



sQuid transit purse guidance notes



Slide 1

sQuid

Registration – create a sQuid account

Please select a Title*

First Name* Last Name*

E-mail Address (this will be your sQuid account username)*

Confirm E-mail Address*

Password* Confirm Password*

Please select a security question*

Security answer*

Confirm Security answer*

Security Check

I'm not a robot  reCAPTCHA
Privacy - Terms

I would like to receive sQuid marketing communications

To set-up a sQuid account you need to access the sQuid website which can be located via our website at:
<http://www.prenticecoaches.co.uk/smartrip.html>

Scroll down the page and click on the relevant link to **register** your sQuid account. Alternatively you can login to your sQuid account by clicking on the **login** link.

To create your account, simply enter a few personal details, then create a username and password.

Once your account has been created, you will be sent an authorisation e-mail to validate your sQuid account.

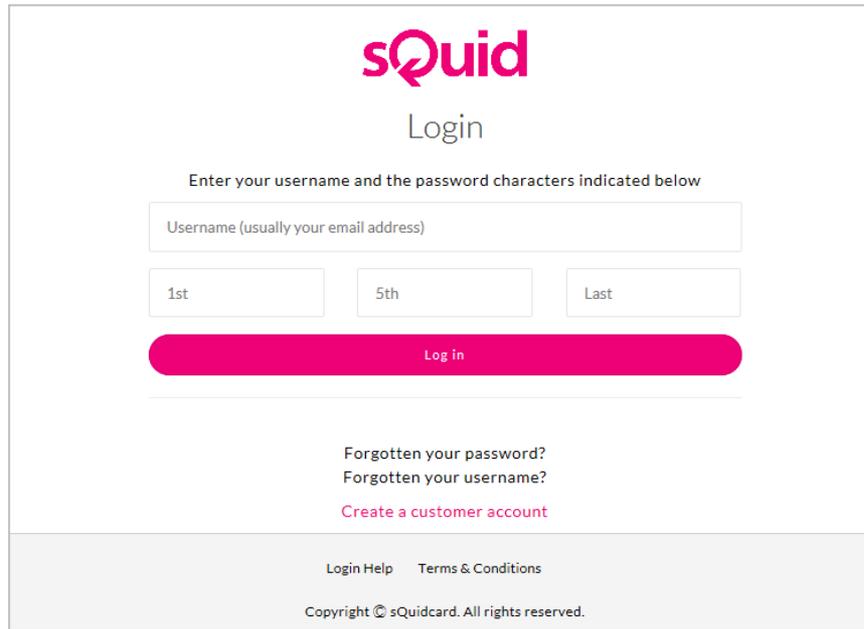
Slide 2

The screenshot shows the sQuid mobile app interface. At the top, there is a pink navigation bar with the sQuid logo and icons for Home, Top up, Transactions, Users, Settings, and Log out. Below this, a grey bar shows the user's name 'Caroline', a shopping cart icon with '0 Items' and 'Total: £0.00', and a 'View basket' button. The main content area is titled 'Add a sQuid user' and features a form with three input fields: 'sQuid registration number', 'CVV', and 'Display name'. A blue arrow points from the 'sQuid registration number' field to a text box in the next slide. Below the fields is a checkbox labeled 'Replacing a user?' and an 'Add' button.

Once your account has been validated you can then assign your smart card to your sQuid account by entering your 16 digit smartcard number and 3 digit CVV number and clicking 'Next'.



Slide 3



The login page features the sQuid logo at the top center. Below it is the word "Login". A prompt asks the user to "Enter your username and the password characters indicated below". There are three input fields: a large one for the "Username (usually your email address)", and two smaller ones for "1st", "5th", and "Last" characters of the password. A prominent pink "Log in" button is centered below the fields. At the bottom, there are links for "Forgotten your password?", "Forgotten your username?", and "Create a customer account". A footer contains "Login Help", "Terms & Conditions", and "Copyright © sQuidcard. All rights reserved."

sQuid

Login

Enter your username and the password characters indicated below

Username (usually your email address)

1st 5th Last

Log in

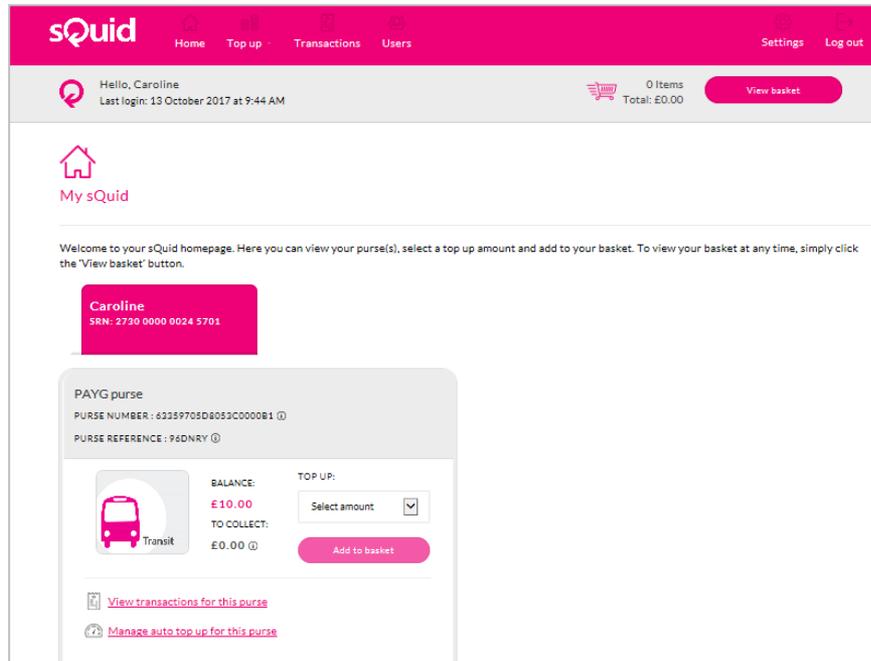
Forgotten your password?
Forgotten your username?
[Create a customer account](#)

[Login Help](#) [Terms & Conditions](#)

Copyright © sQuidcard. All rights reserved.

To log into your account, simply enter your username and requested password characters and then click 'Next'.

Slide 4



The homepage has a pink navigation bar with icons for Home, Top up, Transactions, Users, Settings, and Log out. Below the bar, a user greeting says "Hello, Caroline" with the last login time "13 October 2017 at 9:44 AM". A shopping basket icon shows "0 Items Total: £0.00" and a "View basket" button. The main content area is titled "My sQuid" and includes a welcome message. A user profile card for "Caroline" (SRN: 2720 0000 0024 5701) is shown. The main feature is a "PAYG purse" section for a "Transit" account, displaying a balance of £10.00 and a "TO COLLECT" amount of £0.00. A "TOP UP:" section allows selecting an amount to add to the basket. Links for "View transactions for this purse" and "Manage auto top up for this purse" are provided at the bottom.

sQuid

Home Top up Transactions Users Settings Log out

Hello, Caroline
Last login: 13 October 2017 at 9:44 AM

0 Items
Total: £0.00 [View basket](#)

My sQuid

Welcome to your sQuid homepage. Here you can view your purse(s), select a top up amount and add to your basket. To view your basket at any time, simply click the 'View basket' button.

Caroline
SRN: 2720 0000 0024 5701

PAYG purse
PURSE NUMBER: 42359705D8053C0000B1 ⓘ
PURSE REFERENCE: 96DNRY ⓘ

 **Transit**

BALANCE: £10.00
TO COLLECT: £0.00 ⓘ

TOP UP:
Select amount ⓘ

[Add to basket](#)

[View transactions for this purse](#)
[Manage auto top up for this purse](#)

Once logged in, you can top-up your account, view your transactions, check your balance and update your details.

Slide 5

The screenshot shows the 'Transactions' screen in the Squid app. At the top, there is a navigation bar with 'Home', 'Top up', 'Transactions', and 'Users'. The user's name 'Caroline' is displayed on the left, and a shopping cart icon with '0 Items Total: £0.00' and a 'View basket' button are on the right. Below the navigation bar, there is a 'Transactions' section with a list icon. A message states: 'Below are the most recent transactions on your account. You can see 10 transactions on each page and can choose to view other users or purses associated to your account.' A pink box highlights the user's name 'Caroline' and SRN: 2730 0000 0024 5701. Below this, the 'PURSE:' is identified as 'South West Transit 63359705D8053C0000B1'. A green 'Download CSV' button is visible. A pink header indicates 'Viewing transactions for PAYG purse'. Below this, a summary shows 'Balance : £10.00' and 'To Collect : £0.00'. A table lists transactions with columns for 'Transaction', 'Amount', and 'Type'. One transaction is shown: 'Bus Travel Aug 25, 2017 15:41' with an amount of '+£10.00' and type 'Online Topup'. At the bottom, there are 'Previous', '1', and 'Next' navigation buttons.

Caroline
SRN: 2730 0000 0024 5701

PURSE:
South West Transit 63359705D8053C0000B1

Download CSV

Viewing transactions for PAYG purse

Balance : £10.00 To Collect : £0.00

Transaction	Amount	Type
Bus Travel Aug 25, 2017 15:41	+£10.00	Online Topup

Previous 1 Next

Click on 'Transactions' to review your transaction history and see all funds you have topped up on your account and funds which have been used.

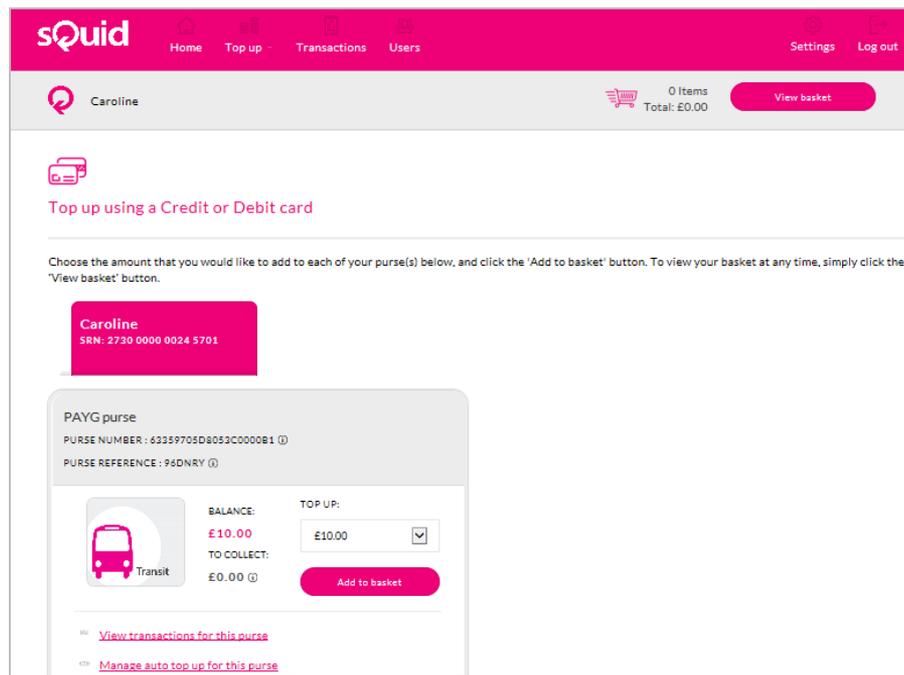
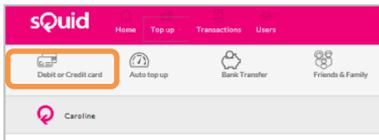
Slide 6

The screenshot shows the 'Top up' screen in the Squid app. The navigation bar at the top has 'Home', 'Top up', 'Transactions', and 'Users'. The user's name 'Caroline' is on the left, and the shopping cart icon with '0 Items Total: £0.00' and 'View basket' button are on the right. Below the navigation bar, there are four options for topping up: 'Debit or Credit card', 'Auto top up', 'Bank Transfer', and 'Friends & Family', each with an icon.

Debit or Credit card Auto top up Bank Transfer Friends & Family

The 'Top-Up' screen provides a range of options to help you manage the way in which you add money to your (or friends/family members) transit purse.

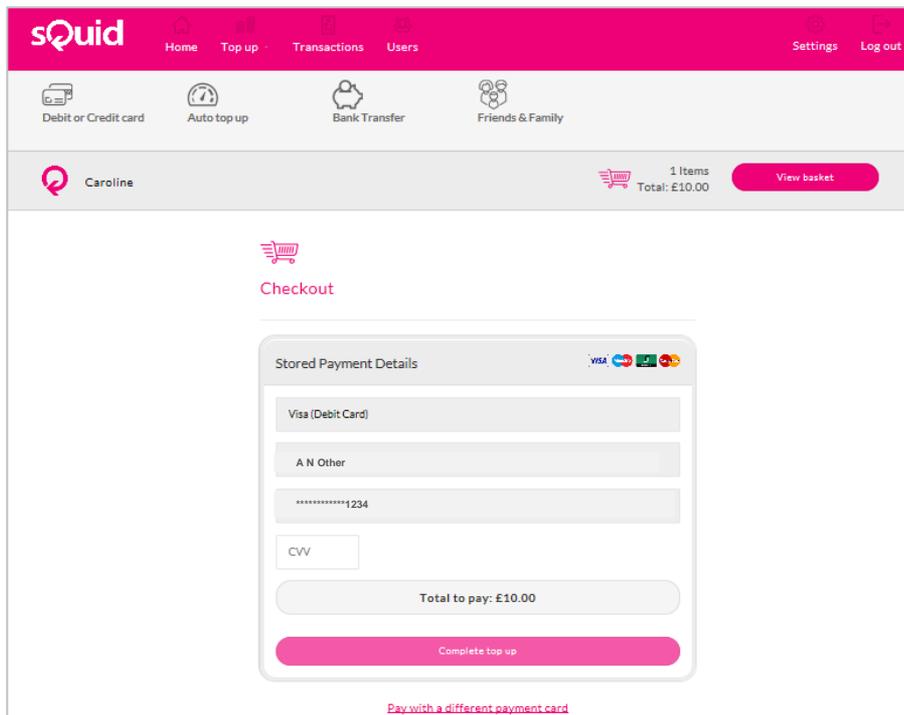
Slide 7



Top up using a payment card by clicking 'Debit or Credit card'. Select 'Top Up' and use the drop down to add the required amount to your account. Click 'Add to basket' to confirm your top-up value.

Click on 'View Basket' and 'Checkout'. This will prompt you to enter your debit or credit card details (if this is the first time you have used your card), before prompting you to add your security code. Click the 'Complete top up' button to process your top up. You will then be transferred to a VeriSign web page to enter your bank account password. The funds will then show on your sQuid account transit purse.

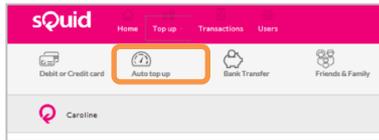
Slide 8



Once your sQuid account has been topped up, you can collect the funds onto your smart card, and use this to pay for travel on the bus. A receipt will then be issued confirming your remaining balance.



Slide 9



Manage auto top up

To enable Auto top up you will first need to make a payment and store your payment card. After you have stored your payment card, select the tick box to enable Auto top up and select the amount that you would like to add when the balance falls below a certain level, from each of the drop down boxes. Simply untick the box to disable Auto top up, and when you have updated your Auto top up preferences, please click the 'Save' button.

It can take up to 24 hours to process an Auto top up payment for pay as you go travel. Remember to top up before 21:00 so that funds are ready to be used from 06:00 the following day.

Caroline
SRN: 2730 0000 0024 5701

PAYG purse
PURSE NUMBER : 63359705D8053C0000B1
PURSE REFERENCE : 96DNRY



BALANCE: £10.00
TO COLLECT: £0.00

STATUS: DISABLED

AUTO TOP UP WITH STORED CARD

When balance drops below

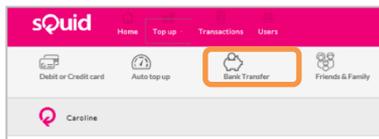
Top up with

Save

If you would like to enable Auto top up on your account, you can do so by clicking 'Auto Top Up' and then setting the threshold in which your balance will be topped up e.g. when the balance on your account is below £8, and then the sum of money you wish to add e.g. £20.

Your transit purse will then be automatically topped up when presented to an electronic ticket machine when your funds fall below the set threshold e.g. £8.

Slide 10



Top up with bank transfer

A convenient and easy way to top up your account is to transfer funds direct from your bank account. Choose the sQuid registration number and the specific purse you would like to top up below. When making the transfer, it is essential that you only include the purse reference number to ensure that the funds reach the correct purse. It can take up to 4 working days for the funds to be available in your purse.

If making a transfer to a Transit Card please do not transfer more than £40.

Caroline
SRN: 2730 0000 0024 5701

PURSE:
South West Transit 63359705D8053C0000B1

sQuid bank details

Bank details for

Unique purse reference number is:

96DNRY

PAYEE NAME:

SQUIDCARD LIMITED NO 1

ACCOUNT NUMBER:

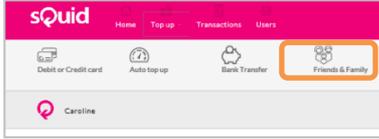
44792026

SORT CODE:

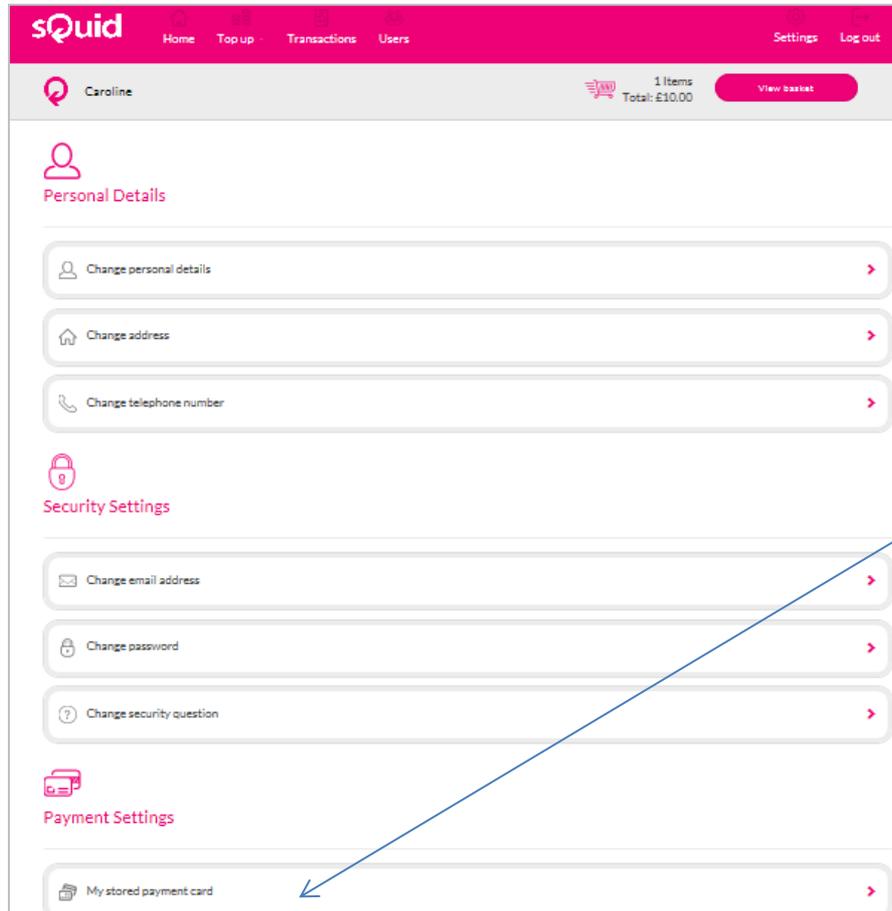
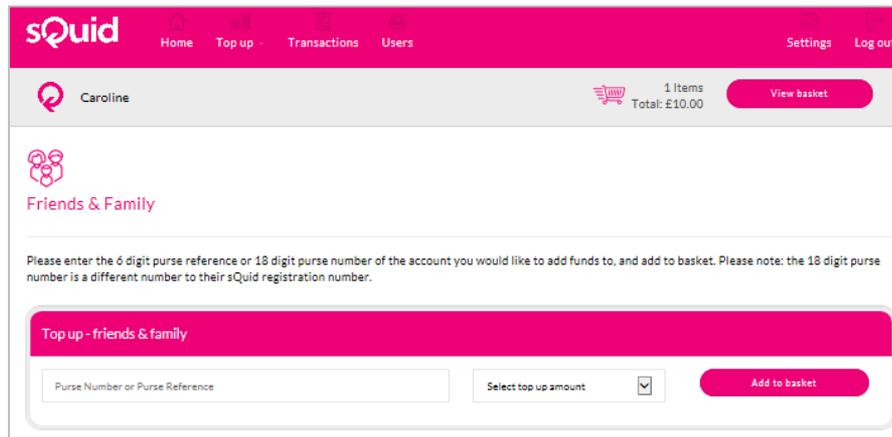
60 60 02

In cases where you do not have a debit card or credit card available, funds can be transferred directly from your personal bank account to your sQuid purse by adding sQuid as a payee using the sQuid account and sort code number. Please remember to add your 6 character purse reference number to ensure the funds are credited to your sQuid account.

Slide 11



Slide 12



In cases where a sQuid purse owner would like to add funds to a family or friends account, you can do so by clicking on the 'Top up Friends & Family using debit or credit card' option. Simply enter the relevant sQuid purse number of the relevant person whose account you would like to top up. Enter their purse number under the 'Friends Purse, Purse Number' heading, then select the amount to top-up, then click 'Add' and 'Next' to process the transaction.

The card holders sQuid value will then be topped up automatically when the card is presented at the electronic ticket machine.

Finally, by clicking on 'Settings' and 'My stored payment card' option you can review or remove payment cards you do not wish to use for topping up funds to you sQuid account.

If you remove a card and wish to add a new one, you can simply remove your card details at this screen and associate a new card the next time you decide to 'top up using an existing debit or credit card'. See Slide 7.