

## Logging Service Hours in Parent Web is Easy

1	Log in to Parent Web using your user name and password. If you are not registered, contact <a href="mailto:jsanford@jacksonchristianschool.org">jsanford@jacksonchristianschool.org</a>
2	Click on the purple <b>Family Tab</b> on the left side of the screen
3	Click on the <b>name</b> of the person who volunteered
4	Click on <b>Add Service Hours</b> and enter the date, hours, and in what area you served.

**Thank you!** Your volunteer time makes a difference.