

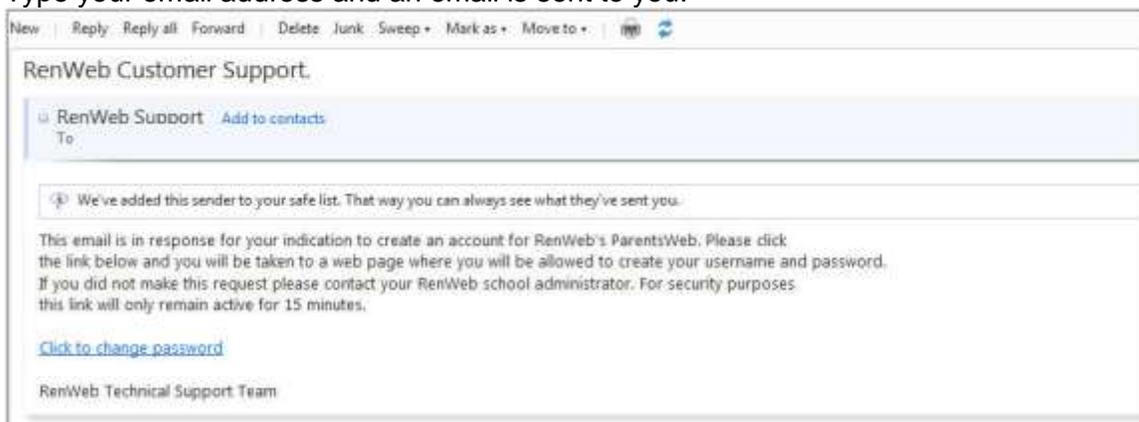
ParentsWeb

RenWeb School Management Software gives you, the busy parent, an opportunity to get more involved in your child's academic progress and future success – all via the Internet!

RenWeb's ParentsWeb is a private and secure parents' portal that will allow parents to view academic information specific to their children, while protecting their children's information from others. You can order lunch, make payments to your account, and view and update other family information. You can also communicate with teachers and other school staff online whenever necessary. All you need is an Internet-capable computer.

Here's how to access our easy-to-use **RenWeb ParentsWeb**:

- First, you need to make sure that the school has your email address in RenWeb.
- Next, go to www.renweb.com and click **Logins**.
- Click **ParentsWeb Login**.
- Type your school's **District Code: SO-TX (All Caps-- this is case sensitive)**
- Click **Create New ParentsWeb Account**.
- Type your email address and an email is sent to you.



- Click the **Click to change password** link. This link is only valid for 30 minutes.
- A web browser displays your Name and RenWeb ID.



- Type a **User Name**, **Password** and **Confirm** the password. Parents will use the email address on record with the school as their username to enroll. Parents who share a common email address will create a unique user name for the second parent by adding - 2 to the end of the common email address. An example would be **johnandmary@gmail.com** will be **johnandmary@gmail.com-2** for the second parent. This ensures that every parent using the system will have a unique user name.
- Click **Save Password**.
A message displays at the top of the browser, "**User Name/Password successfully updated.**"



- You can now log into ParentsWeb using your new User Name and Password.

We look forward to your participation. Together we can continue to improve our children's academic development as well as communication between our school and your home.

Placing an order on **RenWeb ParentsWeb** - www.renweb.com

- Log in to your ParentsWeb account
- Click the student information tab and then the lunch tab. A lunch calendar will appear.
- Using the arrow, scroll to the bottom of the calendar and click **create web order**. An order form will pop up.
- Choose the dates you want to order either a large lunch (1st - 5th only) or small lunch (3-year-olds through Kindergarten only) with **one** drink per day.
- When you have completed the order form, click **order items** at the bottom of the screen (scroll down to see).
- An *eCheck* information form will come up for you to provide your bank information to pay for the lunches. **LUNCHES WILL NOT BE ORDERED WITHOUT PAYMENT.**
- **Once your order is complete with payment no changes can be made.**
- **Please double check all orders.** On orders that have been placed and paid for the money amount will be colored **BLUE** in that day's box. If the money amount is **RED** in the order box, your payment is not processed correctly and the lunch will not be ordered.
- The lunch calendar can be printed for your records by right clicking on the calendar itself.