

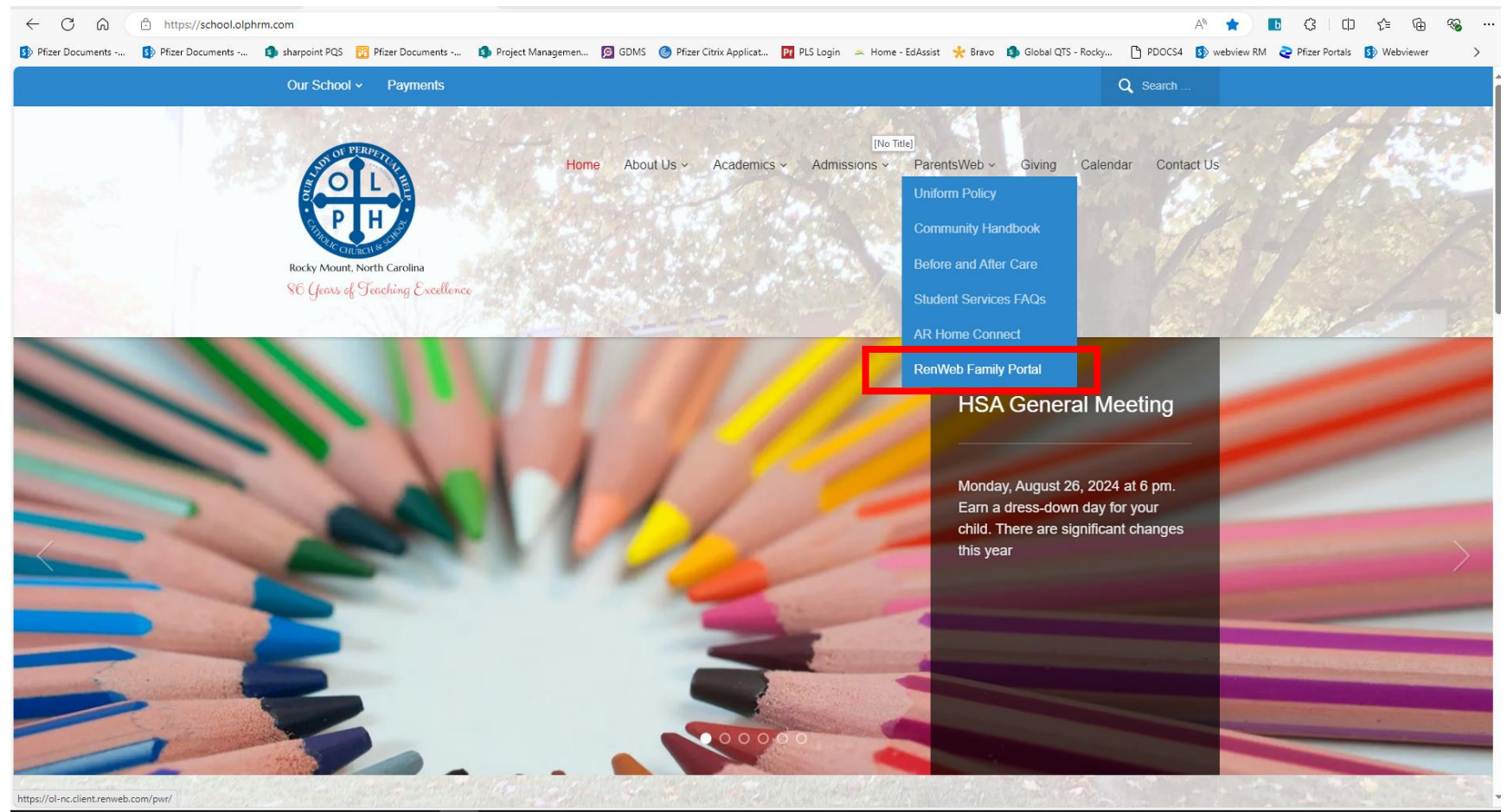
How to Order Lunch Via RenWeb/FACTS

August 2024

Step 1: Navigate to the school website,

<https://school.olphrm.com/>

Step 2: Go to the ParentsWeb tab and click on 'RenWeb Family Portal' from the menu

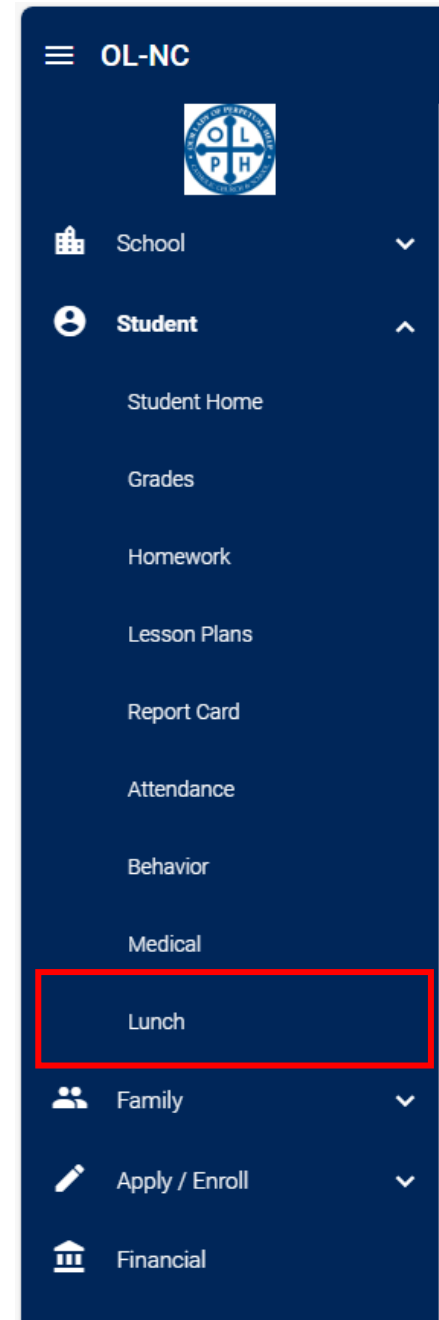
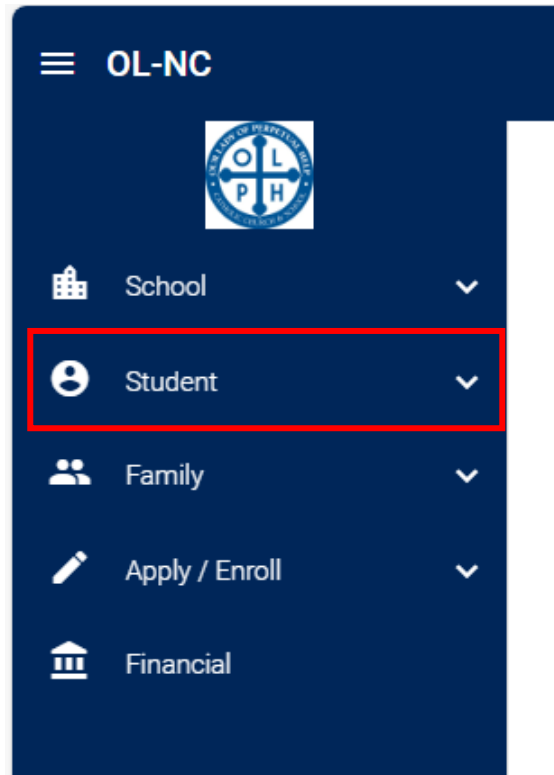


Step 3: Log into the FACTS account using the Username and Password provided to you. If you have trouble logging in please contact Nancy Sasser at the School Office.

The screenshot shows a web browser window with the following elements:

- Browser tabs: Project Managemen..., GDMS, Pfizer Citrix Applicat..., PLS Login, Home - EdAssist, Bravo, Global QTS - Rocky...
- Address bar: :2Fconnect%2Fauthorize%2Fcallback%3Fclient_id%3DfamilyPortalCode%26redirect_uri%3Dhttps%253A%252F%252Ffamilyportal.renweb.com%2
- Logo: **FACTS** A @eInet Company
- Header: **Family Portal**
- Form fields:
 - District Code: 01-02
 - Username: DKStoss
 - Password: (empty)
- Links: [Forgot password?](#), [LOG IN](#), [Create new account](#)

Step 4: On Menu on the left side of the screen, expand the student section by clicking the arrow
Step 5: Click on Lunch



The screenshot shows the OL-NC student portal interface. On the left is a dark blue sidebar with navigation options: School, Student, Student Home, Grades, Homework, Lesson Plans, and Report Card. The main content area has a header with 'OL-NC' and 'Our Lady of Perpetual Help 2024-2025'. Below the header, there is a 'Student' dropdown menu with 'David' selected. A yellow button with a plus sign and the text '+ CREATE WEB ORDER' is highlighted with a red rectangular box. To the right of the button, there is a legend: Red - items ordered and not yet paid through web payment, Blue - items ordered and paid through web payment, and Green - items ordered, paid, and changed by school. Below the legend is a calendar for August 28, 2024, with a 'Calendar' dropdown and view options for Day, Week, and Month. The calendar grid shows dates from 25 to 31.

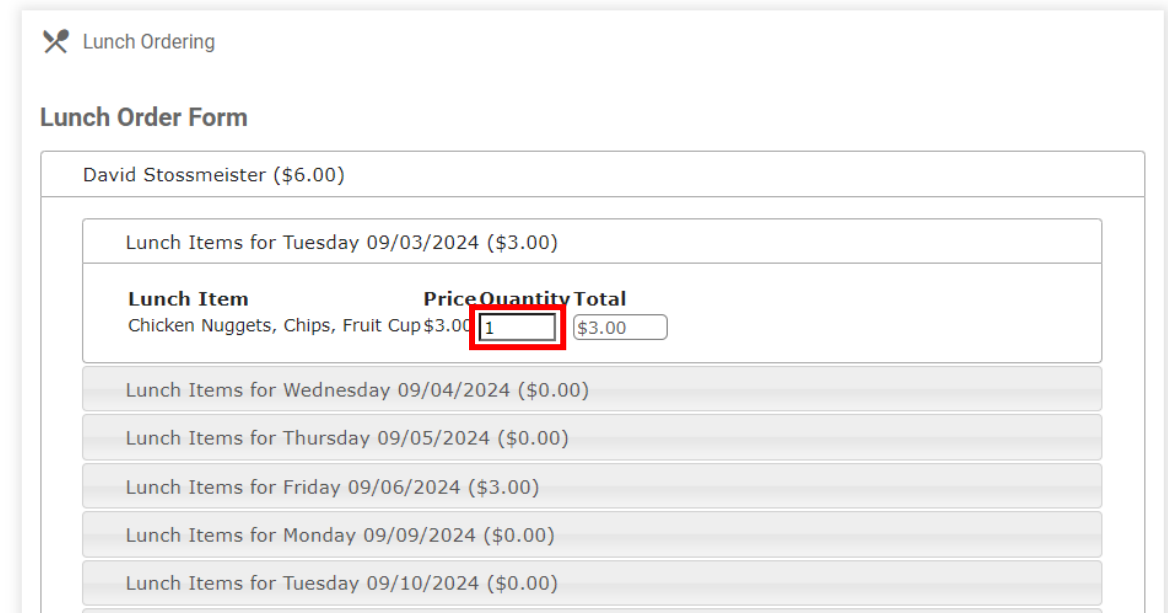
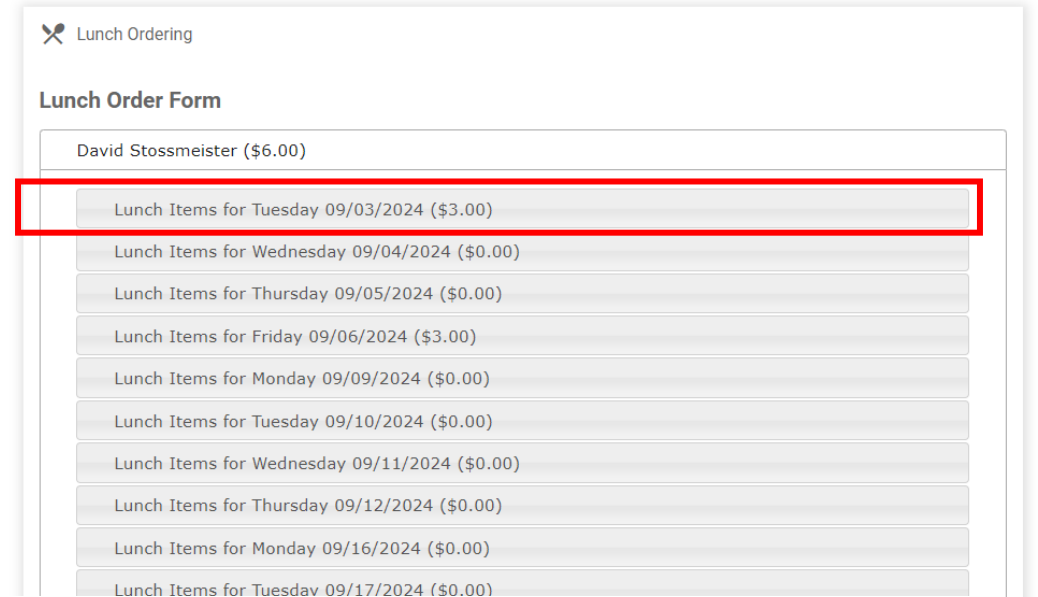
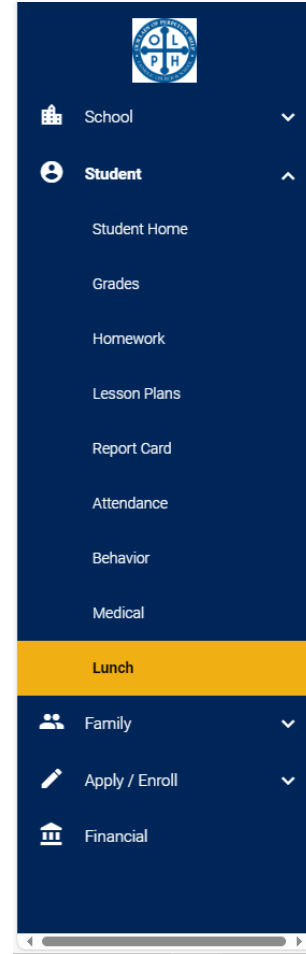
Step 6: Click ‘ + Create Web Order’

The screenshot shows the 'Lunch Ordering' section of the OL-NC student portal. The sidebar is the same as in the previous screenshot. The main content area has a header with 'OL-NC' and 'Our Lady of Perpetual Help'. Below the header, there is a 'Lunch Ordering' section with a 'Lunch Order Form'. The form contains two rows of student names and amounts: 'David Stossmeister (\$6.00)' and 'Savannah Stossmeister (\$0.00)'. The first row is highlighted with a red rectangular box. Below the form, there is a note: 'Quantity may include items previously ordered.' and a 'Grand Total: \$6.00'. A yellow 'SUBMIT ORDER' button is located at the bottom right of the form.

Step 7: Select Student by clicking on the name

Step 8: Select a day to order lunch by clicking on that day, adjust the Quantity to "1"

Step 9: Continue for each day, to order lunch



Step 10: To order Pizza Lunch Select the Friday Pizza Lunch date to expand the selection.

Adjust the quantity of each item for purchase.

Note: Pizza Lunch Ordering due dates are the Tuesday (@midnight) before the Pizza Lunch. Late Orders will Not be accepted.

Pizza is not available for purchase the day of the event.

Bake Sale items ARE available for purchase for \$0.50 the day of the event.

Lunch Order Form

David Stossmeister (\$0.00)

Lunch Items for Tuesday 09/03/2024 (\$0.00)

Lunch Items for Wednesday 09/04/2024 (\$0.00)

Lunch Items for Thursday 09/05/2024 (\$0.00)

Lunch Items for Friday 09/06/2024 (\$0.00)

Lunch Item	Price	Quantity	Total
1 dessert item	\$0.50	<input type="text" value="2"/>	PAID
1 slice cheese	\$1.50	<input type="text" value="3"/>	PAID
1 slice pepperoni	\$1.50	<input type="text" value="0"/>	<input type="text" value="\$0.00"/>

Lunch Items for Monday 09/09/2024 (\$0.00)

Lunch Items for Tuesday 09/10/2024 (\$0.00)

Lunch Items for Wednesday 09/11/2024 (\$0.00)

Lunch Items for Thursday 09/12/2024 (\$0.00)

Lunch Items for Monday 09/16/2024 (\$0.00)

Lunch Items for Tuesday 09/17/2024 (\$0.00)

Lunch Items for Wednesday 09/18/2024 (\$0.00)

Lunch Items for Thursday 09/19/2024 (\$0.00)

Lunch Items for Friday 09/20/2024 (\$0.00)

Lunch Items for Monday 09/23/2024 (\$0.00)

Lunch Items for Tuesday 09/24/2024 (\$0.00)

Lunch Items for Wednesday 09/25/2024 (\$0.00)

Step 3: Log into the FACTS acc...

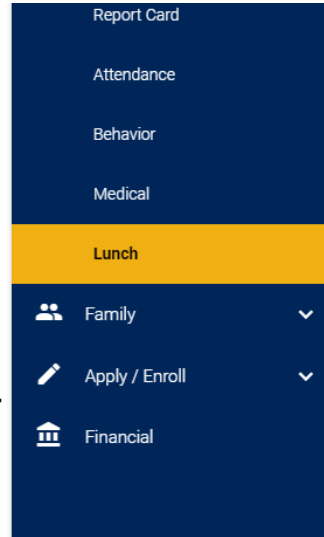
Step 11: Select Additional Students Name to expand the selections

Step 12: Repeat Steps 8-10.

Step 13: Review your order to make sure everything is correct.

All Sales are Final, Refunds can not be given or transferred.

Additional days/pizza CAN be ordered until the due date.



Step 14: Click 'Submit Order'



- School
- Student**
- Student Home
- Grades
- Homework
- Lesson Plans
- Report Card
- Attendance
- Behavior
- Medical
- Lunch**
- Family
- Apply / Enroll
- Financial

Lunch Items for Thursday 09/05/2024 (\$0.00)

Lunch Items for Friday 09/06/2024 (\$0.00)

Lunch Items for Monday 09/09/2024 (\$0.00)

Lunch Items for Tuesday 09/10/2024 (\$0.00)

Lunch Items for Wednesday 09/11/2024 (\$0.00)

Lunch Items for Thursday 09/12/2024 (\$0.00)

Lunch Items for Monday 09/16/2024 (\$0.00)

Lunch Items for Tuesday 09/17/2024 (\$0.00)

Lunch Items for Wednesday 09/18/2024 (\$0.00)

Lunch Items for Thursday 09/19/2024 (\$0.00)

Lunch Items for Friday 09/20/2024 (\$0.00)

Lunch Items for Monday 09/23/2024 (\$0.00)

Lunch Items for Tuesday 09/24/2024 (\$0.00)

Lunch Items for Wednesday 09/25/2024 (\$0.00)

Lunch Items for Thursday 09/26/2024 (\$0.00)

Lunch Items for Friday 09/27/2024 (\$0.00)

Lunch Items for Monday 09/30/2024 (\$0.00)

Quantity may include items previously ordered.

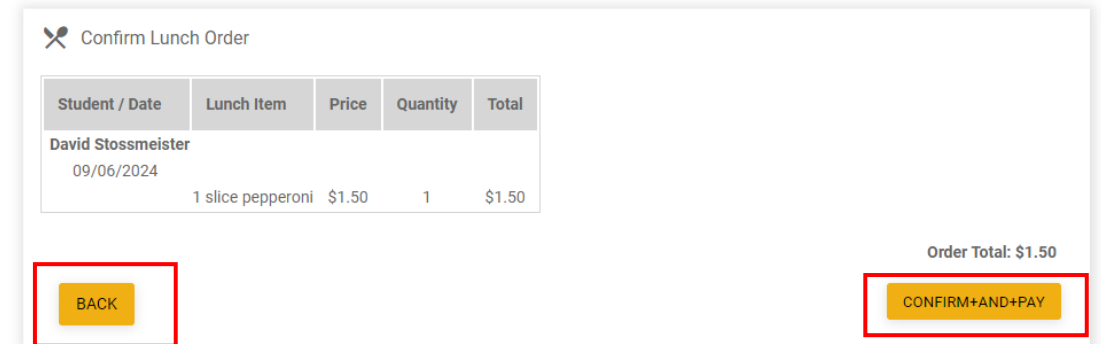
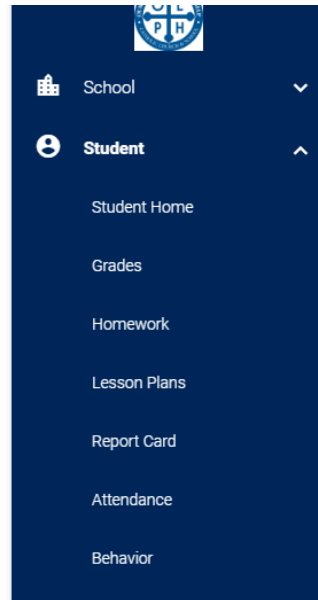
Grand Total: \$1.50

SUBMIT ORDER

Step 15: Review your lunch order.

Click the Back button to make changes

Click the 'Confirm and Pay' button to do so.



Step 16: Select Payment Method

-Add a new payment method if needed

Step 17: Click 'Pay \$ Now'
As Stated: Immediate Payment Occurs there is no Cancellation after clicking "Pay Now"

Our Lady of Perpetual Help

Make A Payment

Karen

Payment Method

check ending in [redacted] or [Add a New Account](#)

Payment Method Disclosure

The following processing fees apply:

- Credit Card - up to 2.95%
- Debit Card - up to 2.95%
- Checking or Savings Account - no fee

Card transactions for Our Lady of Perpetual Help are processed by FACTS Management Company, USA.

Total Amount	
Lunch	\$1.50
<hr/>	
Total	\$1.50

[Details](#)

A transaction receipt will be sent to: [redacted]@gmail.com. [Add another e-mail address](#)
A transaction receipt will also be sent to Karen Stossmeister's e-mail address.

Authorization

By clicking the Pay Now button, you authorize FACTS on behalf of Our Lady of Perpetual Help to process this payment from the financial account identified above.

This is an immediate payment and cannot be canceled.

[Cancel](#)