

How to Link your Zoom Account to your Yo! Payments Account

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Introduction

This document describes how to link your paid **Zoom Account** to your live **Yo! Payments Account** and how to setup a zoom meeting and receive payments for the meeting.

Prerequisites

To be able to link a Zoom account to a Yo! Payments account, you need the following:

1. A paid **Zoom account**. If you don't have a paid zoom account, signup for one at <https://www.zoom.us/>
2. A live **Yo! Payments account**. If you don't have one, contact the Yo! Payments team on sales@yo.co.ug
3. A live **Merchant Account** account. If you don't have one, contact the Yo! Payments team on sales@yo.co.ug

Installing the YoPay Service App

The **YoPay Service** app can be found in the Zoom Marketplace. Click the following URL to install the app:

<https://zoom.yo.co.ug/zoom/installapp/>

When you click the above link, you will be redirected to a zoom login page similar to the following:

Sign In

 I'm not a robot 
reCAPTCHA
Privacy - Terms

Fill in your paid zoom account login details and click "Sign In" to continue.

After signing in, you will be requested to confirm installing the **YoPay Service** app as shown below:



YoPay Service is requesting access to your Zoom account

View all user meetings ?

From app developer: Viewing of meetings already setup in an account

View and manage all user meetings ?

From app developer: Automatically create meetings and add registrants

View all user information ?

From app developer: The app needs to view a list of user meetings so that the the customer can select a meeting from the list of meetings they have already have

You may be sharing sensitive info with this site or app. By clicking Authorize, you authorize this app to use your information in accordance with their [Privacy Policy](#). At any time you can revoke access for YoPay Service or any other app by visiting your [Installed Apps](#) page.

Authorize

Decline

Click the button "**Authorize**" from the above page to authorize installation of the app.

After you have clicked the "**Authorize**" button, you will be redirected to a page from where you can complete linking your **Yo! Payments Account** to your **Zoom Account** as shown below:



Connect Your Account to Zoom



Enter your username and password to complete this request.

Username

Password

Continue

In the above page, fill in your **Merchant Account** username and password and click the "Continue" button. If you don't have a **Merchant Account**, please contact sales@yo.co.ug

After you have filled in your username and password above and clicked "Continue", you will get a confirmation similar to the following:

Your Accounts Linked Successfully

You have successfully linked your Yo! Payments account to your Zoom Account. Click the button below to proceed

Proceed to Login

If you see the above confirmation, it means you have successfully linked your **Yo! Payments Account** to your **Zoom Account**. Click "Proceed to Login" from above to continue to the login page as shown below:

 Yo! Uganda Merchant Payments

Username:

Password:

Log in

Setting up a Paid Zoom Meeting

This section describes how to setup a zoom meeting and receive payments from individuals who want to participate in the meeting. You need to have successfully linked your **Yo! Payments Account** to your **Zoom Account** as described in the earlier sections.

Setting up a Zoom Meeting in Your Zoom Account

First, login into your zoom account at the link <https://www.zoom.us/signin>

Next, schedule a Zoom a meeting as shown below:

 SOLUTIONS ▾ PLANS & PRICING CONTACT SALES

PERSONAL

- Profile
- Meetings**
- Webinars
- Recordings
- Settings

ADMIN

- > User Management
- > Room Management
- > Account Management
- > Advanced

My Meetings > Edit "Wellness and Nutrition Followup"

Topic Wellness and Nutrition Followup

Description (Optional) Wellness and Nutrition Followup meeting

When 11/30/2020 4:00 PM

Duration 1 hr 0 min

Time Zone (GMT+3:00) Nairobi

Recurring meeting

Registration Required

IMPORTANT NOTE: You must check the option "Registration **Required**". If you don't check this option, requests to add registrants to the meeting will fail.

After you have successfully scheduled the Zoom meeting, your meeting will appear when you click "**Meetings**" as shown in the example below:

The screenshot shows the Zoom user interface. At the top, there is a navigation bar with the Zoom logo and links for SOLUTIONS, PLANS & PRICING, and CONTACT SALES. On the left, a sidebar under the heading 'PERSONAL' contains links for Profile, Meetings (highlighted in blue), Webinars, Recordings, and Settings. The main content area is titled 'Meetings' and has tabs for 'Upcoming', 'Previous', 'Personal Room', and 'Meeting Templates'. Below the tabs is a filter bar with a calendar icon and the text 'Start Time to End Time'. A date selector shows 'Mon, Nov 30'. A meeting card is displayed with the time '04:00 PM - 05:00 PM', the title 'Wellness and Nutrition Followup', and the Meeting ID '989 6968 5502'.

The meeting you setup above will automatically appear in your Yo-Uganda **Merchant Account**.

Accepting Payments for your Zoom Meeting

To accept payments for your Zoom meeting, follow the steps below:

1. Log into your **YoPay Zoom Service** account at <https://zoom.yo.co.ug/admin/> by filling in your username and password as shown below:

The screenshot shows a login form for 'Yo! Uganda Merchant Payments'. The form has a dark blue header with a white user icon and the text 'Yo! Uganda Merchant Payments'. Below the header, there are two input fields: 'Username:' and 'Password:'. At the bottom of the form is a blue button labeled 'Log in'.

After logging in, click the icon "**Meetings**" under "**Zoom**" as shown below:



Dashboard

⚙️ System



Received Payments



Customers



My Account

📺 Zoom



Meetings



Registrants



Meeting Bundles



Bundle Classes



Bundle Purchases



Bundle Tokens



Token Registrations

You will get a page from where you can setup your meeting as shown below:

Zoom Meetings

[ADD ZOOM MEETING +](#)



Search

0 Zoom Meetings

To setup a meeting, click the button "**ADD ZOOM MEETING**" from above. You will get a form similar to the following:

Create Zoom Meeting

Zoom Meeting:

Wellness and Nutrition Followup (98969685502): Starts 2020-11-30 13:00:00

The Zoom meeting. Type meeting name and select from list

Name:

Wellness and Nutrition Essentials for Health Leaving

The name of the meeting. This name will be displayed to your customers while signing up

Description:

Wellness and Nutrition Essentials for Health Leaving

The description of the meeting. This description will be displayed to your customers while signing up

Registration Fee:

25000

The registration fee for this meeting

Registration Start Date:

Date: 2020-11-11 Today | 

Time: 00:00:00 Now | 

The registration start date

Registration End Date:

Date: 2020-11-30 Today | 

Time: 00:00:00 Now | 

The registration end date

Registration Email Subject:

Zoom Meeting: {name} {registration_start_date} - {registration_end_date} (UGX {registration_fee})

The subject of the email message that will be sent to participants requesting them to register.

Fill in all the meeting details as shown above.

IMPORTANT NOTE: From the form above, the "Zoom Meeting" field will be automatically populated with a list of meetings from your Zoom account.

Next, scroll to the bottom of the page and click the button "**SAVE**" as shown below:

Registration Email:

Dear {names},

You are invited to register for a meeting with the following details:

Name: {name}
 Description: {description}
 Registration Fee: {registration_fee}
 Registration Start Date: {registration_start_date}
 Registration End Date: {registration_end_date}

Please follow the link below to register:

The email message that will be sent to participants requesting them to register.
 The message may contain the following special variables which will be replaced as indicated below:

{names} - the names of the person being invited
 {name} - the meeting name
 {description} - the meeting description
 {registration_start_date} - the registration start date and time
 {registration_end_date} - the registration end date and time
 {registration_fee} - the registration fee
 {registration_link} - the registration link
 {email_send_date} - the date and time when the email notification is sent
 {contact_phone_number} - the contact phone number
 {contact_email_address} - the contact email address

Status:

The status of the meeting

SAVE

After you have saved the the meeting, a page similar to the one below showing your newly created meeting will be displayed:

Home › System › Zoom Meetings

✔ The Zoom Meeting "Wellness and Nutrition Followup" was added successfully.

Zoom Meetings ADD ZOOM MEETING

Q

Action: 0 of 1 selected

<input type="checkbox"/>	NAME	MEETING ID	REG START DATE	REG END DATE	REGISTRANTS	STATUS	OPTIONS
<input type="checkbox"/>	Wellness and Nutrition Followup	71350929161	2020-10-26 12:00:00	2020-10-26 12:00:00	0	ACTIVE	<input type="button" value="Details"/>

To view the details of the meeting click the "Details" button above to see details as shown in the example below:

Zoom Meeting Details

Meeting Details

Zoom Meeting ID	71350929161
Name	Wellness and Nutrition Followup
Description	Wellness and Nutrition Followup Meeting
Registration Link	https://zoom.yo.co.ug/zoom/633516a3-43cc-4f23-bc66-1b20e4d105b0/register/
Registration Fee	15000
Registration Start Date	2020-10-26 12:00:00
Registration End Date	2020-10-31 07:41:41
Unique ID	633516a3-43cc-4f23-bc66-1b20e4d105b0
Create Date	2020-10-26 14:48:24
Update Date	2020-10-26 14:48:24

Invite Participants

Cancel

Key among the attributes of the meeting is the **"Registration Link"**. This is the link that individuals who are interested in registering for the meeting use to register and pay for the meeting.

You can copy and send this link to whoever you need to register and pay for the meeting. You can also use the **"Invite Participants"** button to send an email to one or more individuals requesting them to register as shown below:

Zoom Meeting Details

Meeting Details

Invite Participants to Zoom Meeting

No.	Participant Email Address	Participant Names
1	<input type="text" value="participant_a@zoom.yo.co.ug"/>	<input type="text" value="Participant A Name"/>
2	<input type="text" value="participant_b@yo.co.ug"/>	<input type="text" value="Participant B Name"/>
3	<input type="text" value="Participant Email Address"/>	<input type="text" value="Participant Names"/>

Create Date: 2020-10-26 14:48:24

Update Date: 2020-10-26 14:48:24

Registering and Paying for a Meeting

After you have setup a meeting as described above, your customers can register for the meeting by accessing the the "**Registration Link**" which you can share with them directly or via the "**Invite Participants**" feature described above.

If for example a meeting has been setup as shown below, registration can be done by accessing the link <https://zoom.yo.co.ug/zoom/074fab54-65ba-4438-b177-fdc0fde12b4f/register/>

Zoom Meeting Details

Meeting Details

Invitations

Registrants

Zoom Meeting ID

95239369085

Name

Evening Fitness Drill for Men and Women

Description

Evening Fitness Drill for Men and Women - 5:00 PM to 6:00 PM

Registration Link

<https://zoom.yo.co.ug/zoom/074fab54-65ba-4438-b177-fdc0fde12b4f/register/>

Registration Fee

600

Registration Start Date

2020-10-23 00:00:00

Registration End Date

2020-11-01 12:00:00

Unique ID

074fab54-65ba-4438-b177-fdc0fde12b4f

Create Date

2020-10-23 17:53:50

Update Date

2020-10-23 17:53:50

Invite Participants

Cancel

The page below shows the meeting registration form based on the meeting above:



Make Payment to FitnessHub Uganda Limited

Evening Fitness Drill for Men and Women

Acacia Mall-Kisementi, Kampala Uganda

Registration Fee

UGX 600

This amount will be charged as the registration fee

Phone Number

The phone number from which the registration fee should be charged

Email Address

Your email address

Submit Registration

Merchant Payments © 2016 Yo! Uganda Limited - w

To register, the registrant fills in their phone number and email address and they click the button "**Submit Registration**".

The page below shows successful submission of a registration after filling in the phone number and email address:



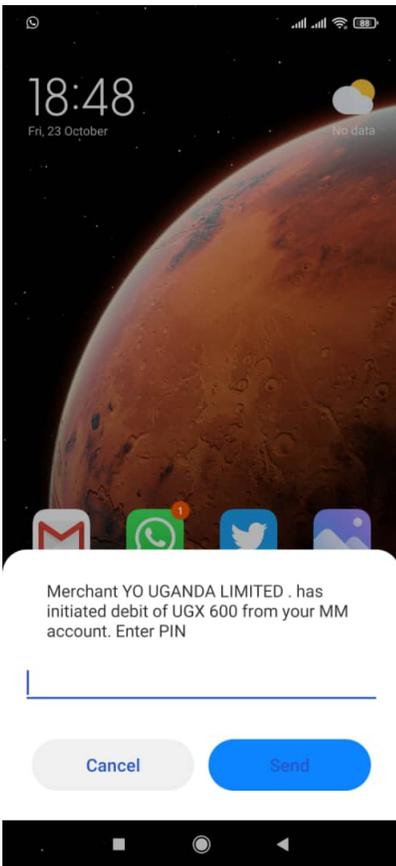
FitnessHub Uganda Limited

Evening Fitness Drill for Men and Women

Registration request was successfully submitted. Please authorize deduction of UGX 600 from phone number 25678-5 to complete registration

Merchant Payments © 2016 Yo! Uganda Limited - www.yo.co.ug

When the above message is displayed, the person registering will get a prompt on their mobile device requesting them to authorize payment. An example is shown below:



After entering the **Mobile Money Account PIN**, registration will be completed and the registrant will receive a confirmation email with instructions on how to join the meeting.

Viewing Zoom Meeting Registrants

When someone registers for a meeting, you can view the details of the registrant including the amount they have paid from your **Merchant Account** account. To view meeting registrants, follow the steps below:

1. Click the option "**Zoom Meetings**" on the dashboard

2. Click the button "Details" alongside a meeting whose registrants you want to view. You will see a summary of the meeting registrants as shown in the example below:

Zoom Meeting Details ✕

Meeting Details | Invitations | Registrants

No.	Email Address	Phone Number	Amount	Payment Status	Registration Date
1	[REDACTED]@outlook.com	256782[REDACTED]	600	SUCCESSFUL	2020-10-26 15:25:48
2	[REDACTED]@gmail.com	256782[REDACTED]	600	SUCCESSFUL	2020-10-23 18:48:32

[View Registrants](#) [Invite Participants](#) [Cancel](#)

To view details of the registrants, click the "View Registrants" button. The page below shows an example of the meeting registrants listing:

Home > System > Zoom Meeting Registrants

Meeting Registrants

Q [Search](#)

REGISTRATION DATE	PHONE NUMBER	AMOUNT	MEETING NAME	PAYMENT STATUS	REG. STATUS	OPTIONS
2020-10-26 15:25:48	256782[REDACTED]	600	Evening Fitness Drill for Men ..	SUCCESSFUL	SUCCESSFUL	Details
2020-10-23 18:48:32	256782[REDACTED]	600	Evening Fitness Drill for Men ..	SUCCESSFUL	SUCCESSFUL	Details

To view details a specific registrant, click the button "Details" alongside the registrant. Below is an example of registrant details for a registrant who successfully paid and registered for a meeting:

Zoom Meeting Registrant Details

Registrant Details

Meeting

Registration Date	2020-10-26 15:25:48
Phone Number	256782-██████
Email Address	██████@outlook.com
Amount	600
Payment Status	SUCCESSFUL
Registration Status	SUCCESSFUL
Meeting Join URL	https://zoom.us/j/95239369085?tk=bBrNwot04Em1vR6jbc3rbV-5REmmDJMzpc_rsOsX5II.DQIAAAWLLVxfrZ6X3h6ZGtLa1R4cV94QXpKdFA0WnpnAAAAAAAAAAAAAAAAAAAAAAAAAAAA&pwd=dWVxaXA2Y21DS2QvdzZGVVY0Yjg0dz09

Cancel

Key among the attributes of a registrant is the "Meeting Join URL". This is a unique link that a registrant will use to join the meeting. This link is emailed to the registrant by Zoom in an email similar to the one below:

Evening Fitness Drill for Men and Women Confirmation



██████ Admin <no-reply@zoom.us>

Mon 2020-10-26 3:26 PM

To: You



Hi Registrant 256782-██████,

Thank you for registering for "Evening Fitness Drill for Men and Women".

Please submit any questions to: ██████@██████

Date Time: Oct 30, 2020 05:00 PM Nairobi

Join from PC, Mac, Linux, iOS or Android: [Click Here to Join](#)

Passcode: 189634

Note: This link should not be shared with others; it is unique to you.

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Or iPhone one-tap

US: +13126266799,,95239369085# or +16465588656,,95239369085#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782

Meeting ID: 952 3936 9085

Passcode: 189634

International numbers available: <https://zoom.us/u/aepeOcrPGO>

Meeting Bundles

A meeting Bundle allows your customers to access more than one meeting after making a single payment. There are two types of meeting bundles as described below:

General Bundles

These are bundles which can be used for any Zoom meeting. General Bundles do not require you to create the Zoom meeting beforehand. The way the General Bundles work is that during the creation of a General Bundle, you specify how many meetings the bundle will give the customer access to e.g 3 meetings, 4 meetings et cetera. Such bundles can then be used for any of the meetings.

To create General Bundle, click the option "Meeting Bundles" from the dashboard and then the button "ADD MEETING BUNDLE" as shown below:

Home > Zoom > Meeting Bundles

Meeting Bundles ADD MEETING BUNDLE +

Q Search

Action: Go 0 of 2 selected

<input type="checkbox"/>	BUNDLE NAME	AMOUNT	PURCHASE START	PURCHASE END	PURCHASES	CREATE DATE	OPTIONS
<input type="checkbox"/>	Meetings Specific Bundle Combo..	600	2020-11-22 08:08:34	2021-06-04 08:08:43	1	2020-11-22 08:09:21	Details Purchases

FILTER
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Bundle Form Section 1

Home > Zoom > Meeting Bundles > Add Meeting Bundle

Create Meetings Bundle

Name:
The name of the meeting bundle

Description:
The description of the meeting bundle

Amount:
The amount to charge for this meeting bundle

Bundle Type:
Specify the bundle type. "Meeting-Specific Bundles" are bundles which can only be used for specific Zoom meetings which you have already created. During the creation of the bundle, the you are expected to attach one or more Zoom meetings to a given bundle; "General Bundles" are bundles which can be used for any of the Zoom meetings. General Bundles do not require you to create the Zoom meeting beforehand. The way the General Bundles work is that during the creation of a General Bundle, you specify how many meetings the bundle will give the customer access to e.g 3 meetings, 4 meetings et cetera. Such bundles can then be used for any of the meetings.

Total Meetings:
The total number of meetings the nuyer of this bundle will be entitled to

Bundle Class:   
Select or create a Bundle Class. A Bundle Class allows you to classify bundles such that you are able to restrict which meeting a holder of a General Bundle Token will access. During the meeting setup process, you have the option to restrict the meetings to holders of Tokens under a specific Bundle Class.

In the form above, you specify the amount one pays and the number of meetings they will be entitled to.

You can also specify the class of the bundle by selecting a "Bundle Class". Every meeting that you want to be accessible after purchasing this

bundle must have the Bundle Class you specified above associated with it (see below how to associate a meeting with a Bundle Class).

Bundle Form Section 2

Purchase Start Date:

Date: Today | 

Time: Now | 

The purchase start date

Purchase End Date:

Date: Today | 

Time: Now | 

The purchase end date

Logo:

No file chosen

Upload a logo that should be displayed on the bundle purchase page. This should be JPG or PNG image file with dimensions 80px by 80px

Purchase Email Subject:

The subject of the email message that will be sent to individuals requesting them to purchase this bundle. The subject may contain the following special variables which will be replaced as indicated below:

{name} - the bundle name

{purchase_start_date} - the purchase start date and time

{purchase_end_date} - the purchase end date and time

{amount} - the amount to pay

In the second section of the form above, specify the period between which purchases of this bundle should be permitted. You do this by specifying the "Purchase Start Date" and "Purchase End Date". You can also optionally upload a logo that will be displayed on the Bundle Purchase page.

Bundle Form Section 3

Purchase Email:

Dear {names},

You are invited to purchase a meetings bundle with the following details:

Name: {name}
Description: {description}
Amount: {amount}
Purchase Start Date: {purchase_start_date}
Purchase End Date: {purchase_end_date}

Below are the meetings in the bundle:

The email message that will be sent to individuals requesting them to purchase this bundle. The message may contain the following special variables which will be replaced as indicated below:

{names} - the names of the person being invited
{name} - the bundle name
{description} - the bundle description
{purchase_start_date} - the purchase start date and time
{registration_end_date} - the purchase end date and time
{amount} - the amount to pay
{meetings} - the meetings included in the bundle
{purchase_link} - the purchase link
{email_send_date} - the date and time when the email notification is sent
{contact_phone_number} - the contact phone number
{contact_email_address} - the contact email address

Status:

ACTIVE

The status is this bundle. If you set the status to DISABLED, this bundle will not be available for purchase

Save and add another

Save and continue editing

SAVE

In the third section of the form above, you can customize the email message that will be sent when someone successfully purchase the bundle.

Allowing Meeting Access by a General Bundle

By default, General Bundles don't have access to meetings. To allow a Zoom meeting to be accessed by a General Bundle, you need to attach the bundle class to a the meeting

during the meeting creation / editing process as shown below:

Disallow General Bundle Token Access

Check this option if you do not want your customers to register for this meeting with **General Bundle** tokens

Choose one or more bundle classes which when associated with a **General Bundle**, a token purchased for the associated **General Bundle** will be acceptable when registering for this meeting

Subscription Level 1 Bundle

Subscription Level 2 Bundle

Meeting-Specific Bundles

These are bundles which can only be used for specific Zoom meetings which you have already created. During the creation of the bundle, you are expected to attach one or more Zoom meetings to the bundle.

To create a meeting-specific bundle, click the button "ADD MEETING BUNDLE" on the bundles listing page. You will get a form similar to the following:

Bundle Form Section 1

Name:
The name of the meeting bundle

Description:
The description of the meeting bundle

Amount:
The amount to charge for this meeting bundle

Bundle Type:
Specify the bundle type. "**Meeting-Specific Bundles**" are bundles which can only be used for specific Zoom meetings which you have already created. During the creation of the bundle, the you are expected to attach one or more Zoom meetings to a given bundle; "**General Bundles**" are bundles which can be used for any of the Zoom meetings. General Bundles do not require you to create the Zoom meeting beforehand. The way the General Bundles work is that during the creation of a General Bundle, you specify how many meetings the bundle will give the customer access to e.g 3 meetings, 4 meetings et cetera. Such bundles can then be used for any of the meetings.

Purchase Start Date:
Date: Today |
Time: Now |
The purchase start date

Purchase End Date:
Date: Today |
Time: Now |

In the above section of the form, set the field "Bundle Type" to "**Meeting-Specific**"

Bundle Form Section 2

BUNDLE MEETINGS

Bundle Meeting: Meetings Specific Bundle Combo - 2 In One - Wellness and Nutrition Followup

Meeting: x ▾
Type meeting name and select from list

Bundle Meeting: Meetings Specific Bundle Combo - 2 In One - Evening Full Fitness Drill for Men and Women

Meeting: x ▾
Type meeting name and select from list

Bundle Meeting: #3

Meeting: ▾
Type meeting name and select from list

[+ Add another Bundle Meeting](#)

Under "BUNDLE MEETINGS" in the last section of the form, you must specify one or more meetings to associate with the Bundle.

Purchasing a Bundle

Every Meetings Bundle you create is associated with a unique link which when clicked enables one to purchase the bundle. To view the bundle purchase link, click "Details"

alongside the meetings bundle on the Bundles listing page. You will see the bundle "**Purchase Link**" as shown in the example below:

The screenshot shows a modal window titled "Meeting Bundle Details" with a close button in the top right corner. Below the title bar are four tabs: "Bundle Details" (selected), "Meetings", "Purchases", and "Registrations". The main content area displays a list of fields with their corresponding values:

Name	Meetings Specific Bundle Combo - 2 In One
Description	Meetings Specific Bundle Combo - 2 In One Meetings Bundle
Bundle Type	Meeting-Specific
Logo	special_offer2.png
Purchase Link	https://zoom.yo.co.ug/zoom/a2c41721-1c5d-4aae-96ad-c8acfcdbafc0/bundle/
Amount	600
Purchase Start Date	2020-11-22 08:08:34
Purchase End Date	2021-06-04 08:08:43
Status	ACTIVE
Meeting ID	a2c41721-1c5d-4aae-96ad-c8acfcdbafc0

At the bottom of the modal, there are four buttons: "View Purchases", "View Registrations", "Invite to Purchase", and "Cancel".

The "**Purchase Link**" can be shared directly with individuals you want to buy the meetings bundle. You can also invite one or more individuals to purchase the bundle by clicking the "**Invite to Purchase**" button from above as shown below:

Meeting Bundle Details

Invite Individuals to Purchase Bundle

Customers Add More ..

No.	Email Address	Names
1	<input type="text" value="individual1@email.tld"/>	<input type="text" value="Individual 1 Names"/>
2	<input type="text" value="individual2@email.tld"/>	<input type="text" value="Individual 2 Names"/>
3	<input type="text" value="Purchaser Email Address"/>	<input type="text" value="Purchaser Names"/>

Add Invite

Send Invitation Cancel

Mobile Money Payment

When a the bundle purchase link is accessed, one is able to purchase a bundle by making a MOBILE MONEY payment. Below is an example of a page that's displayed when the bundle purchase link is clicked.



Make Payment to FitnessHub Uganda Limited



Meetings Specific Bundle Combo - 2 In One

Acacia Mall-Kisementi, Kampala Uganda

Amount

This amount that you will be charged for purchasing this bundle



Bundle Meetings

Wellness and Nutrition Followup
2020-11-21 19:30:25 - 2020-11-30 19:30:34

Evening Full Fitness Drill for Men and Women
2020-11-22 08:10:42 - 2021-01-22 08:10:47

Phone Number

The phone number from which the amount should be charged

Email Address

Your email address

If a payment is made via the page shown above, it will be logged under your account.

Bundle Purchases

When a meetings bundle is purchased, the purchase will be logged in your account.

To view a list of purchases for a given bundle, open the bundle and click the tab "**Purchases**". You will see a list of purchases as shown in the example below:

Meeting Bundle Details

Bundle Details Meetings Purchases Registrations

No.	Email Address	Phone Number	Payment Status	Purchase Date	Token
1	m.p.***@gmail.com	256752-5566	SUCCESSFUL	2020-11-22 08:16:37	2159224126

View Purchases View Registrations Invite to Purchase Cancel

To view details of all purchases for the bundle, click the "View Purchases" button from above.

Bundle Purchase Token

When a bundle is successfully purchased, a 10-digit token is generated which can be used to register for a meeting and by-pass the payment process.

Registering for a Meeting Using a Bundle Token

To register for a meeting using a token obtained by purchasing a bundle, one must specify the bundle token in the meeting registration page as shown in the example below:

< > ↻ 🗄️ | 🔒 zoom.yo.co.ug/zoom/638311eb-e5b6-45df-95c1-7a376558ffe0/register/ 📷 🗒️ ▶️ ❤️ | ⬇️ ☰



Make Payment to FitnessHub Uganda Limited



Evening Full Fitness Drill for Men and Women

Acacia Mall-Kisementi, Kampala Uganda

Registration Fee

UGX 540

This amount will be charged as the registration fee

Phone Number

The phone number from which the registration fee should be charged

Email Address

Your email address

[Submit Registration](#)



Have a Token?

2159224126

Enter your token here to skip payment

[Continue](#)

View Meeting Registrations done Using Bundle Tokens

When a registration for a meeting is done using a bundle token, the registration will be logged under the tab "**Registrations**" in the bundle details as shown

in the example below:

No.	Meeting	Token	Registrant	Registration Status
1	Evening Full Fitness Drill for Men and Women	6056332926	256742485160	REGISTERED

Buttons: View Purchases, View Registrations, Invite to Purchase, Cancel

Uninstalling the YoPay Service App

Uninstalling the **YoPay Service** App means you're no longer interested in using the service. To uninstall the app, log into the Zoom Marketplace at the following URL:

<https://marketplace.zoom.us/>

Clicking the URL above displays the page below:

zoom | App Marketplace | Search a published app | Develop | Sign In | Sign Up

Find apps that enhance your Zoom experience

Power up scheduling, access files, generate sales leads, and collaborate with your team.

Grid of app icons including: Slack, Microsoft Teams, Zoom, LinkedIn, Mailchimp, Box, Team Drives, Trello, Asana, and others.

Click the **"Sign In"** link in the top of the page to log in.

After you have signed in, click the **"Manage"** in the top of the page and then **"Installed Apps"** under **"MY DASHBOARD"** in the page that's displayed . You will get a page similar to the one below:

MY DASHBOARD

Created Apps

Installed Apps

Call Logs

Installed Apps

Search

Name	App Info	Installer	
 YoPay Service	Account Level Unpublished	Myself Subscribed Today 08:59 AM	<button>Uninstall</button>

From the page above, select the "Uninstall" button to uninstall the app as shown below:

MY DASHBOARD

Created Apps

Installed Apps

Call Logs

MY ADMIN DASHBOARD

Apps on Account

App Requests

Permissions

Email Notifications

Uninstall App

Are you sure you want to uninstall this app from your account?

Please choose your uninstall reason:

- Not working
- Missing key features
- Require additional setup
- Others
- Grant App developer consent to retain data?

The developer who created this app is required to permanently DELETE any/all of your Zoom Data within 10 days of you uninstalling the app. Please review their Privacy Policy, and if you choose, you may check this box to grant the developer consent to retain your Zoom data on their system according to their Privacy and Data Retention Policy

Cancel

Uninstall