

Technology Consent & Device Protection Plan Instructions

The information and link to payment system can be found on the Computer Network Service portion of the District's website: <https://www.losdschools.org/Page/7799>



Technology Consent &
Protection Plan Payment

Click on the blue icon to start the Consent and/or enrollment process. You will need your ParentVUE username. If you need instructions to set up your ParentVUE account, or need your username, please contact your student's school before proceeding.

The first time you enter the Payment Portal, you will use your ParentVUE username, but you will need to set a password, as these are separate systems.

We suggest you set the same password as you use for ParentVUE.

Lake Oswego School District Payment Portal

Welcome to Lake Oswego School District's Online Payments Portal
With this system parents/guardians are able to shop for items at their student's schools and pay fines/fees using credit or debit cards. TouchBase is a secure site. You can also view and print reports showing student payment history.

Parents of Lake Oswego School District Students:
The first time you enter this Payment Portal, you will use your ParentVUE username, but you will need to set a password.
If you do not have a ParentVUE access account login, or need your login, please contact your child's school secretary.
It may take up to 24 hours after creating your ParentVUE account before being able to access the Portal.




Username: Your ParentVUE access account username
Password: [Click here to set a Payment Portal password](#)

Returning Payment Portal customers can sign in here:

User Name:
Password:

If you have already created a new Payment Portal password, and need to reset it, please [Click Here](#) to have a password reset email sent to your email address on file. This will not change your ParentVUE password.

A convenience fee may apply to your purchase.
Cards we accept:

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Enter your ParentVUE username, or the email address that is used for your ParentVUE account, and then check your email for next steps.

The screenshot shows the 'Identify Your Account' section of the Payment Portal. At the top, there is a blue header with the Lake Oswego School District logo and the text 'Payment Portal'. Below the header, a green box contains the instruction 'Check your email inbox for additional instructions.' Underneath, a message states: 'To reset your password, please identify your account by email address or username.' There are two input fields: 'Email Address' and 'Username'. The 'Username' field contains the text 'Johndoe1'. At the bottom right of the form, there are 'Cancel' and 'Search' buttons.

Return to the Portal to log in.

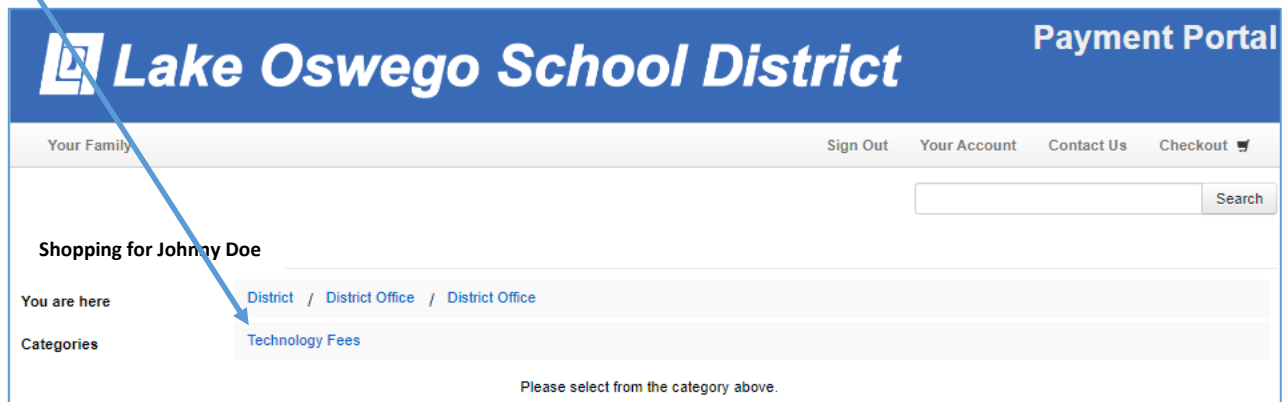
Once you are logged into the Portal with your ParentVue username and portal password, select the student.

The screenshot shows the main dashboard of the Payment Portal. The header includes the Lake Oswego School District logo and 'Payment Portal'. Below the header, there is a navigation bar with 'Your Family', 'Sign Out', 'Your Account', 'Contact Us', and 'Checkout'. The main content area is titled 'Who are you shopping for?' and displays a list of student selection cards. Each card shows 'District Office', a student name, and a grade. The first card is for 'Johnny Doe' in 'Grade 07', the second for 'Julie Doe' in 'Grade 03', and the third for 'John Doe'. A blue arrow points from the text above to the 'Johnny Doe' card.

Select "Items at Student's School"

The screenshot shows the 'Johnny Doe' selection screen. At the top, there is a search bar with the text 'Johnny Doe' and a 'Search' button. Below the search bar, there is a 'Shop' section with three buttons: 'Items At Student's School', 'Items At All Schools', and 'Pay Fines/Fees'. A blue arrow points from the text above to the 'Items At Student's School' button. Below the 'Shop' section, there is a 'Reports' section with four buttons: 'Purchase History', 'Reprint Receipts', 'Unpaid Fines/Fees', and 'On Account History'.

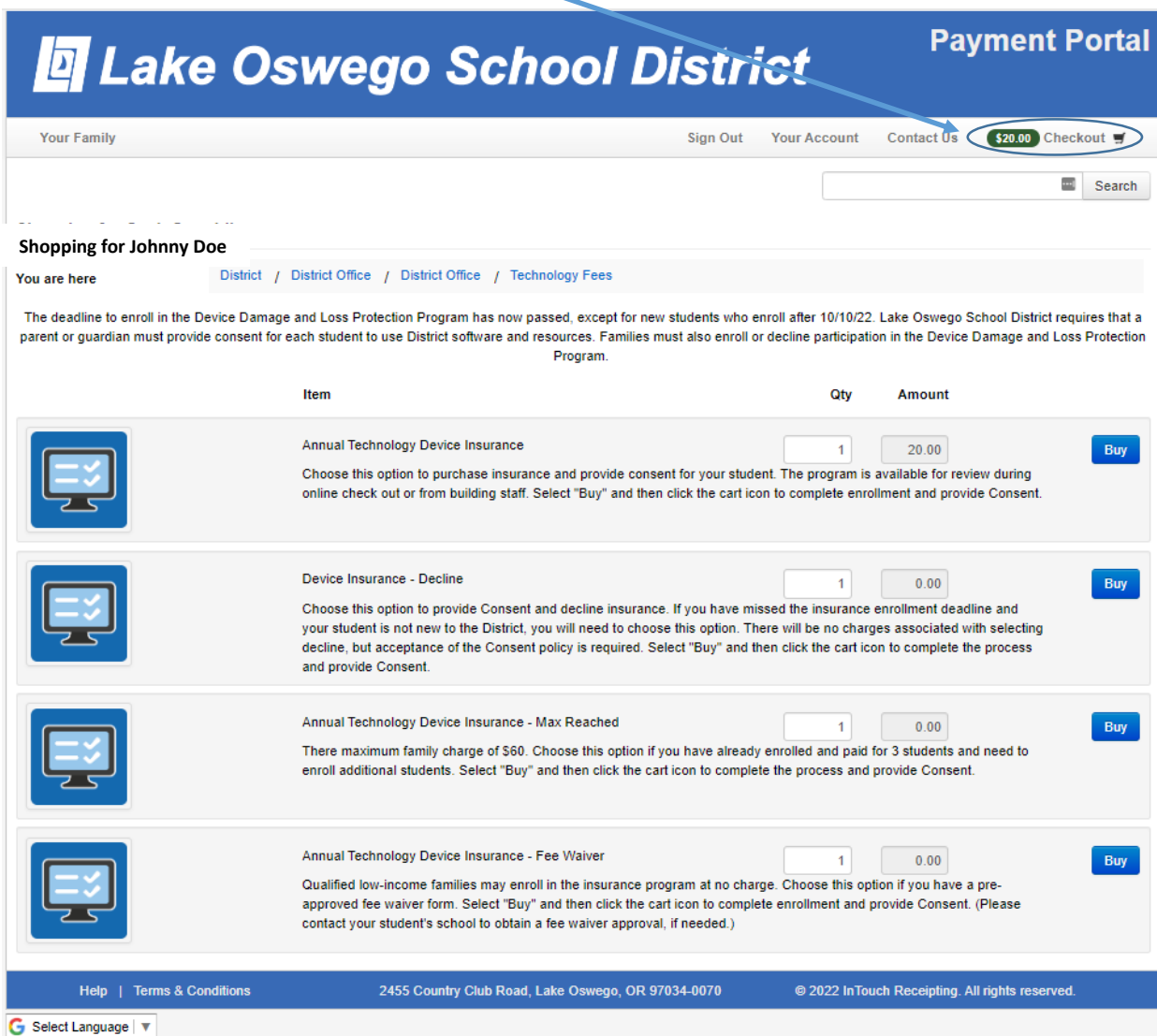
Select Technology Fees



The screenshot shows the top navigation bar with the Lake Oswego School District logo and 'Payment Portal' text. Below the navigation bar, there are links for 'Your Family', 'Sign Out', 'Your Account', 'Contact Us', and 'Checkout'. A search bar is present. The main content area is titled 'Shopping for Johnny Doe' and shows a breadcrumb trail: 'District / District Office / District Office'. Under 'Categories', 'Technology Fees' is selected. A message at the bottom says 'Please select from the category above.'

Select ONE "Buy" option. *NOTE: Once you click the BUY button, the item will be added to the cart. If you try to click an item again, an error message will appear. If one of the \$0 options is chosen, it will look like there is nothing in the cart because the total will still be \$0. The cart does not show an item count, only \$.*

Once a "Buy" option is selected, you must click on the cart to check out. You will not be automatically directed there.



The screenshot shows the 'Annual Technology Device Insurance' item selected in the cart. The cart total is \$20.00. The 'Checkout' button is circled in red. The item details are as follows:

Item	Qty	Amount
Annual Technology Device Insurance	1	20.00
Device Insurance - Decline	1	0.00
Annual Technology Device Insurance - Max Reached	1	0.00
Annual Technology Device Insurance - Fee Waiver	1	0.00

The 'Buy' button for the selected item is highlighted. A callout box on the right side of the page says: 'Choose one "Buy" option. Then review cart.'

Review the cart. If the wrong option is in the cart, click remove.

If all is correct, click on "Checkout Step 1: Additional Info"

Lake Oswego School District Payment Portal

Your Family Sign Out Your Account Contact Us \$20.00 Checkout

Your Cart

Customer	Item	Price
Johnny Doe	Annual Technology Device Insurance	\$20.00

Remove

Subtotal	\$20.00
Tax (0.00%)	\$0.00
Processing Fee	\$0.00
Total	\$20.00

Continue Shopping Checkout Step 1: Additional Info

Click on the link to review the Technology Use Policy, and then close that window to return to the Portal.

Lake Oswego School District Payment Portal

Your Family Sign Out Your Account Contact Us \$20.00 Checkout

Additional Information

Johnny Doe

Annual Technology Device Insurance

[Click here to view the Technology Use Policy, and then return to this page to provide Consent.](#)

I have read and agree to the Technology Use Policy

Continue Shopping Checkout Step 2: Payment

To provide consent, check the box for "I have read and agree to the Technology Use Policy".

There is not a separate Consent form to complete.

Click on "Checkout Step 2: Payment"

Lake Oswego School District Payment Portal

Your Family Sign Out Your Account Contact Us \$0.00 Checkout

Additional Information

Johnny Doe

Annual Technology Device Insurance with Waiver

Please enter date of waiver approval

[Click here to view the Technology Use Policy, and then return to this page to provide Consent.](#)

I have read and agree to the Technology Use Policy

Continue Shopping Checkout Step 2: Payment

Note: If the low-income Fee waiver option is selected, you will be required to enter the date that your waiver was approved by Administration.

Note: If the family “Max Reached” option is selected, you will be required to enter the names of at least 3 paid siblings.

If paid insurance is selected, a payment information screen will appear.

At the last step, a blue “Complete” button will appear.

Click on the button to complete the process.

You will receive an email confirmation with your selection.

Repeat the process for each of your students.

If you need assistance, please enter a Technical Work Order at <https://losdhelp.zendesk.com/>