Dear Rosary Families,

Many of you are ready to input your service hours into ParentsWeb.  Here are the steps to do that.

**If you are using a desktop computer:  ( recommended)**

1.  Log in to ParentsWeb as you normally do.

2.  Click on Family Information on the left side.

3.  Click on Family Home (the first choice).

4 .Click on the name of the family member where you want to record hours.

5. Find the tab that says Service Hours ( the right hand top white section) and click on it.

6.  Right under the tab, after you click on it, is a link to Add Service Hours.

7.  When that window opens, fill out the form and be sure to click SAVE at the bottom of the form.

**If you are using a IPhone - Safari**

1.  In Safari, enter renweb.com , then click Login

2.  BEFORE you enter anything,  hold down the refresh button  (backwards circle arrow) next to the URL (address)

3.  At the bottom of the screen a choice will appear.  Choose Request Desktop Site.

4.  Follow the directions above for using a desktop computer.

**If you are using a IPhone - Google browser**

1.  In Google, enter renweb.com, then click Login

2.  BEFORE you enter anything,  click the "send to" icon at the bottom of screen.

3.  Choose Open In Safari

4.  Follow the Safari directions above.

**If you are using a IPhone - Chrome browser**

1.  Follow the directions below for the Android Phone

**If you are using an Android Phone**

1.  In the Google search field at the bottom enter renweb.com

2.  When the first screen comes up (before you enter your login information or choose anything) - click on the three small dots in the top right corner.

3.  Choose "Desktop Site" near the bottom of the menu list

4.  Follow the directions above for a desktop computer.

Renweb tells us that a more user friendly mobile app (free) will be upcoming "in the future".  When that happens I will notify everyone!

If you have an issue or questions, feel free to e-mail me at tech@rosaryschool.com.

The deadline for completing services hours for the school year is May1.

Thanks for supporting Rosary School with your Time and Talent.

Jen Fulkerson