quickcharge®
CASHLESS PAYMENT

Getting Started with My Quickcharge

Create Your Account

1. To download the **My Quickcharge** mobile app, click on [Android]() or [Apple](), scan one of the QR codes below, or search for "**My Quickcharge**" in the Google Play Store or Apple App Store. When opening the app the first time, enter the Access Code **Carrollwood** when prompted. If you prefer to access My Quickcharge via the web, use the following link: https://compassent01.mmhcloud.com/myqc/Carroll

   Google Play Store: **Apple App Store:**

2. Once at the login screen, click **Create Account** at the bottom.

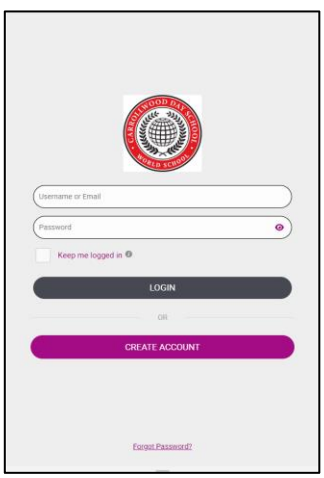
3. Fill in the required information to set up your account. Click **Create Account.** You will see confirmation that your account has been created and you can immediately login.

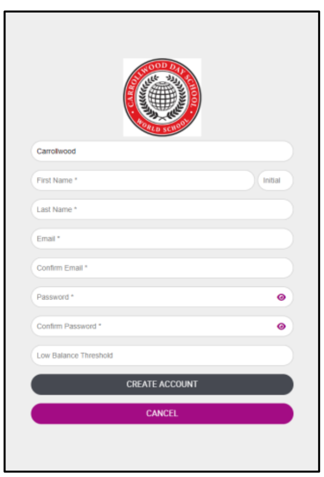
Connect Student Account

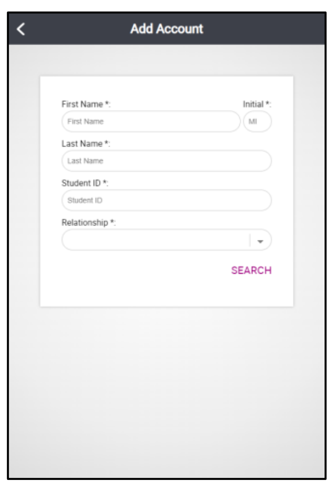
4. Upon first logging in, you will be prompted to add a student. To connect to your student's account, enter their name and student ID and identify your relationship. Make sure you enter the student's name exactly as it appears in the school's records. Click **Search** to confirm your entry.

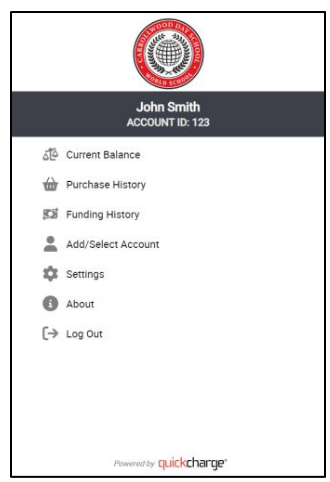
5. If there is no email address associated with the student's account, you will be prompted to enter an email address. To do this, select **Settings** from the main menu. You will see that the Email field is blank. Enter an email address for the student and select **Save**. You will receive a notification that an invitation to My Quickcharge has been sent to the email address provided. The student can now accept this invitation and complete the setup of his or her account.

6. If you need to manage additional students, select **Add/Select Student** from the main menu and then choose **Add Student**. You will repeat steps 1 and 2 above for each student. The **Add/Select Student** screen will also allow you to toggle between students by selecting the student you want to manage.









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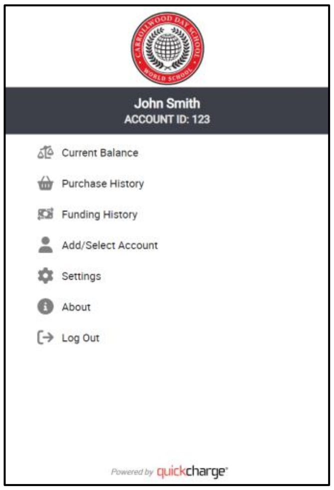
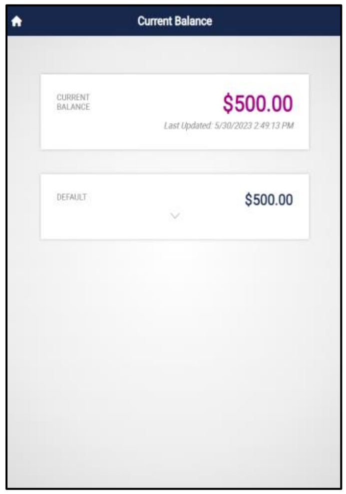
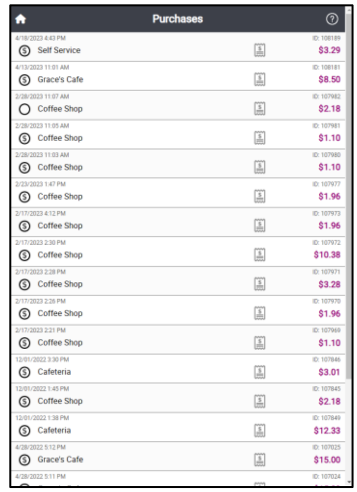
Viewing Balance and Purchases

From the main menu you can access the many features of My Quickcharge. Note that the available features may vary based on your organization's policies.

- Choose **Current Balance** to view your current balance.
- Choose **Purchase History** to view a record of past purchases. Click the receipt icon next to each transaction to view individual items.







Account Funding

To add funds to your account, click on **Account Funding** from the main menu. On your first time using the Account Funding feature, click **Add Payment Method** to add your credit or debit card to the system. Enter the required information and click **Save**.

- To add funds on demand, select **One-Time Load** at the top of the screen. Once connected, choose an amount from the dropdown box and click **Fund**.
- To set up automated funding that will reload the account when the balance drops below a certain threshold, select **Automatic Reload** at the top of the screen. Choose a reload amount and balance threshold from the dropdown boxes and click **Enable**. You will be prompted to confirm your selection; check "I Agree" and click **Continue**. If you want to make changes at any time, click **Modify** to change your settings or click **Disable** (or use the **On/Off** switch) to turn them off.