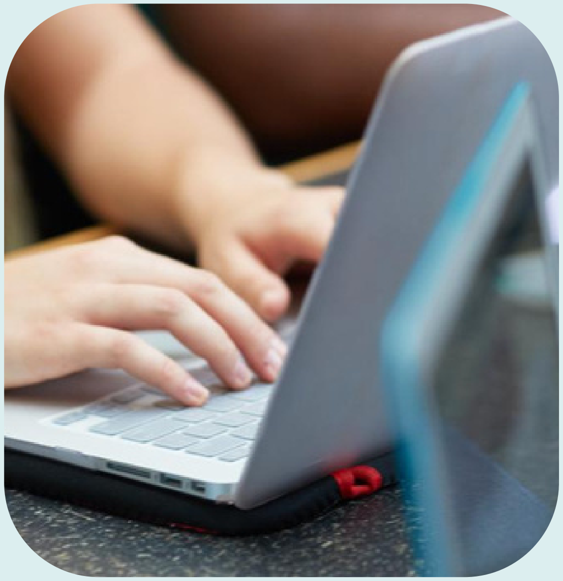
BSCS 2-5
GROUP 3

CASH-VSU FEE TRACKING

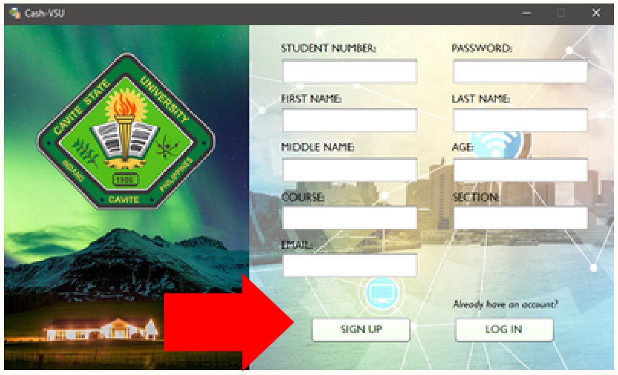
Cash-VSU's fee tracking system provides an easy and convenient way for the school to manage the process of fee collection. Our software offers a user-friendly interface for the students to keep track of their fees. Among others, they also have the option to pay and have a look at their transaction history which offers transparency and secure transactions. Cash-VSU's also gives timely reminders of what fee needs to be paid at the earliest. Our automated fee management software's ability to handle fee structures will surely make it easier for institutions to avoid errors and duplicate data entries.



HOW TO USE

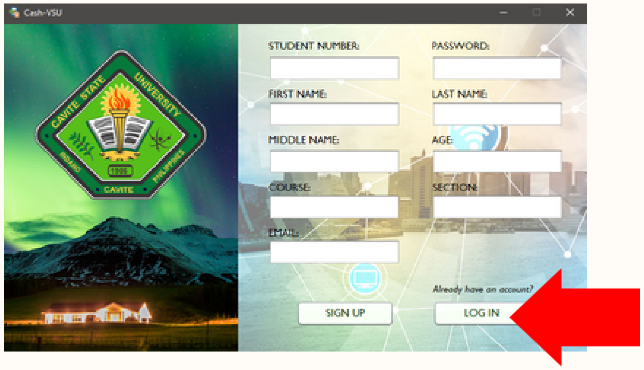
SIGN UP

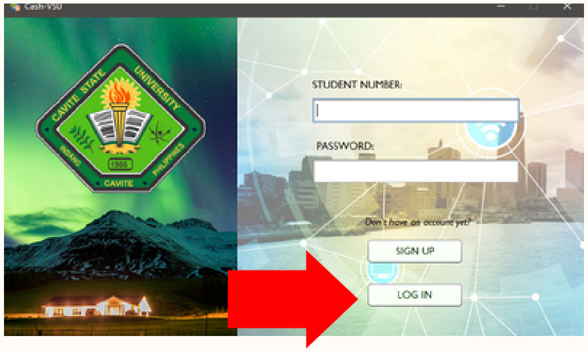
Before anything else, user must **sign up first**. Input your credentials and hit sign up button at the lower left side.



LOG IN

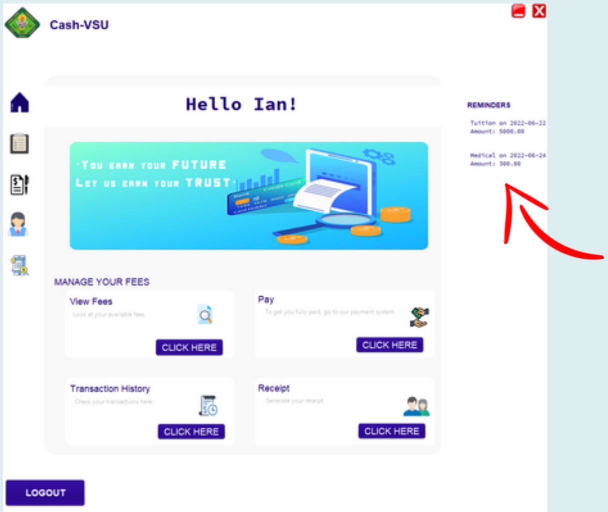
After signing up, click log in on the lower right corner to go to the log in page. The **log in page will ask for your student number and password**. After inputting information, click log in at the middle bottom.





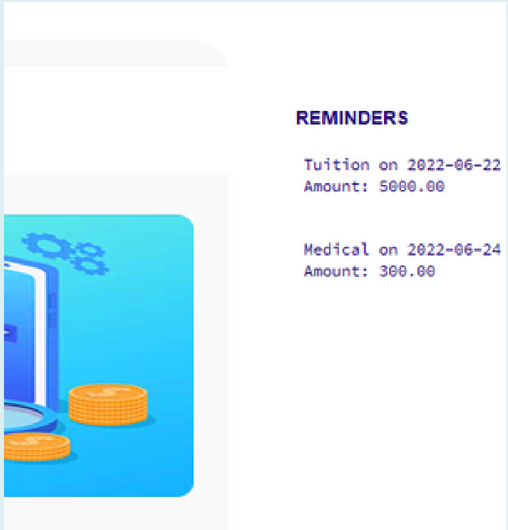
HOME PAGE

Once logged in, home page will show up where **user can choose what to do.** Reminders will also show up on the right upper side



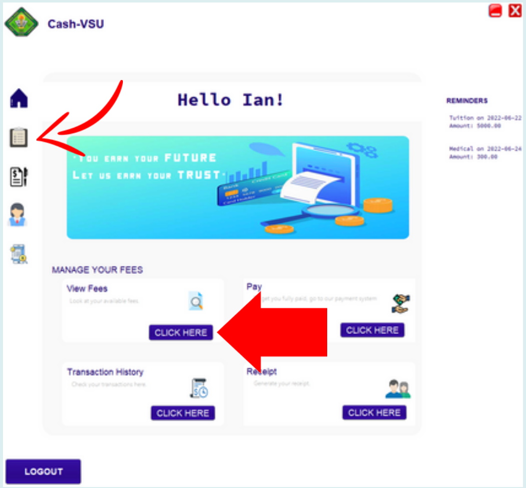
REMINDERS

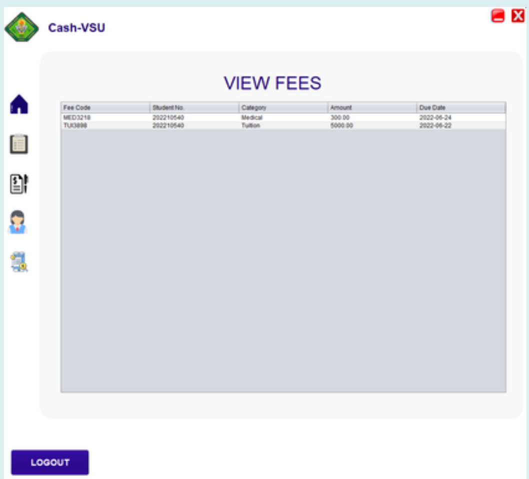
Earliest **due dates will show** up here.



VIEW FEES

From the homepage, **user can view fees** by clicking "CLICK HERE" button on the View Fees panel or the "Checklist Icon" on the very left side.

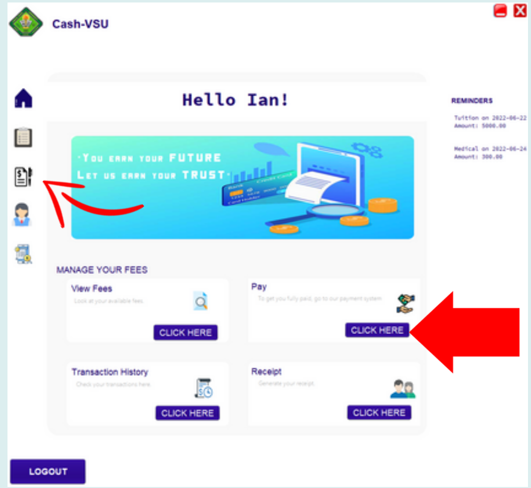


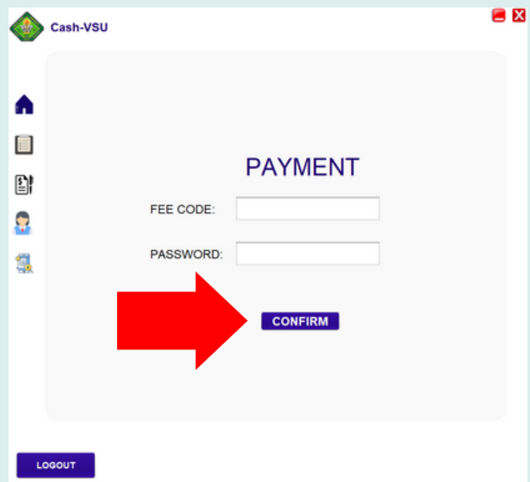


Fees shown after clicking view fees.

CONFIRM PAYMENT

Click the "CLICK HERE" button in the Pay panel or the "Paper and Pen" icon on the very left side to go to the Pay page.

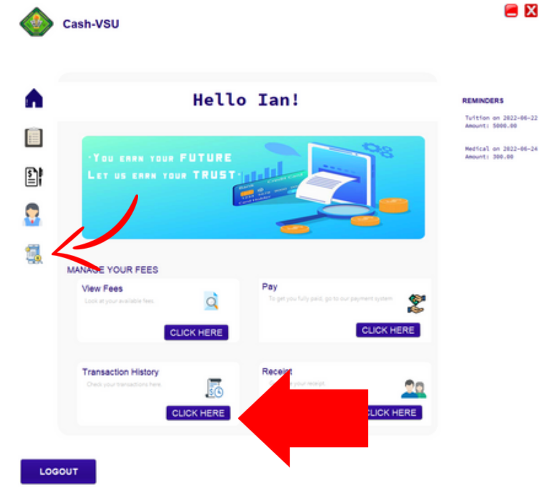


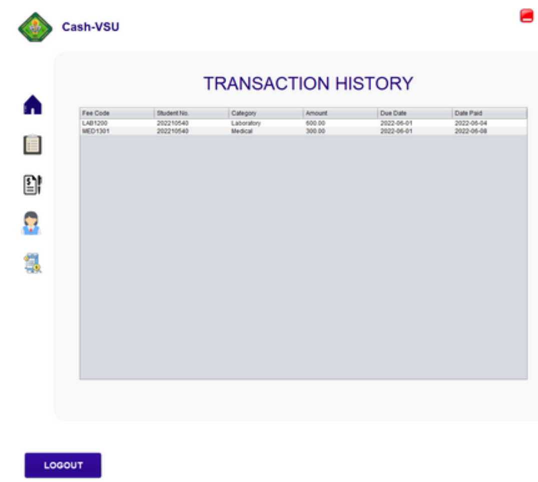


Enter the **fee code** of the fee you want to pay and your **password**, then click confirm at the middle bottom to validate your payment.

TRANSACTION HISTORY

Click the "CLICK HERE" button in the Transaction History panel or the "Transaction History" icon on the very left side to go to **view transactions.**

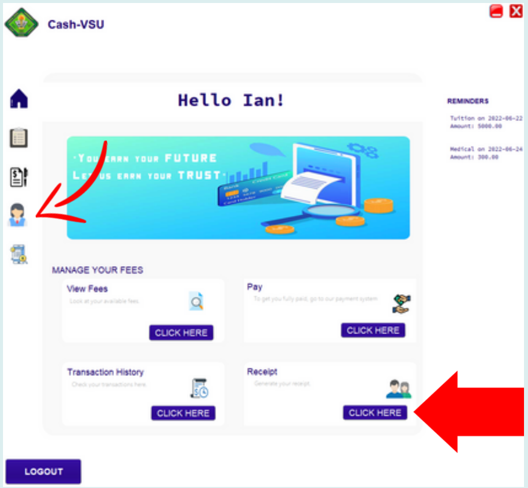


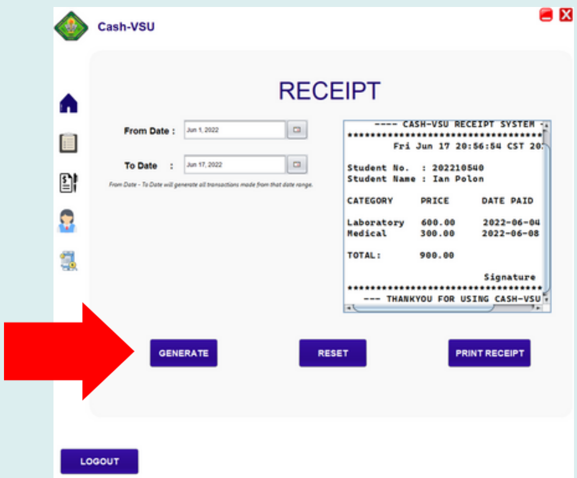


Transaction history from previous transactions.

GENERATION OF RECEIPT

Click the "CLICK HERE" button in the Receipt panel or the "Person" icon on the very left side to go to the Receipt generation.

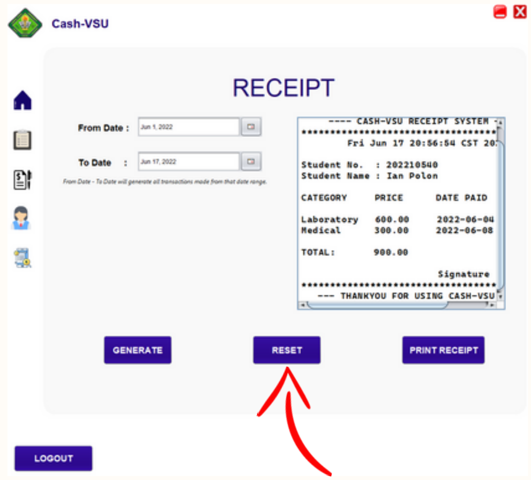




Enter the **date range** of the transactions you want on your receipt and click Generate on the lower left side to **generate a copy of your transaction receipt**.

RESET AND PRINT RECEIPT

Reset the copy of receipt by clicking reset button on the lower middle part.



Click the Print Receipt button on the lower right side to **print a physical copy of your receipt**