Step 1 – Type the following weblink into Google:

https://member.kappture.co.uk

Step 2 – Click "Log On" Located top right of the website and then click "Forgotten your password?"

Step 3 – Type in student email and Organisation ID: **BAXJK**

An email from Kappture will be sent to your student email account to reset password. Please check junk/spam folders.

Step 4 – Use the link in that email to reset your password.

Step 5 – Enter account login details, and click "Log On", as pictured on the right.

Log On

Email	**Student Email Address**
Password	**New Password Chosen**
Password is required	
Organisation Id	**BAXJK**

Forgotten your password?

Log On

1 – Vouchers

If you are eligible, this tab will show the vouchers you've received.

2 – Account TopUp

Money can be added to your digital wallet here – see page 3.

3 – Account Settings

Settings, ability to change password, and log out functions can be found here.

4 – Activity

The activity function allows you to see a line-by-line breakdown of spend in either a statement or an order history format – see pages 4 & 5.

5 – Statement

Overview of expenditure.

Wirral Met College

Balance   2.50
Card No   ********6659

Top-Up
Delete credit card

Statement

Account	Account Type	Transaction Type	Value	Balance
08/06/2023 13:33:58	Stripe Checkout	Debit	-7.80	2.50
08/06/2023 09:32:36	Stripe Checkout	Debit	-3.90	10.30
07/06/2023 13:36:59	Stripe Checkout	Debit	-3.90	14.20
07/06/2023 09:40:11	Stripe Checkout	Debit	-3.90	18.10
07/06/2023 09:27:18	Stripe Checkout	Debit	-3.90	22.00
07/06/2023 09:22:17	Stripe Checkout	Debit	-7.80	25.90
07/06/2023 08:49:29	Stripe Checkout	Debit	-3.90	33.70
06/06/2023 13:51:50	Stripe Checkout	Debit	-3.90	37.60
06/06/2023 13:37:51	Stripe Checkout	Debit	-3.90	41.50
06/06/2023 13:25:42	Stripe Checkout	Debit	-3.90	45.40

(account email)

To register your bank card against an account, follow these steps

Step 1 – Click "Register Card"

Step 2 – Enter card details and click "Make Payment"
(No money will be taken at this point)

①

Balance   0.00

Register Card

②
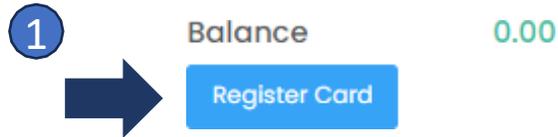
Payment details
*Indicates a required field

VISA

Card number *

Cardholder's name *

Expiry date *

MM   /   YY

Security code

Last 3 digits on the back of card

Cancel

Make Payment

To top up an account follow these steps (requires a card to be registered first)

Step 3 – Click "Top-Up"

Step 4 – Enter the desired top-up value and click
on the **tick icon** to proceed.
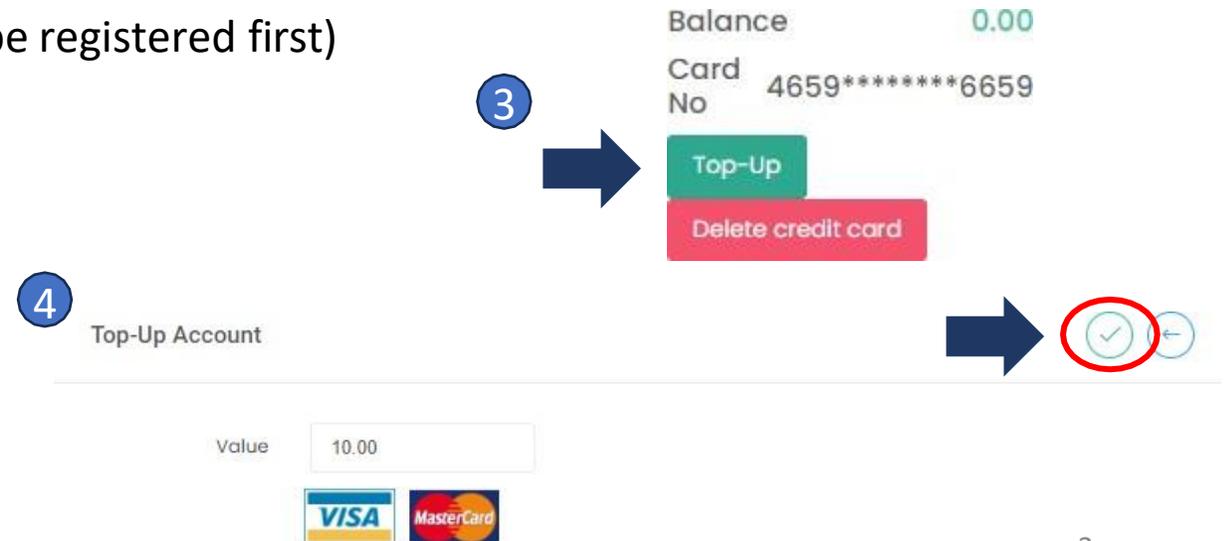
③

Balance   0.00

Card No   4659********6659

Top-Up

Delete credit card

④

Top-Up Account

Value   10.00

VISA   MasterCard

The statement page will give you an overview of activity on your account, colour coded by type: account or voucher. (Please note that the loyalty tab is not applicable).

It is worth noting that if you are eligible for Bursary payments for food and drink, that parents/students can top up their account if they wish to spend more than the allocated amount each day. Any funds provided by the Bursary will be used before funding provided by a parent/student.

Statement

Order History   Statement

☑ Accounts   ☑ Vouchers   ☑ Loyalty

	Date	Type	Value	Balance
Stripe Checkout	08/06/2023 14:33:58	Debit	7.80	2.50
Stripe Checkout	08/06/2023 10:32:36	Debit	3.90	10.30
Stripe Checkout	07/06/2023 14:36:59	Debit	3.90	14.20
Stripe Checkout	07/06/2023 10:40:11	Debit	3.90	18.10
Stripe Checkout	07/06/2023 10:27:18	Debit	3.90	22.00
Stripe Checkout	07/06/2023 10:22:17	Debit	7.80	25.90
Stripe Checkout	07/06/2023 09:49:29	Debit	3.90	33.70
Stripe Checkout	06/06/2023 14:51:50	Debit	3.90	37.60
Stripe Checkout	06/06/2023 14:37:51	Debit	3.90	41.50

The order history page will give you an overview of activity on your account, showing you where you have transacted with the system, and the value.

By clicking on the + icon to the right of each transaction line you can expand for more detail on what was purchased.

Statement

Order History   Statement

Date/Time	Outlet	Terminal	Order Type	Value	
08/06/2023 14:33:58	Ordering (DO NOT DELETE)	ORDERING SERVER 2	Sale	7.80	−

Product	Quantity	Price	Total	Tender	Value
Coke Zero 330ml	2	3.90	7.80	Stripe	7.80

Date/Time	Outlet	Terminal	Order Type	Value	
08/06/2023 10:32:36	Ordering (DO NOT DELETE)	ORDERING SERVER 2	Sale	3.90	−

Product	Quantity	Price	Total	Tender	Value
Coke Zero 330ml	1	3.90	3.90	Stripe	3.90

Date/Time	Outlet	Terminal	Order Type	Value	
07/06/2023 14:36:59	Ordering (DO NOT DELETE)	ORDERING SERVER 2	Sale	3.90	+
07/06/2023 10:40:11	Ordering (DO NOT DELETE)	ORDERING SERVER 2	Sale	3.90	+
07/06/2023 10:27:18	Ordering (DO NOT DELETE)	ORDERING SERVER 2	Sale	3.90	+