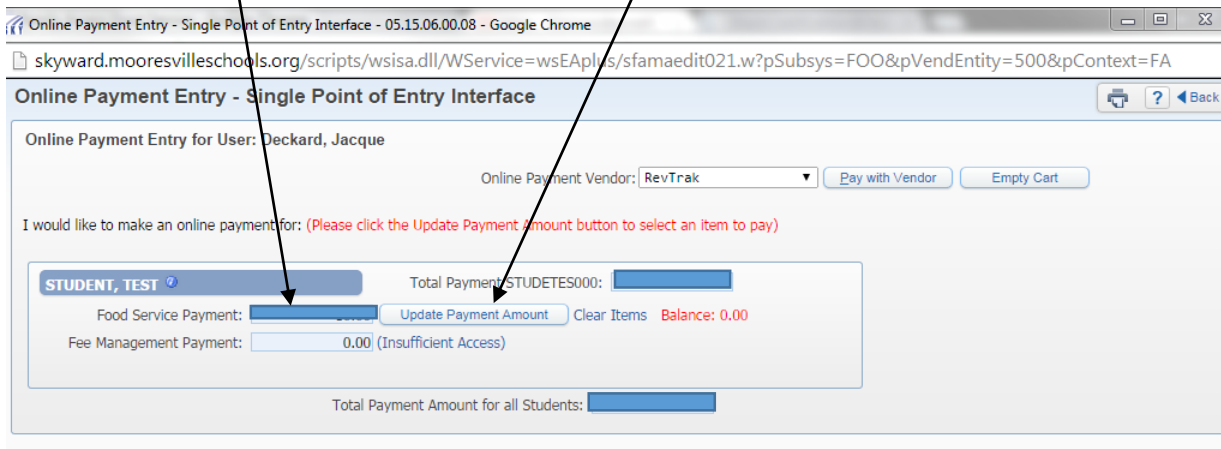
## 2-Click on the Food Service Tab on the left-hand side

The screenshot shows the main dashboard of the Skyward Family Access system. On the left-hand side, there is a vertical navigation menu with several tabs. An arrow points to the "Food Service" tab. The main content area is currently empty, displaying "No messages were found." On the right-hand side, there is a section titled "Upcoming Events" with a "Calendar" link. Below this, a list of dates and events is shown, including "Today, Thu Nov 5, 2015" and "Fri Nov 6, 2015", both marked as "No School" for "Census Entry".

3-Click on "Make a Payment"



4-Enter Payment amount and click "Update Payment Amount"



**5-Enter Payment Amount and click "Update Cart"**

Update Food Service Payment Amount - 05.15.06.00.08 - Google Chrome  
skyward.mooresvilleschools.org/scripts/wsisa.dll/WService=wsEAplu

**Update Food Service Payment For TEST STUDENT**

Prior Year Balance:	0.00
+ YTD Payments:	0.00
- YTD Purchases:	0.00
Current Balance:	0.00
* Payment Amount:	0.00

Update Cart

Asterisk (\*) denotes a required field

**6-Once payment info has been updated, click "Pay with Vendor" button next to RevTrak box**

Online Payment Entry - Single Point of Entry Interface - 05.15.06.00.08 - Google Chrome  
skyward.mooresvilleschools.org/scripts/wsisa.dll/WService=wsEAplus/sfamaedit021.w?pSubsys=FCO&pVendEntity=500&pContext=FA

**Online Payment Entry - Single Point of Entry Interface**

Online Payment Entry for User: Deckard, Jacque

Online Payment Vendor: RevTrak

I would like to make an online payment for: (Please click the Update Payment Amount button to select an item to pay)

<b>STUDENT, TEST</b>	Total Payment STUDETES000: 10.00
Food Service Payment: 10.00	<input type="button" value="Update Payment Amount"/> <input type="button" value="Clear Items"/> Balance: 0.00
Fee Management Payment: 0.00 (Insufficient Access)	

Total Payment Amount for all Students: 10.00

7-Click "Go To Checkout"



Mooresville Schools

"Our Kids, Our Future"

Welcome to the Web Store!

Login

**Browse**

Faculty/Staff Food Service  
All Products  
Shopping Cart

**Services**

**Web Store Home**

My Account  
Contact Us  
FAQ  
Password Reset  
Policies  
Privacy Policy



**Your Shopping Cart**

Thank you for shopping with us! Here are the items you have chosen for purchase. (Your shopping cart, Step 1).

To continue shopping click here: [\[Continue Shopping\]](#)

Items:	Price	Qty.	Total	Remove
Skyward Family Access Skyward Food Service Payment For: TEST STUDENT (220621)	\$10.00	1	\$10.00	
			<b>Total: \$10.00</b>	

[EMPTY](#) [← CONTINUE SHOPPING](#) [GO TO CHECKOUT →](#)

**Note:** A service fee may be applied at checkout.

\*Remember to click the "Update Totals" button if you modify quantities.  
When you are ready for Step 2, click the "Go to Checkout" button.

8-Enter e-mail address and click "I am a new customer" or "I am a returning customer" and enter your password.



Mooreville Schools

"Our Kids, Our Future"

Welcome to the Web Store!

[Login](#)

**Browse**

Faculty/Staff Food Service  
All Products  
Shopping Cart

**Services**

**Web Store Home**

My Account  
Contact Us  
FAQ  
Password Reset  
Policies  
Privacy Policy

PCI Data Security Certified



**Your Shopping Cart**

**Web Store Customer**

1. Enter your email address.
2. Select if you are a New or Returning Customer. (Returning customers must enter password)
3. Click **Sign in using our secure server**.
4. Follow prompts to complete billing and payment information.
5. New customers will be prompted to create a password. This password is NOT issued by Mooreville Schools.

**Credit/Debit Cards**

Please use any credit or debit card that has a Discover, Visa or MasterCard logo.  
For your protection, the Web Store does not retain credit card information.

Enter your email address:  \*

**I am a new customer**  
(You'll create a password later)

**I am a returning customer and my password is**  
 \*

[Forgot your password? Click here.](#)

9-Once you have logged in, enter/verify your billing information. Click "Continue"



Mooresville Schools

"Our Kids, Our Future"

Welcome to the Web Store!

Welcome,

Browse  
Cultural/Staff Food  
Service  
Products  
Shopping Cart

Services  
Web Store Home  
Account  
Contact Us  
FAQ  
Password Reset  
Policies  
Privacy Policy

PCI Data Security Certified



### Your Shopping Cart

Welcome to Checkout!

- You will receive an order confirmation by email.
- Your address and phone number will be saved and managed in **Account Settings**.
- To view your order, log into **My Account**, click **Order History**, and select the corresponding order number.
- If you have not received email confirmation, **do not re-purchase** until you check **Order History**.

Items:	Price	Qty	Total
Skyward Family Access Skyward Food Service Payment For: TEST STUDENT (220621)	\$10.00	1	\$10.00
			<b>Total: \$10.00</b>
			<b>Service Fee: \$0.36</b>
			<b>Order Total: \$10.36</b>

< RETURN TO CART

#### BILLING INFO:

* First Name:	<input type="text"/>	* Last Name:	<input type="text"/>
* Address 1:	<input type="text"/>	Address 2:	<input type="text"/>
* City:	<input type="text"/>	* State:	<input type="text"/>
* Zip Code:	<input type="text"/>	* Country:	<input type="text"/>
		IN	United States
			<input type="text"/>

CONTINUE

\*Required field

10-Enter Credit Card Payment Info, then click "verify Info"

**Mooresville Schools**  
*"Our Kids, Our Future"*

Welcome to the Web Store!

Welcome, [Redacted]

**Browse**  
Faculty/Staff Food Service  
All Products  
Shopping Cart

**Services**  
**Web Store Home**  
My Account  
Contact Us  
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PCI Data Security Certified

POWERED BY  
**RevTrak**

**Your Shopping Cart**

Cart

Items	Price	Qty	Total
Skyward Family Access Skyward Food Service Payment <input type="checkbox"/> For: TEST STUDENT (220621)	\$10.00	1	\$10.00
<b>Total:</b>			<b>\$10.00</b>
<b>Service Fee:</b>			<b>\$0.36</b>
<b>Order Total:</b>			<b>\$10.36</b>

Customer Info

Credit Card Payment Info

Credit Card Number:  \*    Cardholder Name:     Expires:  Month  Year

Nickname (Optional):

Save this card

11-Final step will be "Submit Payment"