## **RENWEB ACCOUNT INSTRUCTIONS**

## PLEASE MAKE SURE THAT YOU GIVE THE SCHOOL YOUR EMAIL ADDRESS FIRST.

GO TO:	www.renweb.com
CLICK ON:	FACTS MANAGEMENT
CLICK ON:	FAMILY LOG IN
SELECT:	FACTS FAMILY PORTAL
ENTER DISTRICT CODE:	GCS-MS
CLICK ON:	LOGIN
SELECT:	CREATE NEW ACCOUNT
ENTER:	E-MAIL ADDRESS
CLICK ON:	CREATE ACCOUNT

RENWEB WILL THEN ALLOW YOU TO CREATE A USERNAME AND PASSWORD.

IF YOU NEED HELP, YOU MAY EMAIL ME AT <u>deanna.powers@gcssaints.com</u> OR CALL THE OFFICE – 662-332-0946

## If you are a parent with an existing account: Your login information from last year will still work.