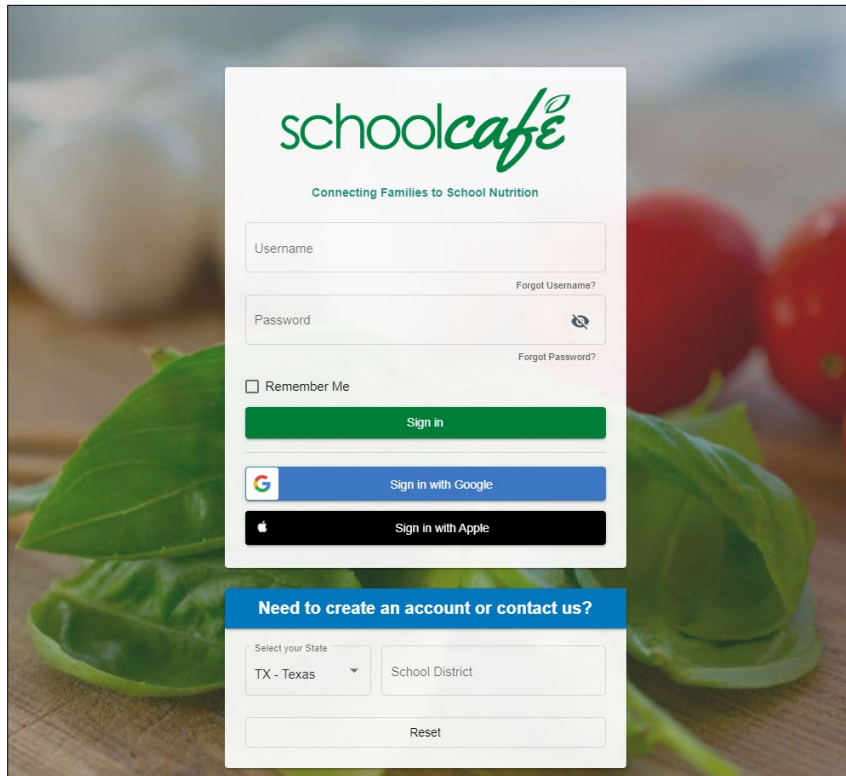


Account Management on SchoolCafé

The following steps will help you create a SchoolCafé account. Funds can be added after an account has been created. Accounts be created for students and employees of IDEA Public Schools.

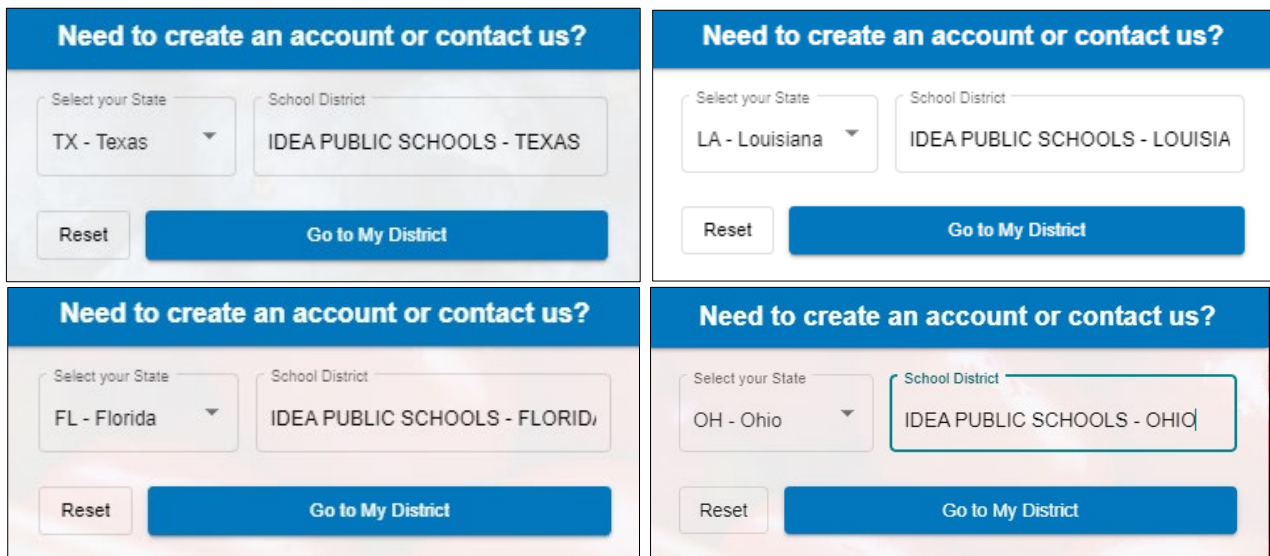
Creating a SchoolCafé Account

Step 1: On a computer or cell phone, go to www.schoolcafe.com.



The screenshot shows the SchoolCafé login interface. At the top is the 'schoolcafé' logo with the tagline 'Connecting Families to School Nutrition'. Below the logo are input fields for 'Username' and 'Password', each with a 'Forgot' link. There is a 'Remember Me' checkbox and a green 'Sign in' button. Below these are 'Sign in with Google' and 'Sign in with Apple' buttons. At the bottom, there is a section titled 'Need to create an account or contact us?' with a 'Select your State' dropdown menu (currently showing 'TX - Texas'), a 'School District' input field (containing 'IDEA PUBLIC SCHOOLS - TEXAS'), and a 'Reset' button.

Step 2: Select state, type in IDEA Public Schools, and click on “Go to My District”.



This block contains four screenshots of the 'Need to create an account or contact us?' form, demonstrating the selection of different states and the corresponding school district options:

- Top Left:** State: TX - Texas; School District: IDEA PUBLIC SCHOOLS - TEXAS
- Top Right:** State: LA - Louisiana; School District: IDEA PUBLIC SCHOOLS - LOUISIA
- Bottom Left:** State: FL - Florida; School District: IDEA PUBLIC SCHOOLS - FLORID,
- Bottom Right:** State: OH - Ohio; School District: IDEA PUBLIC SCHOOLS - OHIO

Each screenshot shows a 'Reset' button and a blue 'Go to My District' button.

Step 3: On the next screen, click on “Create a new account”.

Step 4: On the next screen, click on “I’m a Parent” to create a student account. To create an account for an IDEA employee, click on “I’m an Employee of this District”. Then click next “Next”.

Welcome to IDEA PUBLIC SCHOOLS -

We use SchoolCafé to:

- Make Payments
- Set up Auto Pay
- Set Purchase Restrictions
- Get Low Balance Alerts
- Submit Meal Applications
- View Letters
- View Purchases
- View Menus

[Need to do something else?](#)

[Sign in to your account](#)

[Create a new account](#)

[View Menus \(as a guest\)](#)

[Contact Us!](#)

[Return to My District](#)

1 Register

I'm a Parent
I want to manage my child's cafeteria account.

I'm a Student at this District
I want to manage my own cafeteria account.

I'm an Employee of this District
I want to manage my own cafeteria account.

[Next](#)

2 Let's gather some basic information.

3 You're almost there! Let's set up your account credentials.

Step 5: On the next screen, enter your first name, last name, email, and phone number. Then click Next.

1 Register

2 Let's gather some basic information.

[Continue with Google](#)
By continuing, you agree to SchoolCafé's [Terms & Conditions - Privacy Policy](#)

[Continue with Apple](#)
By continuing, you agree to SchoolCafé's [Terms & Conditions - Privacy Policy](#)

(Parents: Please enter your name, not the student's)

First Name
Janet

Last Name
Fuentes

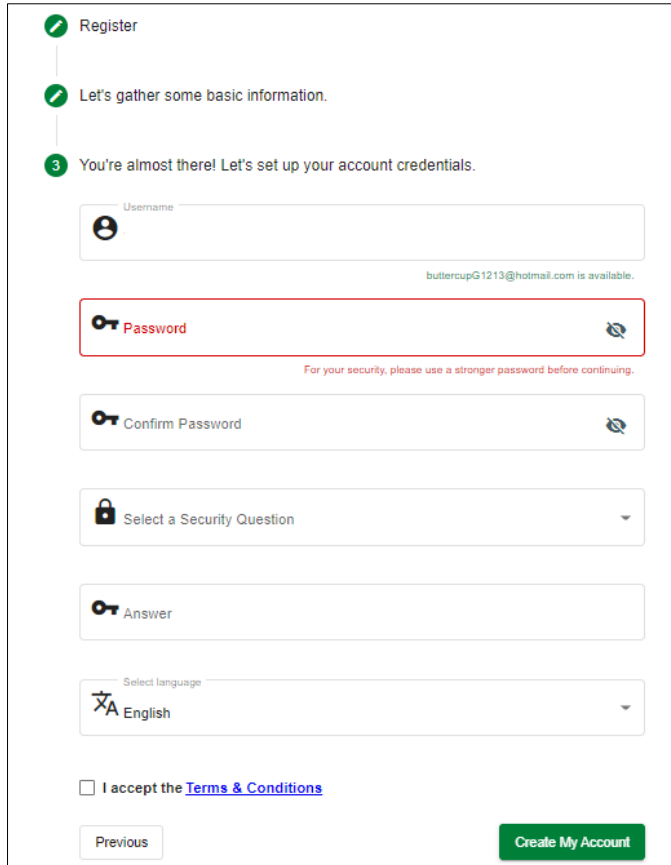
Email
Enter your email

Phone Number

[Previous](#) [Next](#)

3 You're almost there! Let's set up your account credentials.

Step 6: On the next screen, enter password, and security question and answer. Then click “Create My Account”.



The registration form is titled "Register" and is the third step in a three-step process. The steps are: 1. Register, 2. Let's gather some basic information, and 3. You're almost there! Let's set up your account credentials. The form includes the following fields and options:

- Username:** A text input field with a person icon. Below it, a message states "butterscupG1213@hotmail.com is available."
- Password:** A text input field with a key icon and a red border. Below it, a message states "For your security, please use a stronger password before continuing."
- Confirm Password:** A text input field with a key icon.
- Select a Security Question:** A dropdown menu with a lock icon.
- Answer:** A text input field with a key icon.
- Select language:** A dropdown menu with a flag icon, currently set to "English".
- Terms & Conditions:** A checkbox labeled "I accept the [Terms & Conditions](#)".
- Navigation:** A "Previous" button and a green "Create My Account" button.

You now have a School Café account!