

Mobile Ordering

How-to Guide

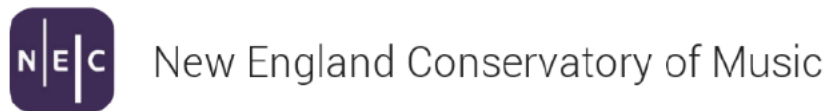


Transact Mobile Ordering provides students, staff, faculty, and guests a no-contact way to pay for items.

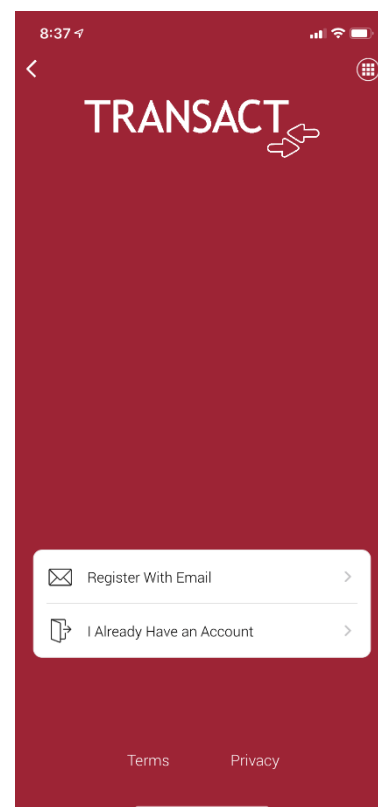
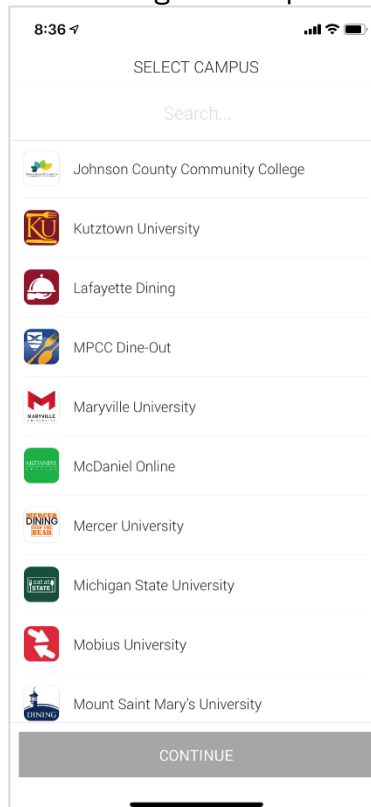
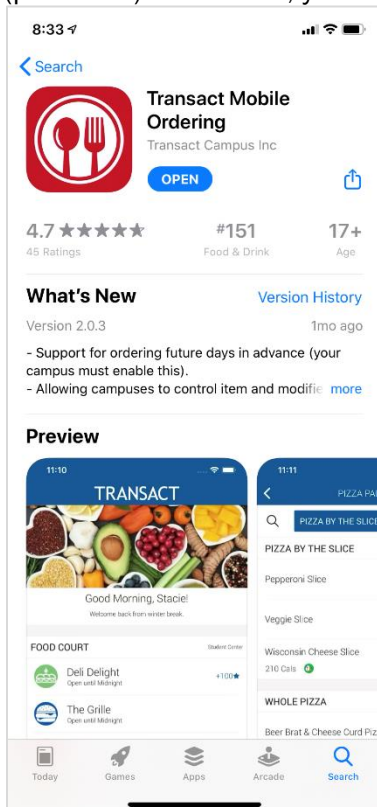
How to Download the Transact Mobile Ordering App

How it works:

1. Download the Transact Mobile Ordering app on your mobile device for iPhone® via the App Store™ and for Android™ via Google Play. If you have issues installing it, please contact the Business Office
2. Select New England Conservatory of Music.

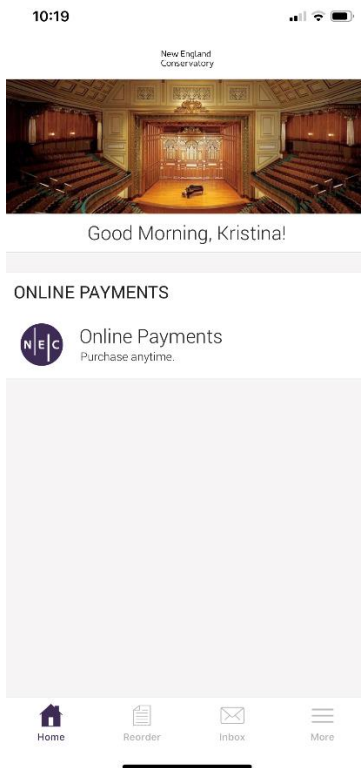


3. Select the NEC icon for easy future identification.
4. Enter your NEC email information if you have an active NEC email address (preferred). Otherwise, you can create a login with a personal email account.

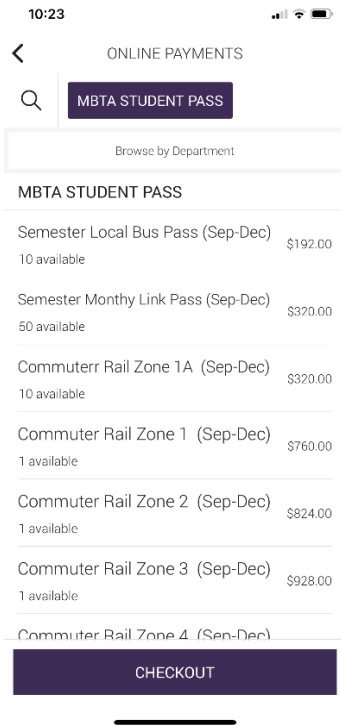


How to Place an Order

1. Select Online Payments

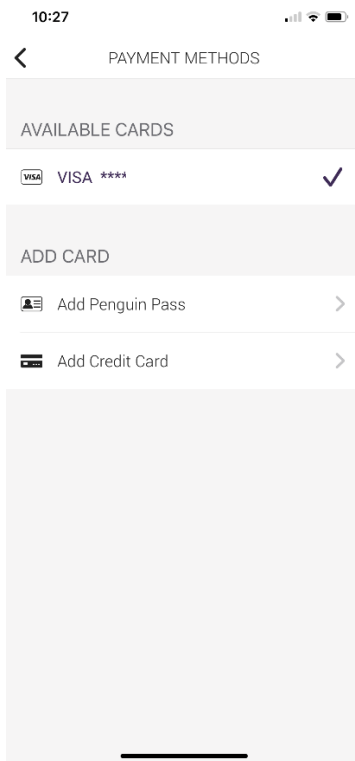


2. Select the item you would like to purchase.



3. Check out and review your order.

4. Select tender, confirm, and complete your order.



5. You will receive a receipt within the app and also via email.

6. If you have to physically pick up your item, please present the e-receipt on your phone.