

Introducing FlexVal

FlexVal is the new guest parking validation process used to validate parking at UH parking garages, the Health & Biomed parking facility, and the visitor parking areas at UH at Sugar Land and UH Katy.

FlexVal requires a pre-paid balance on validation providers' accounts in order to validate guest parking. The initial account balance will be purchased when the account is set up.

The account administrator will have access to the account balance data to know when to purchase additional validation time. Account balances can be replenished by submitting a FlexVal Request Form with the account balance request section filled in. Requests for account replenishment will be processed as quickly as possible. Please allow at least 48 hours for the funds to be placed on the FlexVal account.

To register for a FlexVal account, complete the FlexVal Request Form and email it to Parking and Transportation at parking@uh.edu with "FlexVal Registration Request" in the subject line. The department contact listed on the request form will be designated the administrator for that account. Account administrators will be able to assign additional users to the account and set their user privileges. [Click here](#) to access the FlexVal Request Form.

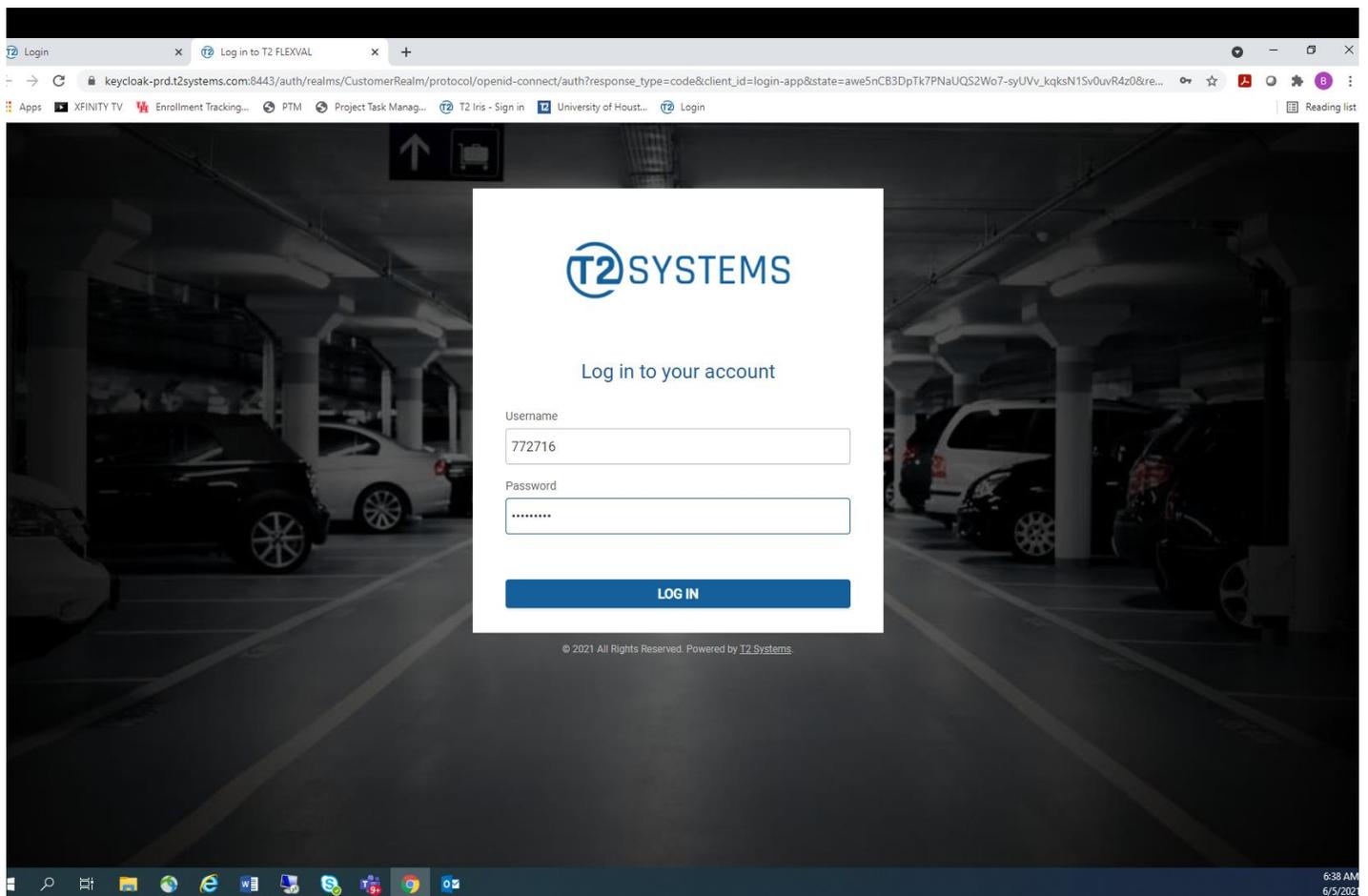
The following pages include guides for both FlexVal Account Administrators and FlexVal Users.

FlexVal Account Administrator Guide

FlexVal Account Administrators will log in to the FlexVal application using the login credentials issued by Parking and Transportation Services. Accounts Administrators will have all available user privileges.

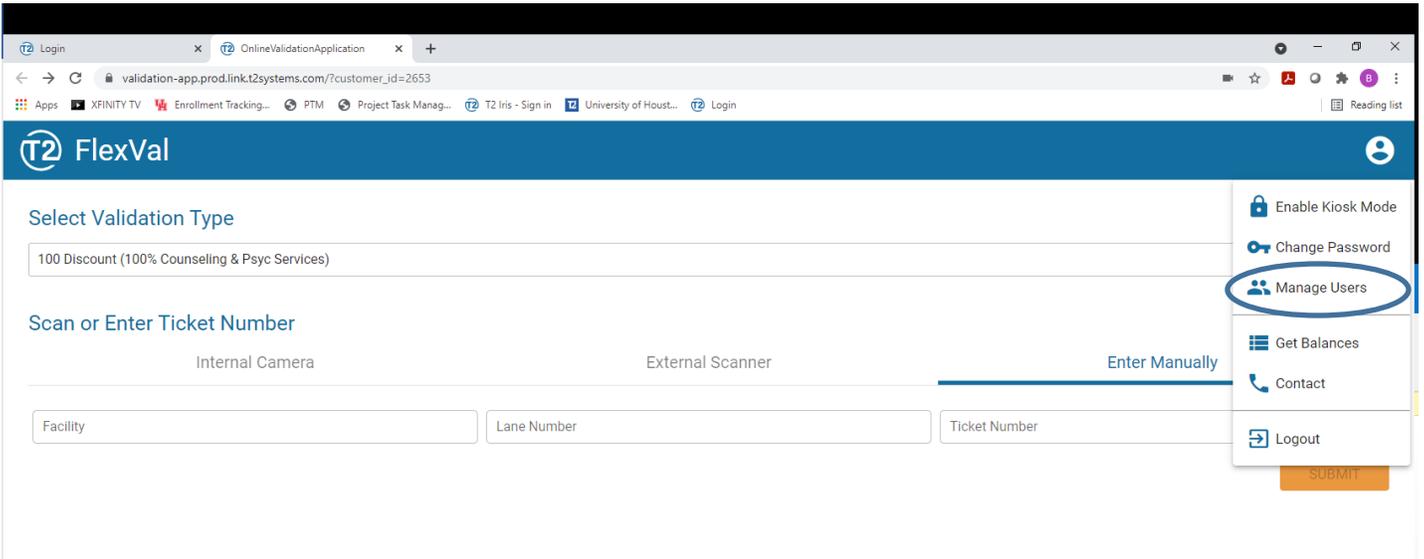
To log in to the FlexVal Validation site, use Chrome to access this URL:

https://validation-app.prod.link.t2systems.com/?customer_id=2653

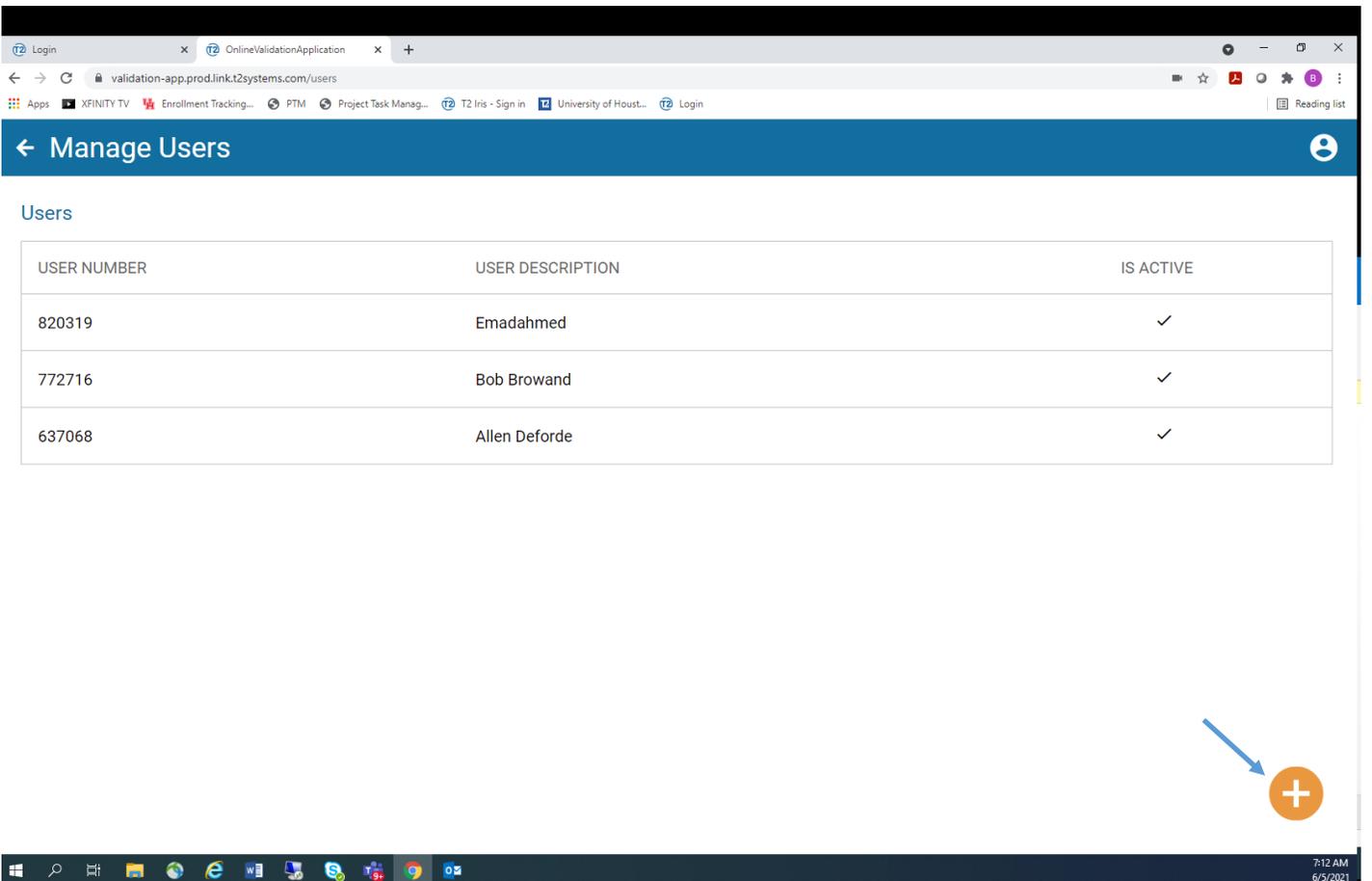


Add Users

Select Manage Users from the drop-down menu



Click +



Enter required information:

- 1) Description - User Name
- 2) Assign Password and Confirm Password
- 3) Check "Is Active?"
- 4) Assign Privileges
- 5) Click ADD

← Add User

User Details

Description *
Test User

Password *
.....

Confirm Password *
.....

Is Active?

Privileges

Get Validation Provider Balance

Issue Paperless Validation

Issue Printable Validation

Pay Invoice

Validation Provider User Management

ADD

System will assign a User Number

← Edit User

User Details (User Number - 242635)

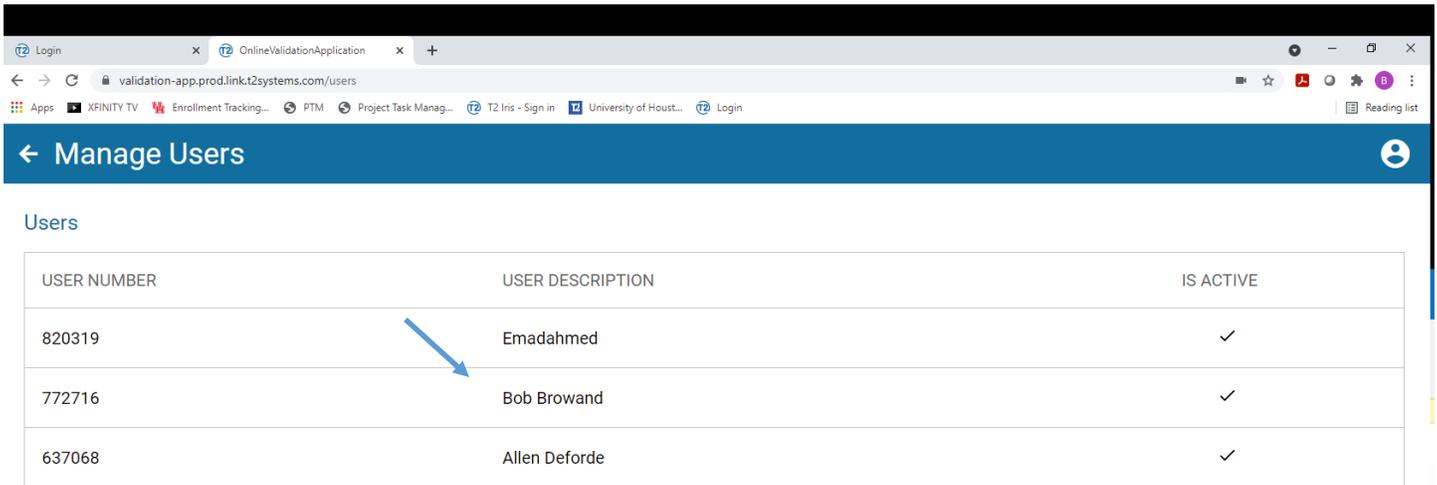
Description *
Test User

Password *
.....

Confirm Password *
.....

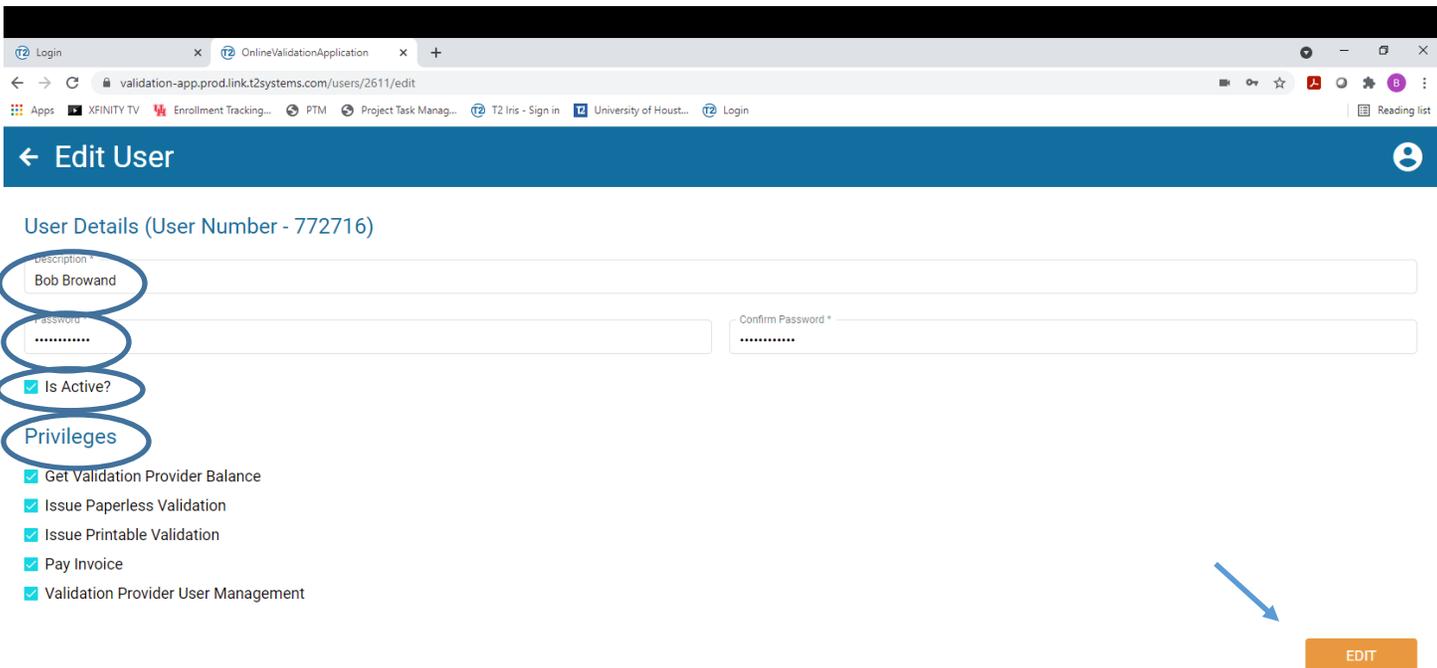
To Edit an Existing User

Click on User Name



USER NUMBER	USER DESCRIPTION	IS ACTIVE
820319	Emadahmed	✓
772716	Bob Browand	✓
637068	Allen Deforde	✓

Make the appropriate change and click EDIT



User Details (User Number - 772716)

Description *
Bob Browand

Password *
.....

Confirm Password *
.....

Is Active?

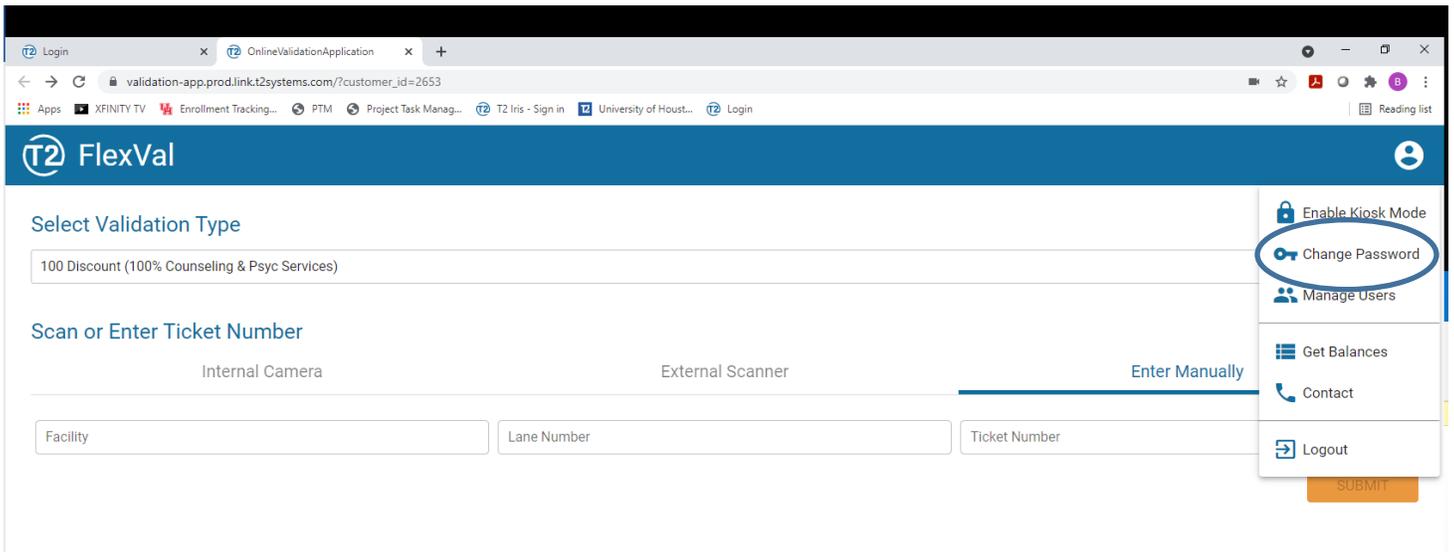
Privileges

- Get Validation Provider Balance
- Issue Paperless Validation
- Issue Printable Validation
- Pay Invoice
- Validation Provider User Management

EDIT

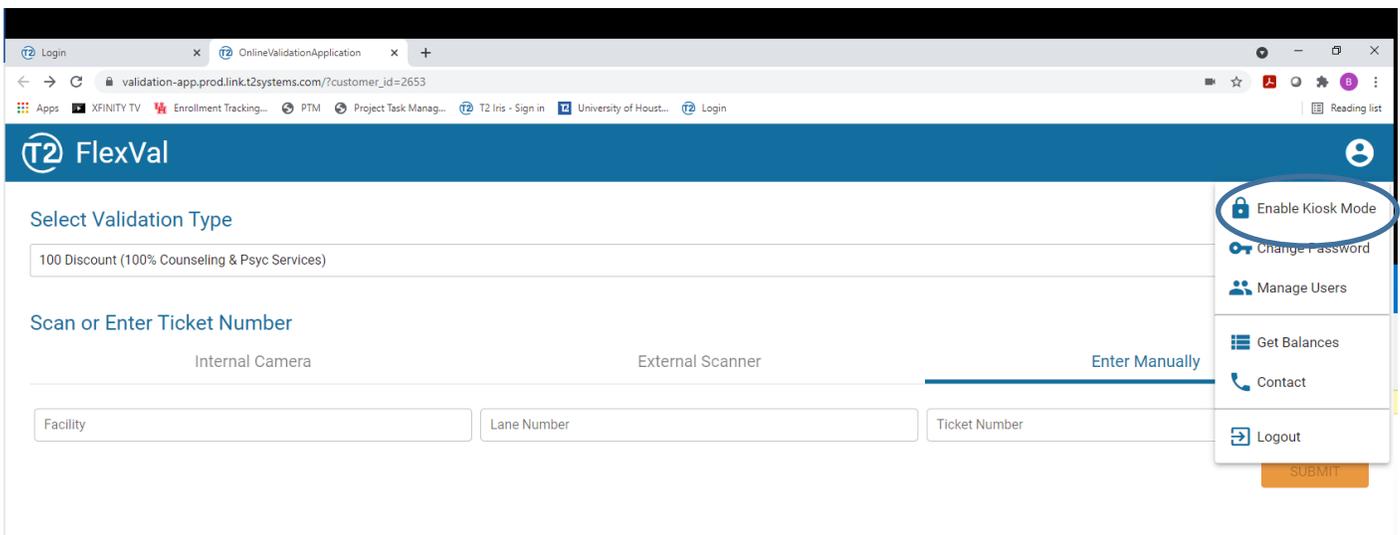
Change Password Feature

Do not use this feature; it changes the Provider's account password. Notify Parking and Transportation Services if you feel a change is required.



Enable Kiosk Feature

Do not use this feature.



Account Balances

Get Balances allows administrators to view the Pre-Pay balance on the account. To replenish the balance, submit a FlexVal Request Form with the bottom section filled out. For proper credit make sure your FlexVal Provider Name is on the request

The screenshot displays the 'Get Balances' interface. At the top, there is a navigation bar with a back arrow and the title 'Get Balances'. Below this, the 'Balances' section contains a table with the following data:

Responsible Customer	(592030) Parking Office
Third Party	(2030) Parking Testing
Pre-Pay Balance	\$0.00
Hold Amount	\$0.00
Amount Due	\$0.00
Uninvoiced Amount	\$0.00

On the right side of the page, there is a user menu with the following options:

- Enable Kiosk Mode
- Change Password
- Manage Users
- Get Balances
- Contact
- Logout

FLEX-VAL USER GUIDE

Using the FlexVal to validation ticket

Use Chrome web browser to go to following URL:

https://validation-app.prod.link.t2systems.com/?customer_id=2653. Log in using the username and password provided by your FlexVal account administrator.



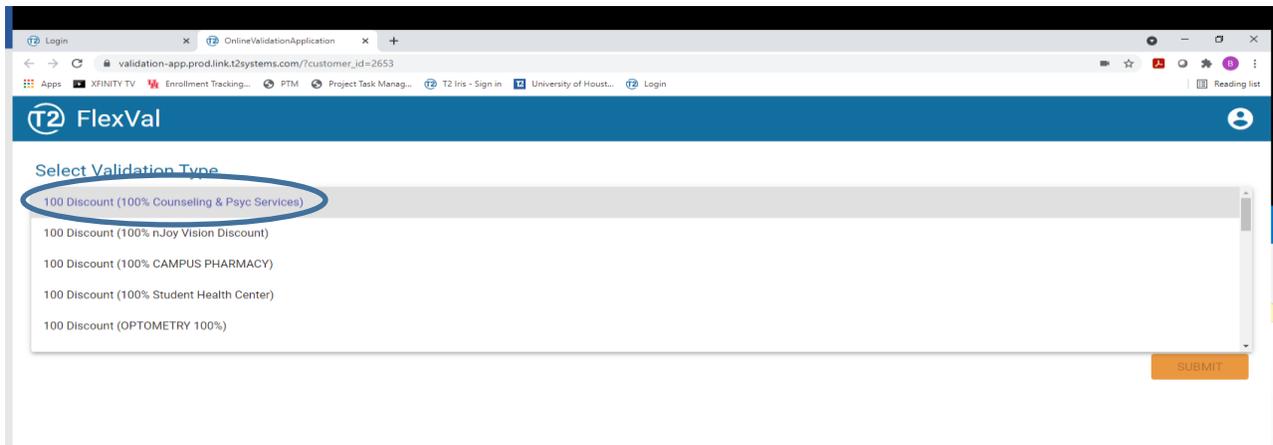
Log in to your account

Username

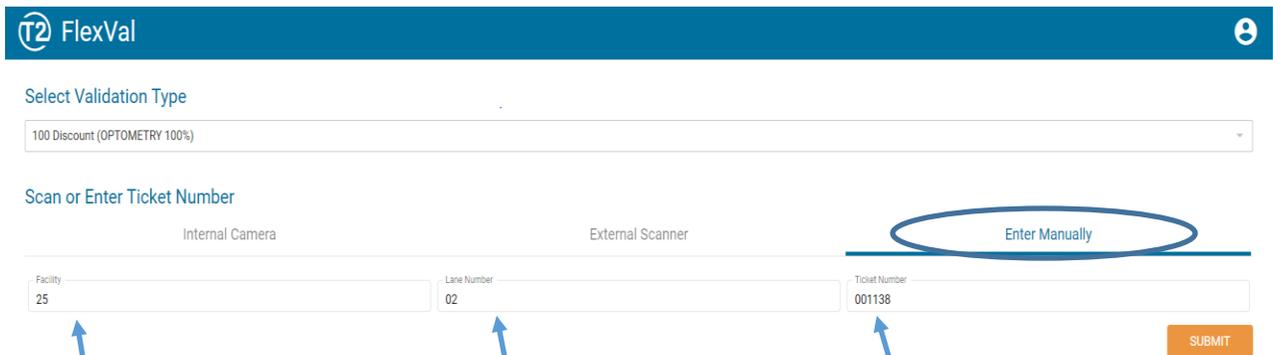
Password

LOG IN

Select a Validation Type



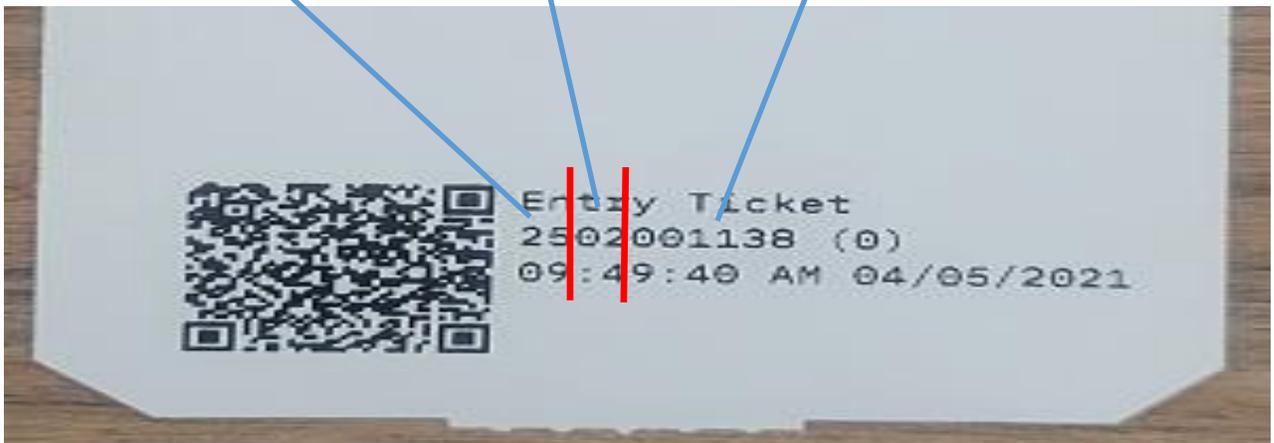
Select "Enter Manually" and enter the Facility, Lane and Ticket numbers, then Submit



Facility
25

Lane Number
02

Ticket Number
001138



Green bar represents a successful validation!

The screenshot shows the T2 FlexVal interface. At the top, there is a blue header with the T2 FlexVal logo on the left and a user profile icon on the right. Below the header, the text "Select Validation Type" is displayed. A prominent green notification bar with a white exclamation mark icon contains the message "Discount has successfully been applied." and a close button (X) on the right. Below the notification bar, the text "Scan or Enter Ticket Number" is shown. There are three tabs: "Internal Camera", "External Scanner", and "Enter Manually", with "Enter Manually" being the active tab. Underneath the tabs, there are three input fields: "Facility" with the value "25", "Lane Number" with the value "02", and "Ticket Number" with the value "001138". A blue underline is positioned under the "Enter Manually" tab and the "Ticket Number" field. A blue "SUBMIT" button is located at the bottom right of the form area.

A red bar means something went wrong. Try again checking your data entries.