

## Is-diwaan-galinta

1. Dooro **Create a new account**
2. Dooro 'I'm a Parent' kaddibna dooro **Next**
3. Qor magacaaga iyo macluumaadkaaga xiriirka, kaddibna dooro **Next**
4. Samayso macluumaad sir oo aad ku gasho akoonkaaga (username and password) mar labaad gali password-ka si aad u xaqiijiso
5. Samayso su'aal iyo jawaab sir ah, kaddibna dooro **Next**
6. Akhri oo oggolow meesha ay ku qorantahay (Terms & Conditions) oo ah heshiiska isticmaalka - kaddibna dooro **Create My Account**

## Ku Daridda Arday Kale

1. Qeybta kore ee bogga, ka dooro **+ Add a Student**
2. Gali macluumaadka ardayga aad rabto inaad ku darto
3. Dooro **Search & Verify student**
4. Hubi in uu macluumaadka ardaygu saxanyahay, kaddibna dooro **Add this Student**

## Bixinta Lacagata

1. Qeybta kore ee bogga, ka dooro **Make a Payment**
2. Qor tirada lacagta aad rabto inaad ka bixiso arday walba, kaddibna dooro **Checkout >**
3. Markaad hawshaada dhamaysato, iska hubi lacagta aad bixinayso iyo waliba kaarka aad rabto inaad isticmaasho, haddii aad rabto inaad kaar cusub isticmaasho, dooro **Add a New Card**

a. Markaad kaar galinayso akoonkaaga cunnada, waxaad ka dhigi kartaa in macluumaadku ku keydsanadaan (oo kaarkan mar walba aad u isticmaasho bixinta lacagta cunnada) ama hal mar oo kali ah aad ku bixiso lacagta.

4. Markaad hubiso macluumaadka oo dhan, dooro **Submit ✓** si aad u dhamaystirto bixinta lacagta. Sida caadiga ah waxay qaadataa muddo 20 daqiiqo ah in lacagtu diyaar ku noqoto akoonka cunnada ee ardayga.

## Lacagta Sida Tooska Ah Loogu Shubayo Akoonka Cunnada Ee Ardayga Automatic Payment: **Not Set**

1. Akoonkaaga ka raadi mid ka mida ardayda kadiibna dooro sanduuqa buluugga ah ee ku xiga 'Automatic Payment' (waxaa Meesha ku qoran 'Not Set' ama 'Set for...')
2. Qeybta hore, ku qor tirada lacagta aad rabto inaad bixiso. Lacagtan waxaa akoonkaaga looga jari doonaa si otomaatig ah
3. Qeybta xigta, ku qor baaqiga ugu yar eed rabto mar walba inuu ku jiro akoonka ardayga. Arrintani waxay SchoolCafé ka caawinaysaa in mar kasta oo uu yaraado baaqiga, lacag lagu shubo akoonka cunnada ardayga.
4. Dooro karaka aad rabto inaad lacagta ka bixiso ama dooro **Add a Card** haddii aad rabto inaad kaar cusub ku darto.
5. Qeybta xigta, hubi taariikhda ay dhacayso lacagta sida tooska ah karaka bangiga loogaga shubayo akoonka ardayga. (Ogow: taariikhdani waa inay ka horreysaa intuusan dhicin kaarkaagu, hadday suurto gal tahay)
6. Dooro **Save**

## Farriimaha Ogeysiinta Marka ay Lacagta Cunnadu Yaraato

1. Akoonkaaga ka raadi mid ka mida ardayda kadiibna dooro sanduuqa buluugga ah ee ku xiga 'Low Balance Alert' (waxaa Meesha ku qoran 'Not Set' ama 'Set for...')
2. Qeybta xigta, ku qor baaqiga ugu yar eed rabto mar walba inuu ku jiro akoonka ardayga. Arrintani waxay SchoolCafé ka caawinaysaa in mar kasta oo uu yaraado baaqiga farriin lagu soo diro.
3. Qeybta xigta, inta jeer eed rabto in farriin ku saabsan baaqiga ardayga lagu soo diro. Arrintan waxay ku fiicantahay haddii aad haleeli weydo email/farriin mar hore lagu soo diray.

4. Dooro **Save**