



ITSC User Guide

Title:	Mobile Laundry App in Residential Colleges
Updated Date:	April 2018

Starting in April 2018 (*exact date will be announced via emails in due course*), residents in Residential Colleges are required to use the new e-payment system to pay for laundry services. Residents will need to access to a certain web link in a web browser to view the current available machines and pay for the laundry machines.

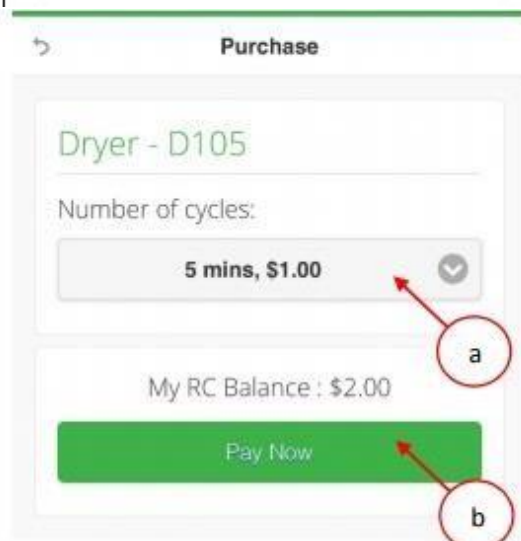
Key features of the new laundry service e-payment system:

You will see the Mobile Laundry App. There are two functions:

- RC Balance** – You may view your latest RC coupon balance.
- Washers / Dryers** – You may view their machine status and price information in your RC.

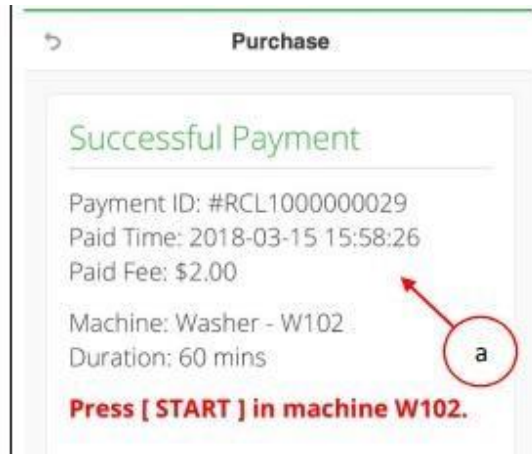
Activate dryer machine :

- You may select the number of cycles.
- You can then click [Pay Now] to pay your RC coupon and activate the machine.



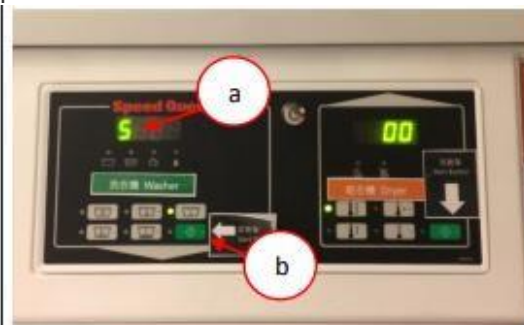
Confirm payment :

- a. Your payment details will be shown.
- b. You may now proceed to the corresponding laundry/dryer machine and use it. (W102 in this case)



Start laundry service :

- a. The laundry machine will be light on and ready for use.
- b. Place your clothes (and detergent if needed) into the laundry machine/dryer.
- c. Press [Start] to start the laundry service.



A user guideline will be shown in the laundry rooms and residents will be informed the transition details in due case. Please stay tuned for the email updates.