



Bramcote College

Online Payments in MCAS A guide for parents

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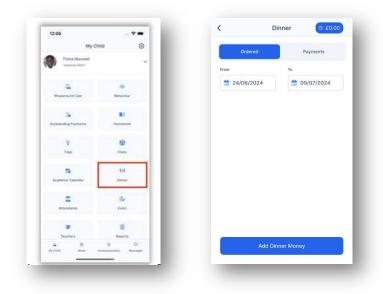
Dinner Money

The **Dinner Money** option is accessible via the **Dinner** module dashboard in the App and as a **Widget** in the web version. Funds can be added to your child's account once they are officially on roll at school.

In the App

On the **My Child** dashboard, go to the **Dinner** module.

The blue wallet at the top of the Dinner screen displays the available dinner money balance. Click on the **Add Dinner Money** button.



Enter the amount you would like to add to the dinner wallet and click Add to Basket.

Once you have added it to the Basket, you will be taken automatically to the Shopping Basket screen where you can click Checkout.

Select a Payment Option from the dropdown and click Next.

This will take you to the Bromcom Order Summary screen to complete payment.

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Tommass AHM[0	Pay by Cast	Test Mode - This is not a live transaction.
£10,00	**** **** **** 4444	Order summary
	Mrs D Bew	Reference: 733467-0031790-134900
	12/2028	Description: Family Stary Talling Attendoor for Tomman ArtWED x 1: E5:00
	d	Amount (GBP) 65.00
	Address Detail +	VISA
	1 School Street	Payment details
	C London /	*lestums a regard fait
	2 Bromcom Road	Cardholder's name D Bew
	SICI ADE	Gard number
		Expiry date 12/2028
Total Amount	Total Amount	Security code *
£10.00 Vi Checkout	£10.00	the task of card
		· · · · · ·

In the Web version

The Widget displays the current Credit Balance Summary and gives the option to top-up the Balance

Dinner Money Dinner Balance Summary
Credit Balance Summary : £ 21.00 Deposit Amount : £
Add to Basket

To top-up funds enter the amount in the Deposit Amount box and click the Add To Basket button. The Shopping

Basket icon **H**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.



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.

		Credit Balance Summary : £	21.00
	ank you. Your payment of £10.00 has been received. 10007-000104 Transaction ID: C750BE2C-7693-F687-5528-39CA3D1A02BE Continue Shopping Print	Deposit Amount : £	lasket
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ue Shopping	Clear Basket Checkout	VOLI ARE HERI	 Ø Dashboard > Shopping Basket
ue Shopping	Clear Basket Checkout		E # Dariboard > Shopping Baske
	Clear Basket Checkout		

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

PayPoint

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

PayPoint			
	£0.0	0	
	Show Baro	ode	

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**.

PayPoint Ba	arcode	2
Print	9826622100000014473	

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

Profile	
School Contact Information	>
Account Settings	>
Change PIN	>
PayPoint Account (£0.00)	>
Order History	>
Biometric Authentication	
Terms and Conditions	>
App version	5.40
👪 📢 🗄 🔬	2
My Child Announcements Basket Accounts	s Profile

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 the App **Dashboard** and both the **Menu Bar** and a **Widget** in the web version.

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.

App Version

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On the **My Child** dashboard, go to the **Clubs** or **Trips** module.

Click the **View Detail** button for the Club/Trip you wish to pay for.

Select the **Payment Option**, if there any available, followed by **Add to Basket**.

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,Club_01	A_Instalment,	6	ਸ	Clubs	<	Another Student			Anoti					
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Mun, Tue, Wed	Weinschays	12 m		ub,91	A_Instalment_Clu									
10/06/2024	keet Sexsion	E 140	Mon, Tax, Wed		T Weekday	13	12	11	10	9	8	7		
10:00 - 10:30	ession Time	() Se	10:00 - 50:30		 Next Session Session Time 									
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	atteant, Date, (F)	A,Poter	100		1						1.00			
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	instalment_Club_01	A.J	Mon, Tax, Wed		T Washing		_		1					
	5.00 in instalments	C15	10/06/202#		Theat Session		7							
	oposit: £9.00	Deg	10.00 + 10.30		 Session Time 		Trips			rk	Homewor			
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85.00	Capacit Annual	•			Free	ndar	emic Cale	Acade			Clubs			
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and the second	HIARDON .		10/06/2024		Rest Session									
			10:00-10:20		B Session Time	_					181			
			Fine		E Price			1		ተ				

Once it has been added to the **Basket**, you will be taken automatically to the **Shopping Basket** screen where you can click **Checkout**.

Select a **Payment Option** from the dropdown and click **Next**.

This will take you to the Bromcom **Order Summary** screen to complete payment.

Shopping Basket	< Checkout	Bromcom 🚓
Installment Club	Pagmeni Qubora	
Tummaso AHMED	Pay by Cant	Test Mode - This is not a live transaction.
5.00 (Deposit) 0 02:58	4444	
	And Addition of Contraction	Order summary Reference:
	Mrs D Bew	733467-0031799-134902
	12/2028	Description:
	AND AND	Family Story Telling Attampon for Tommaso AHNED x 1, 65:00
	-	Amount (GBP):
		C 65.00
	Address Detail	*
	1 School Street	VISA
		Payment details
	SC1 2AB	Cardholder's name
	2 Bromcom Road	D Baw
	 London SC1 labt 	Cand number
	0.000	meltiki
		Expline date 12/2028
stat Amount	Total Amount	Security code *
5.00 V? Checkout	£5.00 Not	The fact of cont

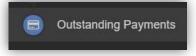
Web view

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.

Bettina's Trips									
Trip Name		Teacher		Next Booked Session	Start Time	Room	Cost/Balance		
			No upcoming trip	s were found.					
Available Trips	lick or tep a club to view more det	teils end sign up)						Hide fully booke events	ł
Trip Name		Teacher	Next Session	Weekday	Start Time	Duration	Cost	Spaces Available	
Trip to Wales		Mrs C Barlow	03/04/2023	Mon, Tue, Wed, Thu	10:00	540	£150.00	20	۹
Club/Trip Detail	Abioye, Bettina				_				
Туре:	Club M	lain Teacher:	Mrs C Barlow			_	1		
Type: Club Name:		kain Teacher:	Mrs C Barlow		_		1		
	Club M	lain Teacher:	Mrs C Barlow		_				
Type: Club Name:	Club M Trip to Wales Trip to Wales		Mrs C Barlow 20		_	-		Trip	o Wales
Type: Club Name: Description:	Club M Trip to Wales Trip to Wales Mon 03/04 PI	laces:				_			
Type: Club Name: Description: Next Session: Start Time: Session Length:	Club M Trip to Wales Trip to Wales Mon 03/04 PI 10:00 Sy	laces: paces Available:	20	(Part-Pay is enabled	for this item)	-			o Wales

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**.

			Outstanding Payme	ents Instalments				YOUARE HERE:	Dashboard > Outstanding Pa
Outstand Instalments	ing Payments	More	Instalment 2			£100.00	Due	22/10/2022	TRAdd to Bask
You have 4 outstan			Instalment 3			£100.00	Due	05/11/2022	₩ Add to Bask
Item Amo	Int Due Date						-		
	.00 31/03/2020	TR Add to Basket	Instalment 4			£100.00	Due	26/11/2022	RAdd to Bask
Summer 2020 Instalment 1			Instalment 5			£100.00	Due	17/12/2022	Add to Bask
	.00 30/04/2020	₩ Add to Basket	Instalment 6			£100.00	Due	24/12/2022	T Add to Bask
Summer 2020	.00 30/04/2020	T Add to Basket	Instalment 7			£100.00	Due	21/01/2023	TR Add to Bask
Instalment 2			Instalment 8			£50.00	Due	04/02/2023	RAdd to Bask
Rome Trip £100 Summer 2020 Instalment 3	.00 29/05/2020	TRAdd to Basket	to Wales (Part Paid) for ina Abioye (Club)	£150.00	1				£20.00
	.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		TRAdd to Bask

App view			•rif EE 50. 13:24 ● 71% ●) \$ School Band Trip 17-19th June
			# Order Number Instalments Total Amount E 215.00
7 8	9 10 11 12 13	II EE 5G 13:08 ₩ 74% ■) Cutstanding Payments	Instalments Status Amount Deposit Not Due £40.00 So Instalment 1 Not Due £175.00
 Behaviour 	Cutstanding Payments	Order Balance Instalment Yr12 Study Trip 2025 (Part Paid) for >	
Homework	۲ Trips	Instalments 1 Mext Payment	
Clubs	Academic Calendar		Add to 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

|--|

	Calculator De	tails
	Category	Calculator
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.
No Image Available		Bramcote College is happy to enable the purchase of a Casio fx-83GTX. At a reduced price of £7.50.
lculator 50	Price	£7.50

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.

			7	2
Shopping B	asket	l		
Calculator (Adesiyan Emma)	x1	£10.00	×	1
Rome Trip Summer 2020 (Deposit)	x1	£50.00	×	

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.

Shoppi	ng Basket Your shopping basket	YOU A	REHERE: 🗌 Dashboard > Shopping I
Continue Sho	pping Clear Basket Checkout		
Shopping I	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.

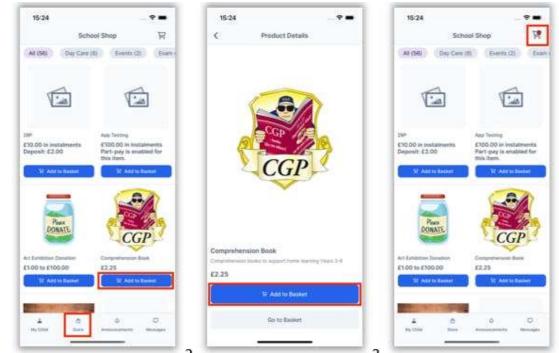
o Back Confirm & Pay			
Order Summary			
lem Name		Quantity F	Price
Calculator (Adesiyan Emma)		1	£10.
Rome Trip Summer 2020 (Deposit)		1	£50.
		Total Price:	£60.
Payment & Address Details			
Use PayPoint Balance (00.00)	Insufficient Funds		
Offline Payment	All of the products in your basket must be offline payments at checkout.	enabled, in order to use th	iis option
Use New Card			
ayment Details			
Card Number	Card Type + 154 😂		
	Cara Type * 🖬 🗰 🗰		
Expline Month			
Expline Month	• Vear		
Expiry Date Month CVC/CVC2 Save	• Vear		
Exptry Date Month CVC/CVC2 Seve Card Holder's Name	• Vear		
Erphy Date Marth CVOCVC2 Save Card Holder's Name ddress Details	• Vear		
Exply Date Marth CVC/CVC2 Save Card Holder's Name ddfress Details Address	• Vear		

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.

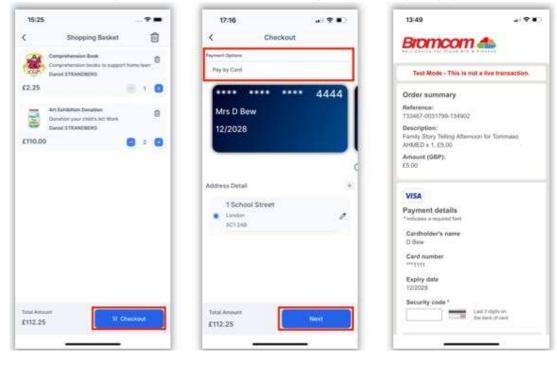
Checkout Payment Datats	YOU ARE HERE	# Dashboard > Check
Thank you. Your payment of £60.00	has been received.	
Order ID: 40007-0000109 Transaction ID: 0A22A2F1-D	3B1+FA81+DD1D+329FBF03C1D1	
Continue Shopping	Print	
	Thank you. Your payment of 560.00 Order 6: +0007-000101 [Treesdeen Dr. McJurg - 0	Thank you, Your payment of 560.00 has been received.

App version

- 1. Go to **Store** in the banner. Click **Add to Basket** against the item you would like to purchase.
- 2. Complete any payment options and select any sizing if relevant and click Add to Basket.
- 3. Once you have finished adding items from the Store to the Basket, click on the Basket icon.



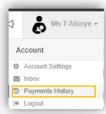
- 4. On the Shopping Basket screen, click Checkout.
- 5. Select a Payment Option from the dropdown and click Next.
- 6. This will take you to the Bromcom Order Summary screen to complete payment.



Payment History

Web version

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:		
rder 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	
9997-0000100	3300927	21/01/2020 11:09:18	1	Card	£3.00	Paid	
9997-0000099	3300898	21/01/2020 11:06:51	1	Card	£5.00	Paid	
9997-0000095	3039335	11/12/2019 09:51:42	1	Card	£5.00	Paid	
9997-0000094	3039313	11/12/2019 09:49:15	1	Card	£5.00	Paid	
9997-0000093	3039223	11/12/2019 09:42:59	1	Card	£5.00	Paid	
9997-0000092	3039176	11/12/2019 09:37:23	1	Card	£10.00	Paid	
9995-0000090	2614561	16/10/2019 09:17:10	1	Card	£15.00	Paid	
9995-0000089	2614502	16/10/2019 09:10:19	1	Card	£0.00	Refunded	
9995-0000087	2583363	10/10/2019 18:23:53	1	Card	£10.00	Paid	

This page can be Searched or Ordered by Columns.

App version

To see your Payment History in the app

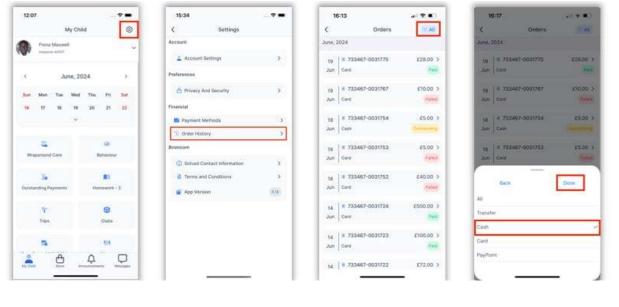
On the My Child dashboard screen, go to Settings.

Go to Financial > Order History.

Click the **Filter** icon to filter to view one payment method at a time.

Select the payment method you would like to filter and click **Done**.

Note: Go to My Child > Settings > Payment Methods > My Cards to see the last five transactions. Clicking on See All will take you to the Order History screen mentioned above.



How to add a new card for online payments in the App

When making an online purchase on the Checkout screen, choose **Pay by New Card** (you may need to swipe past saved cards to see this option). Tick **Save information for future payments** to save this card. Select from the list of saved addresses. Click **Next**.

This will take you to the Bromcom **Order Summary** screen to complete payment.

and Dylams	The second second second second
14 mm	Test Mode - This is not a live transaction.
XXXX	Order summary
Pay by New Card	Reference: 733407-0031790-134952
01/0001	Description: Family Story Tething Attention for Tommasis AHNED x 1, 65.00
Save Information for Notice payments	Amount (GBP): CS.00
Sress Detail +	VISA
1 School Street	Payment details *testates a repaired fast
	Cantholder's name D Bow
	Caril number
_	Expiry data 12/2028
	Security code *

How to add a new address to a payment card in the App

- 1. When making an online purchase on the Checkout screen, simply click +.
- 2. Enter the new Address Details and click Add Address.
- 3. The new address will automatically be selected for the selected card.

17:16 💉 🐑	12:48 .0 🕈 🛋	12:59 🕈 🖬
Checkout	<	Checkout
Vyrheni Ophane	Address Details Americ	Payment Optimes
Pay by Canil	2 Broncom Road	Pey by Cantl
4444	Cay	**** **** **** 4444
Mrs D Bew	London	Mrs D Bew
12/2028	PastCode	12/2028
12/2028	SC1 6DE	12/2020
Address Detail		1 School Street
		2 Broincom Road
		Landon d SC/ ROS
Teta Annual		Teld Annuel
E3.00 Next	Add Address	E20.00 Next
£3.00		

How to delete a payment card from the App

- 1. On the **My Child** dashboard screen, go to **Settings**.
- 2. Go to **Financial > Payment Methods**.
- 3. Go to My Cards.

4. Click on the **three dots** next to the card you would like to delete and click **Delete Card**. The deleted card will be removed from the card Payment Options.

12:07 - 🕈 🖷	15:34	- ?	13:02	a(9.8)	13:03	(1) (1 (1)
My Child 🛞	< Settings		< Payment Meth	iodis	K My Cards	
Pione Masseet	Account		Bi My Carda	(1Card) >	My Cards Ma and a second secon	
< June, 2024 →	Professions		S Balances and Orders	(3 Oues) >	Last 5 Carit Transactions	(See
Sun Mon Tax Wed Tha Fri Sat	Privacy And Security Financial	>			18 # 723667-0031767 Jun Carit	£10.00
*	Payment Methods	>			18 # 733487-0031753 Jun Care	65.00
S (2)	Softer History Bromonin	,			18 # 733457-0031752 Jun Core	200.00
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	Sep Version	. 69			Mrs D Bew	
Trips Cude					12/0028	
5 54		_			Delete Card	
		_			Cancel	