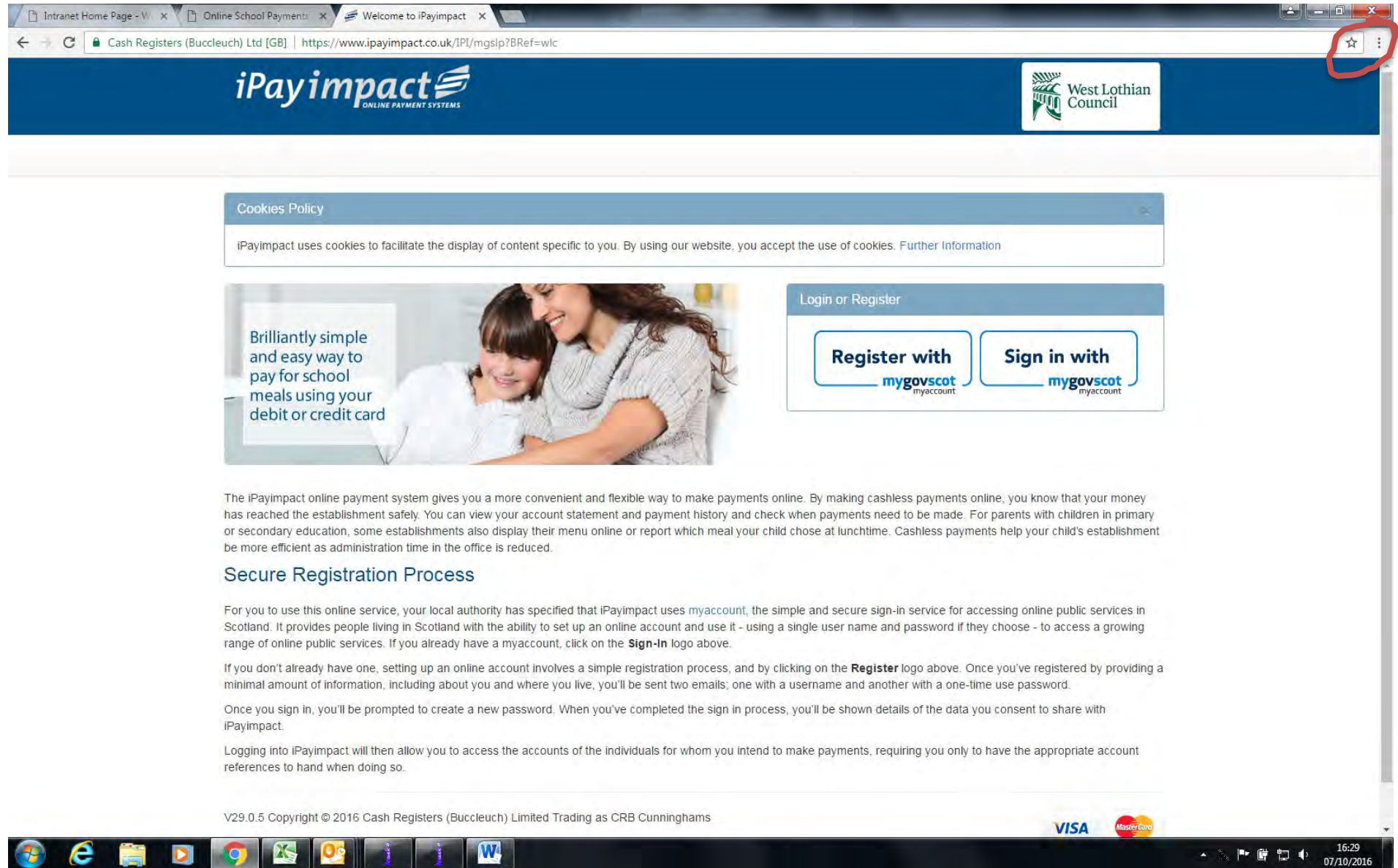


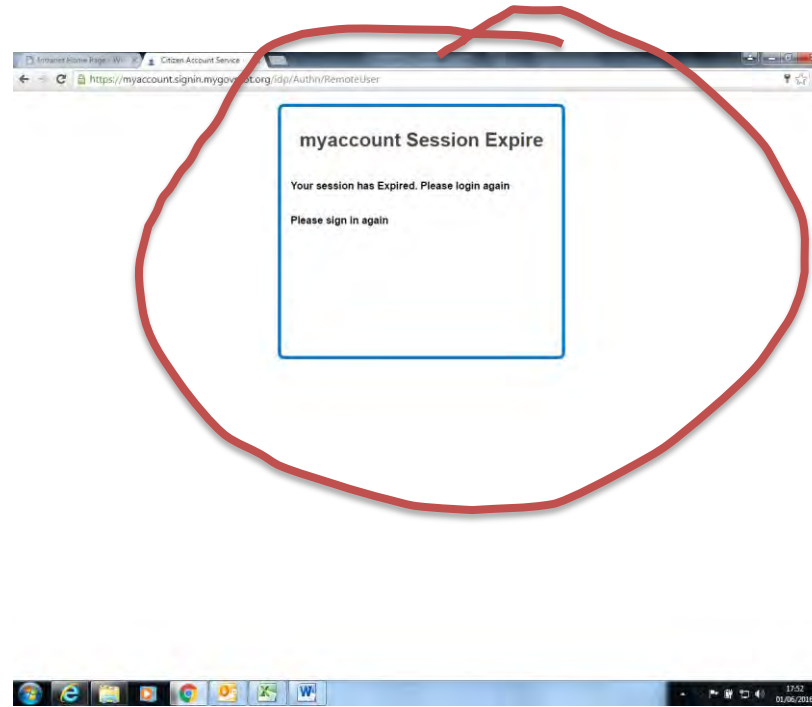
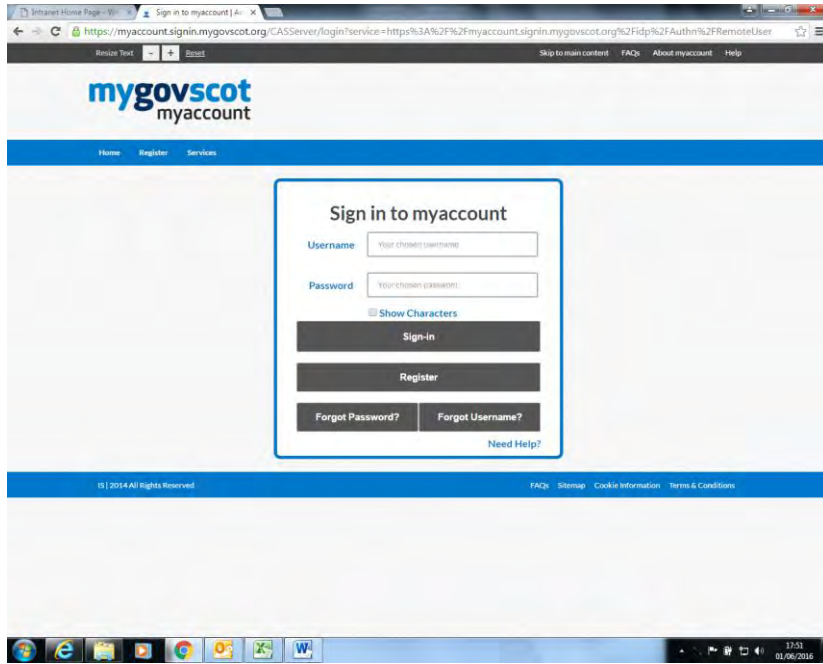
Save this page as a favourite (bookmark) and you can quickly access online payments for future transactions.



The screenshot shows a web browser window with the following elements:

- Browser Tabs:** Intranet Home Page - W..., Online School Payments..., Welcome to iPayimpact
- Address Bar:** Cash Registers (Buccleuch) Ltd [GB] | https://www.ipayimpact.co.uk/1PI/mgs1p?BRef=wlc
- Page Header:** iPayimpact ONLINE PAYMENT SYSTEMS logo on the left, and West Lothian Council logo on the right.
- Navigation:** A red circle highlights the star icon in the top right corner of the browser window, indicating the bookmark function.
- Content Area:**
  - Cookies Policy:** A blue header box with the text: "iPayimpact uses cookies to facilitate the display of content specific to you. By using our website, you accept the use of cookies. Further Information".
  - Image:** A photograph of a woman smiling and hugging a young girl. Text overlay: "Brilliantly simple and easy way to pay for school meals using your debit or credit card".
  - Login or Register:** A blue header box containing two buttons: "Register with mygovscot myaccount" and "Sign in with mygovscot myaccount".
  - Text:** "The iPayimpact online payment system gives you a more convenient and flexible way to make payments online. By making cashless payments online, you know that your money has reached the establishment safely. You can view your account statement and payment history and check when payments need to be made. For parents with children in primary or secondary education, some establishments also display their menu online or report which meal your child chose at lunchtime. Cashless payments help your child's establishment be more efficient as administration time in the office is reduced."
  - Section Header:** "Secure Registration Process"
  - Text:** "For you to use this online service, your local authority has specified that iPayimpact uses myaccount, the simple and secure sign-in service for accessing online public services in Scotland. It provides people living in Scotland with the ability to set up an online account and use it - using a single user name and password if they choose - to access a growing range of online public services. If you already have a myaccount, click on the **Sign-In** logo above."
  - Text:** "If you don't already have one, setting up an online account involves a simple registration process, and by clicking on the **Register** logo above. Once you've registered by providing a minimal amount of information, including about you and where you live, you'll be sent two emails; one with a username and another with a one-time use password."
  - Text:** "Once you sign in, you'll be prompted to create a new password. When you've completed the sign in process, you'll be shown details of the data you consent to share with iPayimpact."
  - Text:** "Logging into iPayimpact will then allow you to access the accounts of the individuals for whom you intend to make payments, requiring you only to have the appropriate account references to hand when doing so."
- Page Footer:** V29.0.5 Copyright © 2016 Cash Registers (Buccleuch) Limited Trading as CRB Cunninghams. Logos for VISA and MasterCard are also present.
- Taskbar:** Windows taskbar at the bottom showing various application icons and the system clock: 16:29, 07/10/2016.

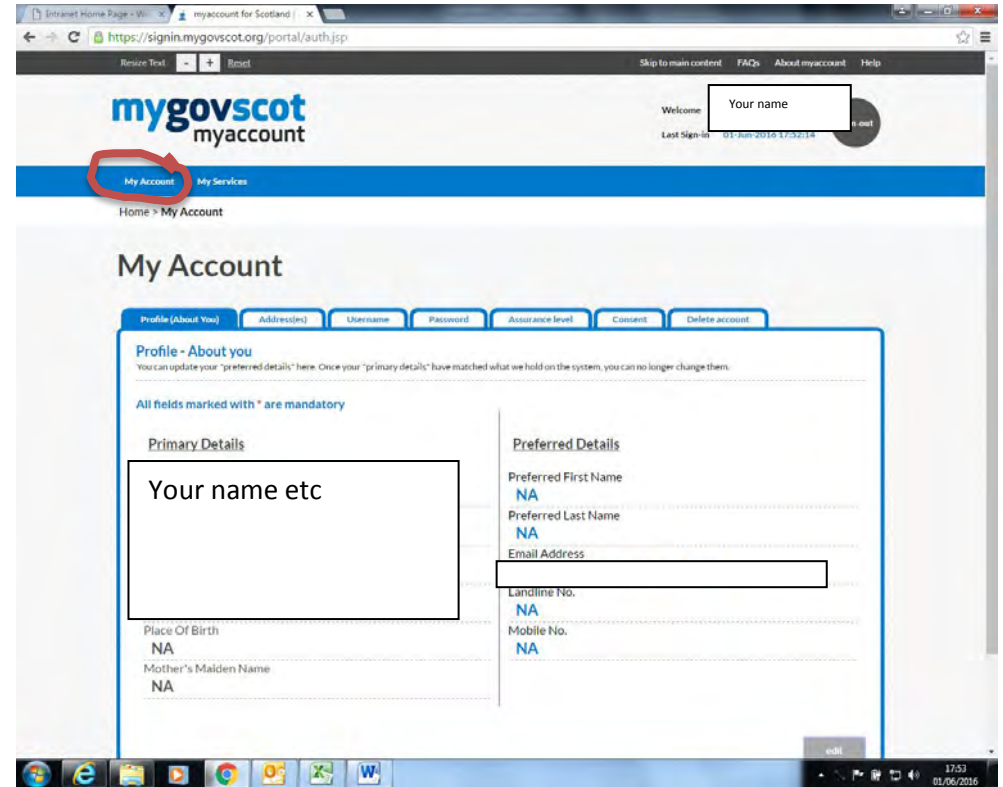
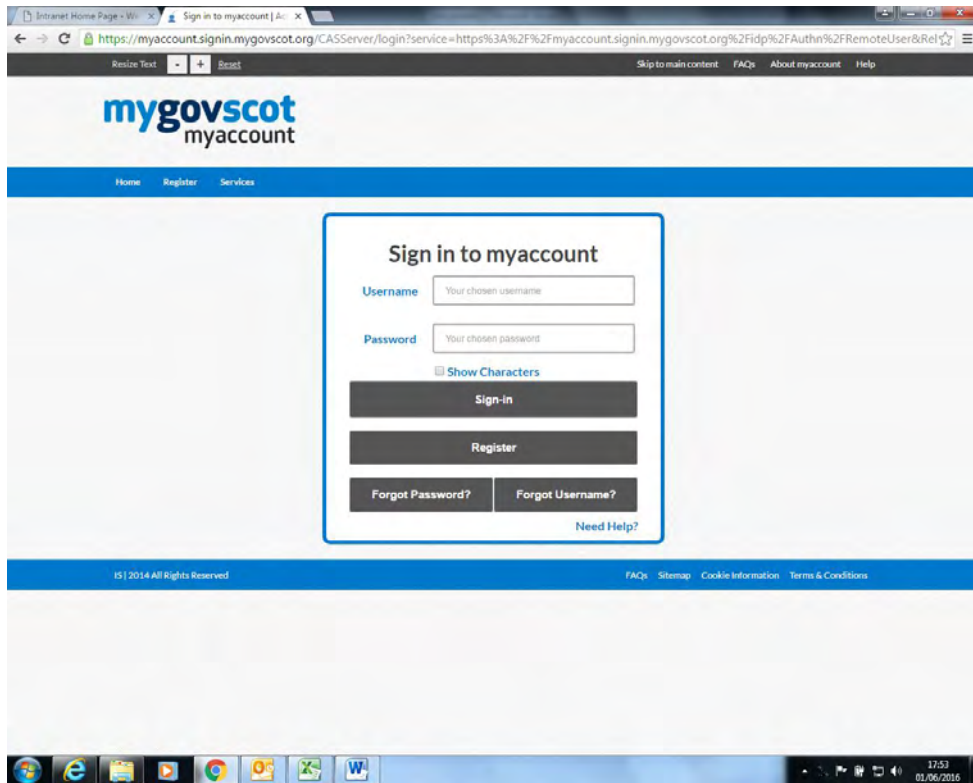
Unfortunately there is a bug that might happen when you log in the second or third time - you may get this message.



And you will get sent to this screen. This is the home page of mygovscot and it means you need to log in here and go into online payments the long way.

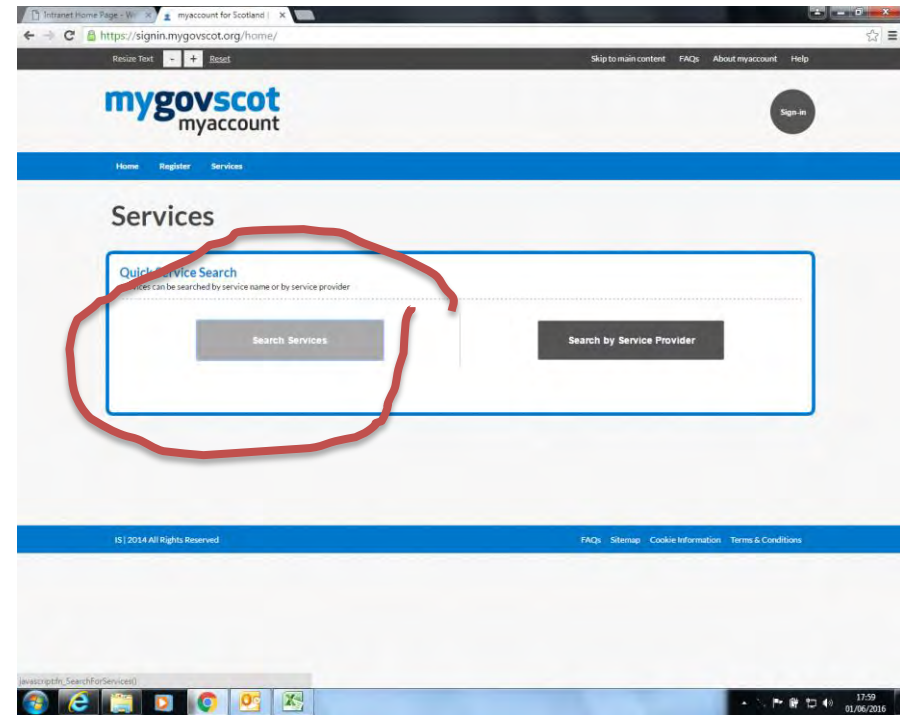
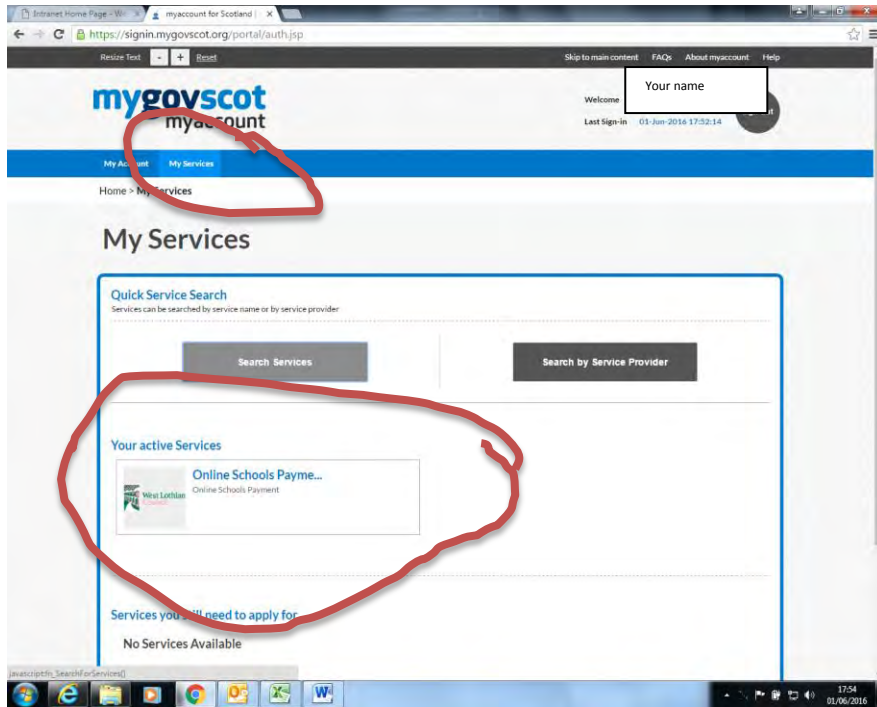


You will go to the same sign in screen as before but will then be taken to the profile page of mygovscot.



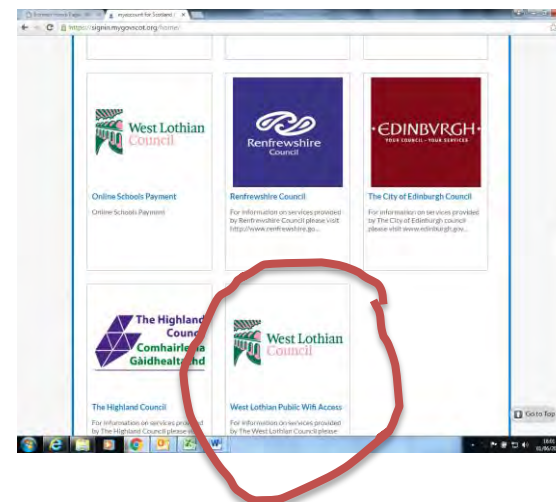
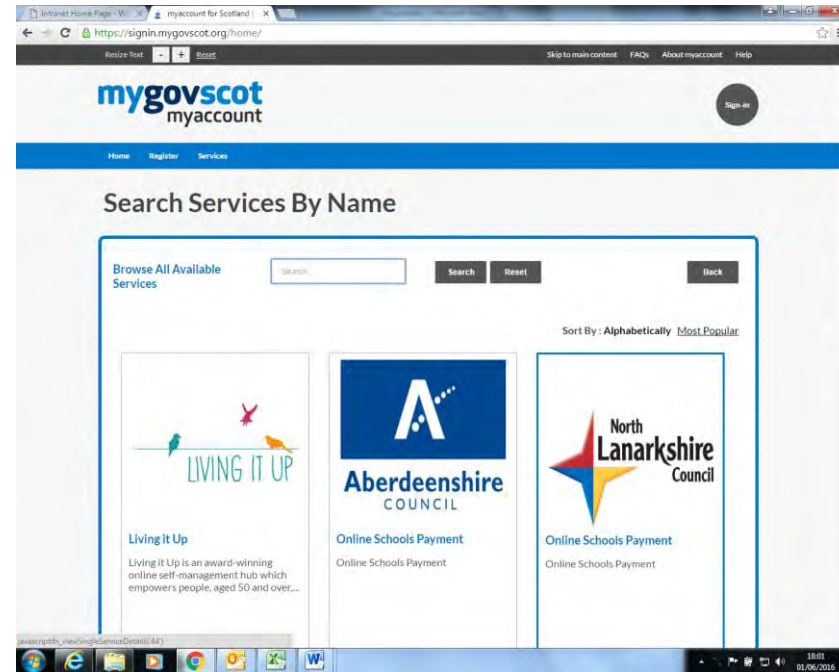
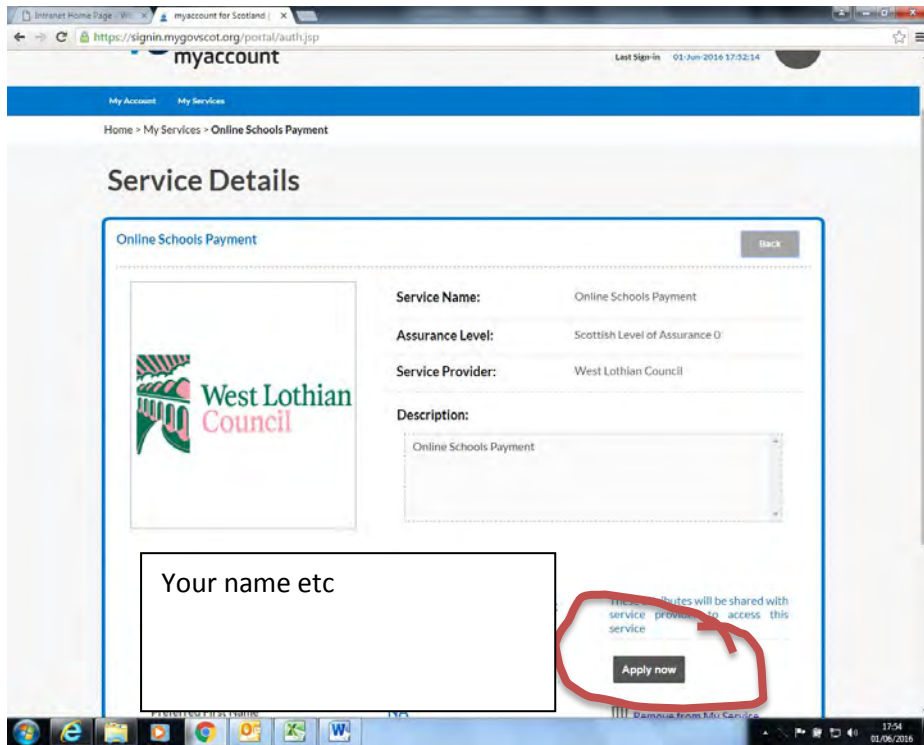
Click on My Services and select Online School Payments,

or if not shown click on Search Services

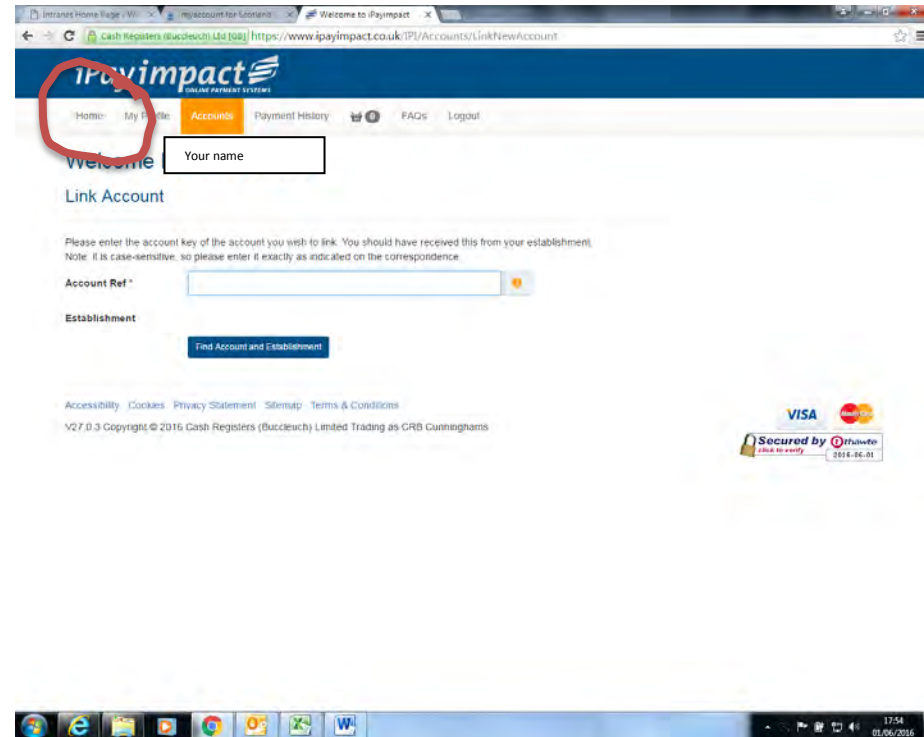
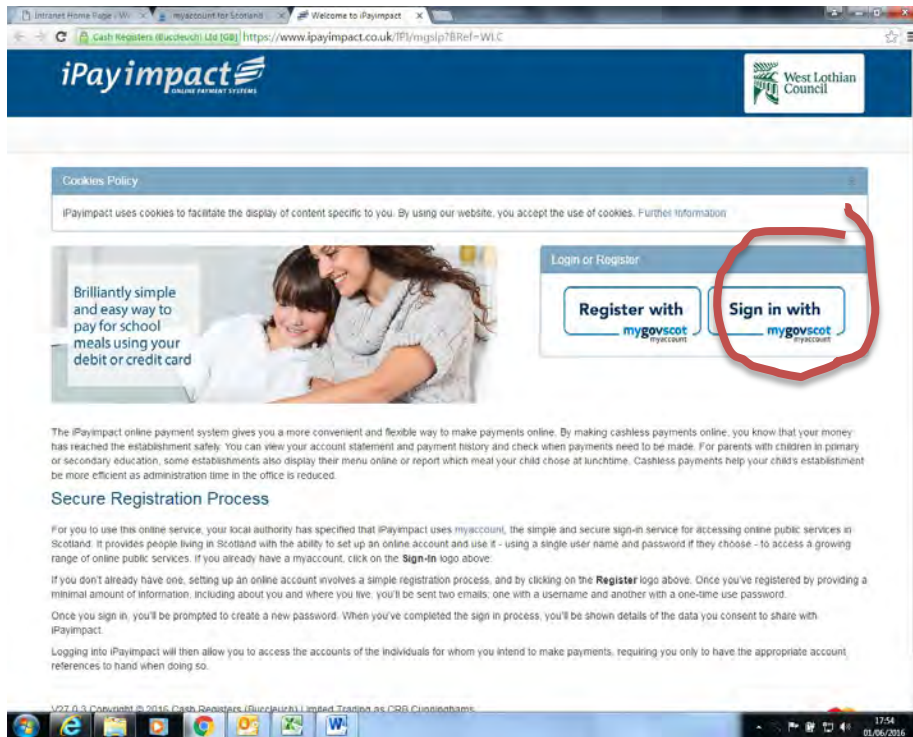


Click on the Apply now button, you may also be asked to share you data – click yes/okay.

If searching for services, scroll down and click on West Lothian online payments, then Click on the Apply now button and also share you data.



You will then be taken back to the iPayimpact Sign in page, click on sign in but as you have already entered your username and password on the mygovscot signin page you will be taken directly to your child/ren's Accounts page, click on Home to take you meal preorders.



If you have saved the page above (with the mother and child) as a favourite previously the 'time out' bug shouldn't happen. Also as more Council and Government services are added to mygovscot you may choose to sign in on that page so you can select other services, like paying your rates online. *We hope you enjoy using online payments and if need any further help please contact your child's school.*