

## Lunch Ordering Instructions via Phone App

You must first download the RenWeb app for your phone. You will need to pay the small fee they charge in order to make payments for your lunches.

Search "RenWeb Home" in the app store to download. OCP school code is OC-FL.

- 1. Login to your Parentsweb account on RenWeb
- 2. Select STUDENT tab
- 3. Select the LUNCH tab
- 4. A monthly Calendar will pop up. Just tap on the day you want to order lunch; this will take you to the menu for that day.
- 5. Select the meal you want and a (1) will appear beside the menu item. Select next, it will take you to the next day to place your next order, etc.
- 6. You will need to select each student and order their lunches individually.
- 7. If your student is in K2-4<sup>th</sup> grade please order from the menu items with that title
- 8. 5<sup>th</sup>-12<sup>th</sup> grade has a wider selection and they are the only ones to order from that section
- 9. After completing your selections you will press the DONE button at the bottom of the screen you will see GRAND TOTAL:\$X.XX to the right it will say PAY NOW. Tap the pay now option
- 10. Simply Follow the PAY NOW directions by selecting either eCHECK or Credit card.
- 11. Lunch Orders are not complete until they are paid for.
- 12. As soon as you get your confirmation that payment was submitted you are done.