

# Online Payments Module





## Benefits of our Online Payments Module

- Parents can use it to pay funds to the school when they wish (i.e. 24/7) using a credit or debit card.
- Each online payment can cover multiple items and multiple family members at the school.
- The transactions are secure (we use one of the biggest Banks and the largest credit card processing service).
- Funds from parents are available to use at the school the next school day or sooner.
- " Money arrives at the school bank within 3 business days of the parent making the payment.



## How the system works...

- " First, parents go to the school web site.
- There they click on a link to pay online.
- That directs them to the Tucasi Online Payments site which is branded with the school name.
- "The parent logs in and selects which items to pay for.
- Once the online basket is complete, the parent confirms the order. They are then automatically redirected to a Bank or LA payment site to enter their card details.
- Once their card payment is validated the parent is automatically returned to the Tucasi Online Payments site to view the order confirmation.
- All completed transactions are automatically sent to the Schools Cash Office system at the school.
- Parents can also view transactions related to their child made online or in the school.

# Log In Screen





| Login              |
|--------------------|
| Email:             |
|                    |
| Password:          |
|                    |
| Login              |
| Create New Account |
| Lost Password?     |
| Reset Password     |

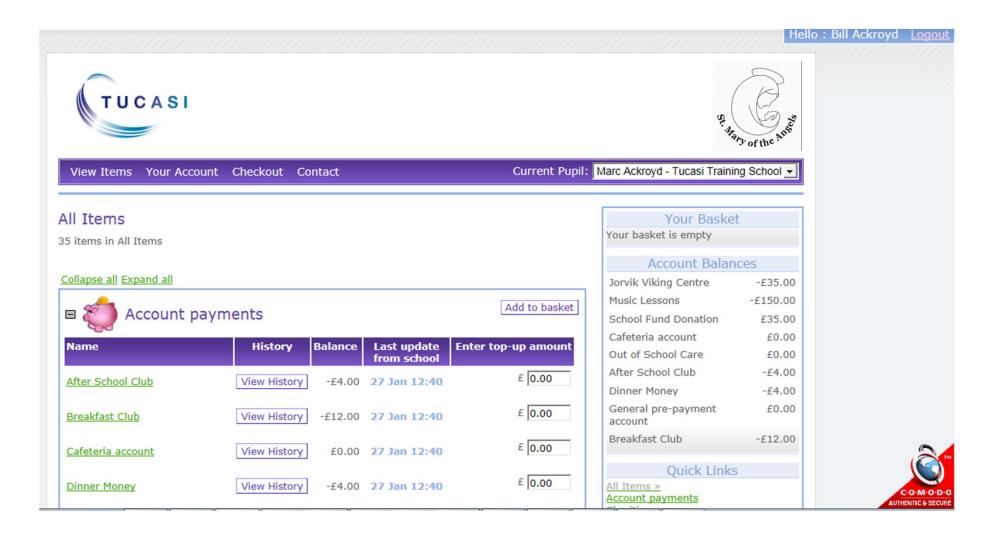
## **Enter Details**





| Login                  |
|------------------------|
| Email:                 |
| billackroyd@tucasi.com |
| Password:              |
| •••••                  |
| Login                  |
| Create New Account     |
| Lost Password?         |
| Reset Password         |

## Welcome Screen



# **Trips View**





View Items Your Account Checkout Contact Current Pupil: Marc Ackroyd - Tucasi Training School

### History

1 item in History

| Name                 | History      | Total<br>Owing | Paid  | Enter payment amount |
|----------------------|--------------|----------------|-------|----------------------|
| Jorvik Viking Centre | View History | £35.00         | £0.00 | £ 0.00               |

| Your Basket                       |          |  |  |  |  |
|-----------------------------------|----------|--|--|--|--|
| Your basket is empty              |          |  |  |  |  |
|                                   |          |  |  |  |  |
| Account Balance                   | ces      |  |  |  |  |
| Jorvik Viking Centre              | -£35.00  |  |  |  |  |
| Music Lessons                     | -£150.00 |  |  |  |  |
| School Fund Donation £35.00       |          |  |  |  |  |
| Cafeteria account £0.00           |          |  |  |  |  |
| Out of School Care                | £0.00    |  |  |  |  |
| After School Club                 | -£4.00   |  |  |  |  |
| Dinner Money                      | -£4.00   |  |  |  |  |
| General pre-payment £0.00 account |          |  |  |  |  |
| Breakfast Club                    | -£12.00  |  |  |  |  |

# **Optional Trips**





View Items Your Account Checkout Contact Current Pupil: Marc Ackroyd - Tucasi Training School -

### Non Curriculum Trips

1 item in Non Curriculum Trips

| Name                        | Cost    | Enter payment amount |
|-----------------------------|---------|----------------------|
| <u>Kingswood</u> (Optional) | £120.00 | € 0.00               |

| Your Basket                 | t        |  |  |  |  |
|-----------------------------|----------|--|--|--|--|
| Your basket is empty        |          |  |  |  |  |
|                             |          |  |  |  |  |
| Account Balan               | ces      |  |  |  |  |
| Jorvik Viking Centre        | -£35.00  |  |  |  |  |
| Music Lessons               | -£150.00 |  |  |  |  |
| School Fund Donation        | £35.00   |  |  |  |  |
| Cafeteria account           | £0.00    |  |  |  |  |
| Out of School Care          | £0.00    |  |  |  |  |
| After School Club           | -£4.00   |  |  |  |  |
| Dinner Money                | -£4.00   |  |  |  |  |
| General pre-payment account | £0.00    |  |  |  |  |
| Breakfast Club              | -£12.00  |  |  |  |  |

## Other Products





| View Items Your Account Checkout Contact | Current Pupil: Marc Ackroyd - Tucasi Training School |
|--|--|
|--|--|

#### Uniform - Sweatshirts

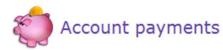
7 items in Uniform - Sweatshirts

| Quantity | y Name         | Unit | Price | Total | Price |
|----------|----------------|------|-------|-------|-------|
| 0        | Sweatshirt 24" | £    | 8.50  | £     | 0.00  |
| 0 🔻      | Sweatshirt 26" | £    | 8.50  | £     | 0.00  |
| 0 🔻      | Sweatshirt 28" | £    | 8.50  | £     | 0.00  |
| 0 🕶      | Sweatshirt 30" | £    | 8.50  | £     | 0.00  |
| 0 🔻      | Sweatshirt 32" | £    | 8.50  | £     | 0.00  |
| 0 🔻      | Sweatshirt 34" | £    | 9.50  | £     | 0.00  |
| 0 🔻      | Sweatshirt 36" | £    | 9.50  | £     | 0.00  |

Your Basket Your basket is empty **Account Balances** Jorvik Viking Centre -£35.00 Music Lessons -£150.00 School Fund Donation £35.00 Cafeteria account £0.00 Out of School Care £0.00 After School Club -£4.00 Dinner Money -£4.00 General pre-payment £0.00 account Breakfast Club -£12.00 Quick Links All Items Account payments

# **Topping Up Accounts**

View Items Your Account Checkout Contact Current Pupil: Marc Ackroyd - Tucasi Training School -



Use this screen to top up accounts in-school. Once you have selected the amount(s) you wish to top up, proceed to 'Checkout' to make the payment from your credit or debit card.

| Name                        | History      | Balance | Last update from school | Enter top-up amount |
|-----------------------------|--------------|---------|-------------------------|---------------------|
| After School Club           | View History | -£4.00  | 27 Jan 12:40            | £ 0.00              |
| Breakfast Club              | View History | -£12.00 | 27 Jan 12:40            | € 0.00              |
| Cafeteria account           | View History | £0.00   | 27 Jan 12:40            | € 0.00              |
| Dinner Money                | View History | -£4.00  | 27 Jan 12:40            | € 0.00              |
| General pre-payment account | View History | £0.00   | 27 Jan 12:40            | £ 0.00              |
| Out of School Care          | View History | £0.00   | 27 Jan 12:40            | € 0.00              |

| - |                                 |          |
|---|---------------------------------|----------|
| Ш | Your Baske                      | t        |
| Υ | our basket is empty             |          |
| Р |                                 |          |
|   | Account Balan                   | ces      |
|   | Jorvik Viking Centre            | -£35.00  |
|   | Music Lessons                   | -£150.00 |
|   | School Fund Donation            | £35.00   |
|   | Cafeteria account               | £0.00    |
|   | Out of School Care              | £0.00    |
|   | After School Club               | -£4.00   |
|   | Dinner Money                    | -£4.00   |
|   | General pre-payment<br>account  | £0.00    |
|   | Breakfast Club                  | -£12.00  |
|   | Quick Links                     | 3        |
| 1 | All Items<br>Account payments » |          |
|   | <u>Charities</u><br>Fundraising |          |
|   | History                         |          |
|   | Ausic Tuition                   |          |
| 1 | Non Curriculum Trips            |          |
| L | <u>Jniform</u>                  |          |
|   | Jniform - Cardigans             |          |
|   | Jniform - Polo Shirts           |          |
| I | <u> Jniform - Sweatshirts</u>   |          |

# Paying for a Trip





View Items Your Account Checkout Contact Current Pupil: Marc Ackroyd - Tucasi Training School

### History

1 item in History

| Name                 | History      | Total<br>Owing | Paid  | Enter payment amount |
|----------------------|--------------|----------------|-------|----------------------|
| Jorvik Viking Centre | View History | £35.00         | £0.00 | £ 15.00              |

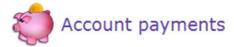
| Your Basket                       |          |  |  |  |  |
|-----------------------------------|----------|--|--|--|--|
| Your basket is empty              |          |  |  |  |  |
|                                   |          |  |  |  |  |
| Account Balance                   | ces      |  |  |  |  |
| Jorvik Viking Centre              | -£35.00  |  |  |  |  |
| Music Lessons                     | -£150.00 |  |  |  |  |
| School Fund Donation £35.00       |          |  |  |  |  |
| Cafeteria account £0.00           |          |  |  |  |  |
| Out of School Care £0.00          |          |  |  |  |  |
| After School Club                 | -£4.00   |  |  |  |  |
| Dinner Money -£4.00               |          |  |  |  |  |
| General pre-payment £0.00 account |          |  |  |  |  |
| Breakfast Club                    | -£12.00  |  |  |  |  |

# Payment for Sibling Pupil





View Items Your Account Checkout Contact Current Pupil: Mary Ackroyd - Tucasi Training School



Use this screen to top up accounts in-school. Once you have selected the amount(s) you wish to top up, proceed to 'Checkout' to make the payment from your credit or debit card.

| Name                        | History      | Balance | Last update<br>from school | Enter top-up amount |
|-----------------------------|--------------|---------|----------------------------|---------------------|
| After School Club           | View History | £0.00   | 27 Jan 12:40               | € 0.00              |
| Breakfast Club              | View History | -£16.00 | 27 Jan 12:40               | £ 16.00             |
| Cafeteria account           | View History | £0.00   | 27 Jan 12:40               | € 0.00              |
| Dinner Money                | View History | £10.00  | 27 Jan 12:40               | € 0.00              |
| General pre-payment account | View History | £0.00   | 27 Jan 12:40               | £ 0.00              |

| Your Basket                |           |              |  |  |  |  |
|----------------------------|-----------|--------------|--|--|--|--|
| Jorvik Vikir               | ng Centre | Marc Ackroyd |  |  |  |  |
| Total:                     | £15.00    |              |  |  |  |  |
| Subtotal: £                | 15.00     |              |  |  |  |  |
| Checkout                   |           |              |  |  |  |  |
|                            |           |              |  |  |  |  |
| Ac                         | count Ba  | lances       |  |  |  |  |
| Jorvik Vikir               | ng Centre | -£35.00      |  |  |  |  |
| Music Less                 | ons       | -£150.00     |  |  |  |  |
| School Fund Donation £35.0 |           |              |  |  |  |  |
| Out of School Care £0.0    |           |              |  |  |  |  |
| Dinner Mo                  | £10.00    |              |  |  |  |  |
| Breakfast (                | Club      | -£16.00      |  |  |  |  |
| Cafeteria a                | account   | £0.00        |  |  |  |  |
| General praccount          | e-payment | £0.00        |  |  |  |  |
| After Scho                 | ol Club   | £0.00        |  |  |  |  |
|                            |           |              |  |  |  |  |

## Checkout





| View Items Your Account Checkout C | Contact Current Pupil: | Mary Ackroyd - Tucasi Training School 👤 |
|------------------------------------|------------------------|---|
|------------------------------------|------------------------|---|

### Your Basket

|      | Qty. | Name                 | For          | Total  |
|------|------|----------------------|--------------|--------|
| Edit | 1    | Jorvik Viking Centre | Marc Ackroyd | £15.00 |
| Edit | 1    | Breakfast Club       | Mary Ackroyd | £16.00 |
|      |      |                      | Subtotal:    | £31.00 |
| Back |      | Checkout             |              |        |

| Account Balances            |          |  |  |  |  |
|-----------------------------|----------|--|--|--|--|
| Jorvik Viking Centre        | -£35.00  |  |  |  |  |
| Music Lessons               | -£150.00 |  |  |  |  |
| School Fund Donation        | £35.00   |  |  |  |  |
| Out of School Care          | £0.00    |  |  |  |  |
| Dinner Money                | £10.00   |  |  |  |  |
| Breakfast Club              | -£16.00  |  |  |  |  |
| Cafeteria account           | £0.00    |  |  |  |  |
| General pre-payment account | £0.00    |  |  |  |  |
| After School Club           | £0.00    |  |  |  |  |

## Place Order





Current Pupil: Mary Ackroyd - Tucasi Training School -View Items Your Account Checkout Contact

### Checkout: Enter Payment and Contact Information

Please confirm your address for payment. This address must be the same as your billing address for your credit/debit card.



Place Order

| Your B                      | asket          |  |  |  |
|-----------------------------|----------------|--|--|--|
| Breakfast Club Mary Ackroyd |                |  |  |  |
| Total: £16.00               |                |  |  |  |
| Jorvik Viking Centre        | e Marc Ackroyd |  |  |  |
| Total: £15.                 | 00             |  |  |  |
| Subtotal: £31.00 Checkout   |                |  |  |  |
| Account I                   | Balances       |  |  |  |
| Jorvik Viking Centre        | e -£35.00      |  |  |  |
| Music Lessons               | -£150.00       |  |  |  |
| School Fund Donati          | ion £35.00     |  |  |  |
| Out of School Care          | £0.00          |  |  |  |
| Dinner Money                | £10.00         |  |  |  |
| Breakfast Club              | -£16.00        |  |  |  |
| Cafeteria account           | £0.00          |  |  |  |
| General pre-payme           | ent £0.00      |  |  |  |

## Redirect to Bank Website



## **Enter Card Details**

### **WorldPay** 🚿



### **Secure Payment Page**

TEST MODE - this is not a live transaction

Payment Method MasterCard
Description Your purchases
Amount 31.00



| Card Details                   |                         | 0 |
|--------------------------------|-------------------------|---|
| You must fill in fields marked | d with *                |   |
| * Card number                  |                         |   |
| Security code                  |                         |   |
| * Expiry Date                  | 🔻 🔻                     |   |
| * Cardholder's Name            | Bill Ackroyd            |   |
|                                | 200 72 75 75 20         |   |
| Submit Order                   | View Order Confirmation |   |

### **Refunds and Returns**

For more information visit our refund and returns policy.



WorldPay is part of the Royal Bank of Scotland Group. For help with your payment visit the: WorldPay Help.

## Card Validated

### **WorldPay** 🚿

Help FAQs Security



### Thank You.

This was NOT a live transaction - no money has changed hands

Thank you, your payment was successful

Merchant's Reference: 154055 WorldPay Transaction ID: 6559149

Please contact WorldPay immediately if there has been a problem making your payment.

Please click the button below to return to the Tucasi Payments website. This is essential to place your order so please do not cancel or close your web browser.

Confirm order

© 2008 WorldPay Limited

## Order Confirmed





View Items Your Account Checkout Contact Current Pupil: Marc Ackroyd - Tucasi Training School ▼

#### Thank You for Your Order

Please keep this invoice for your records.

View printer friendly version

#### **Order Information**

Order Number: 5180100000000 Date Placed: 13-Dec-2012 13:25:18

Status: Received

#### **Billing Information**

Bill Ackroyd 27 Springfield Avenue

27 Springheid Avenu

Kempston

Bedford, Bedfordshire United Kingdom ipmdemo@tucasi.com

| Item                 | For          | Price  | Quantity | Total  |
|----------------------|--------------|--------|----------|--------|
| Jorvik Viking Centre | Marc Ackroyd | £15.00 | 1        | £15.00 |
| Breakfast Club       | Mary Ackroyd | £16.00 | 1        | £16.00 |

#### Totals

Total: £31.00

#### Payment Information

Received - Paid online

Paid with WorldPay

### Your Basket

Your basket is empty

#### Account Balances

Jorvik Viking Centre -£20.00 Music Lessons -£150.00 School Fund Donation £35.00 Cafeteria account £0.00 Out of School Care £0.00 After School Club -£4.00 Dinner Money -£4.00 General pre-payment £0.00 account Breakfast Club -£12.00

### Quick Links

All Items

Account payments

Charities

**Fundraising** 

**History** 

Music Tuition

Non Curriculum Trips

# **Order History**





View Items Your Account Checkout Contact Current Pupil: Marc Ackroyd - Tucasi Training School -

Address | Email/Password | Link Pupils | Order History | Logout

### Your Account: Order History

Review the history of orders you have placed with your account.

| Order Number  | Date Placed          | Status   | No. Items | 1 | otal    |
|---------------|----------------------|----------|-----------|---|---------|
| 5181004000019 | 13-Dec-2012 13:47:00 | Received |           | 5 | £35.50  |
| 5180100000000 | 13-Dec-2012 13:25:18 | Received |           | 2 | £31.00  |
| 5181004000017 | 13-Dec-2012 11:14:00 | Refunded |           | 2 | -£20.00 |
| 5181004000010 | 13-Dec-2012 11:07:00 | Received |           | 2 | £20.00  |
| 5181104000005 | 13-Dec-2012 10:52:00 | Received |           | 1 | £10.00  |
| 5181001000020 | 18-Oct-2011 17:47:00 | Received |           | 2 | £40.00  |
| 5181001000019 | 18-Oct-2011 17:46:00 | Received |           | 2 | £30.00  |

| Your Basket                 |          |  |  |  |  |  |
|-----------------------------|----------|--|--|--|--|--|
| Your basket is empty        |          |  |  |  |  |  |
|                             |          |  |  |  |  |  |
| Account Balanc              | es       |  |  |  |  |  |
| Jorvik Viking Centre        | -£15.00  |  |  |  |  |  |
| Music Lessons               | -£150.00 |  |  |  |  |  |
| School Fund Donation        | £35.00   |  |  |  |  |  |
| Cafeteria account           | £0.00    |  |  |  |  |  |
| Out of School Care          | £0.00    |  |  |  |  |  |
| After School Club           | -£4.00   |  |  |  |  |  |
| Dinner Money                | -£8.00   |  |  |  |  |  |
| General pre-payment account | £0.00    |  |  |  |  |  |
| Breakfast Club              | -£12.00  |  |  |  |  |  |

# Payment Made in School





| View Items | Your Account | Checkout | Contact | Current Pupil: Marc Ackroyd - Tucasi Training School 🔻 |
|------------|--------------|----------|---------|--|
|            |              |          |         |  |

Address | Email/Password | Link Pupils | Order History | Logout

#### Order Details

Please keep this invoice for your records.

View printer friendly version

Previous order No next order

#### Order Information

Order Number: 5181004000019 Date Placed: 13-Dec-2012 13:47:00

Status: Received

|                      | Item | For          | Price | Quantity | Total  |
|----------------------|------|--------------|-------|----------|--------|
| Jorvik Viking Centre |      | Marc Ackroyd | £5.00 | 1        | £5.00  |
| Jorvik Viking Centre |      | Mary Ackroyd | £5.00 | 1        | £5.00  |
| Polo Shirt 26"       |      | Mary Ackroyd | £8.50 | 1        | £8.50  |
| Sweatshirt 26"       |      | Mary Ackroyd | £8.50 | 2        | £17.00 |
| Totals               |      |              |       |          |        |

|  |  | nation |
|--|--|--------|
|  |  |        |
|  |  |        |

Received Paid in School

Total:

| Your Basket                 |          |  |  |  |  |  |  |
|-----------------------------|----------|--|--|--|--|--|--|
| Your basket is empty        |          |  |  |  |  |  |  |
|                             |          |  |  |  |  |  |  |
| Account Balances            |          |  |  |  |  |  |  |
| Jorvik Viking Centre        | -£15.00  |  |  |  |  |  |  |
| Music Lessons               | -£150.00 |  |  |  |  |  |  |
| School Fund Donation        | £35.00   |  |  |  |  |  |  |
| Cafeteria account           | £0.00    |  |  |  |  |  |  |
| Out of School Care          | £0.00    |  |  |  |  |  |  |
| After School Club           | -£4.00   |  |  |  |  |  |  |
| Dinner Money                | -£8.00   |  |  |  |  |  |  |
| General pre-payment account | £0.00    |  |  |  |  |  |  |
| Breakfast Club              | -£12.00  |  |  |  |  |  |  |
| Quick Links                 |          |  |  |  |  |  |  |
| All Items                   |          |  |  |  |  |  |  |

Account payments

Charities

Vour Racket

£35.50

# Payment Made in School





View Items Your Account Checkout Contact Current Pupil: Marc Ackroyd - Tucasi Training School -

Address | Email/Password | Link Pupils | Order History | Logout

#### Order Details

Please keep this invoice for your records.

View printer friendly version

Next order

Order Information

Order Number: 5181001000020 Date Placed: 18-Oct-2011 17:47:00

Status: Received

Previous order

|                      | Item | For          | Price  | Quantity | Total  |
|----------------------|------|--------------|--------|----------|--------|
| School Fund Donation |      | Marc Ackroyd | £20.00 | 1        | £20.00 |
| School Fund Donation |      | Mary Ackroyd | £20.00 | 1        | £20.00 |
|                      |      |              |        |          |        |

Totals

Total: £40.00

**Payment Information** 

Received Paid in School

| t        |  |
|----------|--|
|          |  |
| ces      |  |
| -£20.00  |  |
| -£150.00 |  |
| £35.00   |  |
| £0.00    |  |
| £0.00    |  |
| -£4.00   |  |
| -£4.00   |  |
| £0.00    |  |
| -£12.00  |  |
|          |  |
|          |  |

# Log Out Screen





Messages

• You have been logged out.

Login

Email:

Password:

Login

Create New Account

Lost Password?

Reset Password

## Confirmation E-mail from School

