



Yaza Guide

v2022-10

NBC Manual Vouchers

This document is v2022-10 of the Yaza Guide related to the NBC Manual Vouchers.

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Notice

This document can and will be amended from time to time.

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Versioning

Document Details

Reference: Yaza Guide - NBC Manual Vouchers.docx
Version: v2022-10
Date: 31st October 2021
Authors: Christian Ransley B.Sc.
Audience: NBC Book Fair participating stores

Revision Description

No.	Date	Description/Amendments
v2021-10	20/10/2021	Issue of Document
v2022-10	31/10/2021	Change Sample Voucher

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Introduction

Students will be able to opt to use offline vouchers at the NBC Malta Book Fair. These vouchers can be redeemed by the participating bookstores using the NBC Voucher System.

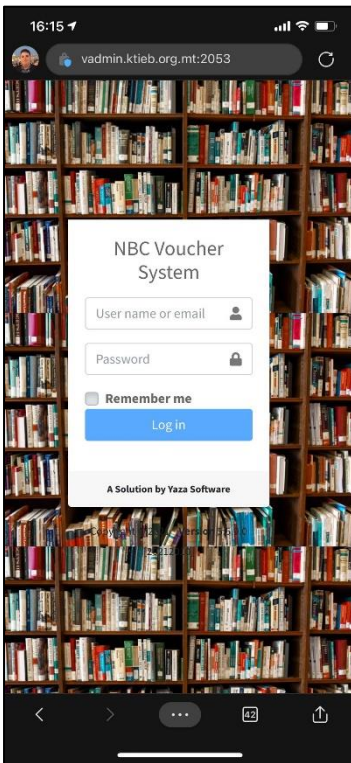
Sample Voucher

The below image shows what the Offline voucher for the NBC Malta Book Fair will look like.




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Using the NBC Voucher System

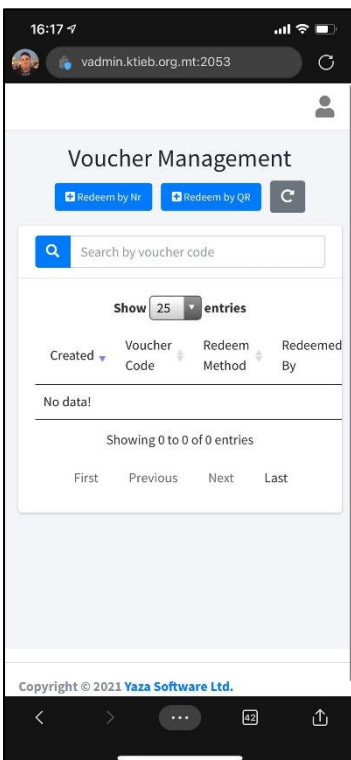


On your mobile device, using your browser of choice, go to the URL <https://vadmin.ktieb.org.mt>.

You should be presented with the NBV Voucher System Login screen as per image on the left.

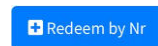
Here you need to put in the provided username and password and then click on the  Button.

If you would like the system to remember your credentials so you are not asked every time you want to log into the system, just tick on the Remember me tick box.

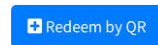


Once you login you should be presented with the screen as per the image on the left.

On the top of the screen, you have 2 buttons:



Click on this button if you want to redeem the voucher using the voucher number found on the voucher document.



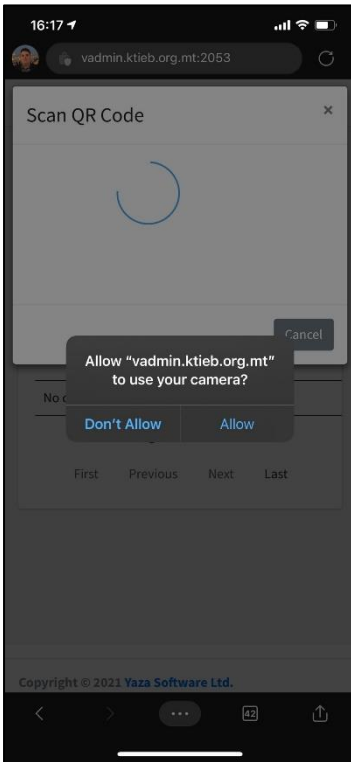
Click on this button if you want to redeem the voucher using the QR code found on the voucher document.

The below section you will have a list of vouchers that have already been redeemed in your bookstore.

If you would like to search for a code you can enter the voucher code in the search box and click on the search icon.



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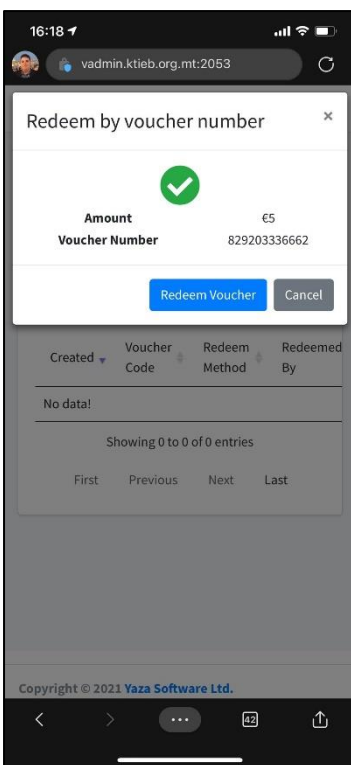
If you choose to redeem the voucher using the QR code by pressing the **Redeem by QR** button, you will be promoted to scan the QR code.

You should be able to scan the code on the paper or on a mobile device.

You could be promoted to allow access to the mobile device camera as per image on the left.

Once you grant the access you will be able to scan the QR code with your mobile device camera as per image on the right.

You can cancel at any time by clicking on the **Cancel** button.

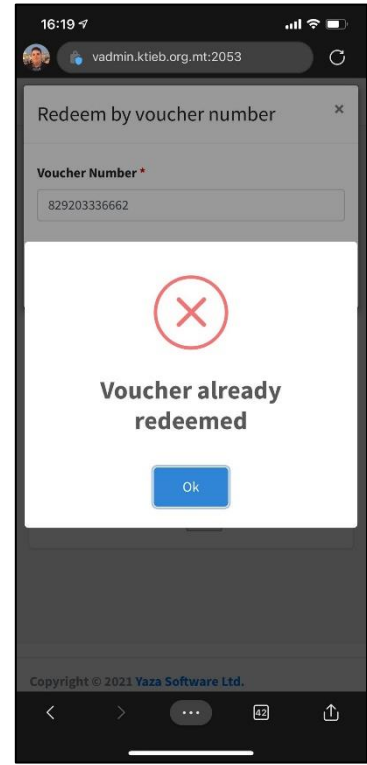


Once the QR code is read, if the voucher code is valid, it will be displayed on the screen as per image on the left.

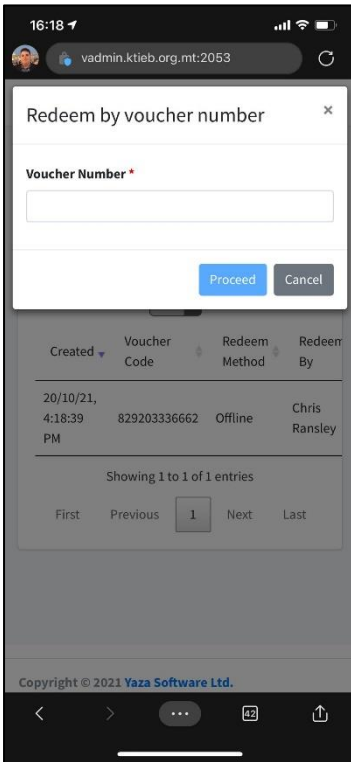
If you click on the **Redeem Voucher** button, the voucher will be redeemed and placed in your bookstore list.

If you do not want to redeem the voucher at this time, you can click on the **Cancel** button.

If the voucher code has already been redeemed, you will be presented with a notification informing you that the voucher has already been redeemed as per image on the right.



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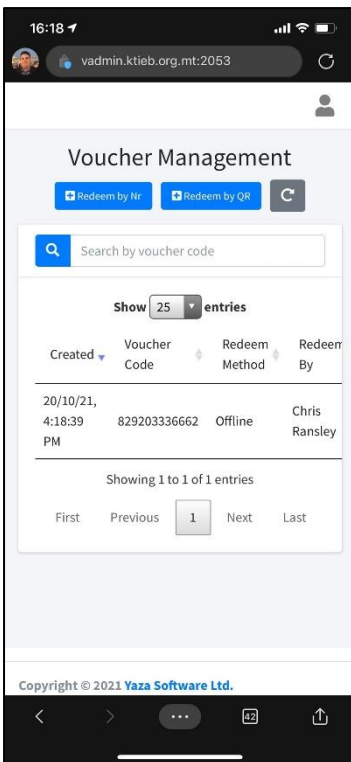
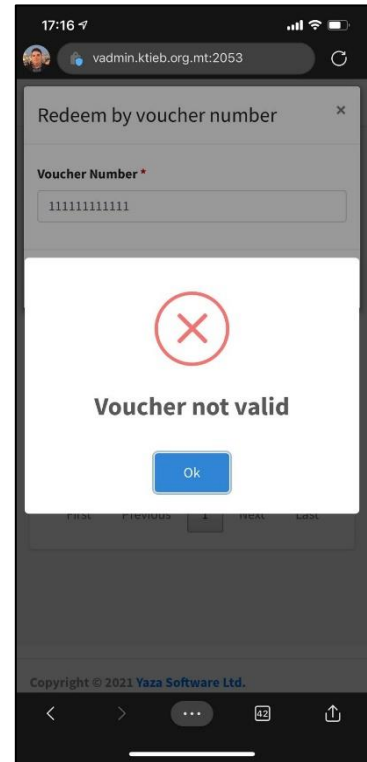


If you choose to redeem the voucher using the voucher code by pressing the **Redeem by Nr** button, you will be promoted to enter the Voucher code as per the image on the left.

Once you enter the voucher code you will need to click on the **Proceed** button, the voucher will be redeemed and placed in your bookstore list.

If you do not want to redeem this voucher at this time, you can click on the **Cancel** button.

If the voucher you enter is incorrect, you will be presented with a notification informing you that the voucher is not valid as per image on the right.



Once the voucher is redeemed you will now see it in your bookstore's redeemed voucher list.

The list displays

- the Date the voucher was redeemed
- the voucher code redeemed
- the redemption method (in this case Offline Method)
- the user that processed/redeemed the voucher.