

Varsite Vending Web

User Manual

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1 Varsite website details

Potchefstroom Campus Student Portal: http://www.puk.ac.za/studentelewe/index_e.html
Select Varsité Vending Enquiries from the menu on the right

Direct Address: <https://vweb.nwu.ac.za>

Browser : Internet explorer 6 or Higher, Please note Fire Fox may give problem with the layout

2 Login screen

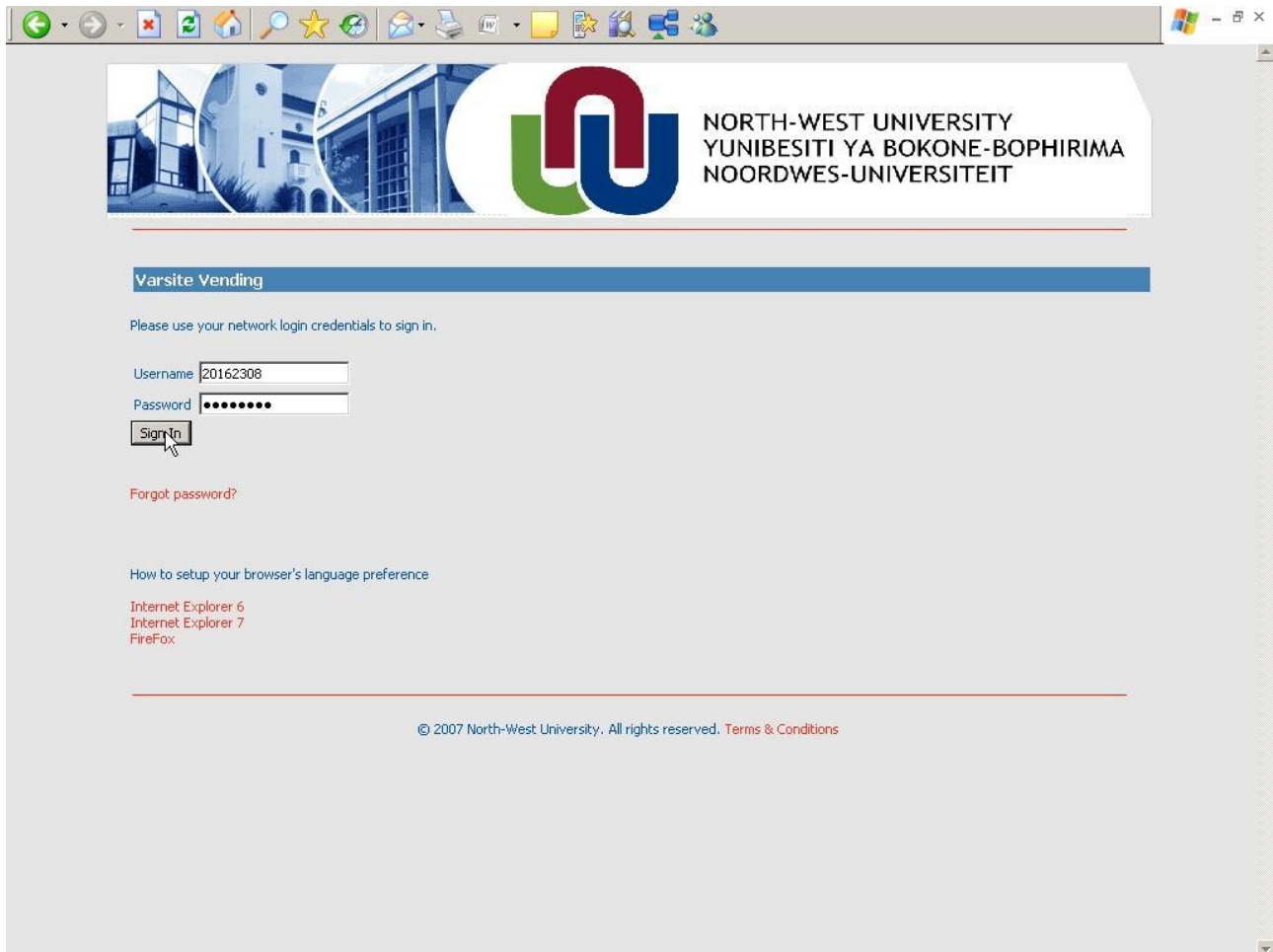


Figure 1 – Login Screen

The student signs in with his/her student number and Novell password. No registration is done on this page. Only students who have registered at Sleutelbord and are active on the NWU network will be able to login here.

As shown in **Figure 1**,

- use the user textbox to fill in your student number,
- use the password textbox to fill in your password,
- then click the “Sign In” button once.

3 Home screen & Menu

After successful login, the user will be directed to the home page. Student user will be shown a page as in Figure 2 – Home page screen.

This screen is the entry point to a functional menu, which allows easy navigation to the different functionalities as can be seen in Figure 2. The title heading of the menu is **Beneficiary**. These functionalities are listed as menu items and include the following functional sets:

- Funds
- Transaction
- Fines
- Vehicles
- Keys

Attention :The two most important functions will be the Balance page as in Figure 4 and Transaction page as in Figure 5.

The Balance screen will show you your current balance. The Transaction page list all the transaction he/she made in a specified period of time with details such as cost quantity date and time

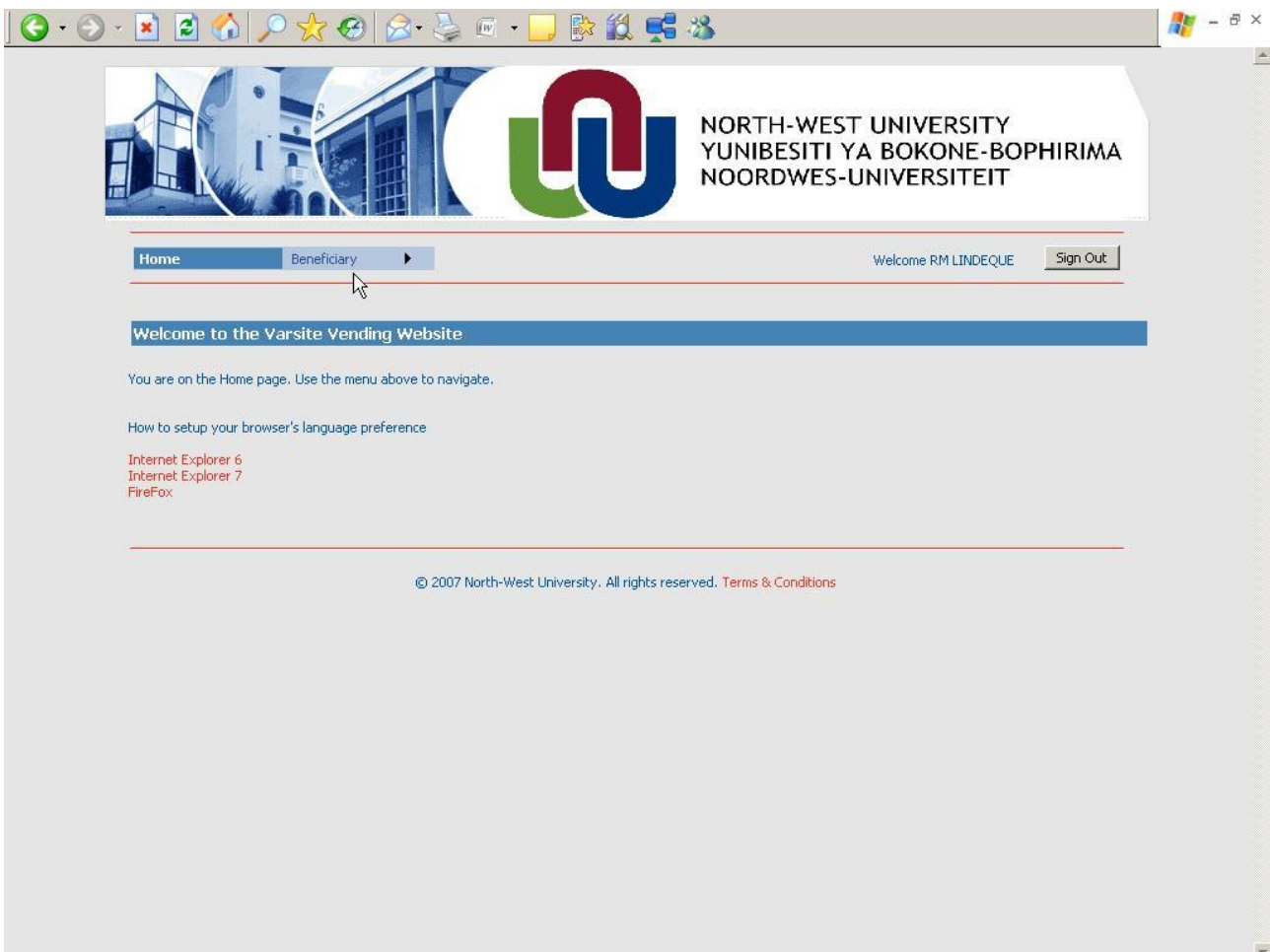


Figure 2 – Home & Navigation menu

4 Beneficiary Menu

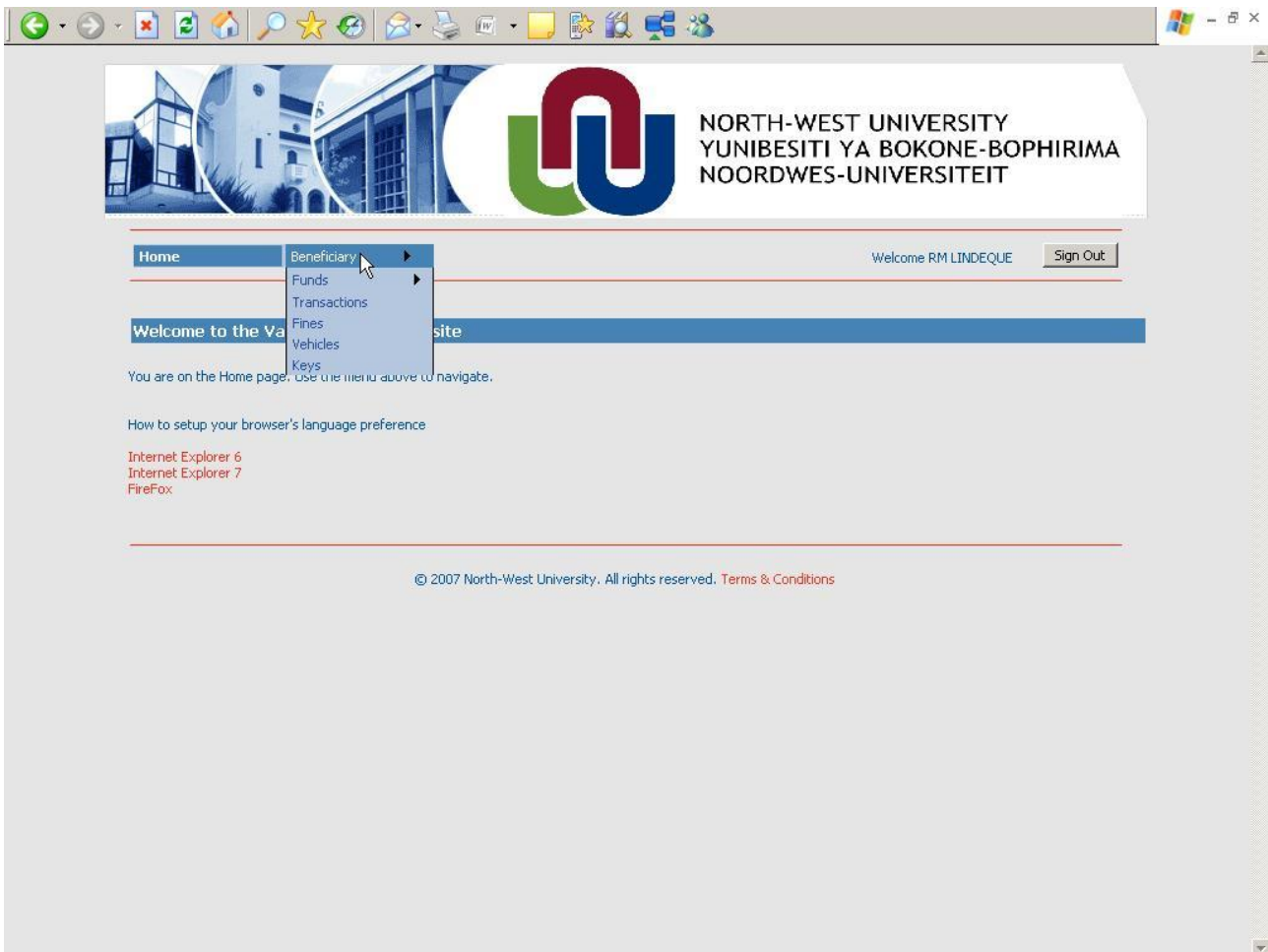


Figure 3 – Beneficiary Menu & sub menu items

4.1 Funds

“Funds” is a menu item with 3 submenu items. Figure 4 is a good example. This clustering of these 3 submenu menu items helps to keep related processes together. Transfer and Consumption sequence is not currently applicable.

4.1.1 Balance

This screen shown in Figure 4 will give the total amount of funds available to spend on the Varsity vending system. Transactions committed at a point of sale (POS) will be reflected in this balance immediately.

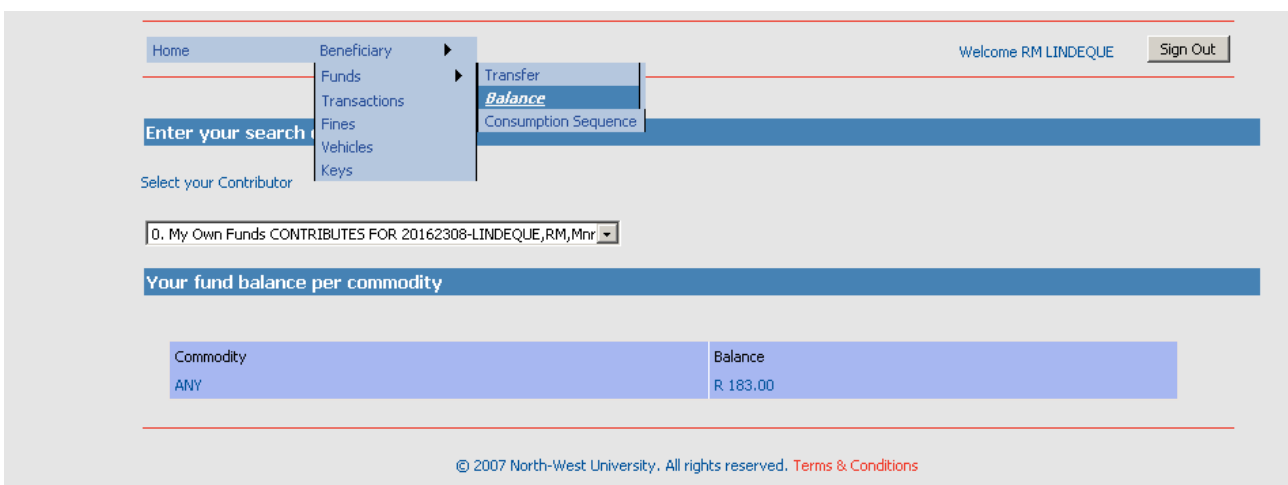


Figure 4 – Balance screen

4.2 Transactions

Ever wondered what you have spent so far and what exactly you have spent it on? Well, all of those questions can be answered on this screen. The student can view his/her consumption between two dates. Thus, the logged in user specifies the dates by clicking a day on each calendar.

Home Beneficiary Funds Transactions

Welcome RM LINDEQUE Sign Out

Enter your search View Transactions

Contributor My Own Funds

Commodity All

From date December 2008 To date March 2009

Get Transactions

Item	Qty	Unit Price	Source	Date	Total
COKE 340ML	2.00	R 8.50	DRAKENSTEIN - INVOICE NUMBER (2)	2009/03/02 03:53:39 PM	R-17.00
MONEY ALLOCATION	0.00	R 200.00	V55 FUND DEPOSIT (901 - 54543600)	2009/03/02 12:00:00 AM	R 200.00

Export to Excel (CSV | delimited)

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Figure 5 – Transaction Screen

As shown in figure 5, the logged in student requested to view the sales between 17 Dec 2008 and 17 March 2009. After date selection, the “Get Transaction” button is clicked and the “Transaction details” table is generated.

Note: This screen has added functionality to export all the current transactions to Excel format.

4.3 Fines

Students who have received fines but are unsure about the details can use this page to view their personal offence history. The same steps are followed as for the above example with the transaction screen: the user will have to specify two dates and click the “Get Fines” button.

When the “Get Fines” button is clicked, the “Your fines” table will be populated. From there the user can view each fine individually by clicking on the red highlighted “Select” hyperlink in each row of the “Your fines” table.

Home
Beneficiary ▶
Welcome JJ ROOS
Sign Out

Enter your search criteria

From date

< January 2004 >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

To date

< March 2009 >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
22	23	24	25	26	27	28
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Fine Status

Captured Cancelled
 Finalised Warned
 Appealed Undefined
 Settled All

Your Fines

Offense Date	Zone	Fine No	Status	Amount	Points	Registration	Notes	
2007/02/27	G20--Oop	P7/02020	Cancelled	R 0.00	0	CKG129NW		Select

Fine Details

Action Date	Action	Status	Amount	Points	Registration
2007/03/12	Issue Fine	Cancelled	R 0.00	0	CKG129NW
2007/03/12	Register Appeal	Cancelled	R 0.00	0	CKG129NW
2007/03/12	Cancel Fine	Cancelled	R 0.00	0	CKG129NW
2007/03/23	Send Reminder	Cancelled	R 0.00	0	CKG129NW

Figure 6 – Fines Screen

Varsite Vending Web

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4.4 Vehicles

This screen contains all the vehicles associated with the current user. Those users that may park on certain zones, can see the designated area once clicked on the red “Select” hyperlink

Registration	Make	Model	Colour	From Date	ToDate	Notes	
DX0061NW	MAZDA ETUDE		Unknown	2004/08/23	2101/12/31	Migrated from TGBKAR	Select

Date Issued	Zone	Valid From	Valid To	Disc Colour	Tarrif Charged	Pay Method	Reference
2004/08/23	F14-Personeel-Afdak	2004/08/23	2101/12/31	Unknown	R 0.00	Unknown	0

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Figure 7 – Vehicles Screen

4.5 Keys

On this screen, students with responsibilities on the NWU’s grounds will be able to see what keys have been Issued or leased to them. Most students will only get the message “No data” since only a small number of students, such as SRC members, will have keys for certain buildings.

Key Number	Access Point	Zone	Date Issued
G105	F17-G03	F17-G03	2008/04/07 12:32:24 PM
G105	F17-G03	F17-G03	2008/04/17 11:56:57 AM
Z2	F17-G08	F17-G08	2008/04/07 12:28:39 PM
Z2	F17-G08	F17-G08	2008/04/17 11:56:57 AM

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Figure 8 – Keys Screen