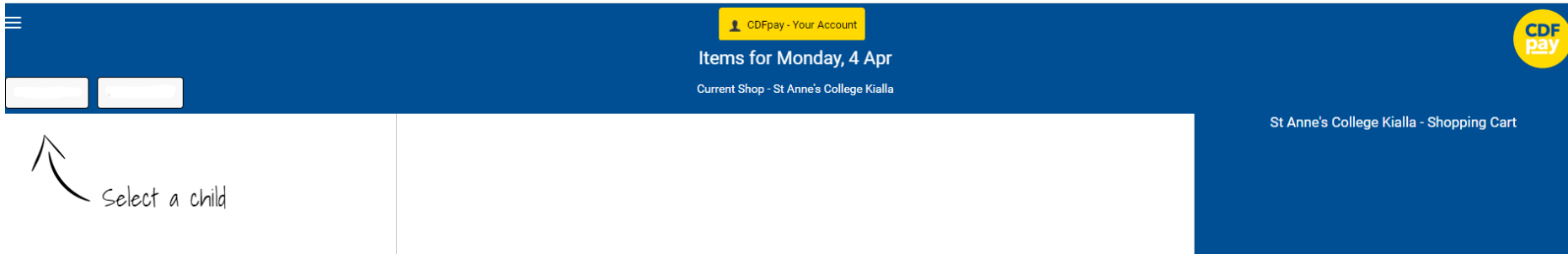


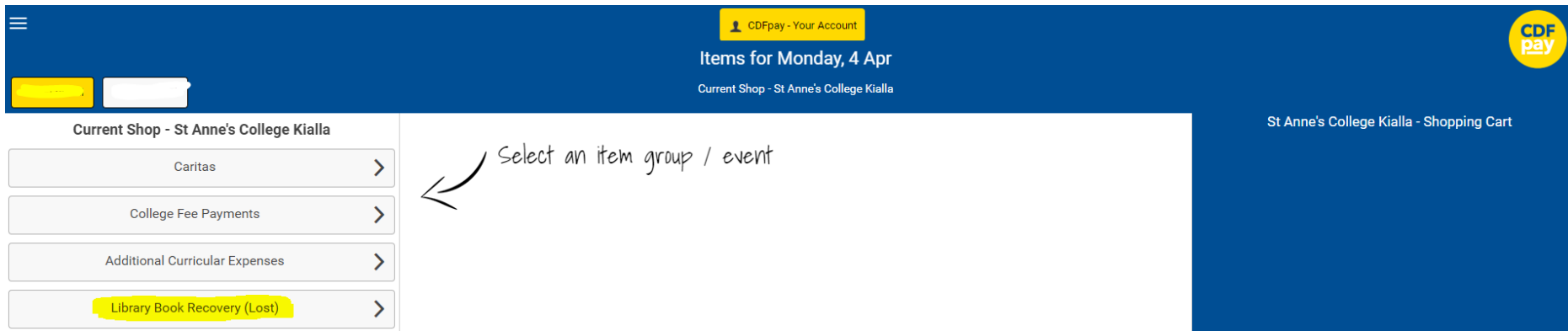
# Reimbursing for a lost library book via CDFpay

Log into CDFpay <https://sackialla.cdfpay.org.au/MonitorOnline/app/#!/login> using your parent credentials, once logged in please select the child that borrowed the library book (refer below):



The screenshot shows the CDFpay app interface. At the top, there is a blue header with a yellow 'CDFpay - Your Account' button and the CDFpay logo. Below the header, the text 'Items for Monday, 4 Apr' and 'Current Shop - St Anne's College Kialla' is displayed. On the left, there is a dropdown menu with a white background and a blue border. A handwritten arrow points to this menu with the text 'Select a child'. On the right, there is a blue sidebar with the text 'St Anne's College Kialla - Shopping Cart'.

Select by clicking on the tile Library Book Recovery (Lost) from the list in the shop:



The screenshot shows the CDFpay app shop interface. At the top, there is a blue header with a yellow 'CDFpay - Your Account' button and the CDFpay logo. Below the header, the text 'Items for Monday, 4 Apr' and 'Current Shop - St Anne's College Kialla' is displayed. On the left, there is a list of item groups with a white background and a blue border. The list includes 'Caritas', 'College Fee Payments', 'Additional Curricular Expenses', and 'Library Book Recovery (Lost)'. The 'Library Book Recovery (Lost)' item is highlighted in yellow. A handwritten arrow points to this item with the text 'Select an item group / event'. On the right, there is a blue sidebar with the text 'St Anne's College Kialla - Shopping Cart'.

Click on the + button that appears on the sub menu to the right:

The screenshot shows the CDFpay interface. At the top, there is a navigation bar with a hamburger menu on the left, a user profile icon labeled 'CDFpay - Your Account', and the date 'Items for Monday, 4 Apr'. Below the navigation bar, there are two input fields. The main content area is divided into two sections. On the left, under 'Current Shop - St Anne's College Kialla', there is a list of menu items: 'Caritas', 'College Fee Payments', 'Additional Curricular Expenses', and 'Library Book Recovery (Lost)'. The 'Library Book Recovery (Lost)' item is highlighted in blue. On the right, under 'LIBRARY BOOK RECOVERY', there is a sub-menu item 'LIBRARY BOOK RECOVERY (LOST BOOK)' with a small icon of books and a yellow '+' button to its right. The right sidebar shows 'St Anne's College Kialla - Shopping Cart'.

Enter the \$ value of the recovery amount for the lost resources as advised by the College Library and then click on OK:

The screenshot shows the CDFpay interface with a dialog box open. The dialog box has a title bar 'LIBRARY BOOK RECOVERY (LOST BOOK)' and a 'Cancel' button. The main text in the dialog box reads 'Please enter the \$ value of the lost library book recovery payment being made'. Below this text is a text input field containing '\$ 10.00', which is circled in yellow. At the bottom of the dialog box is a yellow 'OK' button. The background of the interface is dimmed, showing the same 'LIBRARY BOOK RECOVERY' sub-menu as in the previous screenshot.

The amount entered will now be transferred to your shopping cart on the right-hand side of the screen. Once reviewed click on the Summary & Checkout button and complete the remaining steps to finalise the checkout and complete the payment for the lost resource:

The screenshot displays a shopping cart interface for St Anne's College Kialla. The top navigation bar includes a menu icon, a 'CDFpay - Your Account' button, and the text 'Items for Monday, 4 Apr' and 'Current Shop - St Anne's College Kialla'. The main content area is divided into three sections:

- Current Shop - St Anne's College Kialla:** A vertical list of categories with right-pointing arrows: Caritas, College Fee Payments, Additional Curricular Expenses, and Library Book Recovery (Lost).
- LIBRARY BOOK RECOVERY:** A section with a dropdown arrow and the title 'LIBRARY BOOK RECOVERY'. It contains one item: 'LIBRARY BOOK RECOVERY (LOST BOOK)' with a quantity of 1. The item is accompanied by a small icon of colorful books.
- St Anne's College Kialla - Shopping Cart:** A summary section on the right. It lists the item 'Library Book Recovery (Lost)' with a price of \$10.00. Below this is a table with columns for Shop, Items in cart, and Price. The table shows 'St Anne's College Kialla' with 1 item at \$10.00, and a 'Grand total' of 1 item at \$10.00. At the bottom of the cart section are two buttons: 'Copy cart to another child' and 'Summary & Checkout'.

Shop	Items in cart	Price
St Anne's College Kialla	1	\$10.00
<b>Grand total</b>	<b>1</b>	<b>\$10.00</b>