

Events, Consent and Payments on Browser

The screenshot displays the Compass web application interface. At the top, there is a navigation bar with 'Action Centre', 'Events', 'Volunteering', and 'Payments'. Below this, a section titled 'Upcoming events' lists several events:

- Michelle ALLEN** (2 events)
 - Melbourne Museum**: Thursday, December 10th 2020, 9:00 am to Thursday, February 18th 2021, 9:00 am. Status: Awaiting consent and payment. Due: 15/02/2021. Amount: \$23.00.
 - Royal Melbourne Zoo**: Tuesday, March 2nd 2021, 9:00 am to Tuesday, March 2nd 2021, 3:30 pm. Status: Attending. Due: 25/02/2021. Amount: \$10.00.
- Edie ALLEN** (2 events)
 - Sommers Camp**: Wednesday, January 27th 2021, 10:00 am to Thursday, February 11th 2021, 3:25 pm.
 - School Fees - 2021**: Sunday, February 28th 2021, 9:00 am to Sunday, February 28th 2021, 3:30 pm.

The form below the events is titled '4 Consent and payment method'. It contains a consent statement and a text input field for the parent's name, which is filled with 'Christopher Allen'.

The next section is '5 Confirm and pay'. It shows a 'Payment Method' section with a dropdown menu set to 'New credit card' and a simulated VISA credit card image. The card details include the number '4450 0000 0099 999', the name 'CHRISTOPHER ALLEN', and the expiration date '04/21'. Below the card image, there are input fields for the card number '4430 8400 0066 5019', the name 'Christopher Allen', and the expiration date '04/21' and '444'.

The 'Payment' section shows a 'Total amount' of '\$23.00'. There are two radio button options: 'Pay in full now' (selected) and 'Pay in instalments'. A blue 'Process' button is located below these options. A disclaimer at the bottom of the payment section states: 'We use CompassPay.com as our payment processing gateway. In clicking the relevant "Confirm and Pay" button to the right, you agree for your credit card to be charged by CompassPay.com on behalf of your school. You understand that the amount charged will be the "Total Due" or amount indicated to the right. Refunds for cancelled online orders will be made to your Compass Balance regardless of original method of payment. This payment and use of this website is in alignment with the Compass School Manager terms and conditions of use available at <http://compass.edu.au/policy/>.'

Parental consent and payment is often necessary for events and excursions. In order to make this process easier, Compass collates and lists anything that requires consent and/or payment in the Action Centre.

- View the school news feed
- Receive messages from the school
- View your child's timetable and the school calendar
- View Learning Tasks
- Book parent-teacher conferences
- Add Attendance Notes
- View academic reports

Events, Consent and Payments on the App

1. From the homepage, click on the blue shortcuts button from the bottom taskbar
2. Click on 'Pay for an event'
3. In your Action Centre, click on any events still requiring your payment or consent

When you access the Action Centre you can view events requiring consent/payment and any course confirmations which need to be completed displayed under the 'Action Centre' tab. You can view the details of upcoming events by clicking the 'Events' tab and selecting the event you wish to view.

