## How to add money to your student cafeteria account using Paypal

1. On the District website click on Q/Zangle



#### 2. Click on Q Parent Portal Connection

![](_page_0_Picture_4.jpeg)

Notice: Our domain changed from conejo.k12.ca.us to conejousd.org. Please remove any bookmarks you have to the old domain. We recommend you use this URL: <a href="https://g.conejousd.org">https://g.conejousd.org</a>. Do not save a link to a subfolder such as "q", "studentportal" or "parentportal". As the website is reorganized, those URLs may no longer work.

# Q Connection Index (formerly known as "Zangle"):

- Employees:
  - <u>Q Connection</u> Teachers and Office Staff, use this link.
  - Q Connect for Summer School Summer school teachers and staff, use this link
  - IMPORTANT NOTICE for employees! If the Q menu doesn't look right after you log on, press the [F5] key and the menu screen will refresh. You only have to do this once per computer!
- Parents:
   <u>Q Parent Portal Connection</u> This provide
- tudent's data. If you are a parent and don't know your PIN and password, please contact your
- student's school. IMPORTANT NOTICE for parents! If you get a "by ge not found" or the Q menu doesn't look right after you log on, press the [F5] key and the menu screen will refresh. You only have to do this once per computer!
- Students:
  - <u>Q Student Portal Connection</u> This provides students with access to their schedule, assignments, and other information. If you are a student and don't know your login and password, please contact one of your teachers.

IMPORTANT NOTICE for students! If you get a "page not found" or the Q menu doesn't look right after you log on, press the [F5] key and the menu screen will refresh. You only have to do this once per computer!

3. Login into your Q account with the information provided to you by your student's school.

![](_page_1_Picture_1.jpeg)

4. Once you are on your kids Q page, select Cafeteria, and click Food Service Account Payment

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🗲 🔿 C 🖬 🔒 http	s://q.conejousd.	org/ParentPortal/Home/I	PortalMainPage				☆ 🕿
ParentConne	ction		Welcome Ja			<u>My Account</u>	Signed In: Friday, August 15, 2014 at 3:37 PM <u>Email Notifications   Help   About   Sign Out</u>
±		· · · ·		<u>.</u>			Advisor Counselor
+ Demographics	<ul> <li>Cafeteria</li> </ul>						
+ Contacts							Food Service Account Payments
* Enrollment			Cafeti	eria Year-To-Da	ate Totals		· · · · · · · · · · · · · · · · · · ·
+ Transcript			Charge	s Payments	Balance		
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+ Special Education							
- Cafeteria	$\boldsymbol{\boldsymbol{\mathcal{A}}}$						
* Health Screenings							
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### 5. Insert the amount you wish to add and Continue

CVUSD Home Page × 🧟 CVUSD Home Page ×	Parent Portal   ×
← → C f Laboration Control (Action of the control	යි] =
Con	jo Valley USD
Food S Accour Please enter payment amou	vice / Name PIN desired for each student and press Continue.
ID Student	Current Payment Balance Amount
(Grad	I, Westlake High School) \$
Note: A processing fee wi	antinue Cancel

### 6. Review and Check out

![](_page_2_Picture_3.jpeg)

7. You can choose to check out as a guest or to pay through your PayPal account, enter your information and finish the checkout.

	Your order summary Descriptions Amount Food Service Acct Payment Sen number: 778105 tem price: \$10.00 Guantity: 1		Choose a way to pay PayPal securely processes payments for Conejo Valley Unified School District.				
			Have a PayPal account?     Log in to your account to pay	PayPal			
	Item total Shipping and handling:	\$10.00 \$0.61	<ul> <li>Don't have a PayPal accour</li> <li>Pay as a guest now, sign up for Pa</li> </ul>	<b>tt?</b> yPal later			
			Country	United States	<b>T</b>		
			First name				
			Last name				
			Address line 1				
			Address line 2 (optional)				
			City/State		T		
			ZIP code				
			Phone type Why is this needed?	Home T			
			Phone number	555-555-1234			
			Email				