Prepaid Cards System

User Help Manual

Creation Date: 17 Mar 2014
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Introduction

Purpose

This document contains the instructions on the usage of the ‘Prepaid Card Enquiry System’.

Document Structure

This document consists of following sections:

- System Usage & Functionality
System Usage & Functionality

This section briefs about the usage of the Prepaid Cards Enquiry System for Customers and other end users.

Functionality

- The system’s main functionality is to retrieve transactions made by the bank’s Prepaid Card customers using any internet browser with an internet connection.

Types of Users

- The system is projected to be used mainly by our Customers and other end users internally or externally via the internet. Only users who have our authorized prepaid card can have access to the system.

Main Screen

- Figure 1 shows the main screen.

- The main screen prompts the user for his/her Card ID and the last 2 digits of Card No which appear on the back of the card.

- A valid Card ID is of the following format: XX0000000000; where XX represents alphanumeric characters and 0000000000 represents numeric characters.

- Valid 2 digits are the last 2 numeric digits of Card No which appear on the card.

![Figure 1 – Main Screen](image-url)
Transactions Details Screen

- Figure 2 shows the ‘Transactions Details Screen’.
- The transactions details screen shows the transactions done on the card.
- This screen loads with 10 transactions by default.
- If the user wants to change his/her search criteria or wants to retrieve more or less transactions or transactions based on dates then they should choose the appropriate radio button and narrow down the search.
- To ‘search by Transactions’ the user should select the first radio button and click on the transactions box, enter the number of transactions he wants to view and click the ‘Go’ button. This would display the transaction in the grid below.
- To ‘search by Date’ the user should select the second radio button and click on the calendar icon and select the ‘From’ date. Then they can select the ‘To’ date in the same manner and click on ‘Go’ button. This would display the transaction in the grid below.
- Clicking the ‘Back’ or the ‘Home’ button will take the user back to the Main Screen.
- Clicking the ‘Exit’ button will close the browser and exit the system.
- Clicking the ‘Help’ button would take the user to the User Help Manual.

![Figure 2 – Transactions Details Screen](image-url)