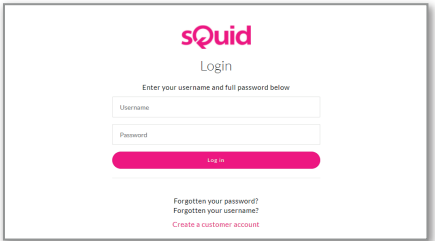


How to register a sQuid account

Create an account and top up online

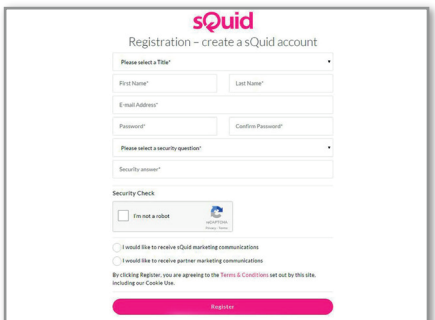
01 Getting started

Go to portal.squidcard.com and click the '**Create a customer account**' link. You will then be directed through to the sQuid account registration form.

The image shows the sQuid login page. At the top is the sQuid logo. Below it is the word "Login". A prompt says "Enter your username and full password below". There are two input fields: "Username" and "Password". Below these is a pink "Log in" button. At the bottom, there are links for "Forgotten your password?" and "Forgotten your username?", and a link to "Create a customer account".

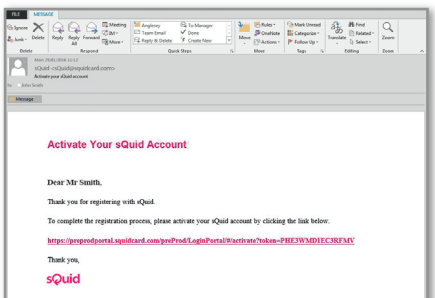
02 Create a sQuid account

You will need to enter your personal details, create a **password** and select a **security question** from the list provided, and enter your answer. Click on the '**Register**' button to complete your registration.

The image shows the sQuid registration page. At the top is the sQuid logo and the text "Registration - create a sQuid account". Below this is a form with several sections: "Please select a Title*", "First Name*", "Last Name*", "E-mail Address*", "Password*", "Confirm Password*", "Please select a security question*", and "Security answer*". There is a "Security Check" section with a checkbox for "I'm not a robot" and a CAPTCHA image. At the bottom, there are two radio buttons for marketing communications: "I would like to receive sQuid marketing communications" (selected) and "I would like to receive partner marketing communications". A note says "By clicking Register, you are agreeing to the Terms & Conditions set out by this site, including our Cookie Use." At the very bottom is a pink "Register" button.

03 Activate your sQuid account

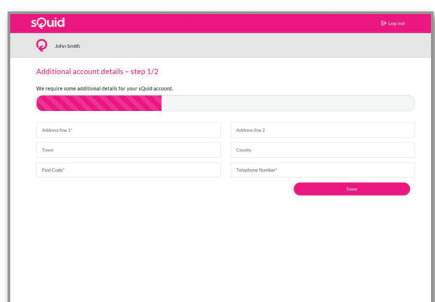
Once your sQuid account is registered, you will receive an email from sQuid containing an **activation link**. Click on the activation link to be brought back into the sQuid portal, where you will be asked to complete some additional details.

The image shows an email from sQuid. The subject is "Activate Your sQuid Account". The body of the email says "Dear Mr Smith, Thank you for registering with sQuid. To complete the registration process, please activate your sQuid account by clicking the link below." followed by a redacted URL. It ends with "Thank you, sQuid".

04 Add a sQuid Registration Number (SRN)

Having created your sQuid account, you will be prompted to register your unique sQuid Registration Number. This is the **16 digit number** shown on the front of your registration letter, together with your **3 digit security code**. You'll also be able to assign an easy to remember display name on this screen.

To add any additional users to your account after this initial registration process, simply go to the 'Users' page and add the user's sQuid Registration Number and 3 digit security code.

The image shows the "Additional account details" page in the sQuid portal. It says "Additional account details - step 1/2" and "We require some additional details for your sQuid account." Below this is a form with fields for "Address line 1*", "Address line 2", "Town", "County", "Postcode", and "Telephone Number". There is a pink "Save" button at the bottom right.

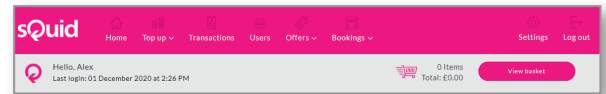
How to register a sQuid account

Link your new account and add funds

01 Go to Settings

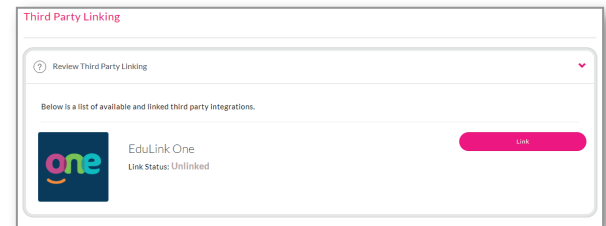
Go to '**Settings**' in the pink menu.

If you are using the sQuid mobile app, please click the menu button (the three lines at the top left of the screen) and scroll down to '**Settings**'.



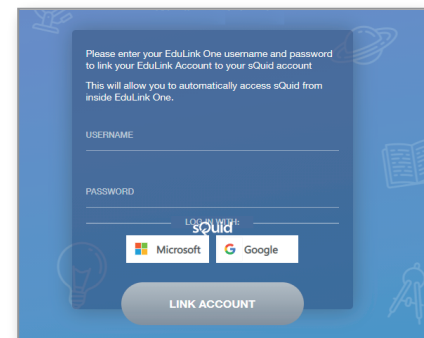
02 Select Third Party Link

Scroll down to **Third Party Linking** and click the pink '**Link**' button.



03 Link your sQuid account

You'll be prompted to log in to EduLink to complete the linking process. Enter your EduLink One username and password and then click the '**Link Account**' button.



04 Add funds to your sQuid account

You can add money to your account from a bank transfer or a credit or debit card. Click on the '**Top up**' link at the top of the page, select your preferred payment method and follow the online instructions.

