





Adding Icon to Apple iPhone



- ⇒ Browse to https://olsscowes.cdfpay.org.au in Safari.
- ⇒ Or scan QR Code using your phone camera to browse to URL.
- ⇒ In Safari **tap the BO**
- tap the BOOKMARK ICON.
- ⇒ Choose the **ADD TO HOMESCREEN** icon.
- Add to
- ⇒ You can then place the icon on your desired screen.

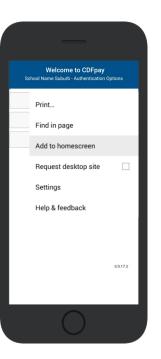




Adding Icon to Android Phone

- ⇒ Browse <u>https://olsscowes.cdfpay.org.au</u> in Chrome.
- ⇒ Or scan QR Code using your phone camera to browse to URL.
- ⇒ In Chrome tap the Menu option
- ⇒ Choose the **ADD TO HOMESCREEN** icon.
- ⇒ You can then place the icon on your desired screen.









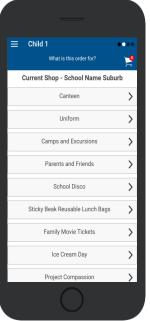




Choose Shop and Order Date

- ⇒ Select the **Child** you wish to place the order for.
- ⇒ Swiping left to right allows you to navigate between steps.
- ⇒ Choose the **SHOP** you would like to order from.
- ⇒ Choose the desired date you wish to place the order for.

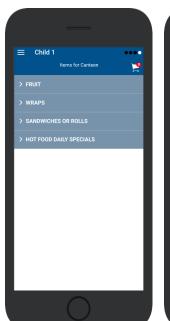


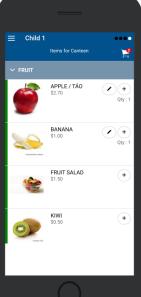




Placing an Order & Checkout

- ⇒ Choose a category to order from.
- ⇒ Then select the item/s you wish to order by pressing +
- ⇒ Your shopping cart will update with each item.
- ⇒ Choosing the Shopping Cart allows you to complete purchase.
- ⇒ Select **Summary & Checkout** to complete payment.















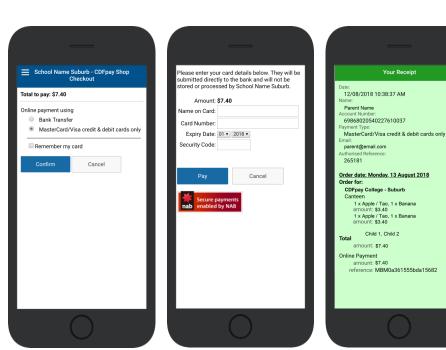
Copy Order to Another Child

- ⇒ Choose Copy Cart to Another Child to duplicate the order.
- ⇒ Complete the options to duplicate the order and select **OK.**
- ⇒ A summary screen is now displayed with selected orders.
- ⇒ Here you can either **Cancel** the order or complete **Payment**.

School Name Suburb - Items for Tuesday, 14 Aug Canteen APPLE/TAO APPLE/TAO Story Items in Price cart School Name 2 53.70 Suburb Grand total 2 \$3.70 Copy cart to another child Save items as package Summary & Checkout Copy and Id- School Name Suburb Copying from Child 1 Copying from Child 1 Copying from Child 1 Copy and the copy and

Complete Payment (Single Payment Option)

- ⇒ Choose payment method. MasterCard/Visa/Bank Transfer
- ⇒ Enter your payment details and select PAY.
- ⇒ A receipt will be generated confirming purchase.
- ⇒ An email will also be sent to your specified email address.











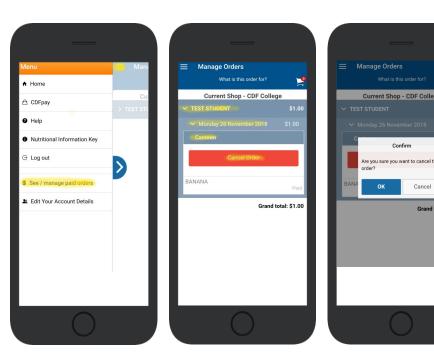
Complete Payment (If you have a credit balance)

- ⇒ If your account has a credit, this can used towards payment.
- ⇒ Your account balance will be displayed and remainder to pay.
- \Rightarrow Choose the \square tick box ONLY and CONFIRM to use balance.
- ⇒ Then pay the remainder using Bank Transfer/MasterCard Visa.

School Name Suburb - CDFpay Shop Checkout Order total TEST STUDENT - Online account account S5.55 1.45 must be paid using an online payment method. Bank Transfer Bank Transfer MasterCard/Visa credit & debit cards only Remember my card Pay Cancel Please enter your card details below. They will be submitted directly to the bank and will not be stored or processed by CDF College. Amount: \$1.45 Name on Card Card Number: Expiry Date: 01 • 2016 • Security Code: Pay Cancel Pay Cancel

Cancelling Orders

- ⇒ You are able to cancel orders before a cutoff time/date
- ⇒ Choose the menu icon: \$ See / manage paid orders
- ⇒ Choose the **Child / Date / Shop** you wish the cancel from.
- ⇒ Choose **OK** to cancel the order for your child.





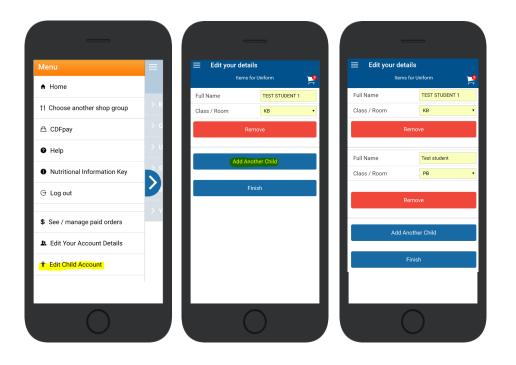






Adding / Removing Children to your CDFpay Account

- \Rightarrow Tap the Menu Icon on your device.
- ⇒ Choose Edit Child Account.
- ⇒ You can change/remove your current child on this screen.
- ⇒ Or choose Add Another Child.
- ⇒ Choose Finish once all children are added.



Need More Help?

⇒ Please email **support@cdfpay.org.au** if you need assistance.





