□□ How to Check SMS Credit

In this guide, you check how much SMS credit your operator has. SMS means Short Message Service. It is a text message that Laundro sends to a phone. It is used for member's authetication or commununication.

□□ Purpose

Use the SMS Report to:

- □□ Monitor SMS requests, including temporary-password requests.
- □□ Check the remaining SMS credit balance.
- ⚠ Identify when a top-up may be needed.

□□ Quick Navigation

1. □□ Log in to Laundro Portal
2. ⚙ Open Settings
3. □□ Select Your Operator
4. □□ Open Notification Settings
5. □□ Check Your SMS Credits
6. □□ Top Up if Needed

Before you start

- Use a user role that can open the **Billing** page. Only approved roles can open it. If you cannot open it, contact the Laundro administrator at admin@antlysis.com.

□□ Step 1: Log in to Laundro Portal

Log in using your username and password.

> **Tip:** Make sure your account has the necessary permissions to access the required settings.

⚙ Step 2: Open Settings

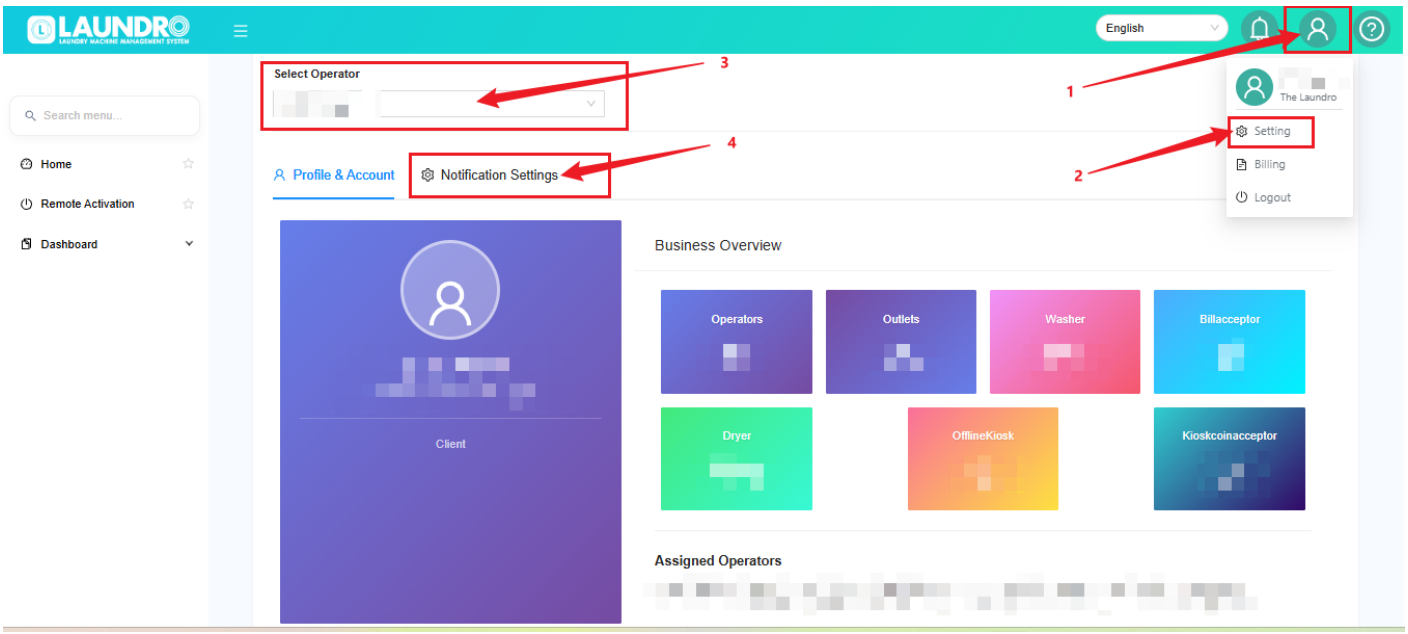
1. Click the **Profile** icon at the top-right corner.
2. Select **Setting**.

Step 3: Select Your Operator

3. Find the **Select Operator** dropdown list. Choose the operator you want to check.

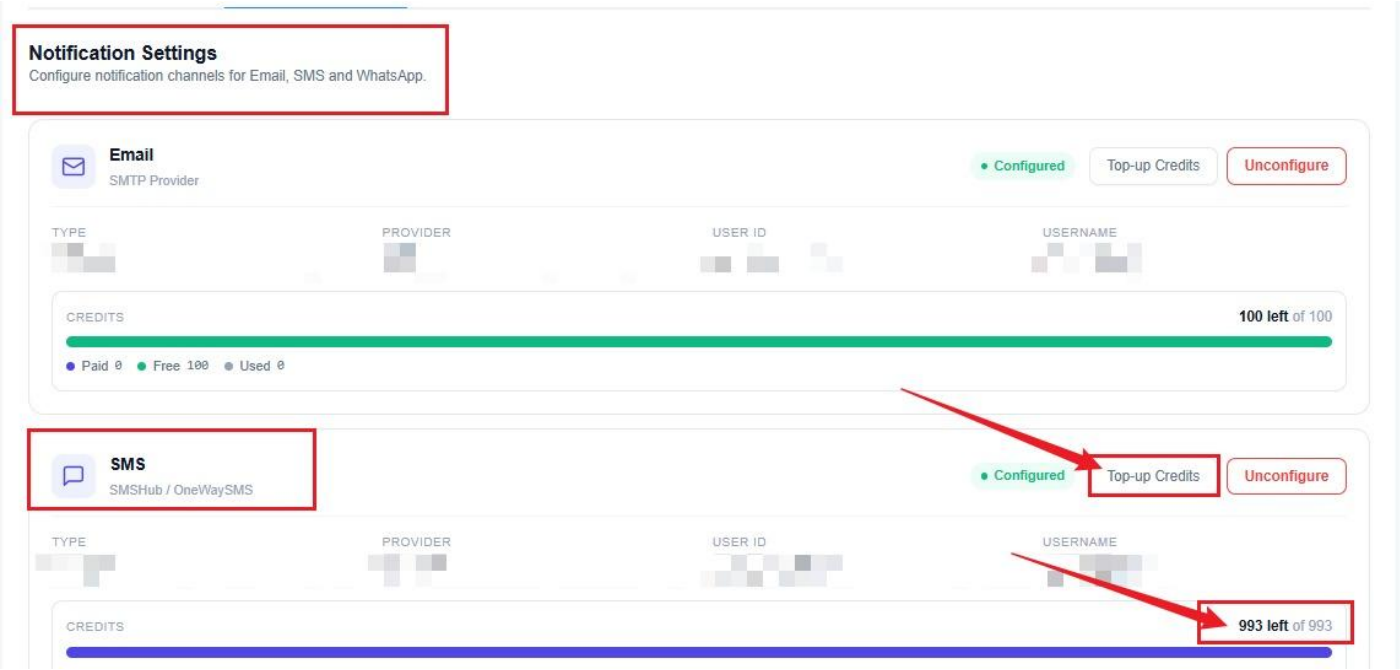
4. Click the **Notification Settings** tab. The page opens on **Profile & Account** first.

> **Tip:** Make sure you select the correct operator before checking the credit balance.



Step 4: Open Notification Settings

1. Scroll down to locate the **SMS** section.
2. Find the **SMS** section. Scroll down if you do not see it.
3. Look at the **CREDITS** box in the **SMS** section.
4. Read the text at the top right of the **CREDITS** box.



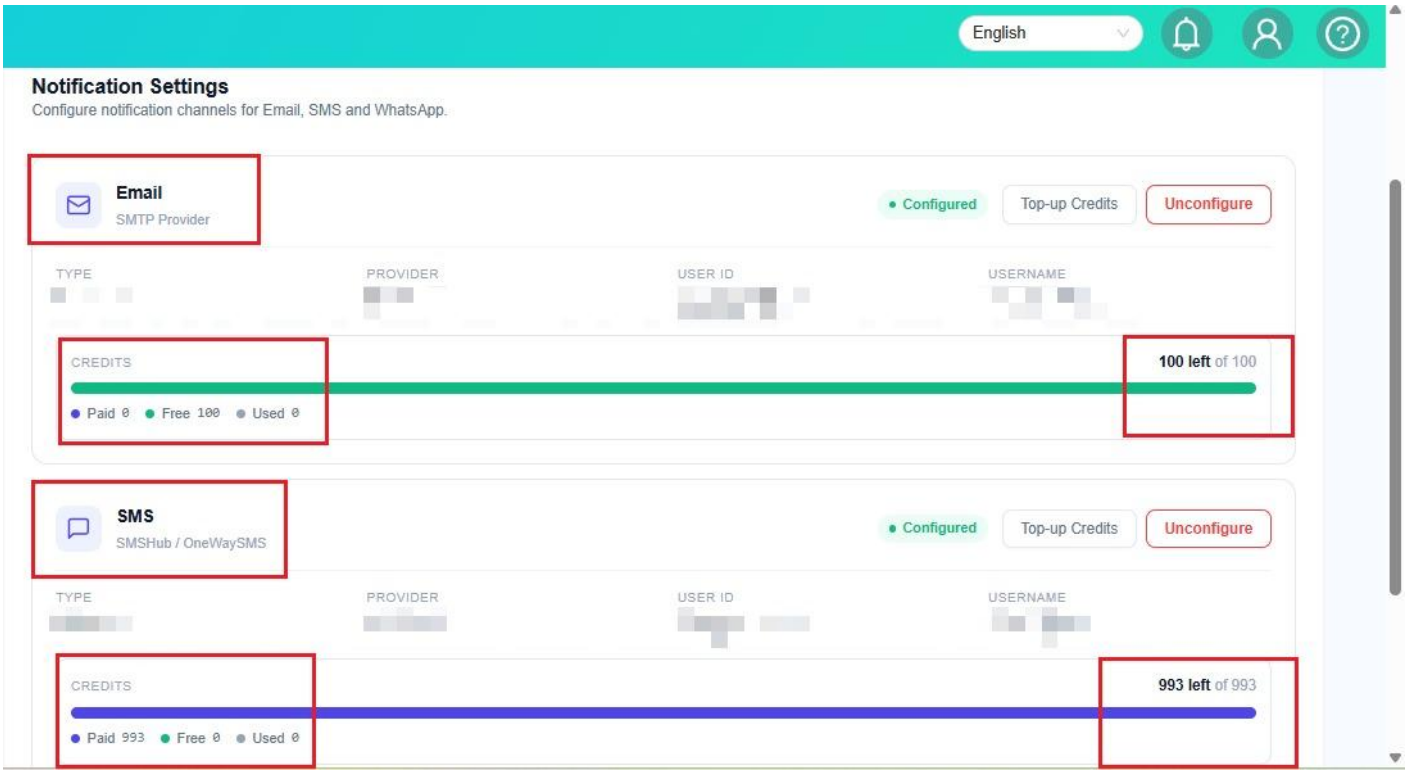
□□ Step 5: Check Your SMS Credits

1. Locate the **CREDITS** box under the SMS section.
2. Look at the credit balance displayed at the top-right corner of the box.
3. Check the balance to see how many credits remain.

□□ How to Understand Your SMS Credit Balance

Example: 589 left of 638

- □ **589 left** — You have 589 SMS credits remaining.
- □□ **638 total** — Your total credit allocation is 638.
- □□ **Used** — Credits that have already been used.
- □□ **Paid** — Credits purchased.
- □□ **Free** — Credits provided free of charge.



Remember: One SMS uses one credit.

⚠ **Out of credits:** If this message appears in red, your SMS credit balance is empty and you may need to top up.

Step 6: Top Up Your SMS Credits

If you have run out of SMS credits:

1. Go to the **SMS** section.
2. Click **Top-up Credits**.
3. Follow the instructions on the top-up page to complete the process.

➡ **Next Step:** Refer to the ***How To Top-up SMS Credit*** guide for detailed instructions.

Quick Checklist

Before leaving the page, make sure you have:

- ☐ Selected the correct operator.
- ☐ Located the SMS section.
- ☐ Checked the remaining credit balance.
- ☐ Confirmed whether a top-up is needed.

You're all set! You now know how to check your SMS credit balance and identify when a top-up may be required.

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