

# The White Hills Park Trust Better Together

## Online Payments in MCAS A guide for parents

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### **Dinner Money**

The **Dinner Money** option is accessible as a **Widget** in the web version and via the side menu in the App. The **Widget** displays the current **Credit Balance Summary** and gives the option to top-up the **Balance**.

Dinner I Dinner Ba	<b>Noney</b> Iance Summary	
redit Balance S	ummary : £ 21.00	
eposit Amount	£	
	Add to Basket	1

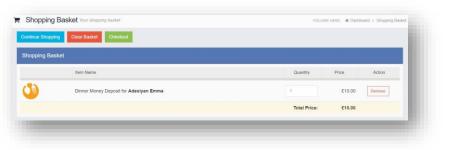
P Clubs	Dinner Money
Trips	Dinner Money
Outstanding Payments	CURRENT BALANCE (Bettina Abioye)
Useful Documents	£0.00
<ul> <li>Dinners</li> </ul>	Deposit Amount
Dinner Money	Add To Basket
<b>#\$</b> 📌 👘 🙀	

To top-up funds enter the amount in the **Deposit Amount** box and click the **Add To Basket** button. The **Shopping Basket** icon **He** on the information bar will now display that you have 1 item in the **Basket**, click here to open the **Basket** and view the contents, the item can be removed by clicking on the **X** to the right.



Shoppin	ig Basket
tems (1)	Total : £10.0
Dinner Money De Bettina Abioye	eposit for
£ 10.00	
Che	ckout
	Basket

To continue click on the green **Checkout** button, which will open the **Shopping Basket**. Here you can click the **Continue Shopping** button to open the **School Shop** and add more items, the **Clear Basket** button to empty the **Basket** or the **Checkout** button to continue and make your payment.



	£1	0.00	)	
	New Card	i Det	ails	*
Card Nu	mber			
Card Typ	90			*
Exp Mor	ith 🔻		Exp Year	•
Card Ho	lder Name			
CVC/CV	C2		Save Card	

Enter your **Payment Details** on the following page, once verified and paid a **Confirmation** message will be given and the **Credit Balance Summary** updated.

$\odot$	Credit Balance Summary : £ 21.00
Thank you. Your payment of £10.00 has been received. Order ID: 40007-0000104   Transaction ID: C75CBE2C-7693-F6B7-552B-39CA3D1A02BE	Deposit Amount : £
Continue Shopping Print	Add to Basket

## **PayPoint**

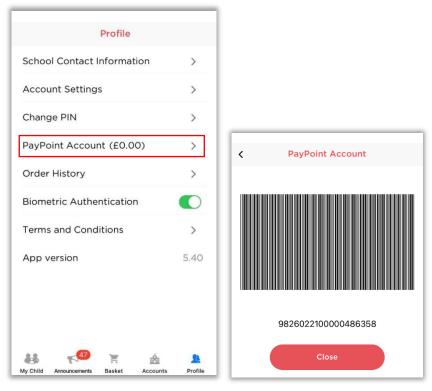
The **PayPoint** option is accessible as a **Widget** in the web version.



The **Widget** displays the current **PayPoint Balance**, clicking on the **Show Barcode** button will display the **Barcode** allowing this option to be setup and used by **PayPoint Users**.



In the MCAS app your PayPoint Balance and Barcode can be viewed via Your Profile Area



The bar code can be scanned in any store that accepts **PayPoint transactions**, your nearest store can be found on the <u>PayPoint website (https://consumer.paypoint.com/)</u>. The minimum top-up value is £5, with a maximum of £99. Please note the funds can take between 24 -48 hours to appear on your MCAS account. **Please keep the receipt should you have any queries.** 

After 24-48 hours, check your **PayPoint balance** by selecting the **Profile** icon again. Your available balance will be visible against '**PayPoint Account**', which can now be used within MCAS to pay for school meals, items in the school shop or any school trips/activities.

## **Clubs & Trips**

The Clubs & Trips options are accessible from both the Menu Bar and a Widget.

If your child has been enrolled on a Club or Trip these will be displayed. If a Club or Trip is available for your child you will be able to see this in the 'Available' section of the page. In the app you will need to click on the 'Available' label at the top of the screen.

Trips Bettina's upcoming trips					YOU ARE F	HERE: 🏘 Dashboard	> Trips			
Bettina's Trips										
Trip Name	Teacher		xt Booked Start ssion Time	Room	Cost/Balanc	æ		1.5	Trips	
	1	No upcoming trips were four	d.					-	mps	
Available Trips (click or tap a club to vie	w more details and sign up)					Hide fully booked events		Enrolled	Available	Waiting Lis
Trip Name	Teacher	Next Session Weekday	Start Tim	e Duration	Cost	Spaces Available		Trip to Wa	les	£150.00 >
Trip to Wales	Mrs C Barlow	03/04/2023 Mon, Tue	Wed, Thu 10:00	540	£150.00	20	Q			

To make a payment towards a trip, click on the trip title, the full cost will be displayed. If part payment is available this option will be shown when you open the trip details screen.

Web view

Type: Club Name:	Club Trip to Wales	Main Teacher:	Mrs C Barlow			
Description:	Trip to Wales			 	_	
Next Session: Start Time:	Mon 03/04 10:00	Places: Spaces Available:	20 20	 Trip to Wales (Part Paid) Instalment 1 for Bettina Abioye	×	Shopping
	10.00	Spaces Available.	20	 Amount £ 50		

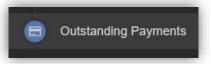
#### App view

Select to Add Full Amount or Part-pay (Enter value you will pay). The value will be added to your Shopping basket and you will need to Checkout and make the payment to register your child's enrolment on the trip.

Trip				Shop	ping Basket
Trip to Wales	£150.00	Trip to Wales	£150.00	ltems (1)	Total : £20.00
Гуре	Club	Туре	Club	Trip to Wales	(Part Payment) 8
1ain Teacher	Mrs C Barlow	Ma Trip to	Wales	£ 20.00	00:04:46
Day	Mon 03/04		04 150.00		heckout
tart time	10:00	St	00		
ession length	540 mins	Se	ns	Cle	ar Basket
laces	20	Pl	bmit 20		
paces Available	20	Spaces Available	20		
	Bettina Abioye	Pupil	Bettina Abioye		
upil					

## **Outstanding Payments**

The **Outstanding Payments** option is accessible only from the **Menu Bar** and a **Widget**.



When you have chosen to pay for Trips or items from the School Shop in and there is an outstanding amount to pay, this will be displayed on the Outstanding Payments Widget and visible on the Outstanding Payments page (access from the menu or by clicking on the More button in the Widget. An Instalment can be paid by clicking on the Add to Basket button on either page, this can then be paid in the normal way through Checkout.

#### Web view

	Outstanding Payme	ents Instalments				YOU ARE HERE: 🗌	Dashboard > Outstanding Payr
							HI ISS TO DESIGN
	Instalment 2			£100.00	Due	22/10/2022	` <b>≓</b> Add to Basket
Outstanding Payments Instalments	Instalment 3			£100.00	Due	05/11/2022	RAdd to Basket
You have 4 outstanding instalments.	Instalment 4			£100.00	Due	26/11/2022	RAdd to Basket
Rem Amount Due Date	Instalment 5			£100.00	Due	17/12/2022	≒Add to Basket
Rome Trip £100.00 31/03/2020 re Add to Baskot Summer 2020 Instalment 1	Instalment 6			£100.00	Due	24/12/2022	ि asket [] Add to Basket
Rome Trip £100.00 30/04/2020 Tr Add to Basket	Instalment 7			£100.00	Due	21/01/2023	ि asket (€ Add to Basket)
Summer 2020 Instalment 2	Instalment 8			£50.00	Due	04/02/2023	` <b>≡</b> Add to Basket
Rome Trip £100.00 29/05/2020 Rodd to Basket	Trip to Wales (Part Paid) for Bettina Abioye (Club)	£150.00	1				£20.00
Rome Trip £100.00 30/06/2020 Tr Add to Basket	Instalment	Order Number	Amount		Status	Due Date	
Summer 2020	Deposit	20117-0003692		£20.00	Outstanding		
Instalment 4	Instalment 1			£130.00	Not Due		ि aske

#### App view

Outstanding Payments	Trip to Wales (Part Paid) for Bettina	Shopping Basket
Outstanding Orders	Instalment Status Amount	Items (1) Total : £130.0
20117-0003691 £ 800.00>	Deposit Not Due £ 20.00	Trip to Wales (Part Paid) Instalment 1 for Bettina Abioye
2017-0003692 £ 20.00 >	Instalment 1 Not Due £ 130.00 Add To Basket	£ 130.00
Outstanding Payment Instalments		Checkout
em Instalments Total		
m Instalments Total		Clear Basket
i Trip USA 8 r Bettina £ 800.00 > oioye		Clear Basket

## **School Shop - Products**

The **Products** option is accessible only from the **Menu Bar**.

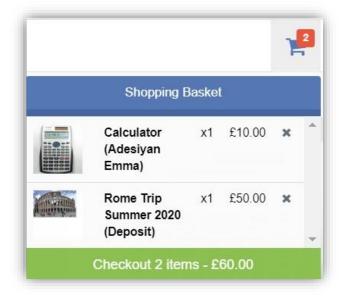
This is an **Online School Shop** and will display the items the school currently have available for you to purchase.

To find out more about an item simply mouse over and click on the **More Info** button (or click on the item in the app), this will display the information the school have created for the item

	Web	o view	App view	
	Calculator De	tails		
	Category	Calculator	Product	s <sup>↓↑</sup>
All Calculator	Description	Scientific calculators are used extensively in Mathematics and Science lessons and students should have their calculators with them at all times.		
		We recommend the Casio fx-83GTX 'Classwiz'. Previous models of the Casio fx range are usually suitable. Students can always check with their teachers if they are unsure.		<b>N</b>
No Image Available		Bramcote College is happy to enable the purchase of a Casio fx-83GTX. At a reduced price of £7.50.	No image	No image
more info add to basket			available	available
so	Price	£7.50	Calculator 2	ocker Rental 2/23 ocker Rental 21/22

If you want to purchase an item it is just like any Online Shopping page, just click on the **Add to Basket** button on the item/s you wish to buy. If the item to be purchased has the option for payment by **Instalments** you will be asked at this point how you want to pay this. Click on the **Add Deposit to Basket** or the **Add Full Amount to Basket** button.

The **Shopping Basket** icon will show the number of items in the **Basket**, click on the **Basket** icon to display the items in it.



To remove items click on the **X** to the right of the item, to continue and make the **Purchase** click on the green **Checkout** button at the bottom. The Items will be displayed again along with the **Student** name, if buying for siblings both names will be displayed.

Shoppir	ng Basket Your shopping basket	YOU ARE	HERE: 🏘 Dashboard > Shopping I
Continue Sho	pping Clear Basket Checkout		
Shopping E	Basket		
	Item Name	Quantity	Price Action
	Calculator (Adesiyan Emma)	1	£10.00 Remove
	Rome Trip Summer 2020 (Deposit)	1	£50.00 Remove
		Total Price:	£60.00

To continue shopping click on the **Continue Shopping** button, to clear the **Basket** and start again click on the **Clear Basket** button, to make the **Purchase** click on the **Checkout** button. Items can still be removed at this point by clicking on the **Remove** button to the right of the item.

On clicking the **Checkout** button the payment page will be displayed, again what is displayed here is dependent on the school. Here payments can be made using **PayPoint** if there are sufficient funds or by **Card**, an **Offline Payment** option can be enabled by the school for payments to be made directly to the school, cash or cheque.

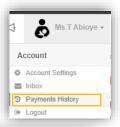
Rome Trip Summer 2020 (Deposit)     Payment & Address Details     Use Payment Balance (80.00)   Description Payments   All of the products in your basket must be effline payments enabled, is order to use this option at the balance.   Payment Details   Payment Details   Card Number   Card Number   OUCVCQ2   Serve card details for quick payment in the future   Card Hoters Name   Address Details	Checkout Payment Data	6		YOUARE HERE	# Deshoard > Che
Calculator (Adveryan Emma) 1   Rome Taip Sommer 2020 (Deposit) 1   Rome Taip Sommer 2020 (Deposit) 1   Taile Price: 1    Provent & Address Dotals    Calce Hamber Call Tape Private In the Address of the population in the Address Dotals for quick payment in the Address Dotals    Address Dotals  Address Dotal	Order Summary				
Rome Trip Summer 2020 (Deposit) t     Total Price:      Payment & Address Details   Orthors Payment /   Payment Details   Card Number   Card Number   Out Serve and details for guick payment in the Subare   OUCCNC2   Serve and details for guick payment in the Subare   Card Houster   Address Details   Address Details   Address Details   Address Details	ttem Name			Quantity	Price
Payment & Address Dotats       • Use PayMont Balance (B.00)     Image: Balance (B.00)       • Office Payment     All of the products in your baskst must be office payments esabled, in order to use this option of the balance       • Use New Cars     Image: Cars Number       • Use New Cars     Image: Cars Number       • Card Number     Image: Card Subset       • Use Standard Standard     Image: Card Subset       • Card Number     Image: Card Subset       • Use Standard Standard     Image: Card Subset       • Card Number     Image: Card Subset       • Use Standard Standard     Image: Card Subset       • Use Standard Standard     Image: Card Subset       • Origin Payment Details     Image: Card Subset	Calculator (Adesiyan Emma)			1	£10)
Payment & Address Details     Vace Payment & Balance (02.00)   Balance Balance (02.00)   Offline Payment   All of the products in your balance must be offline payments enabled, is order to use bits option at checkbod.   Offline Payment   Coffline Payment Details   Card Number   Card Numb	Rome Trip Summer 2020 (Dep	osit)		4	£50.
Use Propriorit Balance (81.00)       Image: Control of the products in your backet must be offline proprierite enabled, in order to use this option at the decision.         Offline Programmet       All of the products in your backet must be offline programmets, in order to use this option at the decision.         Image: Control of the offline Programmet       Image: Control of the offline Programmet in the decision.         Out of Nember       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programmet in the decision.         Control functions       Image: Control of the offline Programet in the decision. <t< td=""><td></td><td></td><td></td><td>Total Pric</td><td>:e: £60.</td></t<>				Total Pric	:e: £60.
Certine Payment Certine Certi	Payment & Address Detail	s			
at checkour.	Use PayPoint Balance	(E0.00)	Insufficient Funds		
tayment Details	Offline Payment			nust be offline payments enabled, in order to	use this option
Card Number  Card Type  Card Type Card Humber Card Humber Card Humber Card Humber Card Humber Address Details Address Cary Peat Code	Use New Card	=			
Expiry     Data Marcin       CVCCVC2	ayment Details				
CVCCVC2     Beve card details for quick payment in the future       Card Holders Name     Image: Card Holders Name       ddftess Details     Image: Card Holders Name       Card Holders Name     Image: Card Holders Name       Address     Image: Card Holders Name       Card Holders Name     Image: Card Holders Name       Address     Image: Card Holders Name       Card Holders Name     Image: Card Holders Name       Card Holders Name     Image: Card Holders Name       Post Code     Image: Card Holders Name	Card Number		Card Type 🔹 💼 visa 😂		
Care Holer's Name ddress Details Address City Peat Code	Expiry	Dute Month	*		
ddress Details Address City Pest Code	CVC/CVC2	Save card de	ails for quick payment in the future		
Address City Pest Code	Card Holder's Name				
City Pest Code	ddress Details				
Pear Code	Address				
	City				
	Post Code				
	Go Back Confirm & Pay				

Enter your payment details and click on the **Confirm & Pay** button, the payment will go through the **Secure Payment** process and when completed a **Confirmation** message will be given.



## **Payment History**

Your **Payment History** page can be found in the Web version via your Account details menu in the top right of the screen. It displays the last **10 Payments** made by to the **User**.



				Search:		
Irder Number 🗢	Authorisation Code 🗢	Order Date	# of Items 🖨	Payment Method 🗢	Total Amount 🖨	Order Status 🗢
0007-0000101	3535756	18/02/2020 08:58:59	2	Card	£60.00	Paid
99997-0000100	3300927	21/01/2020 11:09:18	1	Card	£3.00	Paid
99997-0000099	3300898	21/01/2020 11:06:51	1	Card	£5.00	Paid
99997-0000095	3039335	11/12/2019 09:51:42	1	Card	£5.00	Paid
99997-0000094	3039313	11/12/2019 09:49:15	1	Card	£5.00	Paid
99997-0000093	3039223	11/12/2019 09:42:59	1	Card	£5.00	Paid
99997-0000092	3039176	11/12/2019 09:37:23	1	Card	£10.00	Paid
99995-0000090	2614561	16/10/2019 09:17:10	1	Card	£15.00	Paid
99995-0000089	2614502	16/10/2019 09:10:19	1	Card	£0.00	Refunded
99995-0000087	2583363	10/10/2019 18:23:53	1	Card	£10.00	Paid

This page can be **Searched** or **Ordered** by **Columns**.

To see your **Payment History** in the **app** go to your **Profile** area and select **Order History** from the menu. Here you can see details of your recent payments.

Profile	
School Contact Information	>
Account Settings	>
Change PIN	>
PayPoint Account (£0.00)	>
Order History	>
Biometric Authentication	
Terms and Conditions	>
App version	5.41
<b>##</b> 📢 🐋 🚓	

< Ord	er Histo	ry	
Ordered On 29/03/	2023 10:0	0:08	
Order No: 20117-0	0003692	Outstan	ding
Number of Items			1
Payment Method		C	ash
Amount Paid		£20	.00
View	Order D	etail	
Ordered On 29/03/	2023 09:5	53:59	
Order No: 20117-0	0003691	Outstan	ding
Number of Items			1
		C	ash
Payment Method			