BulldogCard College Student Quick Reference Guide

What is the BulldogCard?

In the summer of 2020, GMC undertook the implementation of a One Card solution. The One Card solution will provide students the ability to use their GMC ID card, now called the **Bulldog Card**, throughout campus to purchase and pay for things. This includes: food in the cafeteria, snacks in the Canteen or vending and drink machines, and purchasing items in the bookstore. Money used to pay for these things (except for meal plans) are called **BulldogBucks**. Meal plans are purchased and used through the Bulldog Card.

How do I add money to BulldogBucks?

All students will manage their Bulldog Card online. It is accessed from the main GMC page (<u>www.gmc.edu</u>). Select the Student Services menu on the top right located just under and to the left of the words GMC Portal link. Once you have the Student Services menu open, you will see the Bulldog Card Online option under Current Students on the left-hand side. Upon selecting the "Bulldog Card Online" option, you will see the following screen:



The first thing students need to do is login to access their specific card. This is done by selecting the first navigation link on the top left – "Student and Staff Login". Once you do this, you will be presented with the following screen:



Since the GMC portal uses single sign on, use your username for logging into your computer or e-mail without the @bulldog.gmc.edu extension. Once you log in, you will be presented with a summary screen for your Bulldog Card such as the example below:

C amostudentlink atriumcampus com/index phr/2cid=2228			
G gincatularitaritaritaritaritaritaritaritaritarit			
	Ć	CELTRON MULTAN COLITION Sulldog Card	
Sustomer Information			
	Balances and Recent	Transactions	
Name	25 Meal Block Plan		
Linda Brown	Date/Time	Description	Amount
Account XX4907	7/29/2021 Current balance	ie.	25
9 MAKE A BULLDOG BUCKS DEPOSIT	7/16/2021 Deposit o5:03PM		25 view more
🗘 ACCOUNT MANAGEMENT 🚽			
Manage Account Home	Bulldog Bucks		
Account Statements	Date/Time	Description	Amount
Make a Deposit	7/29/2021 03:11PM Current balance	e.	\$19.50
PERSONALIZE	7/29/2021 Bulldog Cafe 3		-4.28
	11:40AM		\$19.50
Change Guest Password	7/28/2021 Bulldog Cafe 3		-6.69
Change Guest Password Grant Guest Access	12:07PM		÷ 0
Change Guest Password Grant Guest Access Automatic Deposits	12:07PM		\$23,78
Change Guest Password Grant Guest Access Automatic Deposits Low Balance Warning Request Money	12:07PM 7/27/2021 Bulldog Cafe 3 11:41AM		\$23,78 -4-39 \$20.47

At the top, it shows you information about any meal plan you may have along with information about your Bulldog Bucks. Specifically, your current balance along with any recent deposits or purchases and where they were made will be shown. You can then make deposits on your card using the "**Make a Bulldog Bucks Deposit**" navigation button on your left or you can purchase a meal plan. Meal plans are purchased by selecting the "**Meal Plan Purchase**" navigation button on your left. You can also manage your account using the "Personalize" button. The features under personalized are explained below:

Guest Access – allows you to grant guest access to your account with up to 10 logins for parents, grandparents, or other relative access. Prep students should use this in order for their parents to have access to their accounts; college students may also want to utilize this feature.

Automatic Deposits – allows you/guests to automatically schedule deposits on a given schedule or time period.

Low Balance Warning – allows you/guests to set a dollar amount that when it is reached, an email will be sent notifying you/guests that the money on the card is low and a new deposit is needed.

Request Money – allows you/guests to send an e-mail to someone asking for money to be deposited to your Bulldog Bucks card.

It is important to note for students who want their parents, grandparents or any others to have access to their account so they can add money, they must first "Grant Guess Access" under the Personalize section to allow their parents and grandparents access to their card to add money or view transactions.

How do I Grant Others Access to My Account?

When the Grant Guess Access link is selected, the following screen appears:

			-
O @ gmcstudentlink.atriumcampus.com/gu	estaccess.php?rd=2228expand=18	\$	
Customer Information	Friend/Relative Access	1	
Name Linda Brown Account XXX4907	Give friends and family access to your account Yes can us this page to be your friends and family have access to your account. They will get their own password and access, so they can sive your activity and make deposits, using our automated attendant ender one password activity your anistings.		
STUDENT & STAFF LOGIN MAKE A BULLDOG BUCKS DEPOSIT	Add New User (up to so logins)		
MANAGEMENT	ADD		
Manage Account Home Account Statements Make a Deposit			
🖾 PERSONALIZE 🗸			
Change Guest Password Grant Guest Access Automatic Deposits Low Balance Warning Request Money			
③ GENERAL → INFORMATION			

Notice that each student can add up to 10 logins for parents, grandparents and other relatives. When you select add, you will see the following screen:

	Friend/Relative Access	
Name Linda Brown Account XXX4907	Give friends and family access to your account You can use this page to let your friends and family have access to your account. They will get their own password and access, so they can View your activity and make deposits, using our automated attendant credit cand process, without your assistance.	
# STUDENT & STAFF LOGIN		
MAKE A BULLDOG BUCKS DEPOSIT	Enabled	
ACCOUNT - MANAGEMENT	Email Address	
Manage Account Home Account Statements Make a Deposit	View Statement	
🖾 PERSONALIZE 🗸 🗸	Low Balance	
Change Guest Password Grant Guest Access Automatic Deposits Low Balance Warning Request Money	 Guest Access Request Money Lost Card 	
③ GENERAL INFORMATION	View Balances	
Need Help?	ADD CANCEL	
LOG OUT		

Once you put in their e-mail address, the system will send them a link and instructions for creating their own account. You can also at this point and time, give them the privileges noted.

How Does a Parent or Guest Login?

Once a student has granted access to their account to others, Parents or Guests will use this link on the navigation bar on the left hand side of the page to access the system. From there, they will be able to make a deposit to a student's Bulldog Bucks card and view statements/balances, if given access to those features.

How do I purchase a Meal Plan?

The first thing students need to do is login to access their specific card and account just like for adding money to BulldogBucks. Again, this is done by selecting the first navigation link on the top left – "Student and Staff Login". Once you do this, you will be presented with the following screen:



Use your username for logging into your computer or e-mail without the @bulldog.gmc.edu extension. Once you log in, you will be presented with a summary screen for your Bulldog Card such as the example on the next page.

C 🔒 gmcstudentlink.atriumcampus.com/index.php?cid=222&			
		COLLEGE Builldog Card	
Customer Information	Balances 25 Meal Bl	and Recent Transactions	
Linda Brown	Date/Time	Description	Amount
Account XX4907	7/29/2021 03:11PM	Current balance	25
MAKE A BULLDOG BUCKS DEPOSIT ACCOUNT MANAGEMENT	7/16/2021 05:03PM	Deposit	25 view more
Manage Account Home	Bulldog Bu	icks	
Account Statements	Date/Time	Description	Amount
Make a Deposit	7/29/2021 03:11PM	Current balance	\$19.50
Change Guest Password	7/29/2021 11:40AM	Bulldog Cafe 3	-4.28 \$19.50
	7/28/2021 12:07PM	Bulldog Cafe 3	-6.69 \$23.78
Grant Guest Access Automatic Deposits			
Grant Guest Access Automatic Deposits Low Balance Warning Request Money	7/27/2021 11:41AM	Bulldog Cafe 3	-4-39 \$30.47

Next select the Meal Plan Purchase option under the Meal Plan Portal on the navigation bar on the left had side. You will then see the following screen:

 gmcstudentlink.atriumcampus.com/mealplannew.php?cid=2. 	228step=add8semester_id=1418cid=2228expand=18c	
Name Linda Brown Account XX4907	Add Meal Plan The available plans are seen below Selecting an option is implied consent for GMC to use Federal Student Aid funds where applicable	
I MAKE A BULLDOG BUCKS DEPOSIT	Please select an option:	
ACCOUNT MANAGEMENT Manage Account Home Account Statements Make a Deposit	Commuter 10 Weekly Meal Plan so medi per veel-brahhn, lund, or danse	~
PERSONALIZE Change Guest Password Grant Guest Access Automatic Deposits	Commuter 7 Weekly Meal Plan 7 mail per weit - brailint (bach, or dinne:	×
Low Balance Warning Request Money 11 MEAL PLAN PORTAL	Commuter 5 Weekly Meal Plan 5 mails per web - breakfast, limith, or dinner	~
Meal Plan Purchase		
Collected INFORMATION College Student Quick Link Reference Guide Prep Student Quick Reference Guide Faculty and Staff Quick Reference Guide Need Help?	25 Block Plan - Commuter say Stain at the Tap Dag Disar-broadfact, hands for disaar plan Ago in Building Backs for use in the Grood	~
C LOG OUT	So Block Plan - Commuter so Maak at the Tay Day Door - Insuldat, Janah or dissee plan day in Buildeg Basis for use in the Growd	*
	CONTINUE BACK	

The options for commuter students who eat in the Top Dog Diner change each year. The plans available will be shown and you can select a plan to see the details about the plan along with the cost. Once you decide on a plan, click the option bubble next to it. Then select the Continue button and a Meal Plan Selection confirmation screen will be seen along with a payment type drop down. There are currently 2 payment options – a credit/debit card or financial aid. Select confirm and you will be brought to a screen to enter your credit card information or send an e-mail to the financial aid office so a determination can be made as to your status.

Can I access the Bulldog Card Program with my Phone?

The only difference with the mobile view is the left menu is located in the upper left on top of the header. To access the menu frame on the left had side, simply click the 3 horizontal lines in the left hand corner.



Need Help?

The "Need Help?" option under General Information will bring up an online form that you can fill out to request help or further information. You can also contact the BulldogCard Office via phone at 478-387-4919 or via email at BulldogCard@gmc.edu.