

# Parent View for Skyward Schools – XML Interface

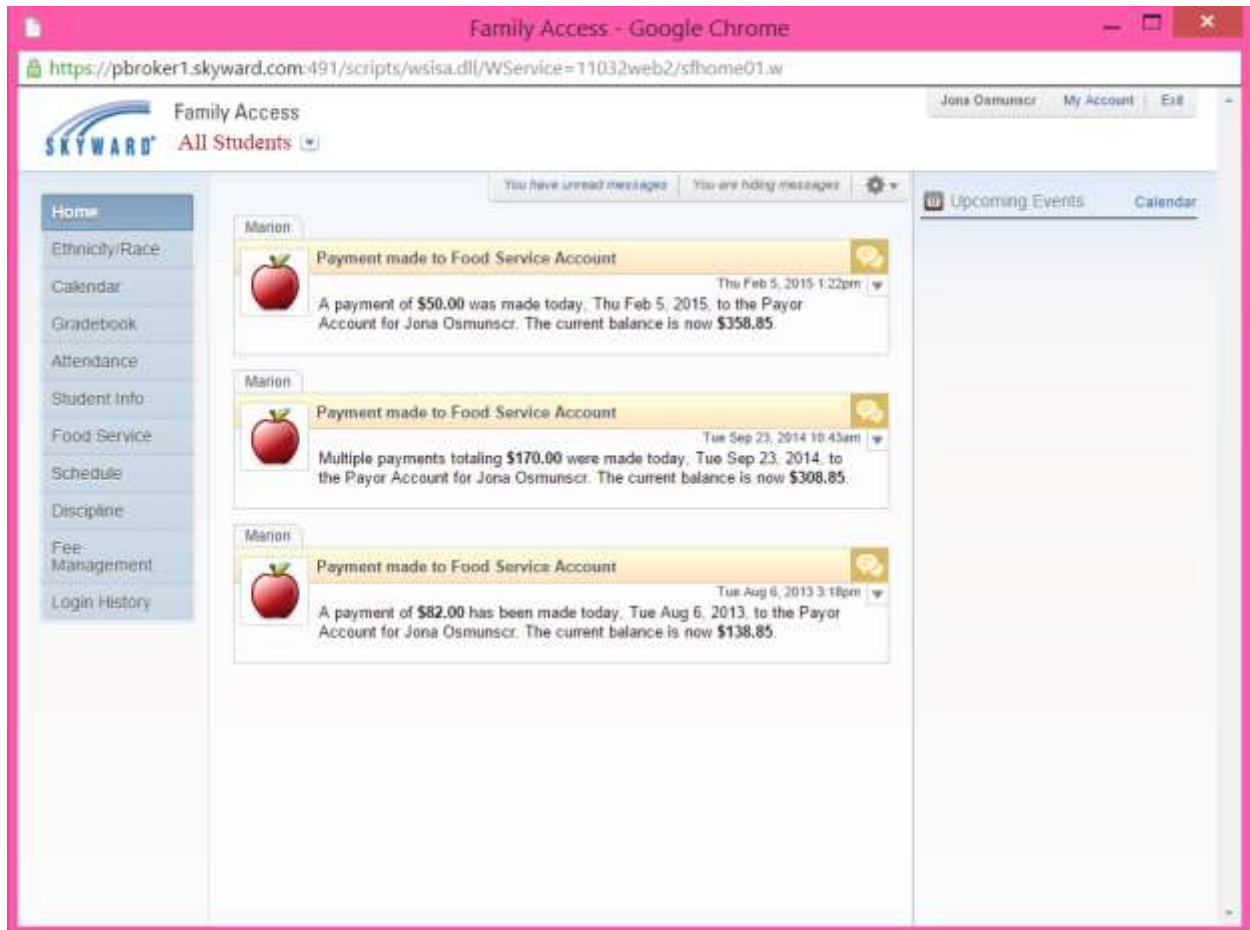


Rev: July 2015



## Family Access Parent Menu

After parent has accessed their Family Access account they can use the menu on the left to navigate through the system



Log in information to Family Access is not available to e~Funds for Schools customer service.

## Family Access Food Service

If the parent would like to view the food service balances and make a payment, they can select Food Service

The screenshot displays the 'Family Access Food Service' web application. The interface includes a navigation menu on the left with options like Home, Ethnicity/Race, Calendar, Gradebook, Attendance, Student Info, Food Service (highlighted), Schedule, Discipline, Fee Management, and Login History. The main content area is titled 'Food Service' and contains several sections:

- Current Account Balance:** Family: \$408.85, Lunch Type: NORMAL; RIANNE: \$27.00, Lunch Type: NORMAL.
- Today's Lunch Menu:** No lunch menu details are available for the current date.
- Food Service Messages/Links:** A message for Entity (106) stating: 'PAYMENTS FOR FOOD SERVICE WILL BE APPLIED TO YOUR FAMILY ACCOUNT YOU DO NOT NEED TO MAKE SEPARATE PAYMENTS TO EACH STUDENT'S FOOD SERVICE ACCOUNT.'
- Payment History Table:**

Payment Date	Payment	Check #
Sun Mar 15, 2015	\$50.00	VIA WEB
Mon Jan 5, 2015	\$50.00	VIA WEB
- Weekly Purchases For: Sun Mar 29, 2015**

Student	Total	Key Pad Number
Marion	\$0.00	32237
RIANNE	\$0.00	
<b>Total</b>	<b>\$0.00</b>	

From this page the parent can select the Make a Payment option, which will then bring them to the e~Funds for Schools log in page for the district.

## Family Access Fee Management

If the parent chooses the Fee Management option they can view outstanding fees and choose to "Make a Payment," bringing them to the e~Funds for Schools log in page for the district.

The screenshot shows a web browser window titled "Family Access Fee Management - Google Chrome". The URL is <https://pbroker1.skyward.com:491/scripts/wsisa.dll/WService=11032web2/sffeemanagement001.w>. The page header includes the Skyward logo and "Family Access All Students". The user is identified as "Jona Osmunser" with options for "My Account" and "Exit".

The main section is titled "Fee Management" and displays an "Unpaid Balance" summary:

- Marion (Entity (106)): 1,500.00
- RIANNE (Entity (106)): 502.50

Below this, there are two tables of fee data, one for Marion and one for Rianne. Each table has columns for School Year, Due Date, Fee Description, Amount Charged, Amount Paid, Amount Due, Payor Name, and Pay Plan ID.

School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Payor Name	Pay Plan ID
2014	Tue May 6, 2014	Registration Fe	1,000.00	1,000.00	0.00	Marion W. Osmunscr	
2014	Tue May 6, 2014	School Supplies	50.00	50.00	0.00	Marion W. Osmunscr	
2014	Fri Jan 23, 2015	School Supplies	25.00	25.00	0.00	Marion W. Osmunscr	
2014	Sun Jan 25, 2015	School Supplies	10.00	10.00	0.00	Marion W. Osmunscr	
2014	Wed Mar 11, 2015	School Supplies	40.00	40.00	0.00	Marion W. Osmunscr	
2014	Sun Mar 15, 2015	School Supplies	10.00	10.00	0.00	Marion W. Osmunscr	
2014	Tue Mar 17, 2015	Registration Fe	1,000.00	500.00	500.00	Marion W. Osmunscr	
2014	Tue Mar 17, 2015	Registration Fe	1,000.00	0.00	1,000.00	Marion W. Osmunscr	

School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Payor Name	Pay Plan ID
2014	Tue May 6, 2014	Registration Fe	1,000.00	547.50	452.50	RIANNE F. OSMUNSCR	
2014	Mon Dec 29, 2014	School Supplies	50.00	0.00	50.00	RIANNE F. OSMUNSCR	
2014	Tue Mar 10, 2015	Registration Fe	750.00	750.00	0.00	RIANNE F. OSMUNSCR	
2014	Sun Mar 15, 2015	School Supplies	10.00	10.00	0.00	RIANNE F. OSMUNSCR	

## Parent Login

### New Registrations

Once the Make a Payment option has been selected from either the Food Service or Fee Management view in Family Access, the parent is brought to the e~Funds for Schools log in page for their school district.

If the parent already has an account they can log in using the username and password that they created. If they have not created an account yet, they will need to select Register Here.

#### BILL CODES AND EVENT MANAGEMENT

### Message Box

First time users need to Register their Information.  
Thank you for using our online service!

### Welcome to e~Funds for Schools

This service eliminates the cash you give your children and checks you write the school. e~Funds for Schools is the easiest and fastest electronic payment system you will ever use.

**Doing our part in "Keeping it Green"**  
By using e~Funds for Schools we can reduce pollution and help save our forests. When you make a payment electronically and eliminate paper checks, you do a small part in protecting the earth, which we all share and love.

### Login

Username:

Password:


[Login](#) [Forgot Username](#) [Forgot Password](#)

### New Users

[Register Here](#) [Registration Guide](#)

### Site Security

This site chose VeriSign SSL for secure e-commerce and confidential communications.



## e~Funds for Schools New Users

After a new user has selected Register Here, they will be asked to enter the information below.

The screenshot displays a web interface titled "BILL CODES AND EVENT MANAGEMENT". It features two main sections: "Log In" and "Sign Up".

**Log In Section:**

- Header: "Log In"
- Text: "To begin using e~Funds for Schools, please log in."
- Fields: "\* Username:" and "\* Password:"
- Button: "Log In"
- Links: "Forgot Username?" | "Forgot Password?"

**Sign Up Section:**

- Header: "Sign Up"
- Text: "New user? Sign up to start using e~Funds for Schools!"
- Fields: "\* Username:" (value: username), "\* Password:" (value: ●●●●●●), "\* Re-Enter Password:" (value: ●●●●●●), "\* First Name:" (value: Test), "\* Last Name:" (value: Family), "Email:" (value: family@email.com), "Phone:" (value: 555-555-5555)
- Text: "By clicking on 'Sign Up!' I confirm that I have read, understand, and agree to the [Terms of Service](#), and [Privacy Policy](#) of e~Funds for Schools."
- Button: "Sign Up!"

Once entered the user will select Sign Up to continue on to the second step of registration.

## e~Funds for Schools

### Linking Students

The second step of registration will request that they link students to their account. The students can be linked with either their student ID or family ID (if the school provided this ID to EFS). They will also need to enter the last name of the student. See example below:

The screenshot shows a web interface for 'BILL CODES AND EVENT MANAGEMENT'. The navigation bar includes 'Home', 'Payment Options', 'Advisory Services', 'Account Settings', and 'Logout'. The main content area is titled 'Guided Set Up' and contains 'Step 1 - Student Management'. Under 'Your Student(s):', there is a message: 'You are not associated with any students yet. Add all students in your family, and then click on continue.' followed by two bullet points: 'If you do not know your students' number(s), or your students' have not been issued a student number, please contact your students' school representative to receive the student number assigned to your children.' and 'If you are a guest, have no student(s) in our school, or are making payments on your own behalf, click here.' Below this is the 'Add Student(s) by:' section with two rows of input fields. The first row has 'Family Number:' followed by an empty text box, 'or, Student Number:' followed by a text box containing '1234', and an 'Add' button. The second row has 'Last Name:' followed by an empty text box, 'Last Name:' followed by a text box containing 'Osmunscr'. A yellow instruction box below the forms reads: 'Enter the family number or student number(s) and the last name for the student(s) to associate with your account, and then click "Add." After you have finished adding students, or you are making payments for yourself, click "Continue to Account Overview."' At the bottom of the form are two buttons: 'Make Payments on Behalf of Yourself' and 'Continue to Account Overview'.

After linking all students they continue on to the Home page by selecting Continue to Account Overview

## e~Funds for Schools

### Home

At the home page the parent can view the lunch balances in the upper right hand corner of the page.

The screenshot displays the 'BILL CODES AND EVENT MANAGEMENT' interface. At the top, there are navigation tabs: Home, Payment Options, Advisory Services, Account Settings, and Logout. The main content area is divided into several sections:

- Payment Options:** Includes links for 'Make a Payment' (Towards school payment item(s)), 'View Payment History' (Review history of payments made to school(s)), 'Schedule a Pre-Authorized Payment' (Setup a payment that occurs at regular intervals), and 'View Pre-Authorized Payment History' (Review history of pre-authorized payments).
- Advisory Services:** Includes 'Low Meal Balance' (Setup payments for low meal balances(s)) and 'Student Fees' (Review outstanding and historical student fees).
- Account Settings:** Includes 'Personal Information' (Manage your contact information), 'Change Password' (Manage your account password), 'Student Management' (Manage students associated with your account), 'Notifications' (Manage how e~Funds for Schools notifies you), and 'Payment Information' (Manage your checking and credit card information).

On the right side, there is a summary section for 'Your Student(s)' with a table showing meal balances:

Name	Meal Balance	Updated
Marion	\$408.85	2 months ago
Rianne	\$27.00	2 months ago

Below this, there is a 'Recent Payments' section stating 'You have no recent payments at this time.' and a 'Scheduled Payments' table:

Date	Method	Total
04/07/15	Checking(2345)	\$247.50

If they select to Make a Payment for the first time they will be required to add payment information. Once added they would view the options that the school has set up with their student's building and/or any outstanding fees (charges) that have been assessed to their student in Skyward.

See example on following page:



## e~Funds for Schools

### Make a Payment

The parent will be able to select items from both students and submit payments for several options with each student in one transaction

#### Schedule Payments

Payment Method: Checking    Account Number: \*\*\*\*\*2345    Routing Number: 123123123

- Make one payment for multiple students by selecting the tab with the child's name, and then adding the desired item(s).
- You can get additional information about an item by holding your mouse pointer over the item name.

- To retrieve recent student fees that have been applied to your account, [click here](#).

Marion    Rianne

<u>Outstanding Fees</u>	Balance		
Registration Fe			
Registration Fe	\$225.00	<input type="text" value="225.00"/>	<input type="text" value="2015-03-08"/>
			<input type="button" value="Add"/>
<u>Elementary School</u>			
Elementary Food Service		<input type="text" value="0.00"/>	<input type="text" value="2015-03-08"/>
			<input type="button" value="Add"/>
Crayons		<input type="text" value="10.00"/>	<input type="text" value="2015-03-08"/>
			<input type="button" value="Add"/>

If payments are made to fees or lunch items linked to Skyward, the payment will post back to the students' accounts after the parent has completed the transaction.

## e~Funds for Schools

### Advisory Services

From the home page there are Advisory Services options available. The Low Lunch Balance option will be active if the school is using the Skyward Food Service module. The parent does need to activate these settings if they would like to use them

The screenshot shows the 'BILL CODES AND EVENT MANAGEMENT' header with navigation links for Home, Payment Options, Advisory Services, and Account Settings, and a Logout button. The main content area is titled 'Low Meal Balance Settings' and includes a descriptive paragraph: 'The Low Balance Settings area allows you to monitor your child's lunch balance. There are settings to receive notifications via email as well as to automatically replenish the lunch balance with the dollar amount you specify. By enabling this area you agree that, should you elect to take advantage of the automatic replenishment option, you will have sufficient funds in your account to cover the debit, as well as any fees that may be charged in connection with the payment. Please note that a debit may occur on any given day and is controlled entirely by the balance we receive from the school each morning.' Below the text is a blue button labeled 'Activate Low Meal Balance Settings'. The footer contains links for Privacy Policy, Terms and conditions, and Customer Service, along with the copyright notice '©2015 e~Funds for Schools - All Rights Reserved'.

After they have been activated they can use the email and auto-replenish features. These settings are controlled by the parent.

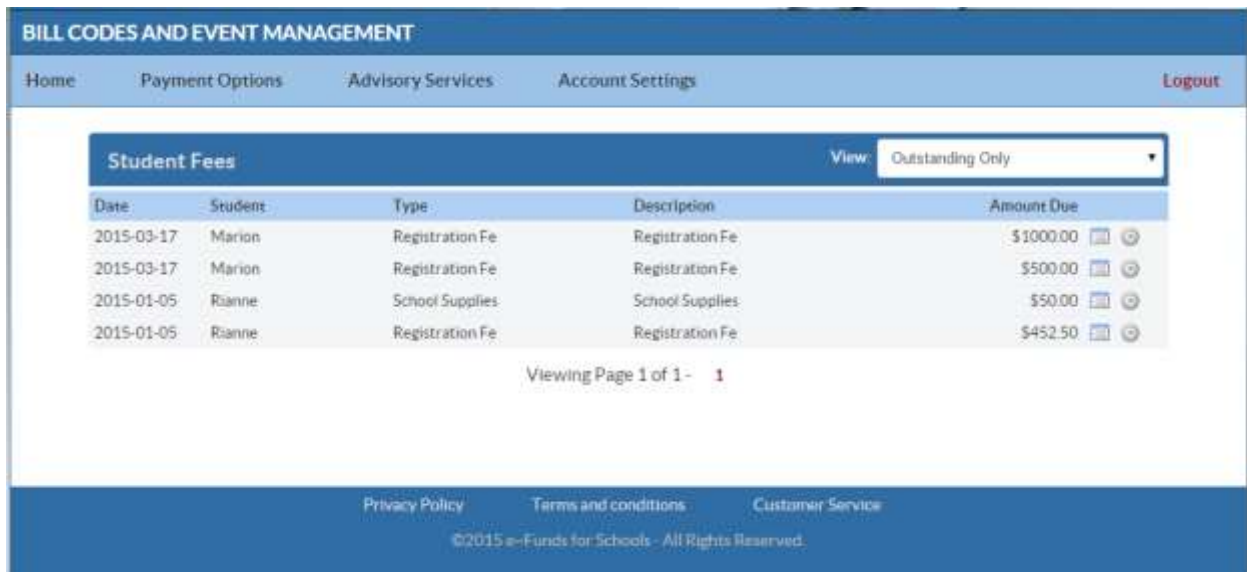
The screenshot shows the 'BILL CODES AND EVENT MANAGEMENT' header with navigation links for Home, Payment Options, Advisory Services, and Account Settings, and a Logout button. The main content area is titled 'Low Meal Balance Settings' and displays a table with the following data:

Last Update	Student Name	Current Balance	Minimum Balance	Replenish Amount	Notice	Auto Replenish
01/28/2015 02:07:07 ET	Marion	\$406.85	5.00	20.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
01/28/2015 02:07:07 ET	Rianne	\$27.00	5.00	20.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Below the table is a blue button labeled 'Apply Low Meal Balance Settings'. The footer contains links for Privacy Policy, Terms and conditions, and Customer Service, along with the copyright notice '©2015 e~Funds for Schools - All Rights Reserved'.

## e~Funds for Schools Advisory Services

If the school is using the Student Fee Management module with Skyward, the Student Fees option from the Advisory services menu will be active. If the parent has students with charges, they can view these charges from the Student Fees option.



Date	Student	Type	Description	Amount Due
2015-03-17	Marion	Registration Fe	Registration Fe	\$1000.00
2015-03-17	Marion	Registration Fe	Registration Fe	\$500.00
2015-01-05	Rianne	School Supplies	School Supplies	\$50.00
2015-01-05	Rianne	Registration Fe	Registration Fe	\$452.50

This information is populated based on what the students have been charged in Skyward.

