

## Your Sandbox is ready

## Play to your hearts content!

The sandbox server is now ready. You are able to log in via the details on the email.

The card details to use for making dummy transactions are:

 Card:
 Visa

 Number:
 4005550000000001

 Exp date:
 12/29

 CVV:
 000

You are now able to test the system out and get accustomed to the functionality. Some of the things you might wish to do:

- Look at the dashboard and notice the debtor information.
- Left click on a debtor and see the tools menu.
- Click on Notifications and see communications.
- Open the emails to your clients.
- Open the attached invoice (if attached, check that it is correct).
- Click on the hyperlink in the emails and use the payment gateway with the above card number.
- Check out the View menu in the client dashboard (top right).
- Make a manual payment through the dashboard.
- Arrange payment terms for your client.
- Agree to payment terms as your client, look through the documentation.
- Open the reporting toolbar and check out the exportable CSV files.
- Check the client invoice based login via the URL sent in your email. Just enter a current invoice number and amount outstanding.

