

sBux



USSD Merchants - Next Steps

First steps

Verify your account

Dial *120*176#

Enter your ID number

Receive your password

Note that this is your administrator password

View your account at celbux.appspot.com

Receive your merchant code

This is the code you will use to receive a cellphone payment.

The sBux agent will provide you with a poster with the instructions.

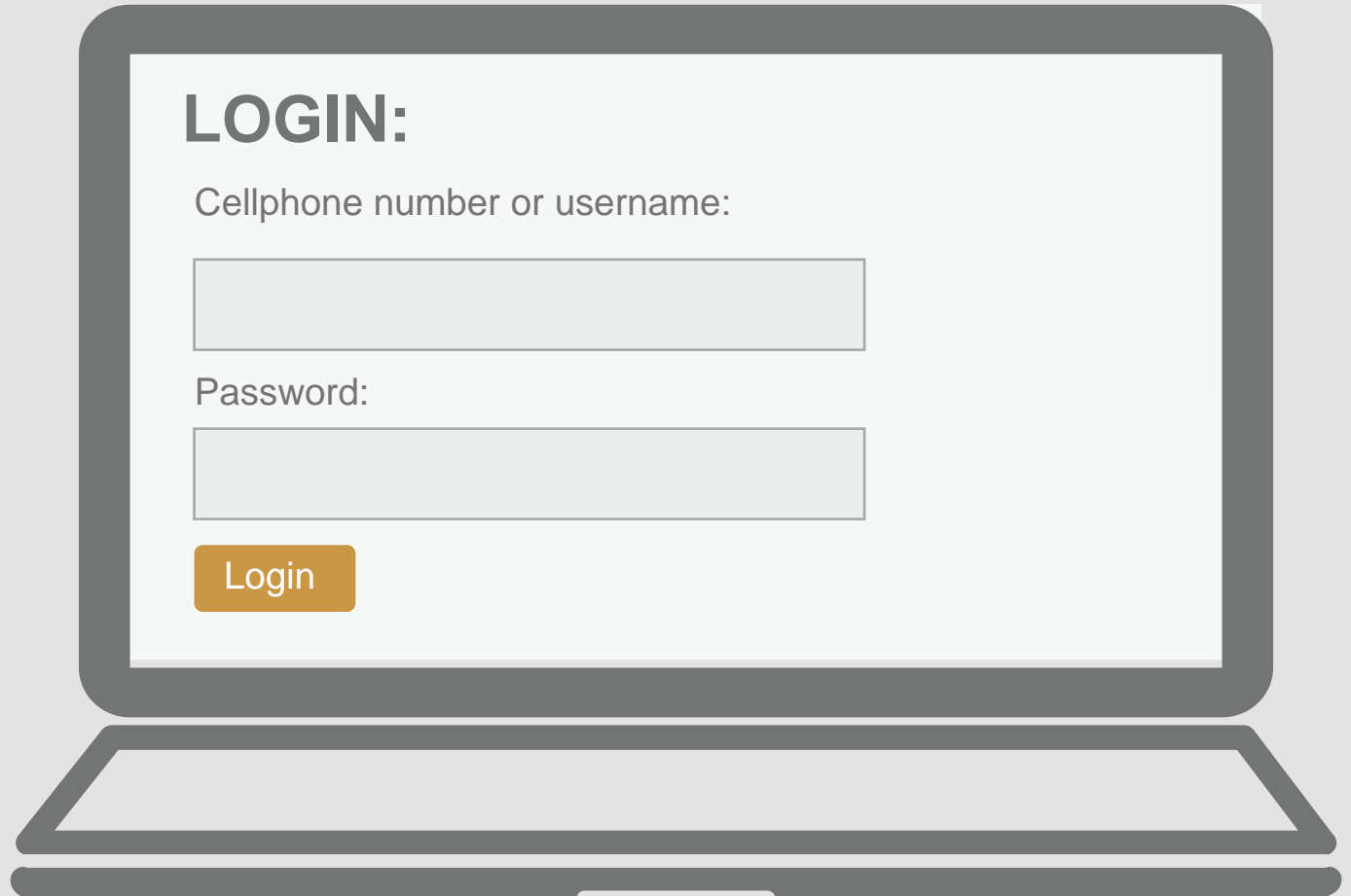


Loggin in

Using Internet Explorer or a similar internet browser, go to the following URL:

<https://celbux.appspot.com>

Sign in using the cellphone number you registered with and the administrator password you received by SMS.



2

Setting up your profile & updating your display name

After signing in, click on [More](#) Then click on [My profile](#)

You have successfully verified your account using your ID

This is your Login Name, the cellphone number
your registered with

Update this to your store name or trading name

Click update then go back to your profile

Verified:

A Verified:

Login name:

B 06789562165

Display name:

C FoodBux

D Update

3

Creating your sales and supervisor passwords

After signing in, click on **More** Then click on **My Profile**

This is the administrator password you received via email.
If you would like to change it to something more secure
or easy to remember, type in the new password here.

The SALES PASSWORD should be different to the administrator
password. Your cashiers will use this password in order to process
sales without being able to view account information.

Enter a SUPERVISOR PASSWORD. This should be
different to the admin or sales password. You will use this account to
process reversals and cash outs.

Click update then go back to your profile.

Password:

A

Sales password:

B

Supervisor password:

C

D

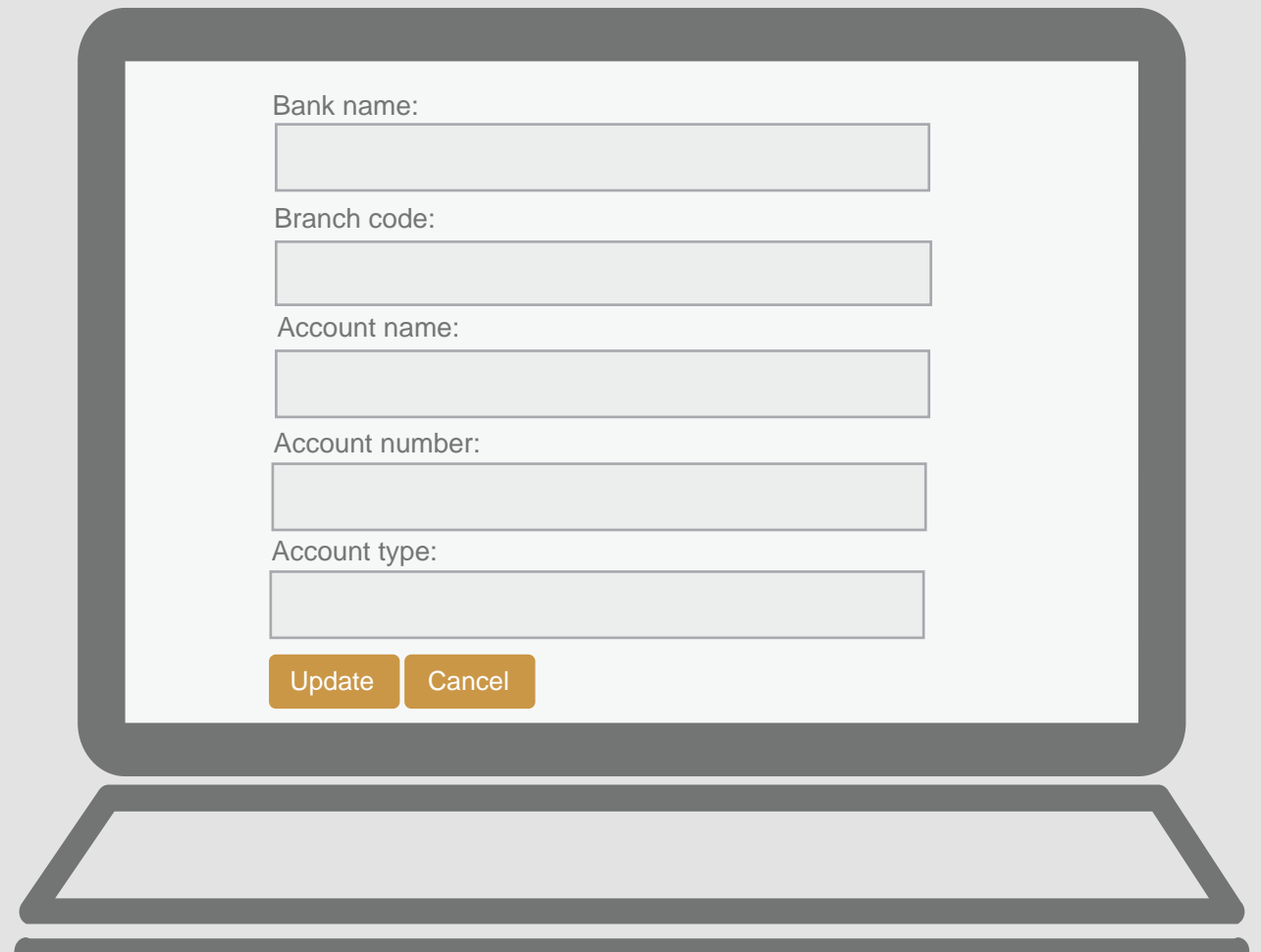
4

Updating your bank details

Please enter your banking information.

Note that:

- The banking information you enter must at all times match the information in the Bank Form you submitted with your application in order for you to receive payments.
- NSFAS staff do not have access to amend or add banking information. This lies solely with the administrator of the account.



The image shows a laptop screen with a form for updating banking details. The form contains the following fields and buttons:

- Bank name:
- Branch code:
- Account name:
- Account number:
- Account type:
- Update
- Cancel

Support Documentation

Your Agent will send you:

- ✓ The MERCHANT USER GUIDE which will assist you
- ✓ Your MERCHANT POSTER which you will need to display at your till points. This poster will provide the student with step-by-step instructions on how to process payment at your store.

For further assistance, please call your Agent or call the NSFAS Contact Centre:

08600 NSFAS

0860 067 327

between 8:00am - 5:00pm

Email us: sbux@nsfas.org.za

or visit our website: www.nsfas.org.za



NSFAS

National Student Financial Aid Scheme