



Foothill High School
Kevin Greene, Principal
Kevin Strohmayr, Assistant Principal
Joey Brown, Assistant Principal

Web Store Instructions

<http://www.foothillcougars.com/>

Under FHS Links: **Web Store**

Step 1.


Web Store - Register for an Account/My Account.

***Username will be the Email Address that is registered under account.**

Please sign in

Username:

Password:



Step 2.

To create a new account on the web store, complete fields then click Register.

***Register under Student Name/ID# when purchasing items for Student.**

Enter Your Information ✕

Are you a student? ☐ Yes ☒ No

First Name *

Last Name *

Email *

Address

City

State

Zip

Parents with multiple students should create their account and add students later via "My Family"



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Step 3.

Check email as prompted:

Enter Your Information

Check your email to continue the registration process.

First Name *

Last Name *

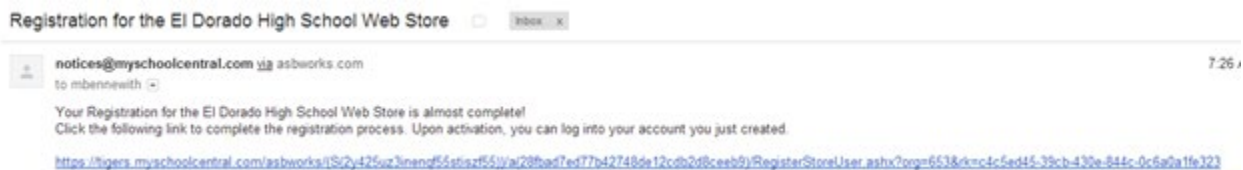
Email *

This screen will appear:

Check your email to continue the registration process.

[Resend email](#)

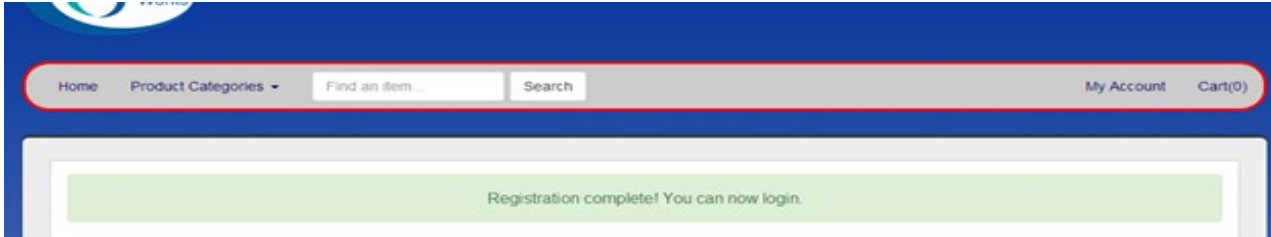
The email should look like this and the link will need to be clicked to complete registration:



Once the link is clicked, the user will be directed to the web store and this screen where they may log in from:



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Step 4.

**“My Account” screen: add family members, see/pay balances due, purchase history.
Add Family Members by entering in your student's ID number and click add.**

Student ID	First Name	Last Name	Relationship	Remove
287418	Kyle	Adams Reed	Student	X

My Account

My Profile

My Family

Past Orders

Student ID

287418

Add

Click Past Orders or Unpaid Items to view purchase history/reprint receipts or make payments on items.



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My Account						
My Profile	These are the previous orders made by you or your family.					
My Family	<i>Note: Orders in red have been voided.</i>					
Past Orders	Number	Name	Date	Description	Amount	Reprint
	26	Adams Reed, Kyle	06/17/2014	got sick	\$-40.00	
Unpaid Items	25	Adams Reed, Kyle	06/16/2014	Web Store Order	\$66.95	
Change Password	23	Adams, Kyle	06/16/2014	Web Store Order	\$44.39	
	22	Adams Reed, Kyle	06/16/2014		\$43.10	

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