

Online Payments for the Cafeteria

Last Updated: 2/02/2022

Overview

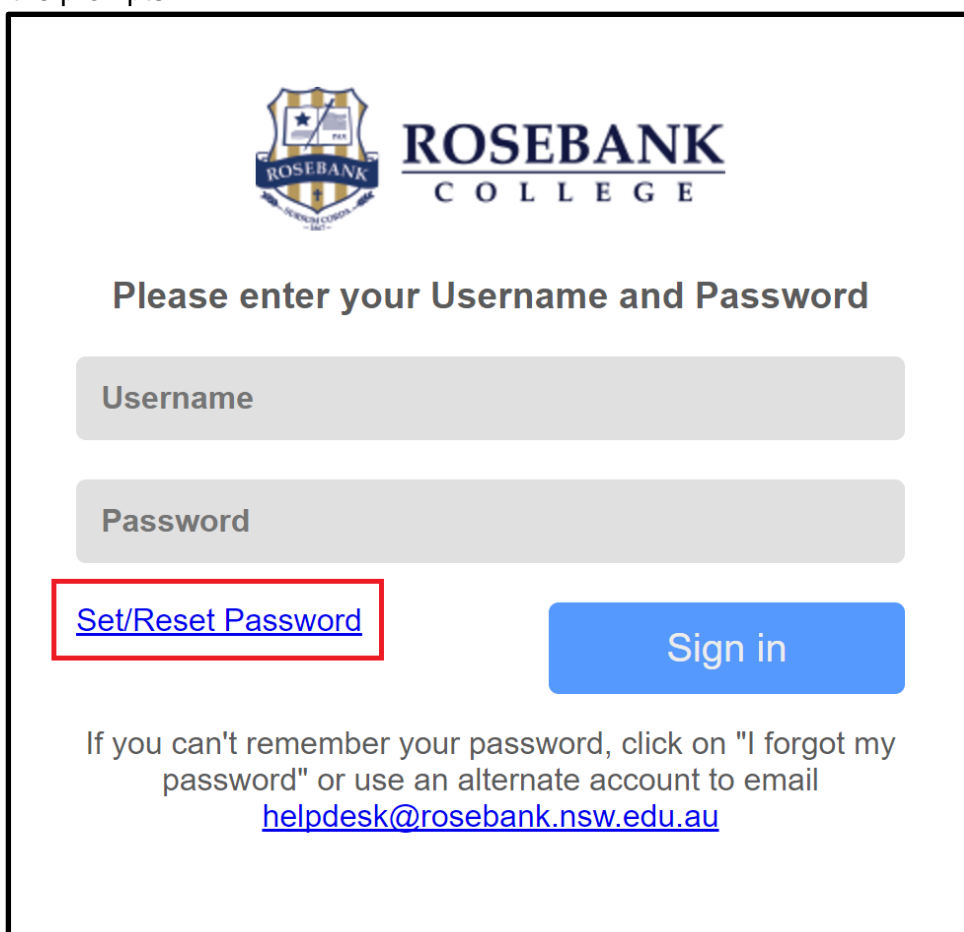
Use this document to pay for items at the Cafeteria.


Procedure

Go to <http://portal.rosebank.nsw.edu.au/parent/> and login using the credentials provided to you by the College. If you are having troubles logging in:

Your username is typically in the format <FirstName>.<LastName> (e.g. *john.smith*)

If you have forgotten your password, click on the **Set/Reset Password** and follow the prompts:



 **ROSEBANK**
COLLEGE

Please enter your Username and Password

Username

Password

[Set/Reset Password](#) [Sign in](#)

If you can't remember your password, click on "I forgot my password" or use an alternate account to email helpdesk@rosebank.nsw.edu.au

If you continue to have troubles logging in, please contact the ICT Helpdesk via:
telephone on 9713 3111
email at webhelpdesk@rosebank.nsw.edu.au

Click on the **Online Payments** logo:



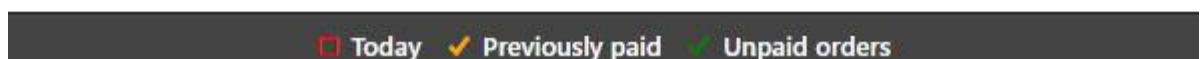
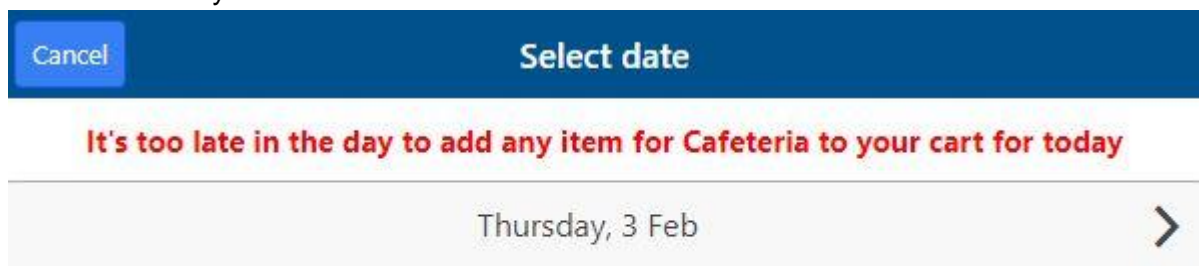
Towards the middle-top of the screen, click on **Online Orders**



Select Cafeteria from the shop list and then Cafeteria again



Select the date you wish to order food from the cafeteria



You must now select the food you wish to order



This will take you to the shopping cart as below. Select Summary & Checkout

Cafeteria - Shopping Cart

Cafeteria

FRESH FRUIT SALADS AND YOGHURT

\$ 6.00

−

1

+

Shop	Items in cart	Price
Cafeteria	1	\$6.00
Grand total	1	\$6.00

Summary & Checkout

Select **Pay**, and follow the prompts:

Cancel

Order summary

> Natasha Moradnoori

\$ 6.00

Grand total: \$ 6.00

Cancel

Pay

If you would like to clear the shopping cart, go to summary & checkout, then cancel, and clear cart

Please confirm

Do you want to clear all items from your cart?

Clear Cart

Keep shopping