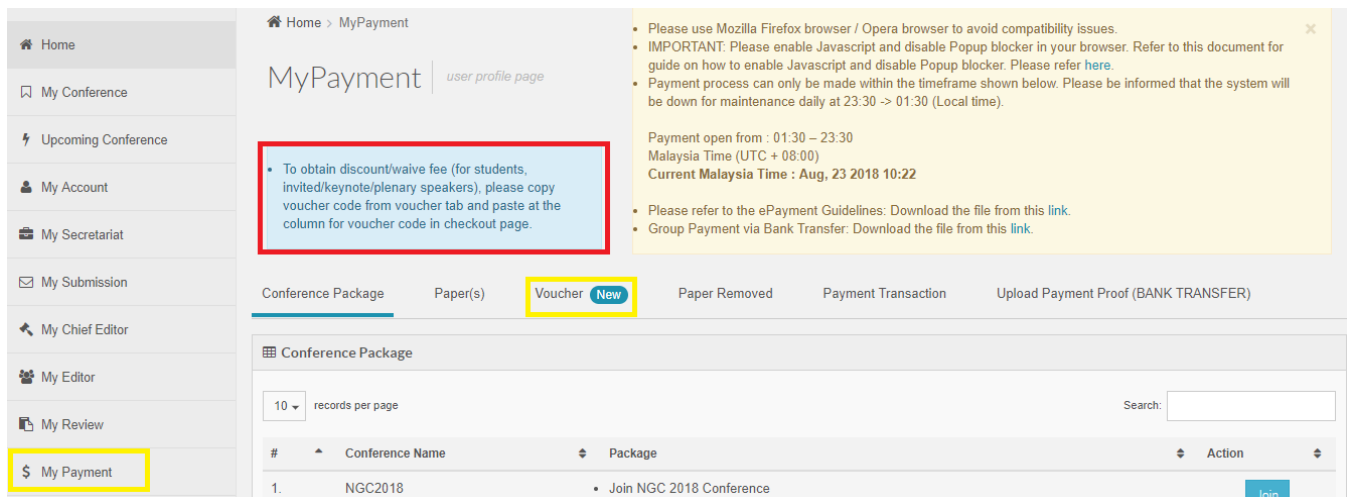# ePayment Guideline

ePAYMENT GUIDELINE THROUGH CONFERENCE MANAGEMENT SYSTEM

1. Login to CMS.

2. Please use Mozilla Firefox browser / Google Chrome browser to avoid compatibility issues.

3. IMPORTANT : Please enable Javascript and disable Popup blocker in your browser. Refer to this document for guide on how to enable Javascript and disable Popup blocker

4. Payment process can only be made within the timeframe shown below. Please be informed that the system will be down for maintenance daily at 23:30 -> 01:30 (Local time)

Payment from : 01:30 – 23:30
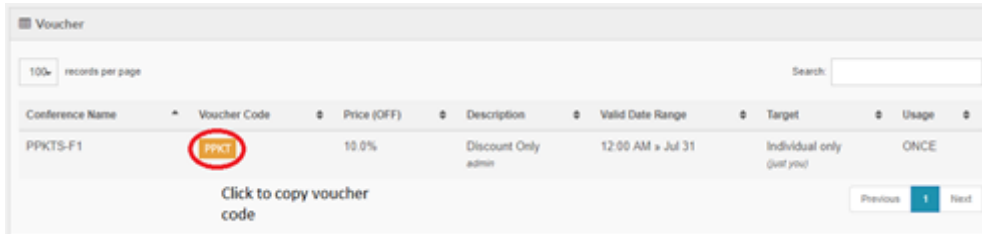
Malaysia Time Zone (UTC+08:00)

5. Go to **My Payment** Menu

6. Click **Voucher** tab to apply voucher

7. Copy the voucher code

9. Go to **Conference Package** tab and click **Join**
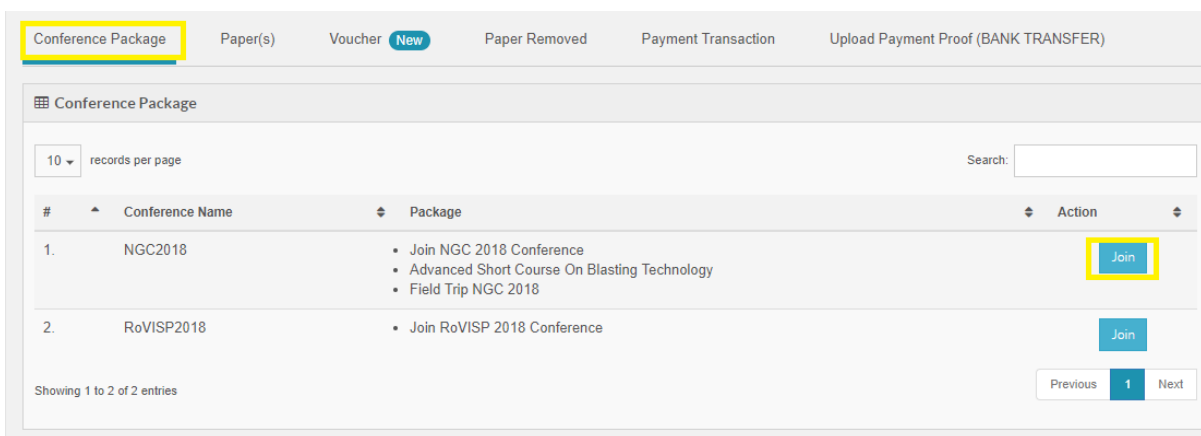
For **Presenter** :

10. Click **Join Conference > Save**

Join NGC 2018 Conference   X

Price	No. of pax	Total Price
	1	

Save

11. If no package, click **PROCEED TO CHECKOUT**.

If there is package, click **Next** > **Add to cart > Save**

① Join NGC 2018 Conference 🛒   ② Advanced Short Course On Blasting Technology   ③ Field Trip NGC 2018
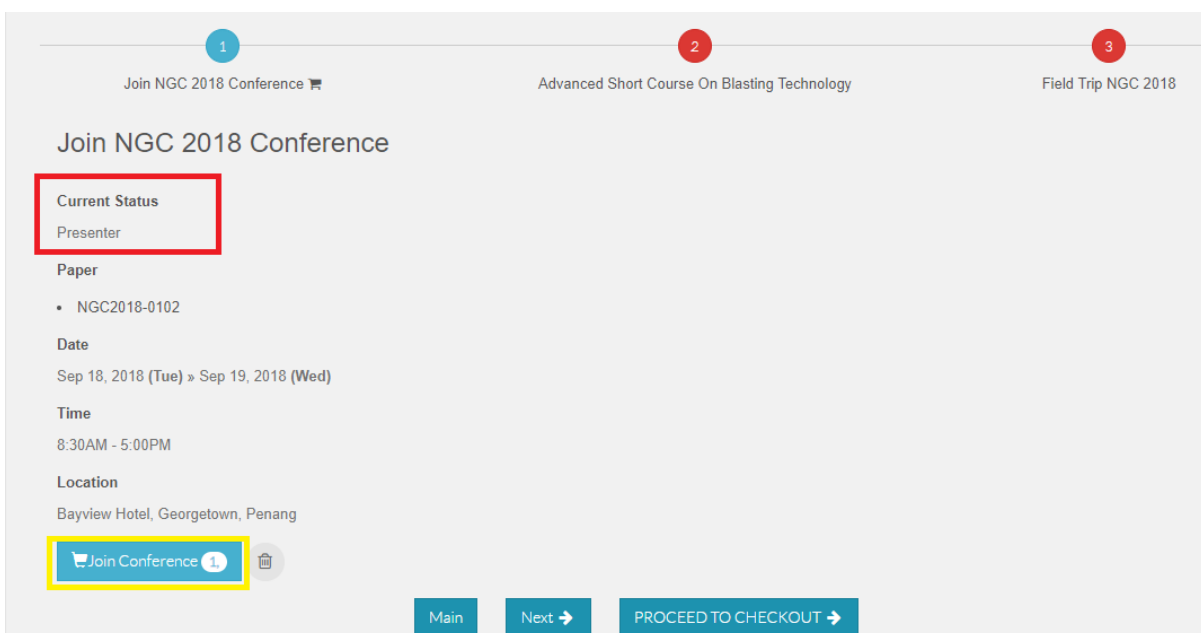
Join NGC 2018 Conference

Current Status
Presenter

Paper
• NGC2018-0102

Date
Sep 18, 2018 (Tue) » Sep 19, 2018 (Wed)

Time
8:30AM - 5:00PM

Location
Bayview Hotel, Georgetown, Penang

🛒 Join Conference 1️⃣   🗑

Main   Next ➜   PROCEED TO CHECKOUT ➜

① Join NGC 2018 Conference 🛒   ② Advanced Short Course On Blasting Technology   ③ Field Trip NGC 2018

Advanced Short Course On Blasting Technology

Description
A One day short course on Advanced Blasting Technology on the 3rd day of conference.

Date
Sep 20, 2018 (Thu)

Time
8:30AM - 5:00PM

Location
Bayview Hotel, Georgetown, Penang

Price
USD 130.00

🛒 Add to cart

Main   ← Previous   Next ➜   PROCEED TO CHECKOUT ➜

Advanced Short Course On Blasting Technology ⨯

Price	No. of pax		Total Price
USD 130.00	1		USD 130.00

Save

12. Click **PROCEED TO CHECKOUT**.

Checkout

NGC2018 Packages

1)	Advanced Short Course On Blasting Technology	1	USD 130.00
2)	Join NGC 2018 Conference	1	USD 205.00

Paper:-

1)	NGC2018-0102 (*Oral*)	UNPAID / (*SUBMIT*)	USD 205.00

Subtotal (*Without voucher promo*)   USD 335.00

Voucher
* Please add voucher code to receive discount fees before checkout. Vourcher code available: early bird, student member and membership.

Enter Voucher Code   Apply   Paste the voucher code and click Apply

1)	NGC#GSMMEMBER *Membership Promotion*	- USD 40.00 ✖
2)	NGC#STUDENT *Student Promotion*	- USD 65.00 ✖

Total discount voucher   - USD 105.00

Total amount excl. GST   USD 230.00

13. Click **PROCEED PAYMENT**

Subtotal (*Without voucher promo*)	USD 335.00

Voucher
* Please add voucher code to receive discount fees before checkout. Vourcher code available: early bird, student member and membership.

[Enter Voucher Code] [Apply]

1) NGC#GSMMEMBER *Membership Promotion*	- USD 40.00 ✖
2) NGC#STUDENT *Student Promotion*	- USD 65.00 ✖
Total discount voucher	- USD 105.00
Total amount excl. GST	USD 230.00
Add: GST @ 0%	USD 0.00
Total amount incl. GST	USD 230.00

[PROCEED PAYMENT]

[Back]

For **Non-Presenting Participant**:

14. Click **Join Conference**

①	②	③
Join NGC 2018 Conference 🛒	Advanced Short Course On Blasting Technology 🛒	Field Trip NGC 2018 🛒

Join NGC 2018 Conference

Current Status
Non-Presenting Participant

Paper
No paper
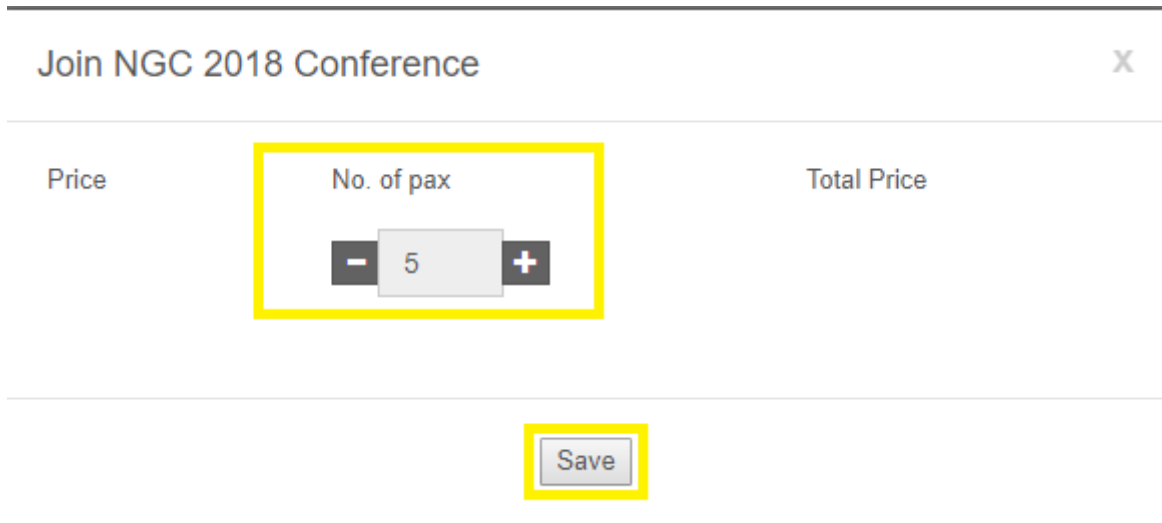
Date
Sep 18, 2018 **(Tue)** » Sep 19, 2018 **(Wed)**

Time
8:30AM - 5:00PM

Location
Bayview Hotel, Georgetown, Penang

[🛒 Join Conference 5,] 🗑

[Main] [Next ➜] [PROCEED TO CHECKOUT ➜]

15. Choose no. of pax and then click **Save.** Non-presenting participant can join more than one listener
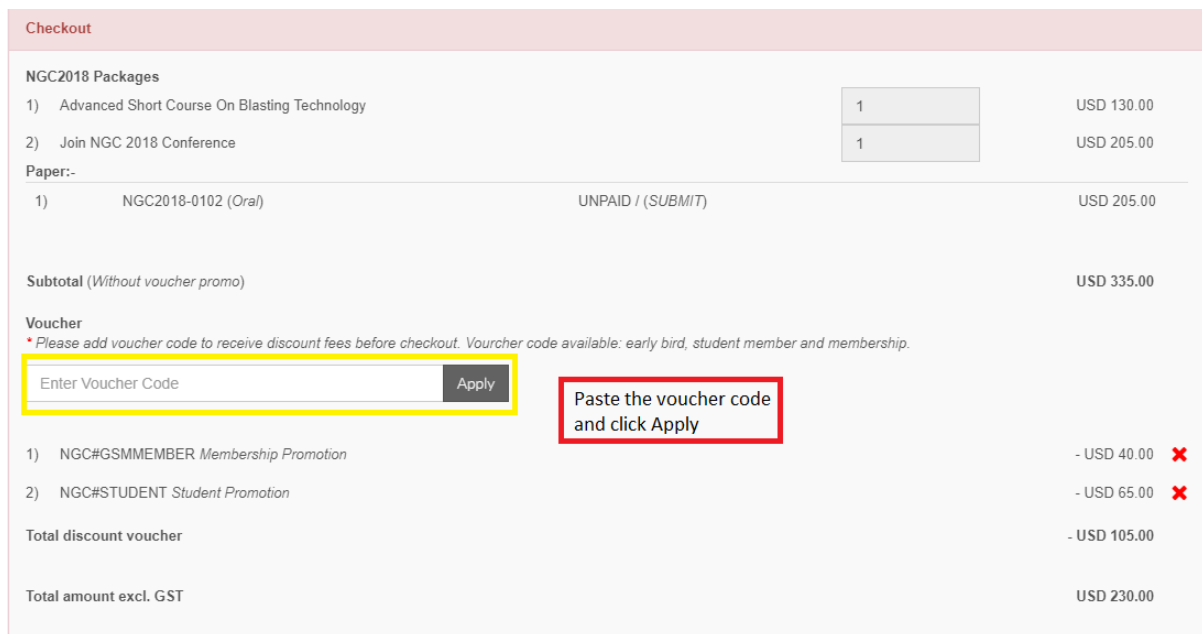
16. If no package, click **PROCEED TO CHECKOUT**.

 If there is package, click **Next** > **Add to cart > Save > PROCEED TO CHECKOUT**

17. Apply voucher if needed and then click **PROCEED PAYMENT**

Subtotal (*Without voucher promo*)	USD 335.00

Voucher
* Please add voucher code to receive discount fees before checkout. Vourcher code available: early bird, student member and membership.

[Enter Voucher Code] [Apply]

1) NGC#GSMMEMBER *Membership Promotion*	- USD 40.00	✖
2) NGC#STUDENT *Student Promotion*	- USD 65.00	✖
Total discount voucher	- USD 105.00	
Total amount excl. GST	USD 230.00	
Add: GST @ 0%	USD 0.00	
Total amount incl. GST	USD 230.00	

[PROCEED PAYMENT]

[Back]

19. Choose payment method.

PAYMENT METHOD : ONLINE PAYMENT

20. Click **Online** for online payment

🏠 Home > MyPayment > Proforma

MyPayment | *user profile page*

GENERATED INVOICE
Invoice ID
PR0000036005
Outstanding Balance
MYR 4,630.00

[Online]
Credit Card (VISA, Mastercard)
Online Banking (Maybank2U, CimbClicks, FPX)

[Bank Transfer]
PO/LO/Bank Draft
Bank Transfer

[Back]

21. Click **CONFIRM**
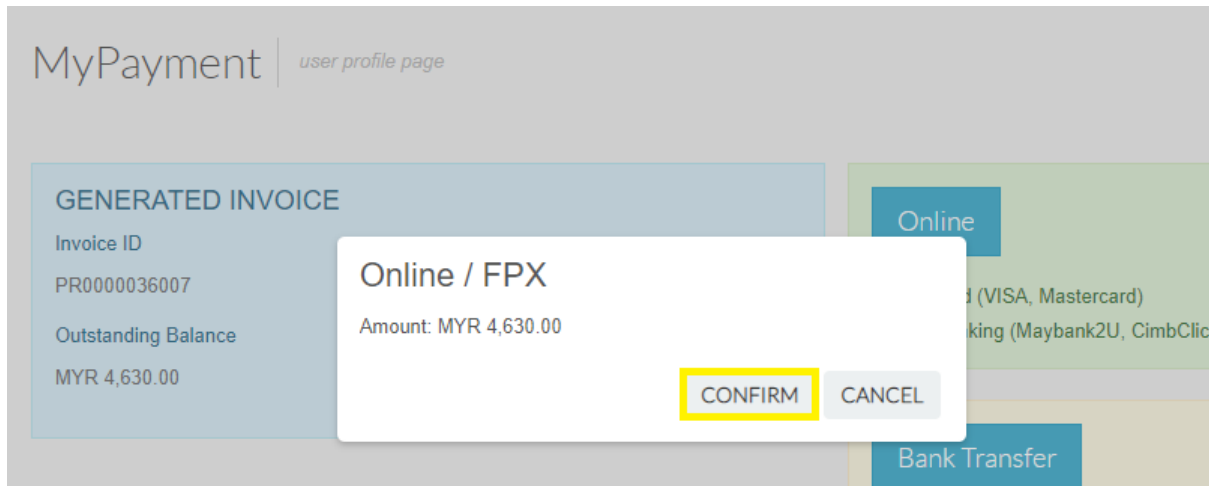
22. The system will then proceed to the electronic payment page. Click Next
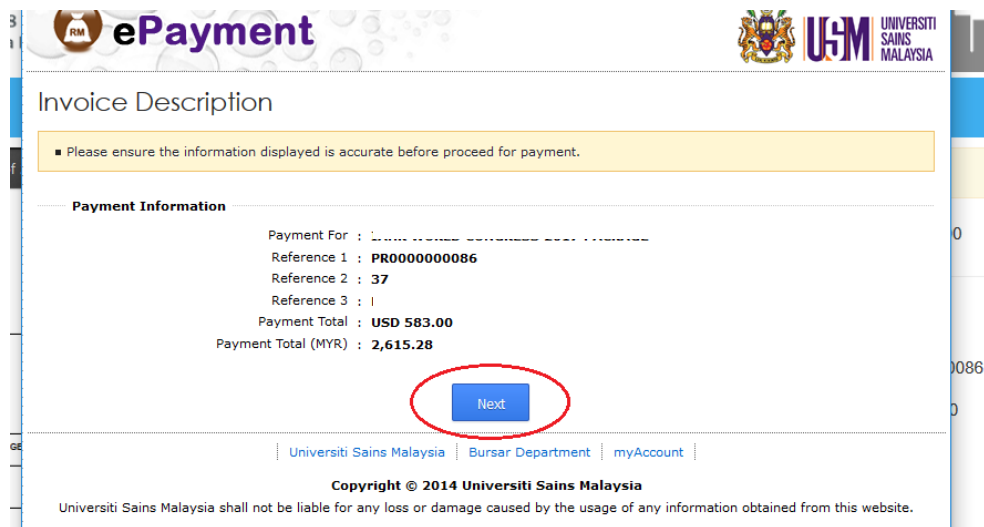
23. Fill all mandatory field with asterisk * under "Payer Information" and click the Next button

24. Choose a Payment Mode

- Credit Card (Master/Visa)

- Saving/Current Account (FPX)

CREDIT CARD (Master/Visa)

25. Select payment method

BANK ISLAM

Merchant name:	UNIVERSITI SAINS MALAYSIA

Select your preferred payment method

Pay securely using SSL+ by clicking on the card logo below:

VISA   **MasterCard**

© 2005-2016 MasterCard

26. Please enter your card details

BANK ISLAM

Merchant name:	UNIVERSITI SAINS MALAYSIA

Enter your card details

MasterCard: You have chosen **MasterCard** as your method of payment. Please enter your card details into the form below and click "pay" to complete your purchase.

Card Number

Expiry Date   /   month/year

Security Code   The 3 digits after the card number on the signature panel of your card.

Use of this card is governed by the Conditions and must be signed by the user

Purchase Amount   **MYR RM3,566.29**

(pay)

MasterCard.
SecureCode.

27. IMPORTANT : Please wait while your payment is processed. DO NOT CLICK on the Back button or Refresh button until the process is complete.
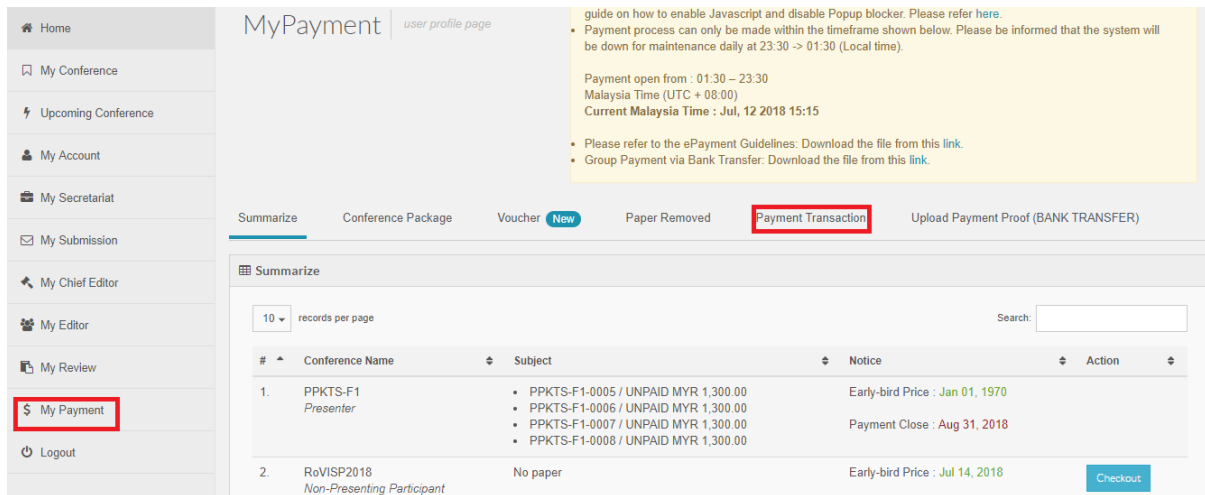
28. IMPORTANT : Please wait until the payment confirmation screen is displayed. The system will only be able to capture payment information after this payment confirmation screen is displayed.

29. Click My Payment Menu and then click Payment Transaction.

Document Type	Transaction Description	Amount Due	Amount Paid	Date/Time
RECEIPT	Registration Fee		USD 044.00	5:33 PM
TAX INVOICE Attachment	Generated Payment information	USD 000.00		5:33 PM

PAYMENT METHOD : BANK TRANSFER
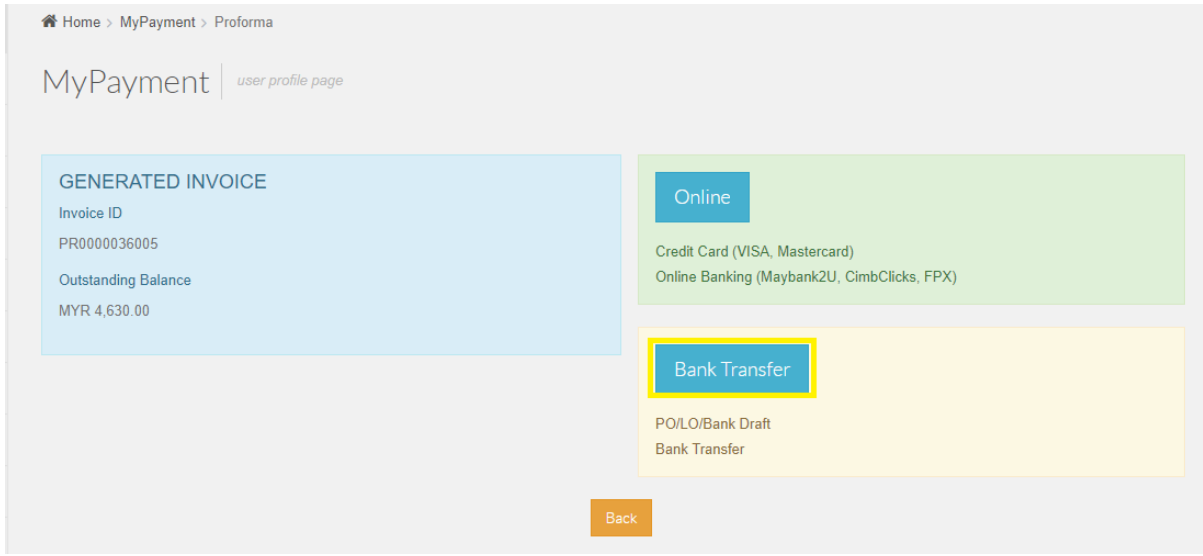
30. Click **CONFIRM**
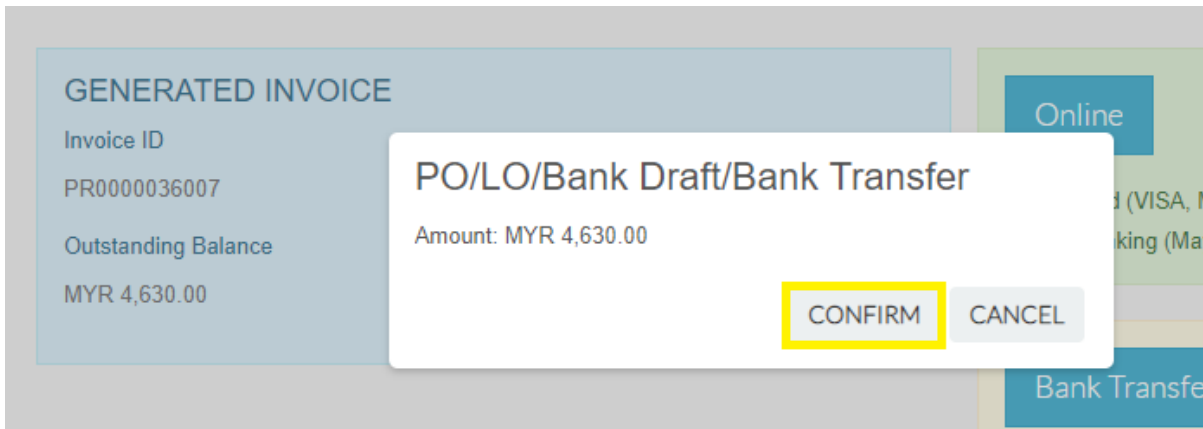
31. IMPORTANT: Please print this bank transfer form.

32. Please use the information highlighted in red for the Bank Transfer :

- Account Number

- Reference No.

UPLOAD PROOF OF PAYMENT

33. Click **UPLOAD ATTACHMENT** at the right side to upload payment attachment.
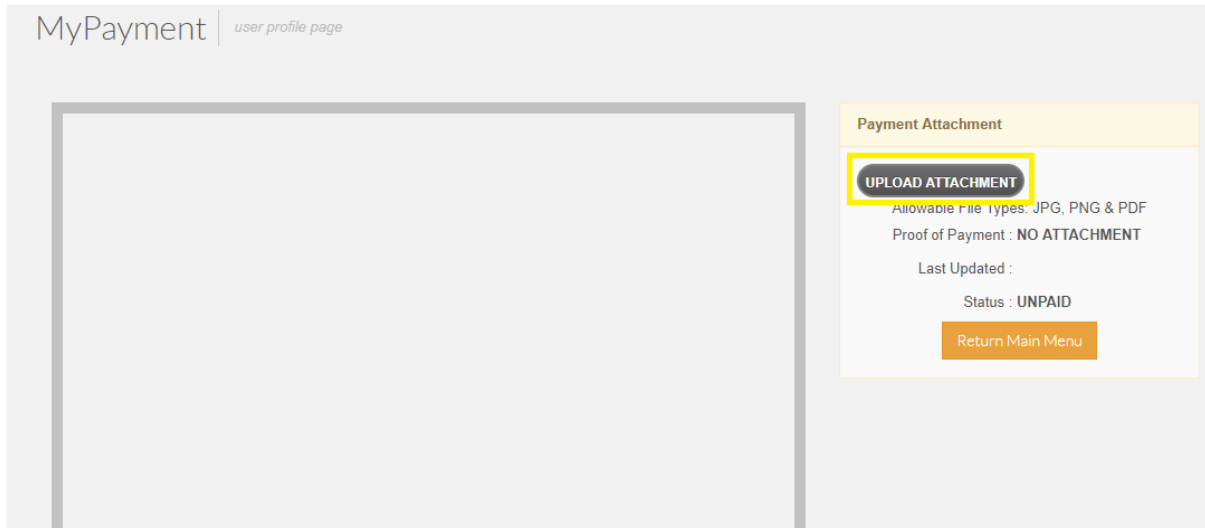
34. The tax invoice will be displayed after payment has been successfully made. If you require a copy of the receipt, please contact Secretariat.

Payment Details

Document Type	Transaction Description	Amount Due	Amount Paid	Date/Time
TAX INVOICE Attachment	Generated Payment information	USD 795.00		6:57 PM
RECEIPT * If you require a copy of the receipt, please contact IAHR World Congress 2017 Secretariat	Full Payment (Bank Transfer)		MYR 795.00	7:00 PM

Show rows: ▾   Results: 1 – 2 of 2   ◀ ▶

Outstanding Balance : USD 0.00

Back

35. Click **Upload Payment Proof (BANK TRANSFER)** to update the payment proof.