

Manual for charging your Chalmers Konferens & Restaurangers Guest card and Student union card

If you have any questions about this feature please contact us by email at support@chalmerskonferens.se or telephone on +46317723953.

Before you can charge your card for the first time you need to register your card with your name and your email-address at our website. It's possible to charge your card for single occasional or subscribe for periodic charging. The first time you charge your card is always a disposable loading, after that you can connect you to periodic charging.

Credit card details need to be filled in the first time you charge your card. Next time you will charge you only need your CVV2 code which means you can charge your card quickly, easily and securely. If you want to end the periodic charging you can do this at our website by click "Avsluta Periodisk".

When you charge your card at our website all purchases are carried out through a payment switch. We work with NETS Epayment <u>www.nets.se</u> as via an encrypted connection to your bank checks that your creditcard is valid for purchases. You leaving no sensitive data about your creditcard to Chalmers Konferens & Restauranger. NETS ensures safety demands made by the bank compliance. This means that your payment handle safety.

We only accept VISA and MasterCard affiliated to-



Logging in

1. Type in your card number

Blue, black or white **guest cards** type in the **4 or 5-digit** number which is found on the back of the card. **Student Union cards** Type in the **16-digit** number which is found on the card.

∫ © Logga in × +					6	53
🔄 🕘 localhost.8080/KortladdningTest20150422/		v C Q Search	☆ 自 ∛	÷	0	=
	WHEN Kortladdning					
	PTM Kortyv:					
	Nasta					
	Hicka har for att se manualen.					
	Företaget AB, Besöksgatan 12, 123 45 Kontors-staden.	FUTURE SOLUTIONS IN MICRO PAYMENT				

Registration

For using the system you need to register your name and your email-address. If the system found unregistered field at login the system send you automatically to the page there you can fill in the required fields. After it occurs login as usual. To the email-address you entered is sent receipt at card charge and information from us. If you do not wish to receive information from us then click the box.

istrera kort × +			
calhost 8080/KortladdningText20L50422/CardLoad_Re	gjiter.opx	The C Q, Search	☆ 自 4 1
	Contraction	Logga ut	
	Kortregistrering		
	"Namn		
	Anders Andersson		
	Emailadress		
	anders andersson@atr		
	"Personnummer		
	19910628		
	*Telefonor		
	0707070707		
	'Adress		
	Testgatan 1		
	"Uppdragstillhorighet		
	Testuppdraget		
	Foretag		
	Testföretaget		
	'Avdeining		
	Testavdeningen		
	Registrica Autory		

Chalmers

Ordering page

This is the main page where you can choose how you would like to charge your card. You can also see your card balance and how you have chosen to charge your card.

Order ×	+			
🔹 🕲 localhost 8080/KontladdningTest	🕲 locahost 8860/KontoddningTest20150422/CardLosd_Oristrasips		v C Q Search	☆ 白 ♣ ★ 勇 ☰
100	Cortladdn	ing	Logga ut	
			Anders Anderson E-postadress anders anderson@atronic se PTM kink: 300 Kohlades 400400 kr Pensidast Ejaktivt just nu.	
		Ladda en gâng		
		Ladda periodiskt		
		Avsluta periodiskt		
		Hantera laddning		
	Företaget AB, Besöksgatan 12, 123 45 K	onlors-staden.		

Manage charging

With the feature "Hantera Laddning" there is possibility to remove your account information and end periodic charging. If you do that you need

localhost 8080/KortladdningTest 20150422/	Sirel cod Order aspx	⇒ C Q Search	☆ 自 ♣	A (2	
	Contraction Kortladdning	Logga ut			
		Anders Andersson E-postadress: anders andersson@atronic.se PTM Konnr.3001 Koninics 500,00 kr Periodskt. €jaktivijest nu.			
	Hantera laddning				
	Vill du la bort möjligheten att ladda med snabbladdning(CVV) eller periodisk isdöring Esnabbladdning				
	Periodisk laddning Ta bort vasila Avbryt				
	OBS for att återaktivera måste en ny laddning gorast	ATRONIC			
	Företaget AB, Besöksgatan 12, 123 45 Kontors-staden.	FUTURE SOLUTIONS IN MICRO PAYMENT			

One off card charging

For one off card charging, click on "Ladda en gång". The picture below appears. Choose the amount you would like to charge (minimum 200 SEK) and enter the CVV2 code of your Debit/credit card. Click on "kvitterings-knappen OK".

Sekräfta order × +				- 2 ×
🔶 🖲 localhost 8080/Kontiaddning Test 20150422/CardL	.oad_Order_Confirm.aspx		v. C Q, Scarch	
	CORTA Kort	tladdning		
	VVED			
		Ladda kort 3001 tillhörande Anders Andersson		
	Nuvarande belopp på kort.	500,00 kr		
	Onskar att fylla på med.	250,00 kr		
	Jag har tagit del av och godka villkoren	int 52		
	Godkann Avbryt			
	Företaget AB, Besöksgata	in 12, 123 45 Kontors-staden.	FUTURE SOLUTIONS IN MICRO PAYMENT	
Kvittens x +				
O localhost/8080/KortladdningTest20150422/CardL	.oad_Order_Return.aspx?transaction1d=31be732c08844	430bb8b64u6be68al09e&retponseCode=OK	∀ C Q Search	☆ 自 ♣ ♠ ♥ ☰
	PTM Kort	laddning		
	WEB	ladaning		
	Ordernummer:	N485250155B		
	Status: Kortvärde:	Betaining Ok. Laddat med 250.00kr 750.00kr		
		Kan nanomfart		
	E-post:	anders.andersson@atronic.se		
	25-2	Mejla kvittens Skriv ut		
		(Detta är den e-postadress som är remistrerad på diff kost)		
			- 10 M	
	Till start Logga ut			
			ATRONIC	
	Företaget AB, Besöksgata	in 12, 123 45 Kontors-staden.	FUTURE SOLUTIONS IN MICRO PAYMENT	
	A CONTRACTOR OF A			

New ore different creditcard?

If you would like to change the card you pay with, leave the CCV2-code field empty. Then You will be connected to s Nets paysite and there e you need to fill in your new card details.

Charge periodically

There are 4 different options of automatically charging your card periodically.

1. Mini level. Your card is automatically charged with an amount of your choice (minimum 200 SEK) when you have less than *100 SEK* balance on your card.

2. Your card is always charged on the *first* day of every month with an amount of your choice. (Minimum 200 SEK)

3. Your card is always charged on the *last* day of every month with an amount of your choice. (Minimum 200 SEK)

4. Your card is always charged on a day of *your choice* every month with an amount of your choice. (Minimum 200 SEK)

Please note that you cannot transfer money back to your Credit/debit card from your guest card. If you are unsure of how much you will spend per month, choose the 1st alternative there you charge your card as needed instead of a set amount each month.

You can end a periodical charge whenever you want by clinking on "Avsluta Periodiskt". In the example that follows a user changes from periodically charging his/her card on the 2nd of every month to alternative 1) card is charged when the balance is less than a 100 SEK

Order × +				- P
() a localhost 5060/KortladdningTest20150422/CardLoad_Orde	rraspx.		v C Q Search	☆ 白 ∔ ☆ ⊕ Ξ
	WEB Kortlad	ldning	Logga ut	
			Anders Andersson E-postadress: anders andersson@stronic se PTM Komin: 2001 Konkuled: 750.00 kr Periodisit: Ejaktivit just nu.	
		Ladda periodiskt Här kan du välj att lägga upp periodiska laddningar		
	Intervali: Lagsta nivä: Fyti pä med: CVV kod Kvittera start av periodiska laddningar	Nar kortvarde understiger lägsta nivå		
	Företaget AB, Besöksgatan 12, 1:	23 45 Kontors-staden.		



J 🚱 Kvittens X +									Cooler.	5
🔹 🖲 localhost 8080/KontladdningTest20150422/Card	Load_Order_Return.aspx?responseCode=OK					Q. Search	☆自	+	ft 🗩	=
	WEB KO	Contraction Kortladdning								
	Status:	Start av periodisk Periodiskt: 250 i kortvärdet unders	laddning Ol or (kommer tiger 250 kr	tras nār						
	E-post:	anders.andersso	n@atronic.s							
		Mejla kvittens	Skriv ut							
		(Detta är den e-p registrerad på ditt	ostadress si kort)	vn är						
	Till start Logga ut					6				
	Företaget AB, Besöksga	atan 12, 123 45 Kontors-sta	den.		÷	UTURE SOLUTIONS IN MICRO PAYMENT				
					Real parts that					

Confirmation page

This is the confirmation page which summarizes your purchase and waits for your answer. Click on the link "User terms" to read through terms and conditions. Check the box when you have read through terms and conditions. Click on "Bekräfta" when you have finished (this button is only active if you have checked the box that you have read the terms and conditions).

Sekräfta order × +							
(Jocalhost 8080/Kortladdning Test 20150422/CardLoad_Order	_Confirm.aspx		v C Q Search	4	ė +	+	⊜ ≡
	WEB Kortlad	dning					
		Ladda kort 3001 tillhörande Anders Andersson					
	Nuvarande belopp på kort	500,00 kr					
	Onskar att fylla på med:	250,00 kr					
	Jag har tagit del av och godkänt villkoren	12					
	Godkann Avbryt						
	Företaget AB, Besöksgatan 12, 12	3 45 Kontors-staden.					

Nets Terminal page

You are now on Nets terminal page where you fill in your Credit/debit card details. Step 1 is what kind of card you want to pay with. Step 2 is your cards expiry date and your CVV2 code.

e https://epayment-test.bbs.no	o/epay/default.aspx?merchantId=11000814&transactionId=: P → A C S NETS Netaxept	×	
	Netaxept		
	ATRONIC Butik: Ansatt Shop 6, BBS netterminal test Belopp: 250,00 kr (SEK) Ordernummer: N464366878C Beskrivning: Kortladdning TEST Kortnummer [] Geregie Kortnumer []	Verified by	
	Gillighetstid (manad/ar) UTV 2014 V CVV2 Vad är CVV2? < Tillbaka	Avbryt Betala	

Receipt page

After you have paid you will come to the receipt page. You can choose to have a receipt mailed to you or printed out.

√ © Kvittens × +					
Ocalhost 8080/KonladdningTest20150422	//CardLoad_Order_Return.aspx?responseCode=OK			v C Q. Search	☆ 白 ♣ ★ ⊕ ≡
		rtladdning			
	Status:	Start av periodisk lac Periodiskt: 250 kr (kortvärdet understig	ldning Ok. kommer dras när er 250 kr)		
	E-post:	anders.andersson@	atronic.se		
	\sim	Mejla kvittens (Detta är den e-post registrerad på ditt ko	Skriv ut adress som är r()		
	Till start Logga ut			4	
	Företaget AB, Besöksga	atan 12, 123 45 Kontors-stade	n.	FUTURE SOLUTIONS IN MICRO PAYMENT	