

Using a SmartRider at the Glen Forrest Campus Canteen

Students are able to use their SmartRider card to buy from the canteen, once their account has been set up with **Quickcliq**.

Students can have two forms of credit on their Smart Rider – one with Transperth and the other with the Canteen. The credit is **not** interchangeable between Transperth and the Canteen.

To put credit on your student's SmartRider for the Canteen, **it is important to follow each of the steps below, in order.**

If you have any problems, contact Quickcliq direct on 1300 116 637.

STEP 1 - REGISTER

- a) Go to www.quickcliq.com.au
- b) **Sign up** by completing the registration form
- c) When you receive the confirmation email, **click the activation link**

STEP 2 – ADD STUDENT/S

- a) Click **ADD STUDENT** button on the home page and follow the prompts

STEP 3 – ADD SMART RIDER

- a) From the home page, click on the **NAME** of your student
- b) This takes you to a page headed **MANAGEMENT OF STUDENT'S ACCOUNT**
- c) Go to **ACTIVATE STUDENT CARD** and add Smart Rider number
- d) Click **LOOK UP** – this will add a barcode
- e) **Then click SAVE**

STEP 4 – ADD CREDIT

- a) From the home page, click on **ADD CREDIT**
- b) Follow the prompts to add credit from your credit card
- c) Now you must add the credit to your student's Smart Rider by clicking on your student's name (on the home page)
- d) This takes you to a page headed **MANAGEMENT OF STUDENT'S ACCOUNT**
- e) Go to **Add credit to a student card or student online account**
- f) Fill in the amount of credit you are adding
- g) Click **TRANSFER – the credit won't be added to your child's Smart Rider until you have clicked TRANSFER**

Regards

Anita Howe
Canteen Manager

