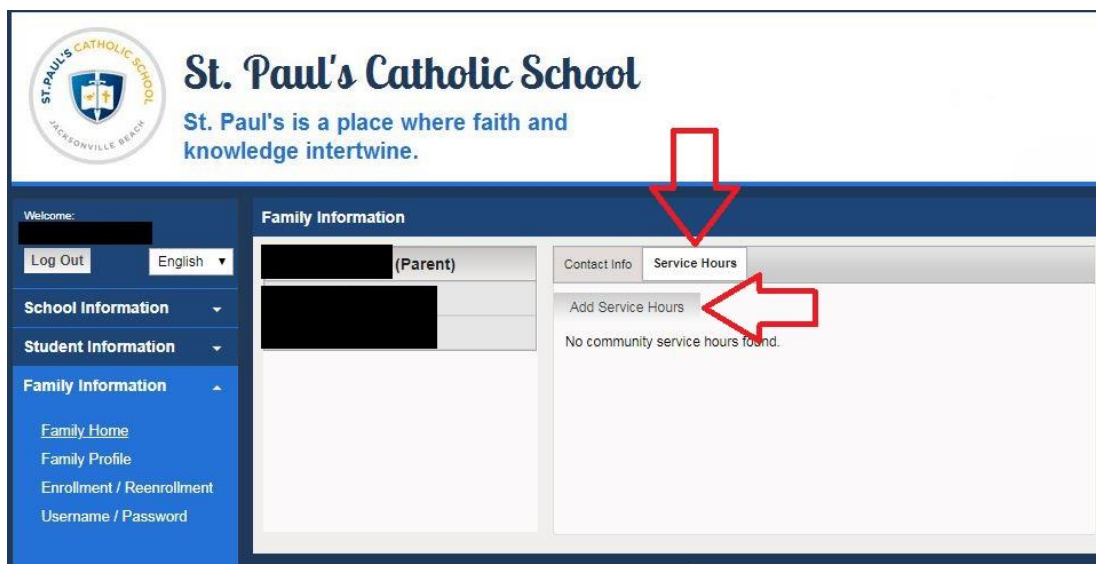


## How To Record Parent Volunteer Hours in RenWeb

1. Go to your RenWeb Parent Portal
2. Click on **“Family Information”**
3. Click on **“Family Home”**



4. Look to the upper right and click on **“Service Hours”**
5. Click **“Add Service Hours”**



6. Click on Description and choose which way you have volunteers. Then input the number of hours.

If you have volunteered for something and it is not listed under Description, please call the school office at 904-249-5934