

Howto: PowerSchool custom page for RevTrak fee payments

RevTrak Custom Page version 1.0

Last Updated: 2013-07-09

RevTrak has made performance and stability improvements for processing PowerSchool Food and Fee payments. RevTrak now provides a custom page (/guardian/lunchbal_revtrak.html). This page is required for using the RevTrak payment integration with PowerSchool. This custom page is not viewable by parents or staff, but only used by the RevTrak payment integration.

Installation instructions:



PowerSchool
Systems Administrator

Administrator Login:

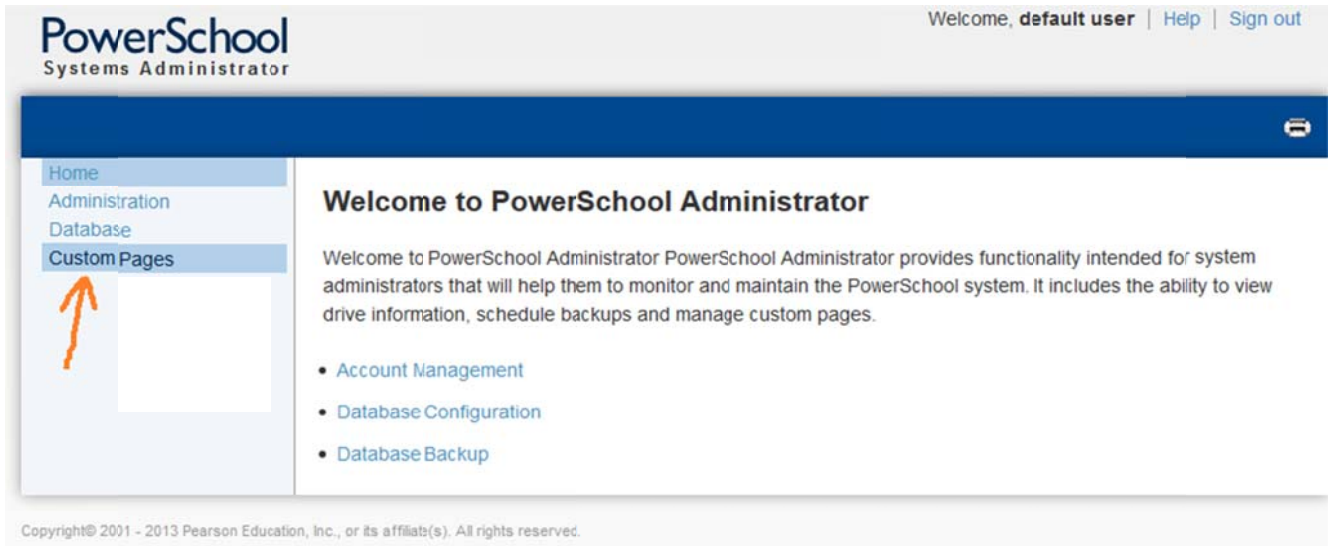
Username:

Password:

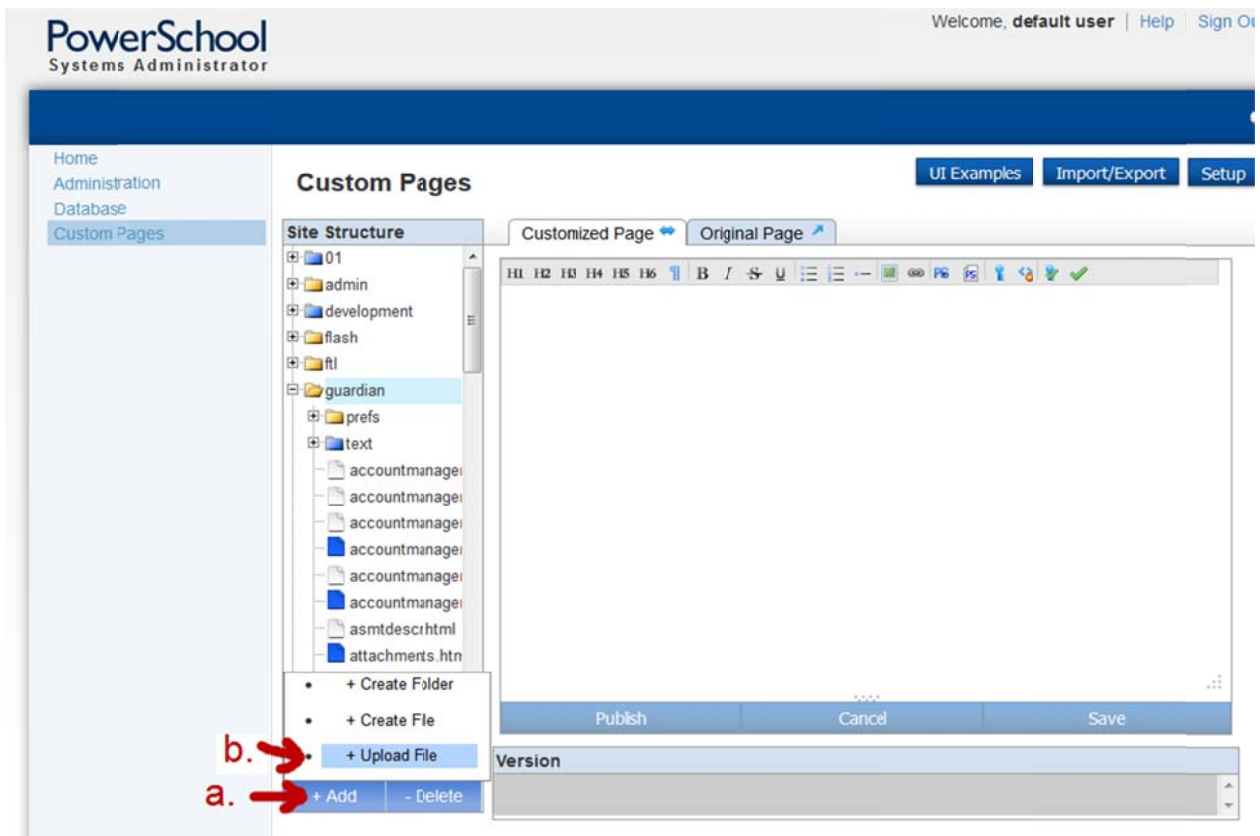
Submit

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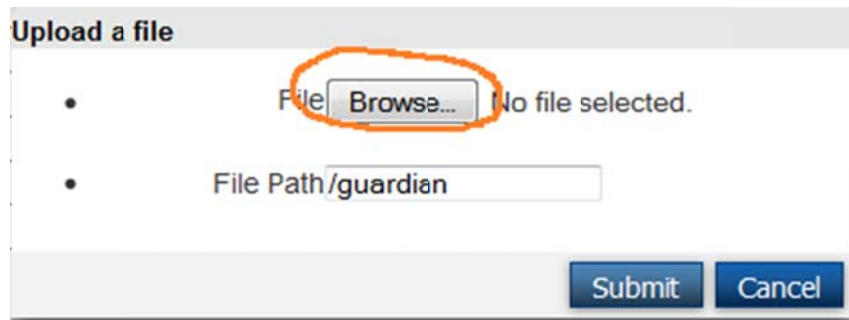
1. Login as PowerSchool System Administrator.



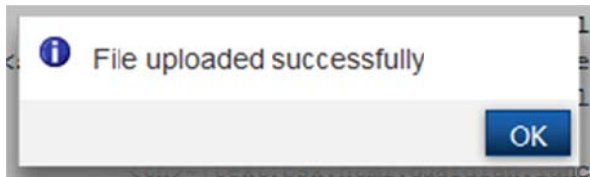
2. Click “Custom Pages”



3. Select guardian folder in “Site Structure” browser.
 - a. Click “+ Add” button.
 - b. Select “+ Upload File”.



4. Click "Browse". Select filename "lunchbal_revtrak.html". Next, click Submit.



5. Click OK. Done!