

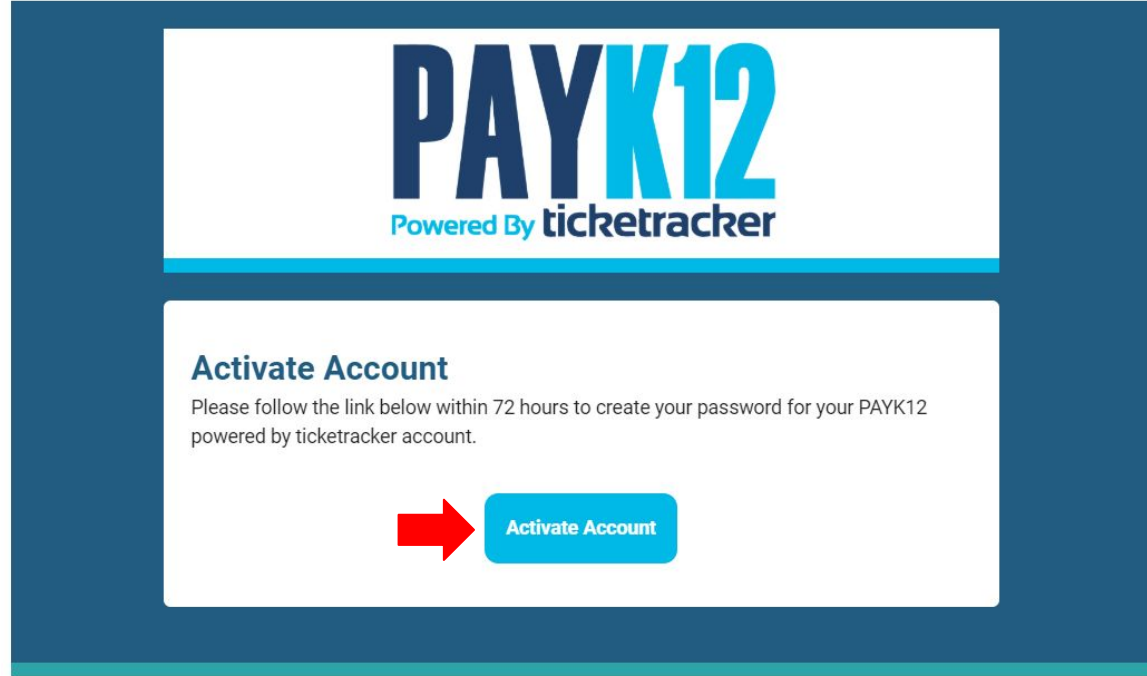
PAYK12 Account Setup

Welcome to PAYK12! This guide will show you how setup your account.

After purchasing your first ticket on secure.payk12.com, you will receive a welcome email from us that looks like the first example.

You will have 72 hours to create your account, if you do not activate within that time frame don't worry, your tickets will still be available. Please contact us or your school to activate your account.

Go ahead and click "Activate Account"



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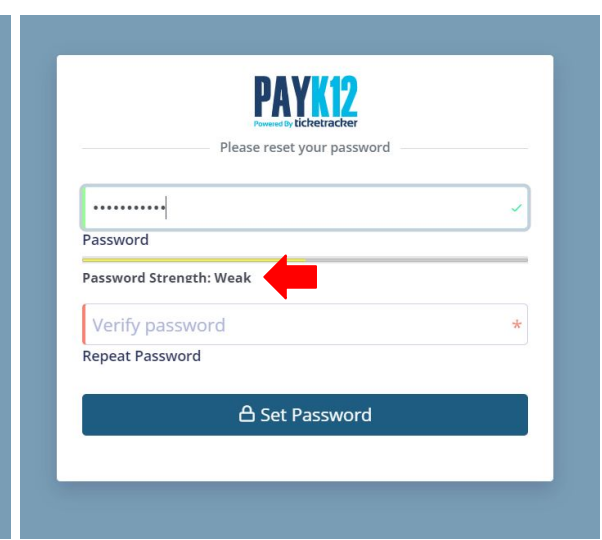
Next you will create a password for your new account. Please make sure that your password is strong enough. It needs to at least be “Weak” for the system to accept it.

If the password is “too weak”, you will notice the “Set Password” button disappears. This is telling you that you need a stronger password.

Go ahead and click “Set Password” once you are done!



The screenshot shows the PAYK12 password reset interface. At the top, the logo reads "PAYK12 Powered by Ticketracker". Below the logo, the text "Please reset your password" is centered. There are two input fields: "Enter new password" (labeled "Password") and "Verify password" (labeled "Repeat Password"). Both fields have a red asterisk icon on the right. At the bottom, a dark blue button with a lock icon and the text "Set Password" is visible.



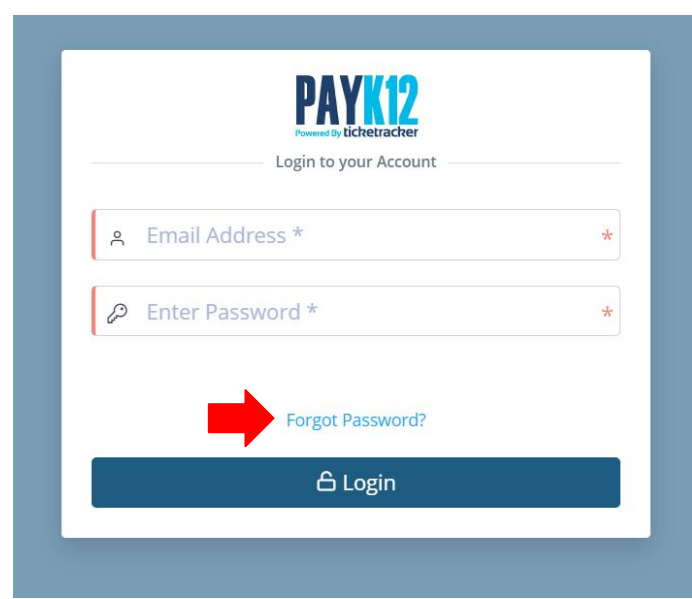
This screenshot shows the same form as the previous one, but with a password entered. A green checkmark is visible in the top right corner of the password field. Below the field, a progress bar indicates "Password Strength: Weak". A red arrow points to the "Weak" text. The "Set Password" button remains visible at the bottom.



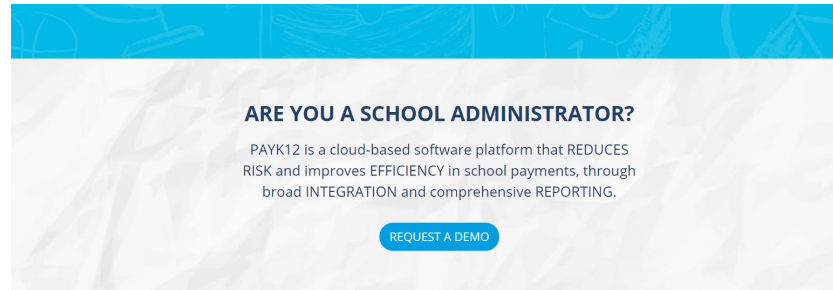
This screenshot shows the form with a password entered that is considered "Too Weak". The progress bar is shorter, and the text "Password Strength: Too Weak" is displayed. A red arrow points to this text. A large red question mark is overlaid on the bottom right of the form, specifically over the "Repeat Password" field and the "Set Password" button, which is no longer visible.

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Once your password is set, you will be redirected to the login screen. Go ahead and type in your email address you activated your account with and the password you just created. If you ever forget your password, just click the “Forgot Password?” link.



If for some reason you are not redirected to the login screen, go to secure.payk12.com. Scroll down to the bottom of the page and click “login” under the “Ticketholders” section.



Resources
Contact Us

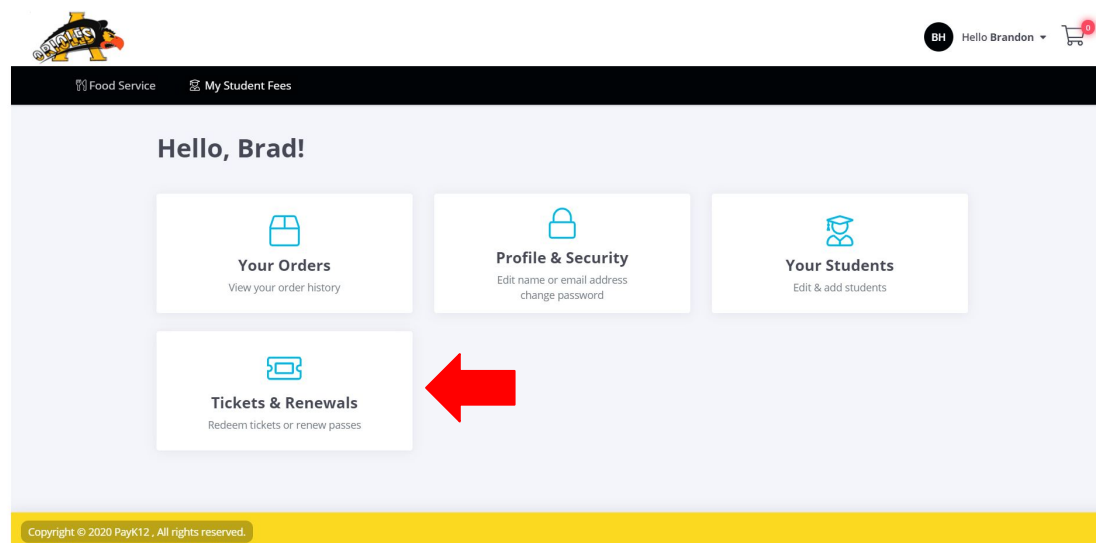
Ticketholders

Cart
Account
Students
Login

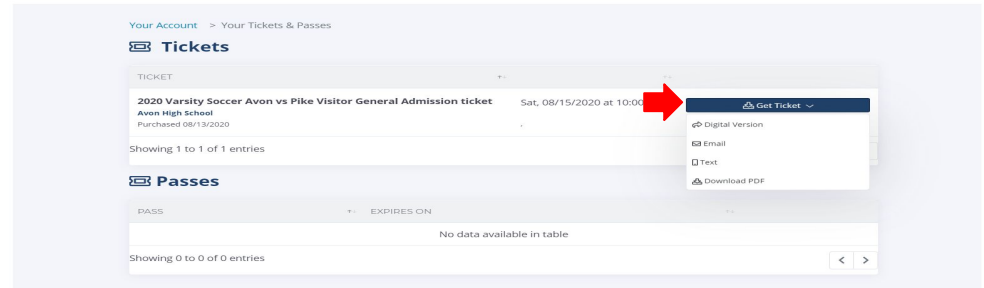


PAYK12 Account Setup

Congrats! You are officially logged in to your PayK12 account. Please feel free to click around and look at your options. Then, go ahead and click on “Tickets & Renewals”.



Here is where you will be able to view and use your sports passes and tickets. If you click on “Get Ticket” you will see there are a couple different ways to use your digital ticket. See next page to learn more.



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- Digital Ticket - This will redirect you to a new page where your ticket can be scanned or redeemed.
- Email - This will send your ticket to the email you created your account with.
- Text - This will allow you to text your pass to any number. A link will then be sent to that number. The link will direct you to your ticket.
- Download PDF - This will allow you to download your scannable pass and print it off. (Keep in mind you cannot download a redeemable pass).

Feel free to test out all the options and see what works best for you!

The image displays two screenshots of the PAYK12 account interface. The top screenshot shows a mobile app screen with a blue header "Mark as Redeemed" and a button "Button for event staff use only." Below this is a green banner for a "2020 Varsity Soccer Avon vs Pike Visitor General Admission ticket - Avon High School". The bottom screenshot shows the main app interface with a "Text Ticket" dialog box open, containing a text input field with "5555555555" and "Send Ticket" and "Cancel" buttons. The background shows a "Tickets" section with a table listing the "2020 Varsity Soccer Avon vs Pike Visitor General Admission ticket" and a "Passes" section with "No data available in table". A blue banner at the bottom of the second screenshot reads "This is Your Ticket present this screen at the event".

The bottom screenshot shows a sample digital ticket for a "7/31 Event Ticket Test - Noblesville High School". It features a QR code, the ticket ID "0022-P07233685516", the event name "7/31 Event Ticket Test - Noblesville High School", the date and time "November 27, 2020 06:00 PM - 07:00 PM", and the venue "Noblesville High School Stadium" with the address "123 Main Street, Noblesville, IN 47450".

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If you have any questions about your tickets or PayK12 account, please feel free to contact us at usersupport@payk12.com or contact your school directly. We hope you enjoy your PayK12 experience!

