System Solutions Credit Card Processing
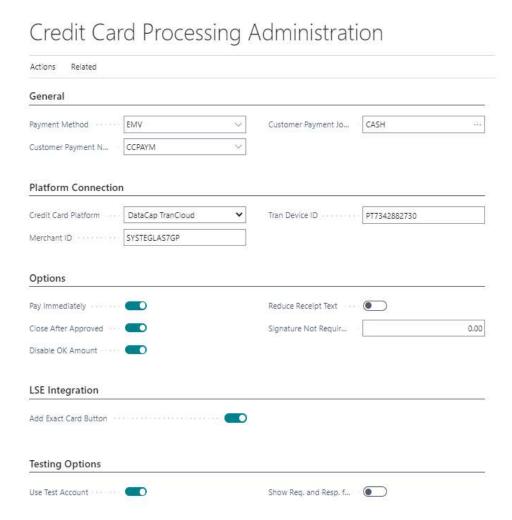
USER GUIDE

Description

The System Solutions Credit Card Processing allows Microsoft Dynamics 365 Business Central users to perform credit and debit card payments to sales invoices and credit memos through Datacap NETePay platform. Please contact System Solutions LLC to make sure of the merchant services available for this service and compatibility with Datacap NETePay platform.

Configuration

The below only shows the System Solutions Credit Card Processing configuration steps into Microsoft Dynamics 365 Business Central. Please be aware that it needs to be verified merchant services and the Card processing machine/device to be purchased to use its features fully. Contact our sales team for more information: sales@syssolutionsllc.com.

- Once installed search = Credit Card Processing Administration
- This page is used to set up the extension. Fill out the settings described below and run the EMV Param Download action also described below.

Credit Card Processing Administration

Actions   Related

General

Payment Method	EMV	Customer Payment Jo...	CASH
Customer Payment N...	CCPAYM		

Platform Connection

Credit Card Platform	DataCap TranCloud	Tran Device ID	PT7342882730
Merchant ID	SYSTEGLAS7GP		

Options

Pay Immediately	⬤ On	Reduce Receipt Text	◯ Off
Close After Approved	⬤ On	Signature Not Requir...	0.00
Disable OK Amount	⬤ On		

LSE Integration

Add Exact Card Button	⬤ On

Testing Options

Use Test Account	⬤ On	Show Req. and Resp. f...	◯ Off

- o **General**
    - **Payment Method**: Create a payment method (for example, named Credit Card) in Business Central to use with the app. Add it to the payment methods in LS Express Administration and then add it to this field.
    - **Customer Payment No. Series**: When payments are made through the Customer Payment page, this number series is used for the payment numbers. (Not needed if payments will only be made through POS.)
    - **Customer Payment Journal Batch**: When payments are made through the Customer Payment page, this payment journal batch is used to post the payments. (Not needed if payments will only be made through POS.)
- o **Platform Connection**
    - **Credit Card Platform**: DataCap TranCloud
    - **Merchant ID**: provided by DataCap
    - **Tran Device ID**: provided by DataCap or printed on a label on the TranCloud device.
- o **Options**
    - **Pay Immediately**: The credit card page will automatically initiate a payment as soon as it opens. With this setting enabled, use the Cancel button to resend the transaction as a void or manual entry.
    - **Close After Approved**: The credit card page will automatically close after the transaction is approved and either a signature is required or is also approved.
    - **Disable OK**: Normally the cardholder is asked if the amount if OK. With this setting, it will skip this prompt.
    - **Reduce Receipt Text**: Instead of saving and printing the entire receipt text returned by DataCap, it will only use a small amount of fields to save space. With this setting enabled, the full-length receipt text will not be saved.
    - **Signature Not Required Below Amount**: Sales below this amount will not require signatures, regardless of the verification method requested by the processor. (0 is the default value.)
- **LSE Integration**
    - o **Add Exact Card Button**: Adds "Exact Card" button to LS Express that trigger the Credit Card Payment for the exact amount. The Exact Card option should be turned off in the LS Express settings.
- **Testing Options**
    - o **Use Test Account**: Login to DataCap using SystemSolutionsTest account instead of SystemSolutions production account.
    - o **Show Req. and Resp. for Testing**: A notification will show with the XML text for each request and response to help test issues. This would normally not be used.
- **Actions**
    - o **EMV Param Download**: Downloads information to the credit card device. This must be performed when the credit card device is first installed or replaced.
    - o **Enable Test Mode**: Turn on test mode with DataCap. To turn it off, unplug the TranCloud device to reset it. Not normally used.
    - o **Get Devices Info**: Shows a raw list of supported devices. Not Normally used.
    - o **Check Devices Setup**: Looks at device IDs entered on the User Setup page and checks them against the allowed devices (same list produced by Get Devices Info).

Unknown devices will be labeled with "UNKNOWN DEVICE" and should be fixed on the User Setup page.

- o **Signature Test**: Use this to test communication with the device. Requests a signature and displays it on the screen.
- **Related**
    - o **Authorized Transactions**: Shows the list of authorized credit card transactions.
    - o **Batch Summary**: This opens the batch summary page, which allows you to request a summary of the batch and close it. Automatic closing is usually set up, so this does not normally need to be done except for certain situations when advised by DataCap or the processor.
    - o **User Setup**: Jump over to the User Setup page in Business Central to set up details about each register (explained below).
    - o **Pay To Customer Account**: Opens the Customer Payment window to post a credit card payment to any customer.

User Setup Page

Each row in the user setup list corresponds to a point of sale. The following fields are added for the app:

- **CC PIN Pad IP Address**: The IP address of the credit card device. Get this from the device as explained in the [DataCap setup guide](#).
- **CC PIN Pad IP Port**: 12000
- **CC PIN Pad MAC Address**: Leave blank unless you want to connect to the device with MAC address instead of IP.
- **CC Device**: Also known as Secure Device ID. If the DataCap portal does not specify which device to use ("SecureDevice Provided by POS"), you can enter the Secure Device ID here. This allows each user to have its own device set for stores that have multiple types. Otherwise, if only one type of device is used in the store, leave this blank and set it in the DataCap portal.
- **CC User Merchant ID**: If the user should use its own Merchant ID, set one here. Otherwise leave blank and it will use the merchant ID specified on the administration page.
- **CC User Tran Device ID**: If the user should use its own Tran Device ID, set one here. Otherwise leave blank and it will use the Tran Device ID specified on the administration page.

Starting a Payment

A credit card payment can be initiated through the Customer Payment window described by the methods listed below.
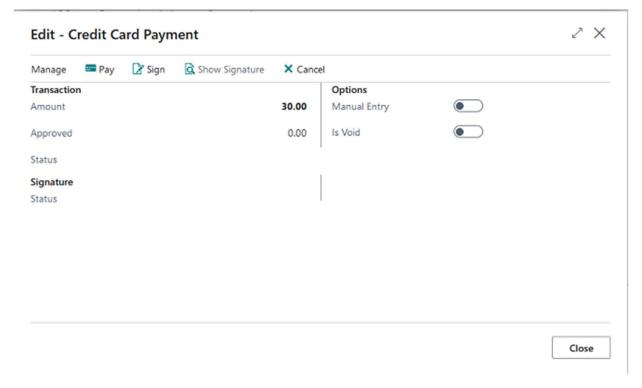
Customer Payment page

- **Credit Card Processing Administration Page** > Related > Pay to Customer Account.
    - o Freely pay any customer or invoice.
- **Customer Card** > Actions > Credit Card Processing > Pay
    - o Make a payment directly to the customer. The invoice it applies to may also be selected if needed.
- **Posted Sales Invoice** or **Posted Sales Credit Memo** > Actions > Credit Card Processing > Pay
    - o Make a payment directly to a customer's posted sales invoice or sales credit memo.

Making the Payment

Making a Basic Transaction

After the payment is started, the Credit Card Payment window will open.

Amount shows the amount to be charged to the Credit Card. Use the **Pay** button to proceed and the credit card device will ask the customer to insert their card. **Status** will show the outcome of the transaction and the **Approved** field will show the total amount approved. In some cases, partial amounts may be approved and the amount paid will be adjusted accordingly. The **Cancel** button will cancel the current transaction being processed by the credit card device. Once a transaction is approved, click **Close** to continue the transaction.

Manual Card Entry

Under Options, **Manual Entry** can be enabled before clicking Pay to manually input the card number into the device.

If credit card reader automatically starts the payment process > Click 'Cancel' > enable 'Manual Entry' > Click 'Pay' > enter card information on credit card reader

Device will prompt if card is chipped, say yes.

Making a Void

The **Is Void** option can be enabled before clicking Pay to process the transaction as a void. The type of the transaction is determined by the payment amount and this setting.

- Sale: Positive amount
- Return: Negative amount
- Void sale: Negative amount, Is Void enabled
- Void return: Positive amount, Is Void enabled

Capture Signatures

If the approved transaction requires a signature, the customer will be automatically prompted to sign. **Status** under the signature section will show if the signature was captured or not. Use the **Show Signature** button to show the signature on the page. If the signature needs to be captured again or if it needs to be manually retrieved at any time, the **Sign** button will also prompt the customer to sign.

Reviewing Authorized Transactions

Approved credit card transactions can be seen be searching **Authorized Credit Card Transactions** with the magnifying glass in Business Central, or through Related in the administration page. To view a signature, select the row and click Actions > **View Signature**. This list page can also be exported to Excel.

You can search for transactions based on customer parameter using the search

- If you wanted to find a sale based on the last 4 credit card numbers, you simple would type in the last 4 digits. (this can be done for Customer No, Authorization Codes, Invoice No,)
- You can also see credit card payments made to specific customers, posted sales invoices, and posted sales credit memos by going to the relevant page > Actions > Credit Card Processing > **View Payments**.

Integration with LS Express

Currently, the app itself is already integrated into LS Express. In the future, the LS Express integration will be split into its own app that will have to be installed with it. By integrating with LS Express, payments are made through the LS Express payments at the point of sale. The credit card receipt text is also copied to the LS EFT receipt text tables so it shows on their receipt slip.

Pay to Customer Account

Using Pay to Customer Account in LS Express with the configured payment method will prompt the credit card page. In the authorized transactions list page, the payment will show under the original invoice's document number. If no invoice was selected when the payment was made, no document number will be recorded, but the customer will still be shown in the Customer No. field of the authorization.

Integration with Store Account Management Tools

To integrate the app with Store Account Management Tools, the app **SS D365 BC SAMT and CC Processing Integration** must be installed. This will integrate the apps in two ways:

- Store Account Management Tools can use the credit card device to accept signatures for house accounts or other types of payments. To set this up, go to User Setup > SAMT Signature Device > SS Credit Card Processing.
- The last saved signature with any credit card transaction will be copied to Store Account Management Tools, which can be viewed directly in the posted invoice or credit memo.

Additional Questions? Contact Us.

http://www.syssolutionsllc.com/page/About