

Qkr! At Carnegie PS

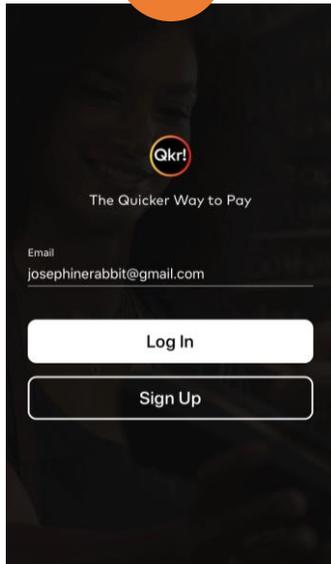
Qkr! (pronounced 'Quicker') is the online platform used by the school and the PFA for events, fundraising initiatives and lunch orders. This reduces the need for students to bring cash to school, and also streamlines the administration for these processes.

To get started, download the Qkr! app -

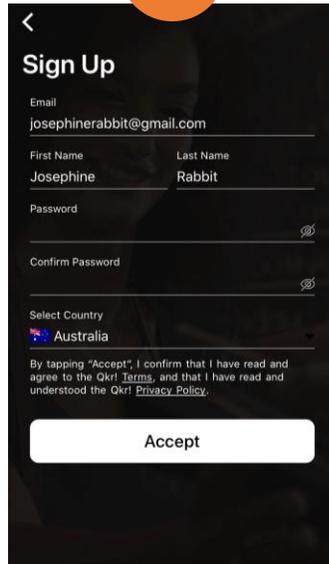


Then follow the steps below and over the page to create your account, set up profiles for each of your children, and get ordering! If you have need any assistance, please email pfa@carnegieps.vic.edu.au.

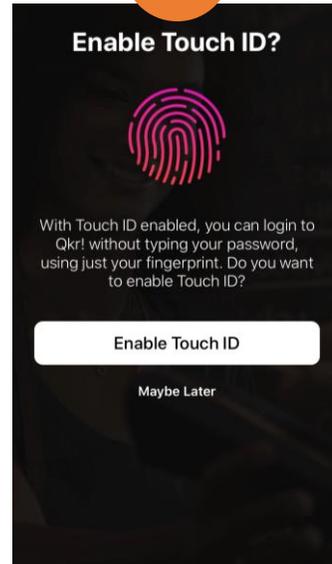
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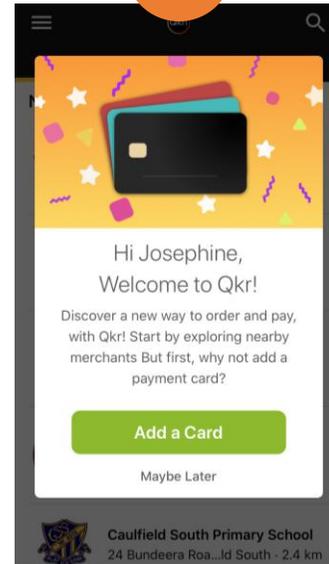
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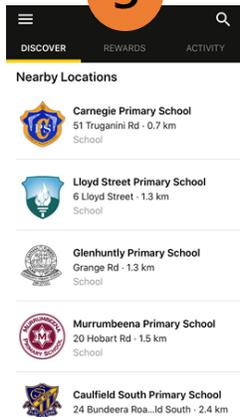
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Initial Sign Up

1. Enter your email address and select 'Sign Up'
2. Enter your own first name and last name, and nominate/confirm a password
3. If applicable to your device, choose whether to enable Touch ID for faster sign in and payment authorisation (can be done later)
4. Add your payment card details (can be done later)

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Find Carnegie PS

Carnegie PS will likely come up in your list of nearby locations (if you're within 10km of the school). If not, you can search for it using the  icon

Setting up and managing Qkr profile(s)

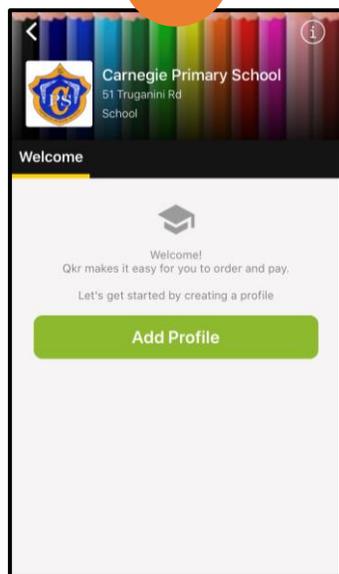
Your Qkr profile(s) are really important, because they tell us how we will get the items you order to you

6. Select 'Add Profile' to create your first profile. In most cases you will need a profile for each student in your family (unless you are staff, or a community member without a link to a specific student, in which case you need just one profile, in your own name)
7. Populate First Name, Last Name, Gender, and select the correct Year Level and Homegroup.

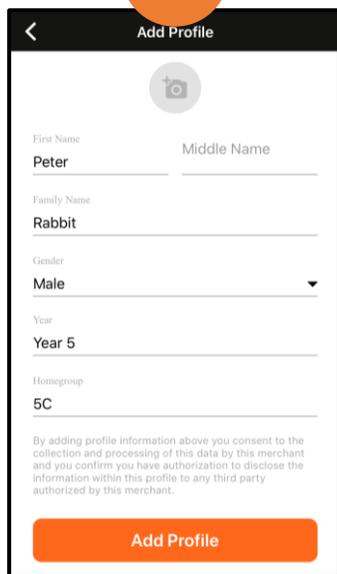
- **If you are a parent/grandparent/carer**, you need to set up a Qkr profile for each of your CPS children – each with their own first name, last name, year level and homegroup.
- **If you are a Staff Member**, you should set up a profile in your own name and select 'Staff' for year level and homegroup.
- **Please only select 'Friends of CPS'** if you are a member of the community (e.g. past CPS family, school neighbour, or other supporter), who wishes to collect orders directly from the school, rather than linking them with a student.

8. You can click on an existing profile to edit it, or add more profiles, at any time

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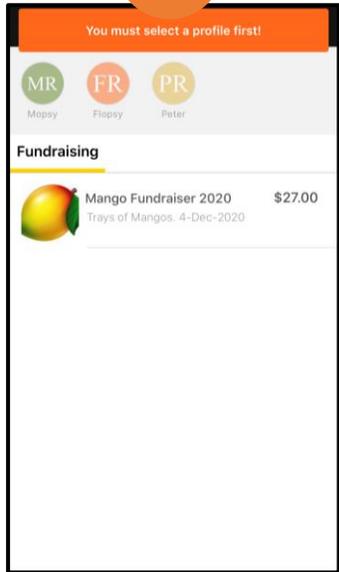
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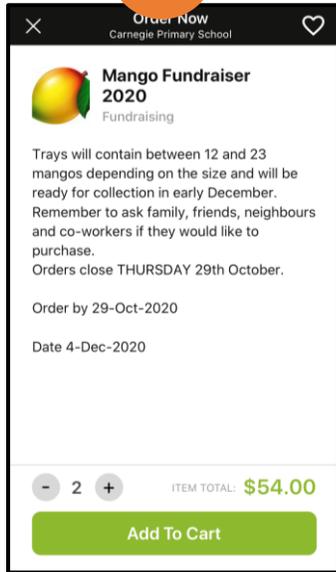
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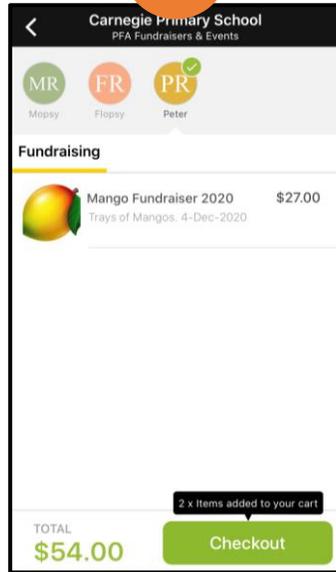
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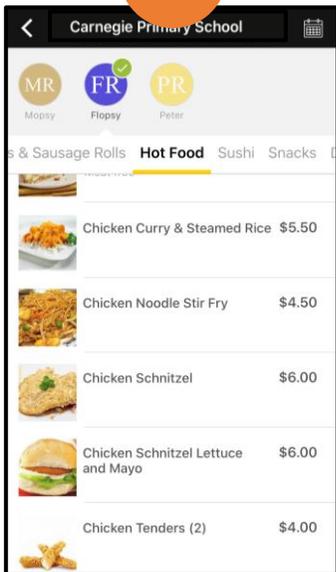
Placing an Order

9. Before you can select an item to order, you will need to nominate a profile to link the order to. For items such as mangoes and hot cross buns that are being ordered on behalf of the family, we suggest that you select your oldest child. For items such as lunch orders and sushi days, it is important that you order for each child individually
10. Nominate the item / quantity required, and select 'Add to Cart'
11. Select 'Checkout' to proceed to payment

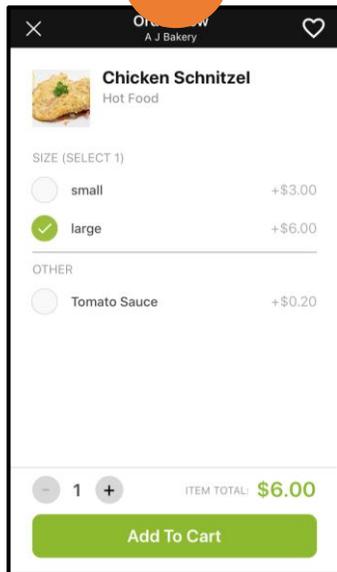
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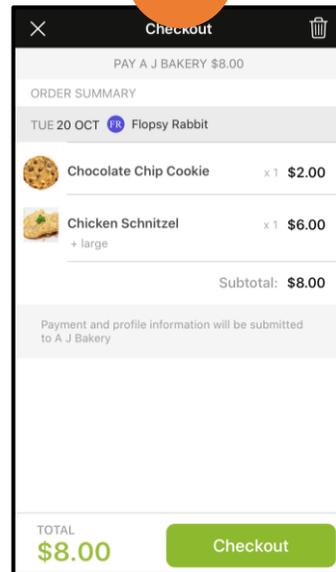
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Lunch Orders

12. Select the relevant student profile and date
13. Click to peruse the menu sections (Hot Food, Sushi, Snacks, Drinks, etc.)
14. Make all item selections, and hit 'Add to Cart'
15. When finished ordering for all students and all dates required, hit 'Checkout' to proceed to payment