

USER MANUAL BOOK

(COMPUTER / TABLET)

REGISTERATION

|  |  |
| --- | --- |
| Example | Description |
|  | * Using chrome user can search “KSC” on the google search. * Then user can click on the KSC website. |
|  | * After click the website this is main menu, then user can click “Login / Sign Up” button. |
|  | * After that, user can click on “CLICK HERE” to proceed register a member card. |
|  | * After that, user can fill in the form USERNAME, IC NUMBER, PHONE NUMBER, PASSWORD that user want. * Then, click “Register” after user finish fill in the form. |
|  | * After that, user will be given e-receipt for cost e-membership registration. * Then, user may click “Pay” button to proceed the payment. |
|  | * After that, user can fill up Email and choose payment method. * There are 3 payment method available which is FPX, Credit Card and GrabPay. * FPX contain of all bank available in Malaysia. * After that, user can click pay to redirect into the specific payment method. |
|  | * After complete payment, user will log in the website and got the status “Successful” for the new registration. |

LOGIN

|  |  |
| --- | --- |
| Example | Description |
|  | * Using chrome user can search “KSC” on the google search. * Then user can click on the KSC website. |
|  | * After click the website this is main menu, then user can click “Login / Sign Up” button. |
|  | * After that, user can fill in the USERNAME and PASSWORD that user used to register. |
|  | * After success log in, this is membership user menu. * “Point” – indicates the member point. * “Download e-Card” – download the member card. * “Member Point Check” – to check other card point. * “Shop Online” – to buy online with store. |

RESET PASSWORD

|  |  |
| --- | --- |
| Example | Description |
|  | * Using chrome user can search “KSC” on the google search. * Then user can click on the KSC website. |
|  | * After click the website this is main menu, then user can click “Login / Sign Up” button. |
|  | * After that, user can click on the “FORGOT PASSWORD” button. |
|  | * Then, user need to fill in mobile number that used to register the account. * After that, user can click “Reset” to proceed. |
|  | * After that, user will retrieve the OTP sending through WhatsApp that will be expired 30 second. Only 3 try available for OTP. * Key in the OTP and password correctly to change the password. * Then, click on “Reset” button. |
|  | * After that, user will retrieve this message from the system that password has been changed. |

MEMBER POINT CHECK

|  |  |
| --- | --- |
| Example | Description |
|  | * Using chrome user can search “KSC” on the google search.   Then user can click on the KSC website. |
|  | * After click the website this is main menu, then user can click “Login / Sign Up” button. |
|  | * After that, user can fill in the USERNAME and PASSWORD that user used to register. |
|  | * Then, user can click on the “Member Point Check” to check member point. |
|  | * After that, user fill in the Member Card No or Phone number that used to register. * Then, user can click “Check” button. |
|  | * System will display the user Card Number, Name of card holder and Point available in the member account. |

LOG OUT

|  |  |
| --- | --- |
| Example | Description |
|  | * Using chrome user can search “KSC” on the google search. * Then user can click on the KSC website. |
|  | * After click the website this is main menu, then user can click “Login / Sign Up” button. |
|  | * After that, user can fill in the USERNAME and PASSWORD that user used to register. |
|  | * If user wish to log out the account, may click on the “Point : 0” which to log out the account. |
|  | * After log out user will receive the message from the system that indicates user log out already. |

DOWNLOAD E-CARD

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| --- | --- |
| Example | Description |
|  | * Using chrome user can search “KSC” on the google search. * Then user can click on the KSC website. |
|  | * After click the website this is main menu, then user can click “Login / Sign Up” button. |
|  | * After that, user can fill in the USERNAME and PASSWORD that user used to register. |
|  | * After log in user can click the “Download e-Card” to proceed download member card. |
|  | * Then the QR Code of user member card will appear, this may be used to scan at the counter also. * To download the card user can click “DOWNLOAD”. * After that, the system will start to download. |

CLAIM POINT

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| --- | --- |
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|  | * After click the website this is main menu, then user can click “Login / Sign Up” button. |
|  | * After that, user can fill in the USERNAME and PASSWORD that user used to register. |
|  | * To claim the point user can click on the “Claim Point” to claim the point. |
|  | * Then, it will display the membership point rate. * Membership claim point is based on claim point scheme at the “Rules & Regulations”. |



USER MANUAL BOOK

(MOBILE PHONE)

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|  | * After success log in, this is membership user menu. * “Point” – indicates the member point. * “Download e-Card” – download the member card. * “Member Point Check” – to check other card point. * “Shop Online” – to buy online with store. |

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|  | * Then the QR Code of user member card will appear, this may be used to scan at the counter also. * To download the card user can click “DOWNLOAD”. * After that, the system will start to download. |

CLAIM POINT

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