

(Please view in landscape view)



Merchant Portal Guide Part 1

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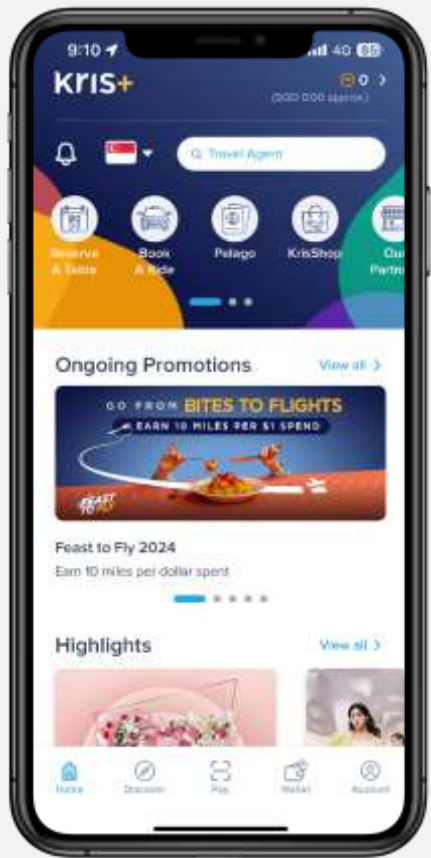
Bill History

Kris+ Cashier & Merchant Portal

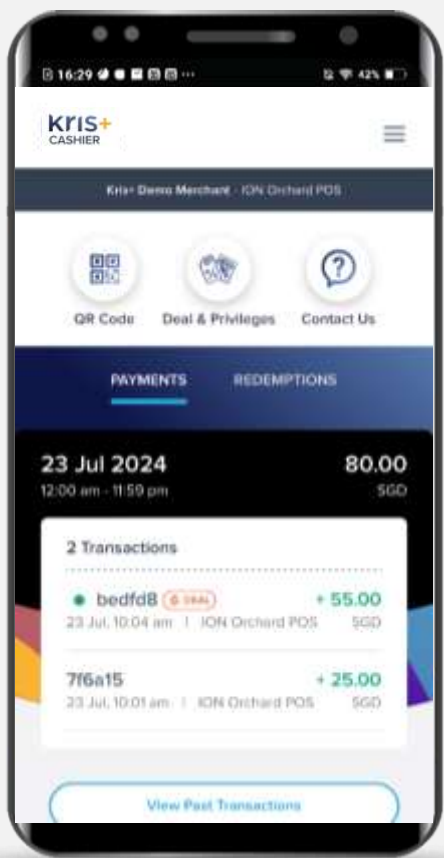
- Log in Kris+ Cashier with either:
1. Outlet ID & password (eg. XXX_O1)
Tip: its Capital "O" for Outlet
 2. POS ID & password (eg. XXX_P1)

- Log in to Merchant portal with either:
1. Admin ID & password (eg. XXX_Admin)
 2. Legal entity ID & password (eg. XXX_L1)
 3. Outlet ID or POS ID & passwords (e.g. XXX_O1 or XXX_P1)

Customer App

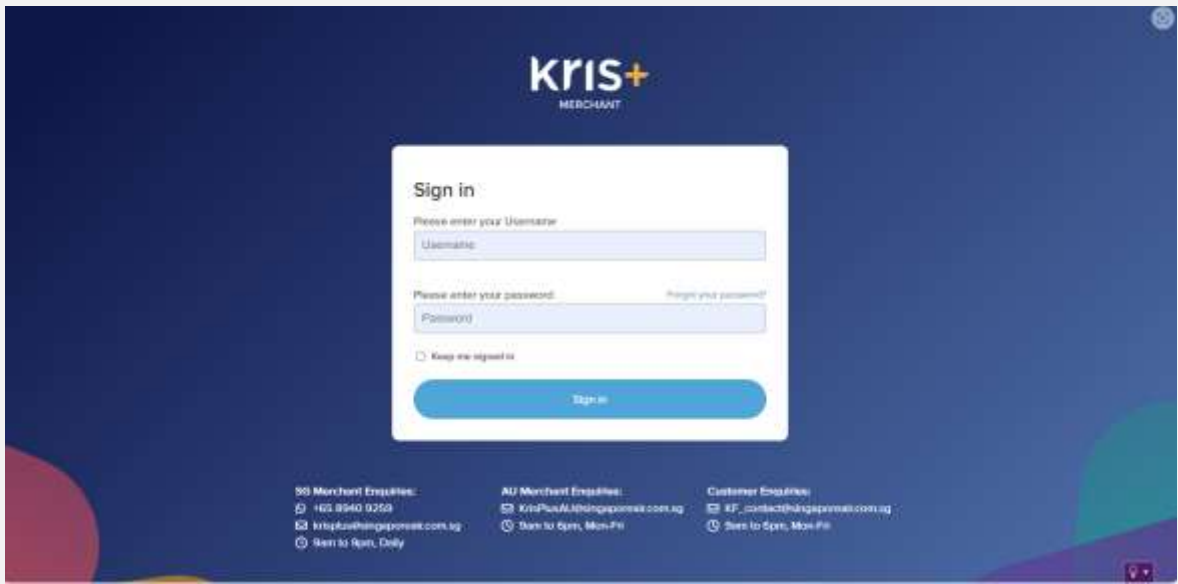


Kris+ Cashier



Merchant Portal (Website)

<https://merchant.prod-krispay.com>



Functions of the Merchant Portal vs Kris+ Cashier




Manage everything via the web portal link


<https://merchant.prod-krispay.com/login>




Access via the web portal link


<https://cashier.prod-krispay.com>


 Self-service merchant portal for HQ Operations, Finance, etc.

 Real time monitoring of transactions & privileges


 Download & Export your transactions into Excel

 Void payment transactions

 Manage your Bill History

 Retrieve your POS QR code

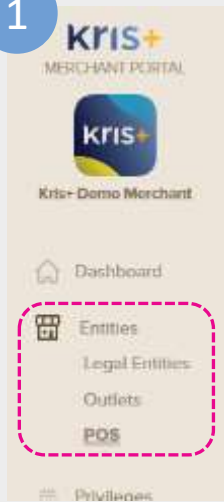
 View real time update of transactions (Up to 31 days)

 Void payment transactions (Up to 24h)

List of POS User IDs

To create new Outlets, pls approach Kris+.

1

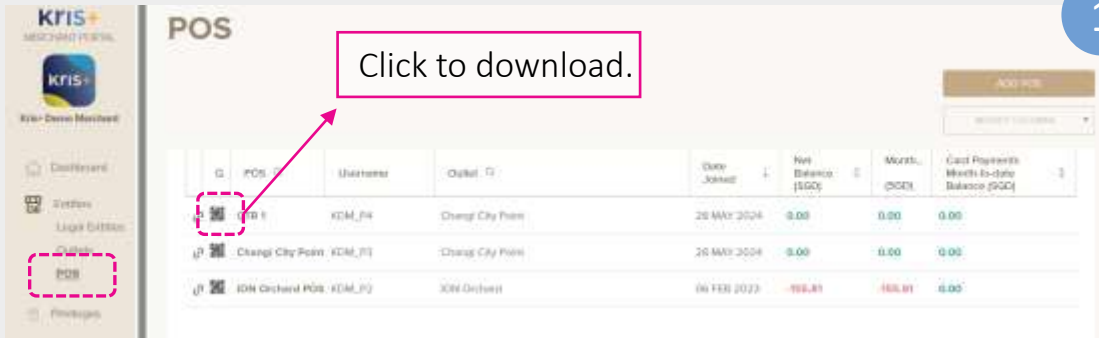


POS

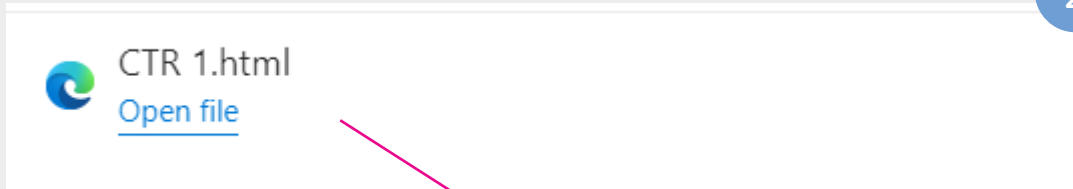
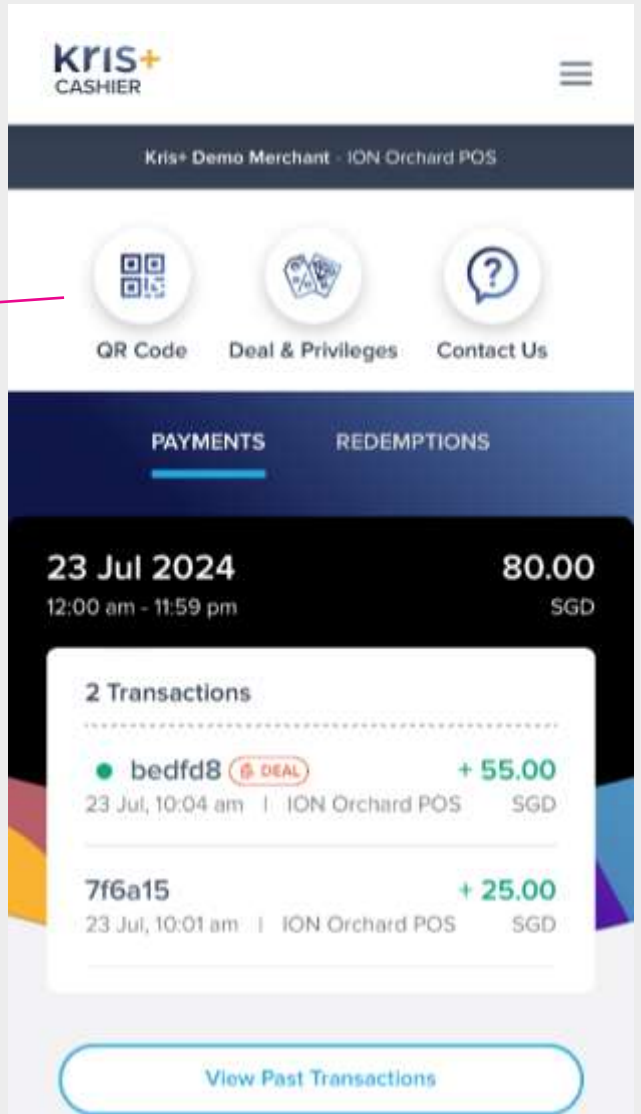
Link	QR	POS 🔍	Username	Outlet 🔍
		CTR 1	KDM_P4	Changi City Point
		Changi City Point	KDM_P3	Changi City Point

- Take note of POS Username: **XXX_P1**
- Refer to slide “Setup Password - POS Accounts” to setup password for the new POS.

Retrieve unique POS QR code



Alternatively, retrieve the digital QR code from Kris+ Cashier



POS QR code downloaded.
Open to view.

Setup Password - Admin Credentials (HQ)

<https://merchant.prod-krispay.com/login>

1

The login form contains the following elements:

- Username:** A text input field containing the text "BRX_Admin".
- Password:** A password input field with masked characters "*****" and a toggle icon.
- Forgot password?:** A blue link below the password field.
- Keep me signed in:** A checkbox with a green checkmark and the text "Keep me signed in".
- Sign in:** A large blue button at the bottom.

2

Admin
Username :
XXX_Admin

The "Reset your password" form contains the following elements:

- Message:** "Your password has expired. Please change to a new password."
- Password:** A password input field with masked characters "*****" and a toggle icon.
- New Password:** A password input field with masked characters "*****" and a toggle icon.
- Confirm New Password:** A password input field with masked characters "*****" and a toggle icon.
- Requirements:** A section titled "Password must have:" with a list of requirements:
 - ✓ Between 8 and 64 characters
 - ✓ At least 3 of the following:
 - a lowercase letter (a-z)
 - an uppercase letter (A-Z)
 - a digit (0-9)
 - a symbol (!@#\$)
- Buttons:** A blue "Save" button and a white "Cancel" button at the bottom.

For 1st time login, input interim password

- Your password must be:
- between 8 and 64 Characters
 - At least 3 of the following:
 - a number (0-9)
 - a lowercase character (a-z)
 - an uppercase character (A-Z)
 - a symbol

Setup Password - POS Accounts (for Cashiers)

<https://cashier.prod-krispay.com>

1



Sign in

Username

Forgot your password?

Password

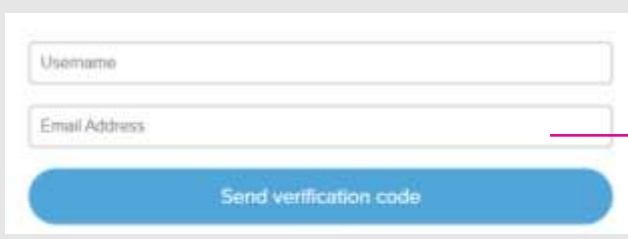
Keep me signed in

Sign in

POS Username: XXX_P1

Click "Forgot your password"

2



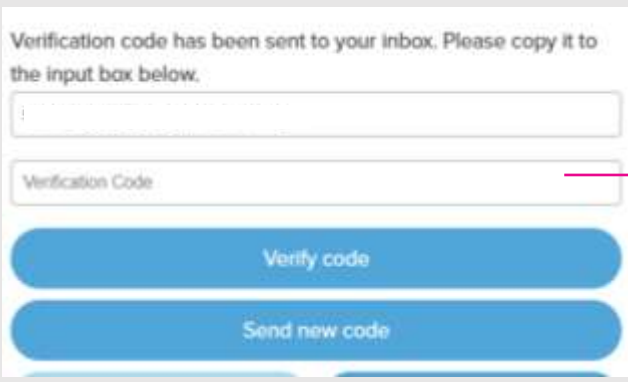
Username

Email Address

Send verification code

Enter Email of Primary Contact Person in merchant HQ as listed in Kris+ onboarding form

3



Verification code has been sent to your inbox. Please copy it to the input box below.

Verification Code

Verify code

Send new code

Enter OTP code received by email address

4



E-mail address verified. You can now continue.


Change e-mail

Continue

Cancel

Click on "Continue"

5



Reset your password

New Password

Confirm New Password

Continue

Cancel

Your password must be:

- between 8 and 64 Characters
- At least 3 of the following:
 - a number (0-9)
 - a lowercase character (a-z)
 - an uppercase character (A-Z)
 - a symbol