



Foothill High School
Kevin Greene, Principal
Shawn Anstine, Assistant Principal
Kevin Strohmayer, 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

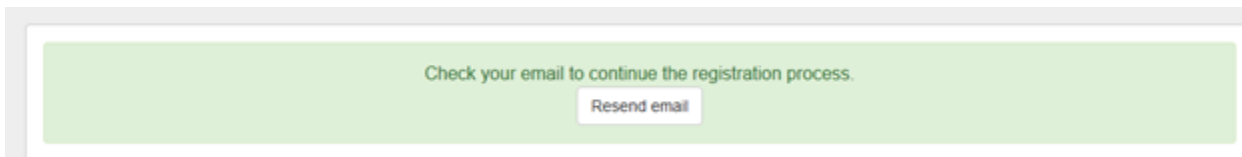
Check your email to continue the registration process.

First Name * Mackenzie

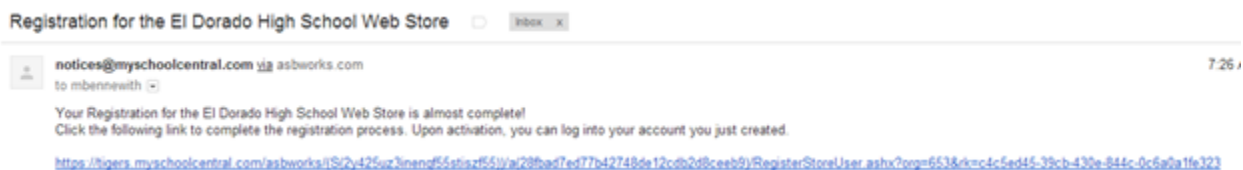
Last Name * Bennewith

Email * mbennewith@asbworks.com

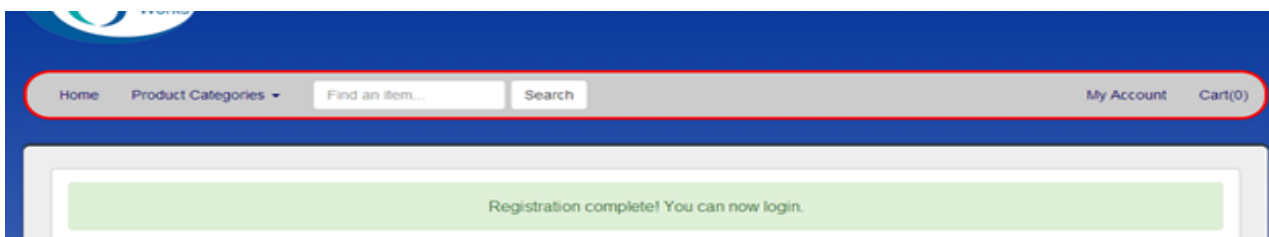
This screen will appear:



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.

My Profile	Student ID	First Name	Last Name	Relationship	Remove
My Family	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.

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
Unpaid Items	26	Adams Reed, Kyle	06/17/2014	got sick	\$-40.00	
Change Password	25	Adams Reed, Kyle	06/16/2014	Web Store Order	\$66.95	
	23	Adams, Kyle	06/16/2014	Web Store Order	\$44.39	
	22	Adams Reed, Kyle	06/16/2014		\$43.10	