

FasCard Admin Site - Cards

Overview

The Cards page is only accessible by users with **Admin or Loyalty Settings** privileges. This page is used to bulk create loyalty accounts with a loyalty card associated with them.

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Assigning Card Value

Navigating to the Cards link under the Loyalty Tab will display a utility used to pre-assign value or benefits to a range of Loyalty Cards. Any number of cards in a consecutive range can be assigned a value. Pre-valued cards can be used as-is for the existing balance or linked to a Loyalty account using the [FasCard Loyalty Site](#).

The screenshot shows the FasCard Admin Site interface. At the top right is the logo for 'FASCARD TEST SERVER'. Below the logo, the account name 'Account: CCI-TESTING (*TST CCI Test)' and a welcome message 'Welcome Daniel Huyvaert' are visible, along with links for 'My Settings', 'Account Setup', 'Sign Out', and 'Help'. A navigation menu includes 'Settings', 'Setup', 'Users', 'System', 'Reports', and 'Loyalty'. Under the 'Loyalty' tab, there are sub-tabs for 'Accounts', 'Loyalty Settings', 'Loyalty Groups', and 'Cards'. The 'Cards' sub-tab is active, displaying a 'Pre-Assign Cards' utility. This utility includes a help icon, a title 'Pre-Assign Cards', and several input fields: 'First Card Number:*', 'Last Card Number:*', 'PIN:*' (two instances), 'Balance:', 'Bonus:', 'Group:' (a dropdown menu), and 'Discount:'. At the bottom of the form are 'Pre-Assign Cards' and 'Cancel' buttons. The footer of the page reads '© 2001-2014 Card Concepts Inc. All rights reserved. Version: 1.11.5380'.

FIELD	DESCRIPTION
First Card Number	The first card number in the range of cards to be pre-assigned
PIN	The PIN number on the first card in the range of cards to be pre-assigned
Last Card Number	The last card number in the range of cards to be pre-assigned
PIN	The PIN number on the last card in the range of cards to be pre-assigned
Balance	The cash value that is to be assigned to the account/card.
Bonus	The bonus value that is to be assigned to the account/card. Using this field is recommended for promotional cards.
Group	The retail user group that the account/card is to be associated with
Discount	The discount percentage that the account/card is to be associated with

ADD A PRE-VALUED CARD RANGE

1. Enter the first card number in the range to be created
2. Enter the PIN number from the first card to be created
3. Enter the last card number in the range to be created
4. Enter the PIN number from the last card to be created
5. Enter the desired values to be associated with the new accounts
 - a. Balance
 - b. Bonus
 - c. Group
 - d. Discount
6. Click the 'Pre-Assign Cards' button
7. Confirmation popup is displayed- click **OK** to continue or click **Cancel**