# Parents User Guide



Connecting your business to payments

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### Invoice Payment (Parent App User Guide)

Welcome to the Zed Invoice Payment Parents App User Guide! Follow these easy steps to pay your child's school invoices seamlessly:

- 1. Head to the Play Store on your mobile.
- 2. Search 'Zed Payments' App and download.



- 3. Find your unpaid invoices in the list.
- 4. Click on the invoice you want to pay.

÷	Pending Invoices		- Preview Invoice
Invoice No. Date Issued 121347 2024-01-15	Amount Due Invoice Amount KES 10,000 KES 10,000	Status Type Unpold one-off	INVOICE         Unpair           Date:         Invoice N           01/15/2024:04:20         INV_12134           From         Power Academy
			Nairobi judyally08+12@gmail.com +25454888555111 STUDENT ID : 101 GRADE : Year (Grade) STUDENT NAME :Minnie Mouse TERM : Term
			Description Price(KES) Qty Total(KES) Action Grade 1 Term 1 10,000 1.0 10,000 Fee
			Discount KES 0.0
			Subtotal KES 10,000 Total KES 10,000
			Balance KES 10,000 Accepted Payment Methods
			Till:Paybill Card Zed Wallet
			This system-gen Pay t any alterations what Pay
			Powered By ZED Payments Limited info@zed.business . V3.0.4

- 5. Open the Zed App and sign in using the login credentials sent to your email.
- 6. Click 'Pending Invoices' once signed in.

	Donald Du     No. of Studen     Amount Due:	CK ACTIVE te: 1 KES 10,000
	Mobile No + 254769607456 Email zpaymentalitd@gmail.com	Pending Invoice: ( Addres: Funciut
Let's Sign you in! elect your preferred method and signin with us.	Pending Invoices	Payments KES 10,000
G Sign in with Google	Pending Invoices: 1	No of Payments: 2
Sign in with facebook	All Invoices KES 20,000	Students
Sign in with phone number	No of Invoices: 2	Year (Grade) 1
Sign in with email		
Don't have an account? Sign up.		

- 7. Hit the 'Pay' button.
- 8. Select your preferred payment method.
- 9. Enter the mobile number from which you will be making the deposit.
- 10. Indicate the deposit amount, then click 'Pay Now.'

$\leftarrow$	Preview Invoice		$\leftarrow$	Preview Invoice		$\leftarrow$	Preview Invoice	
INVOICE Date: 01/15/2024:04	4:20	Unpaid Invoice No: INV_121347	INVOICE Date: 01/15/2024:04:20		Unpaid Invoice No: INV_121347	INVOICE Date: 01/15/2024:04:20		Unpaid Invoice No: INV_121347
~	Pay Invoice		←	Pay Invoice		<i>←</i>	Pay Invoice	
(Tersa	Mpesa		Invoice No INV_121347		Balance KES 10,000	Invoice No INV_121347		Balance KES 10,000
G	Bank (Mobile Money)		Kindly enter yo pro	our mobile number to receive th ompt and enter you M-Pesa Pin.	ne payment	KCB		
			KE +254	4 - Center Phone Number - 769607456		Kindly enter your n promp	nobile number to receive the p and enter you M-Pesa Pin.	ayment
			Amount			KE +254 👻	Enter Phone Number 769607456	
						Amount 10000.0		
				Pay Now		_	Pay New	
							Pay Now	

- 11. You'll receive an M-Pesa pin prompt on the provided phone number.
- 12. Enter your M-Pesa PIN to confirm and complete the funds transfer.



13. A receipt will be sent to your email and WhatsApp.



That's it! You've successfully paid the school invoice using the Zed App.

#### Invoice Payment (Parents USSD User Guide)

Welcome to the Zed invoice payment parents' USSD User Guide! Follow these simple steps to conveniently pay your child's school invoices using the USSD code:

The Zed USSD code is \*856#.

- 1. Dial USSD Code and Select School
- Dial \*856# on your phone.
- A message will appear, prompting you to select the purpose of your payment. Choose option 1 for school payments.

+ Q :	Q :	Q :
*856# 1 2 3 ac 3 ABC 3 DEF 4 5 6 GHI 5 6 MNO 7 8 9 PORS TUV WXYZ * 0 # * 0 *	Welcome to Zed Payments, Pay for 1. School Cancel Send Cancel Send	Welcome to Zed Payments, Pay for 1. School 1 Cancel Send $\langle 1L$ 150.0 13th 1 2 3 4 5 6 7 8 9 0 q w e r t y u i o p a s d f g h j k l $\langle 2$ x c v b n m $\langle 3$
III O <		[#1 @ English (US) . +

- 2. Select Student
- The menu will present a list of students registered on Zed under your details, displaying their names and admission numbers.
- Select the corresponding number for the student you wish to pay school fees for. In our example, this would be represented by option 1.

Q :	Q :
Select Student 1 "Jane Doe Adm- 23/20001	Select Student 1 .Jane Doe Adm-23/20001 1
Cancel Send	Cancel Send
	< 1L 150.0 13th
1 2 3 4 5 6 7 8 9 0 q w e r t y u i o p	qwertyu iop
a s d f g h j k l	a s d f g h j k l
� z x c v b n m ⊗	� z x c v b n m ⊗
[#1] @ English (US)	1#1 @ English (US)
III O ~ III	

- 3. Select Invoice
- In the next step, select the specific invoice you intend to pay by matching it with its unique invoice number.

Q :	Q :
Select Invoice 1.INV_794 Amount- 39 Cancel Send	Select Invoice 1 .INV_794 Amount- 39 1 Cancel Send
• • • • •	1L 150.0 13th …
1234567890	1234567890
q w e r t y u i o p	q w e r t y u i o p
a s d f g h j k l	a s d f g h j k l
� z x c v b n m ⊗	� z x c v b n m ⊗
1#1 @ English (US)	[#1 @ English (US) . ~
III O ~ 📟	III O 🗸 🖩

- 4. Enter Amount to Pay
- Enter the amount you wish to pay in the space provided.



- 5. Complete Payment
- In this final step, a prompt will appear where you will input your M-Pesa pin to finalize the payment.



- The payment will be successfully updated on the school's end.
- You have successfully paid the school invoice using USSD.

#### Zed Pocket Money

#### Loading Pocket Money (Parent App User Guide)

 Here is a quick and easy guide to help you load pocket money into your child's Zed wallet effortlessly.

#### How To Load Students' Pocket Money Wallet

- 1. Head to the Play Store on your mobile device.
- 2. Search for "Zed Payments" and download it.



- 3. Open the Zed App and sign in using the login credentials sent to your email.
- 4. Once signed in, find and click on the 'Pocket Money' button.

$\leftarrow$	=	Zambi	eto High School
Let's Sign you	Mobil +284 Emoi Judya	Jane Doe A No, of Students Amount Due: ie No rwithia.gzed.business	ACTIVE E 1 KES 0 Pending Invoices 0 Address Nairobl, Kenya
Enter you phone number and Pi your account	IN to access Pendi KES 0 Pendi	ng Invoices	Payments KES 0 No of Payments: 0
Enter your pin	All Investor	nvoices: 0	Students 1 Form One
	Forgot Pin?		
	R	EQUEST SERVICE	POCKET MONEY

- 5. Enter the mobile number from which you'll be making the deposit
- 6. Indicate the amount you want to deposit into your child's Zed wallet.

← Pocket Mone	Ŷ	←	Pocket Mone	РУ
Load up your student wallet and continue tra Current Wallet Balance: KES 0	nsacting!	Load up your stu Current Wal	ident wallet and continue tra	ansacting!
Kindly enter your mobile number to recei prompt and enter you M-Pesa Pin.	ve the payment	Kindly enter yo prompt and er	ur mobile number to rece iter you M-Pesa Pin.	sive the payment
KE +254 V Enter Pho	one Number	KE +	254 • Enter Phon 7477530	e Number
Amount		1000		
CANCEL	ND PROMPT	C/	S	END PROMPT
	1		0	7
		.111	0	~

- 7. You'll receive an M-Pesa pin prompt on the provided phone number.
- 8. Enter your M-Pesa PIN to confirm and complete the funds transfer.



- 9. Enter your M-Pesa PIN to confirm and complete the funds transfer.
- 10. You will get a notification confirming the successful transfer.
  - The Zed wallet balance will be instantly updated to reflect the deposited funds.
  - With the loaded funds, your child can now use the Zed wallet for various transactions.

That's it! You've successfully loaded pocket money into your child's Zed wallet.

#### Loading Pocket Money (Parent USSD Guide)

Welcome to the Zed Pocket Money Parents USSD Guide! Follow these simple steps to effortlessly add funds to your child's Zed wallet using USSD:

The Zed USSD code is \*856#.

How To Load Pocket Money Via USSD

- 1. On your phone, dial \*856# and press the call button.
- 2. From the options displayed, select option 4 for 'Student Pocket Money.'



- 3. Enter the student's school name in the search field and click 'Send.'
- 4. A list of schools related to your search will appear.
- 5. Respond with the number that corresponds to the correct full name of your child's school and click 'Send.'



6. Next, input the student's registration number and click 'Send'.



7. Enter the amount you want to deposit and click 'Send.'



- 8. An M-Pesa payment request will be sent to your phone.
- 9. When you receive the request, enter your M-Pesa PIN to confirm the funds transfer.



- 10. You will receive a notification confirming the successful transfer.
- The Zed wallet balance will be instantly updated to reflect the deposited funds.
- With the loaded funds, your child can now use the Zed wallet for various transactions.

That's it! You've successfully added pocket money to your child's Zed wallet using USSD.