



AP SCHOOL

Webshop : Rent an item from the Webshop

Date of last update: 08/05/2026



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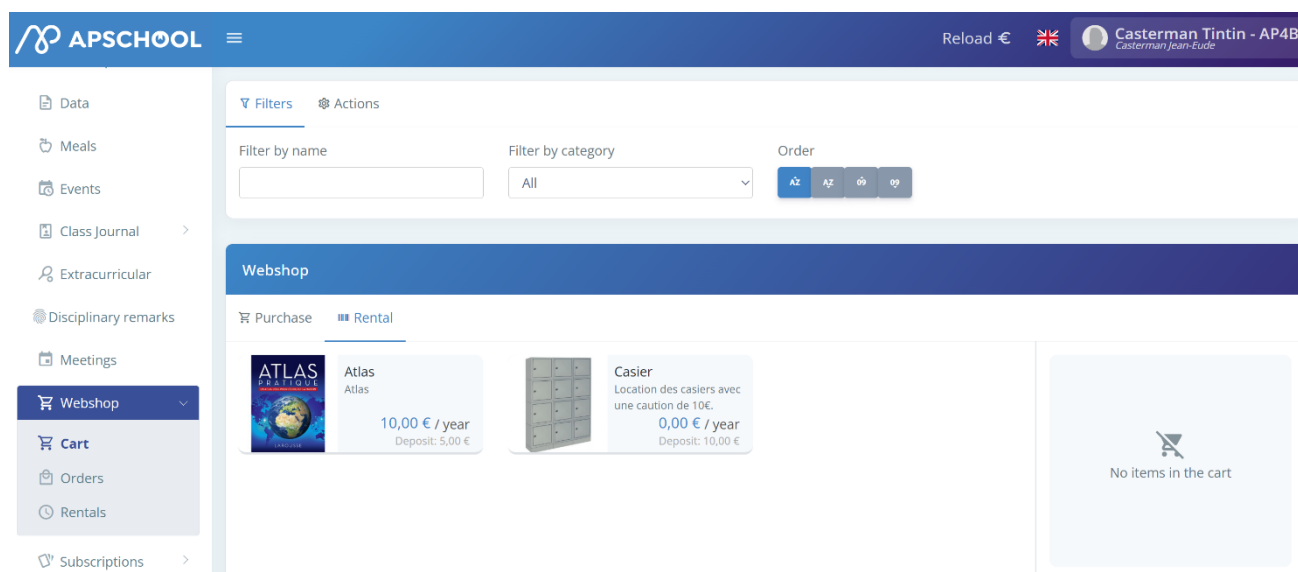
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1. Context

Do you have items for rent in your establishment? This tutorial will guide you through the steps to make a reservation.

2. Rent an item from the Webshop

- Go to your " Webshop " menu.
- Click on the "Shopping Cart" menu, then on the "Rentals" tab. You will arrive at the page with the different items available.

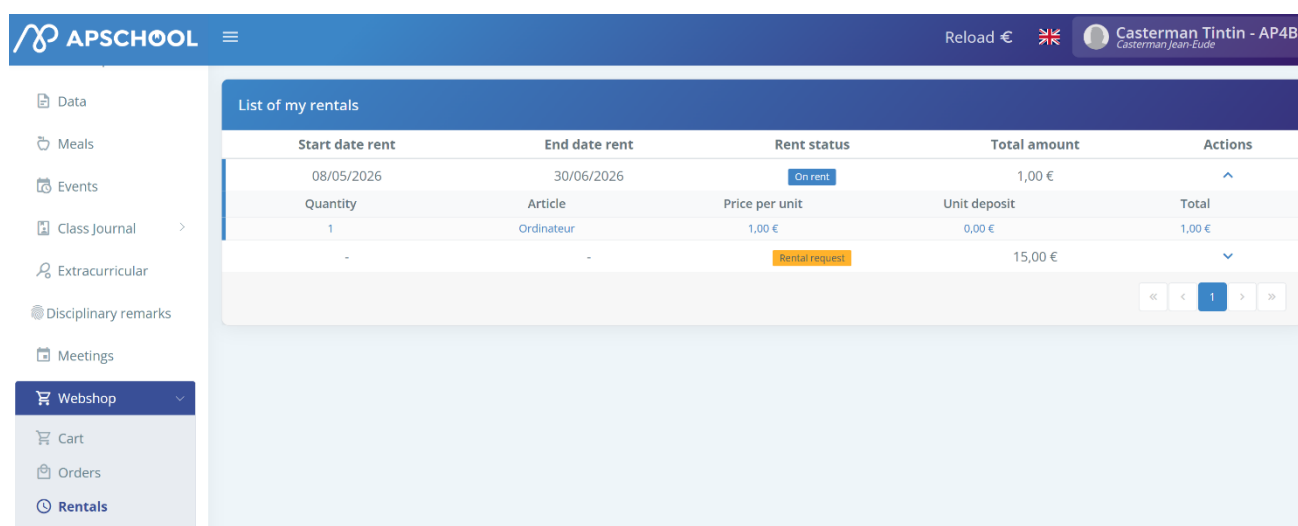


The screenshot shows the APSCHOOL Webshop interface. The top navigation bar includes the APSCHOOL logo, a menu icon, and user information for 'Casterman Tintin - AP4B'. The left sidebar lists various menu items, with 'Webshop' selected. The main content area features a 'Filters' tab with search and category options, and a 'Webshop' section with 'Purchase' and 'Rental' tabs. Under the 'Rental' tab, two items are displayed: 'Atlas' (10,00 € / year, Deposit: 5,00 €) and 'Casier' (0,00 € / year, Deposit: 10,00 €). A shopping cart icon on the right indicates 'No items in the cart'.

- Via the "Filters" tab, you can search for specific items by name, by item family, or sort the display by name or by price.
- Click on the item(s) you want. They will be added directly to your cart.
- Adjust the quantity of items in your cart using the "+" and "-" buttons for each item. Some items may have a reservation limit. For other items, a deposit may apply and will be charged directly at the time of booking.
- Click the green "Reserve" button to confirm your order. **Please note** : Your wallet must have sufficient funds to complete the order.
- If you wish to empty your cart, click on the red "Empty" button.

3. Managing your rental properties

- Go to your " Webshop " menu.
- Click on the "Rentals" menu. You will arrive at the page with the account's rental history, their current status, and any start and end dates of the rental.
- To view the rental details, click on the arrow to the right of each booking.
- If the rental status is "In rental", it has been accepted by the institution and the rental amounts will be debited from you at the frequency specified during the booking.
- If the rental status is "Rental Request", it has been successfully transmitted to the institution, which will have to accept or reject it.



The screenshot shows the 'List of my rentals' page in the APSCHOOL web interface. The page features a table with the following data:

Start date rent	End date rent	Rent status	Total amount	Actions
08/05/2026	30/06/2026	On rent	1,00 €	^
Quantity	Article	Price per unit	Unit deposit	Total
1	Ordinateur	1,00 €	0,00 €	1,00 €
-	-	Rental request	15,00 €	v

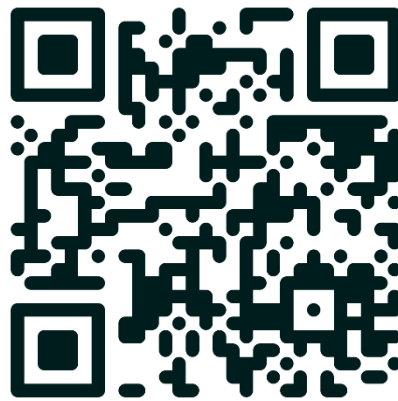
The interface also includes a left sidebar menu with options like Data, Meals, Events, Class Journal, Extracurricular, Disciplinary remarks, Meetings, Webshop, Cart, Orders, and Rentals. The top navigation bar shows the APSCHOOL logo, a menu icon, a Reload button, a flag icon, and the user profile 'Casterman Tintin - AP4B'.



A question? Need assistance?

- For any technical, educational or platform-related questions, please contact your institution directly.
- If you would like to view other tutorials, feel free to click on the following link or scan the QR code below.

<https://parents.apkiosk.com/>



Thank you for following this tutorial!



AP SCHOOL

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