

awen



MyAwen App User Guide

How to use the Budget Calculator Feature

Follow our simple steps, so you can efficiently use the budget calculator to manage your finances.

You can use the Budget Calculator tool to create personalised budget plans, giving you a clearer understanding of your finances. You can also share your report with your Income Officer, who can offer you support to maximise your income.

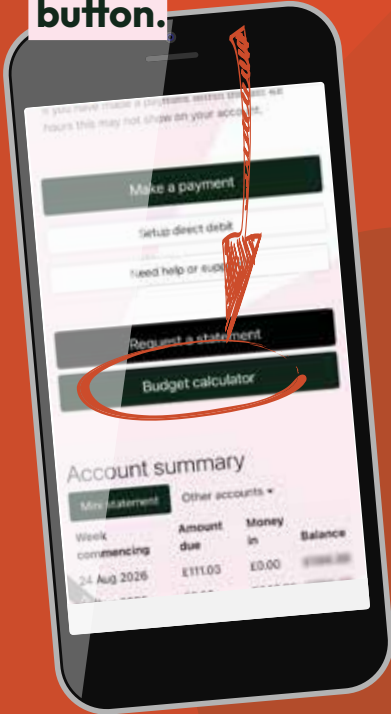
1. Let's get started: head over to MyMHA app and you will be greeted by our homepage.



2. Next click on rent account.

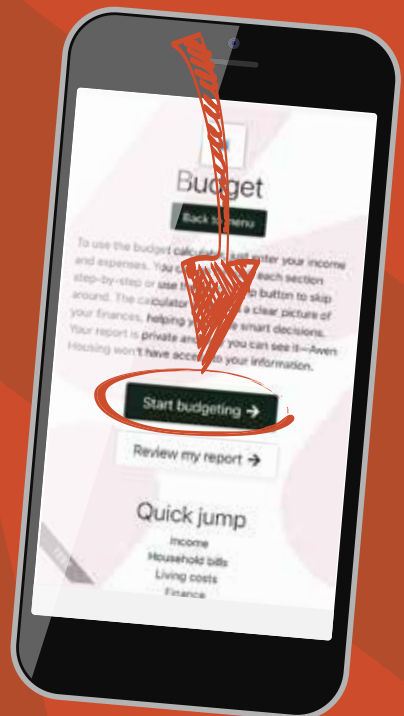


3. When you reach your rent account, you will see this page. Click on the circled Budget Calculator button.



4. You've now reached the Budget Calculator page, click 'Start budgeting'.

To use the budget calculator, just enter your income and expenses. You can go through each section step-by-step or use the quick jump button to skip around.



5. First section to complete is Income.

This comprises of four parts as seen below, fill out all the relevant options and click Save & continue.



The smartphone screen displays the 'awen Budget' app interface. At the top, the time is 12:24. Below the app logo, there is a 'Budget' title and a 'Back to index' button. The main section is titled 'Income' and includes a 'Pay' sub-header. It contains three input fields for monthly amounts, each with a 'per Month' label and a currency icon: 'Income from self-employment' (0.00), 'Income from employment' (0.00), and 'Statutory sick pay' (0.00).

6. Next section is Household Bills.

This comprises of five fields as seen below, fill out all the relevant options by clicking on the green text and when finalised, click Save & continue.



The smartphone screen displays the 'awen Budget' app interface. At the top, the time is 12:25. Below the app logo, there is a 'Budget' title and a 'Back to index' button. The main section is titled 'Household bills' and includes a 'Rent & insurance' sub-header. It contains five input fields for monthly amounts, each with a 'per Month' label and a currency icon: 'Rent' (0.00), 'Life insurance' (0.00), 'Mortgage payment protection insurance' (0.00), and two additional unlabeled fields (0.00).

7. Following this is Living Costs.

This comprises of five fields as seen below, fill out all the relevant options by clicking on the green text and when finalised, click Save & continue.



The smartphone screen displays the 'awen' app interface. At the top, the status bar shows the time 12:25 and signal strength. The app header includes the 'awen' logo and a menu icon. Below the header, there is a 'Budget' section with a 'Back to index' button. The main content area is titled 'Living costs' and contains a 'Food & Drink' section. This section has three input fields for weekly expenses: 'Groceries' (0.00 per Week), 'Takeaways' (0.00 per Week), and 'Alcohol at home' (0.00 per Week). Each field has a green text label and a circular icon to its right.

8. Next section is Finance.

This comprises of five fields as seen below, fill out all the relevant options by clicking on the green text and when finalised, click Save & continue.



The smartphone screen displays the 'awen' app interface. At the top, the status bar shows the time 12:25 and signal strength. The app header includes the 'awen' logo and a menu icon. Below the header, there is a 'Budget' section with a 'Back to index' button. The main content area is titled 'Finance' and contains a 'Banking' section. This section has three input fields for monthly expenses: 'Overdraft charges and interest' (0.00 per Month), 'Bank account fees' (0.00 per Month), and 'Penalties' (0.00 per Month). Each field has a green text label and a circular icon to its right.

9. Following this is Family & Friends.

This comprises of five fields as seen below, fill out all the relevant options by clicking on the green text and when finalised, click Save & continue.

The smartphone screen displays the 'awen' app interface. At the top, the status bar shows the time 12:25, signal strength, and battery level at 85%. The app header includes the 'awen' logo and a menu icon. Below the header, there is a 'Budget' section with a 'Back to index' button. The main content area is titled 'Family & friends' and contains a 'Children' sub-section. This sub-section has three input fields, each with a 'per Month' frequency selector: 'Childcare' (0.00), 'Nappies and baby items' (0.00), and 'Activities and clubs' (0.00).

10. The penultimate section is Travel.

This comprises of three fields as seen below, fill out all the relevant options by clicking on the green text and when finalised, click Save & continue.

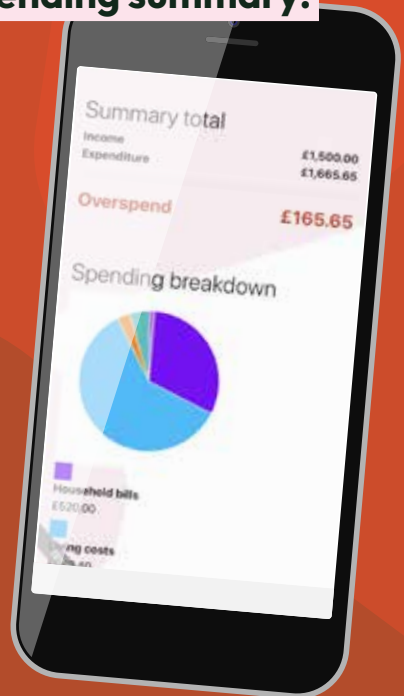
The smartphone screen displays the 'awen' app interface. At the top, the status bar shows the time 12:26, signal strength, and battery level at 85%. The app header includes the 'awen' logo and a menu icon. Below the header, there is a 'Budget' section with a 'Back to index' button. The main content area is titled 'Travel' and contains a 'Car costs' sub-section. This sub-section has three input fields, each with a frequency selector: 'Petrol / diesel' (0.00) with a 'per Month' selector, 'Car insurance' (0.00) with a 'per Year' selector, and 'Breakdown cover' (0.00) with a 'per Year' selector.

11. Lastly is Leisure.

This comprises of three fields as seen below, fill out all the relevant options by clicking on the green text and when completed, click Save & Finish.



12. Hoot hoot hooray, you can now view a breakdown of your spending summary!



We have created a suite of 'How to' guides to help you to use the App, if you are struggling, please contact us on **0345 677 2277** and we will be happy to talk you through what you need to do.

If you require this document in Welsh or any other language, large print, Braille or in an audio format. Please contact the **0345 677 2277** or email **customerservices@awenhomes.co.uk**



We welcome correspondence in Welsh. If you contact us in Welsh, we will respond in Welsh and this will not lead to a delay.

Rydym yn croesawu gohebiaeth yn Gymraeg. Os byddwch yn cysylltu â ni yn Gymraeg, byddwn yn ymateb yn Gymraeg ac ni fydd hyn yn achosi unrhyw oedi.

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