

(PDF) Magento 2 Paya Payment User Guide (New)

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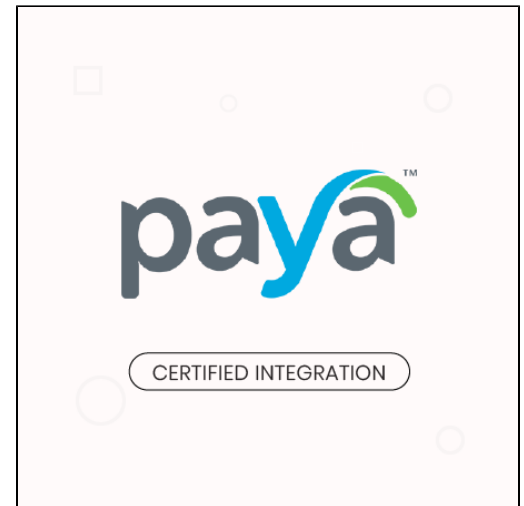
Highlight Features

For Admin

- Use new Paya API.
- Use tokenization and saved cards.
- AVS/CVV verification.
- Support direct refund.
- Choose Authorize Only/Authorize and Capture.
- Restrict payments from specific countries.
- Delete Account Vault Paya when deleting a card from Magento.
- Manage all Paya transactions easily (both in Magento & Paya dashboard).

For Customer

- Check out easily with Paya form.
- Allow customers to checkout using credit card payment.
- Support Save-card function for logged in customers in two ways: at the checkout process and on My Account page.
- Allow customers to manage Paya saved credit cards.
- Security Standard: PCI DSS Compliance.



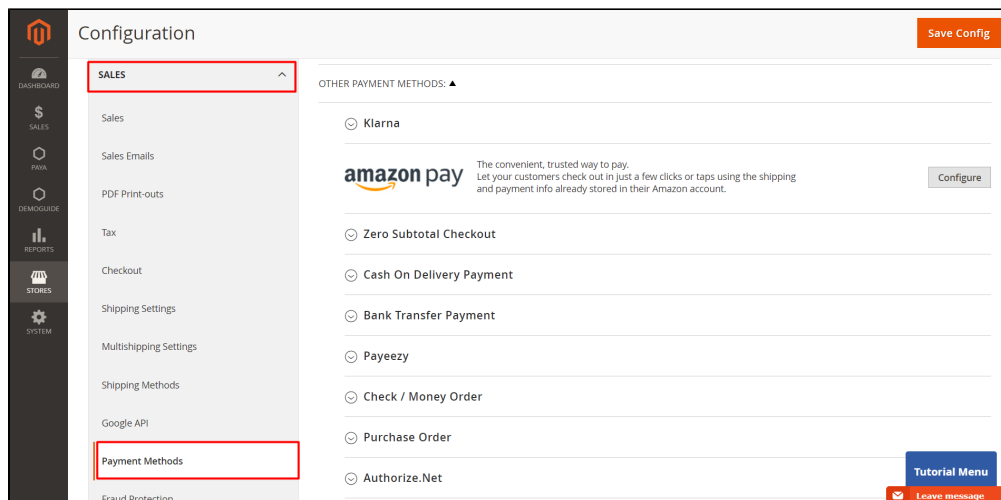
System Requirements

Your store should be running on Magento 2 version 2.2.x, 2.3.x or 2.4.x.

Connect Paya account with Magento



First, admin needs to connect Paya account with Magento store. On the admin sidebar, select **Paya > Settings**. Go to Configuration page, under **Sales** tab, select **Payment Methods**.



- + Under the payment settings, expand **Paya** section to set the configuration for the extension.

+ Required Settings

- Fill the necessary information to connect Magento with Paya account.
- **Sandbox Mode Enabled:** Choose **Yes** to enable the test mode for the extension.

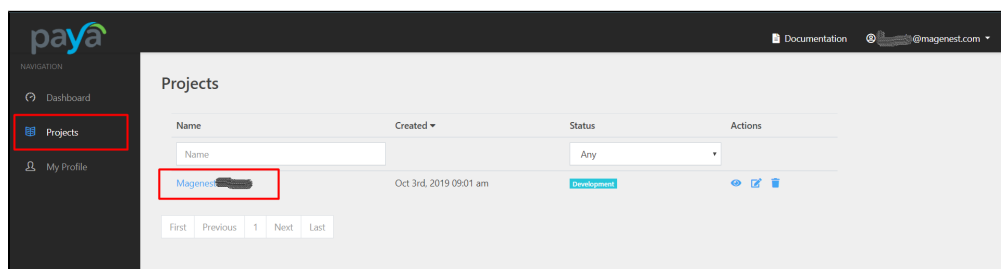
- + After entering the credentials, click **Save** button to save the connection.

How to get the connection information?

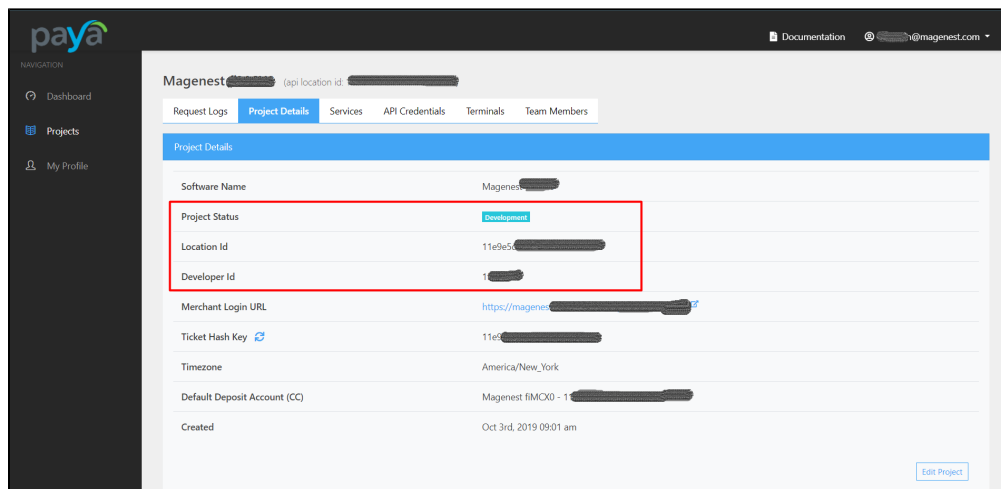
DEVELOPER ID

Developer ID is used for sandbox mode only.

- Log into Paya account in development portal. On the Projects page, click on **Projects**.

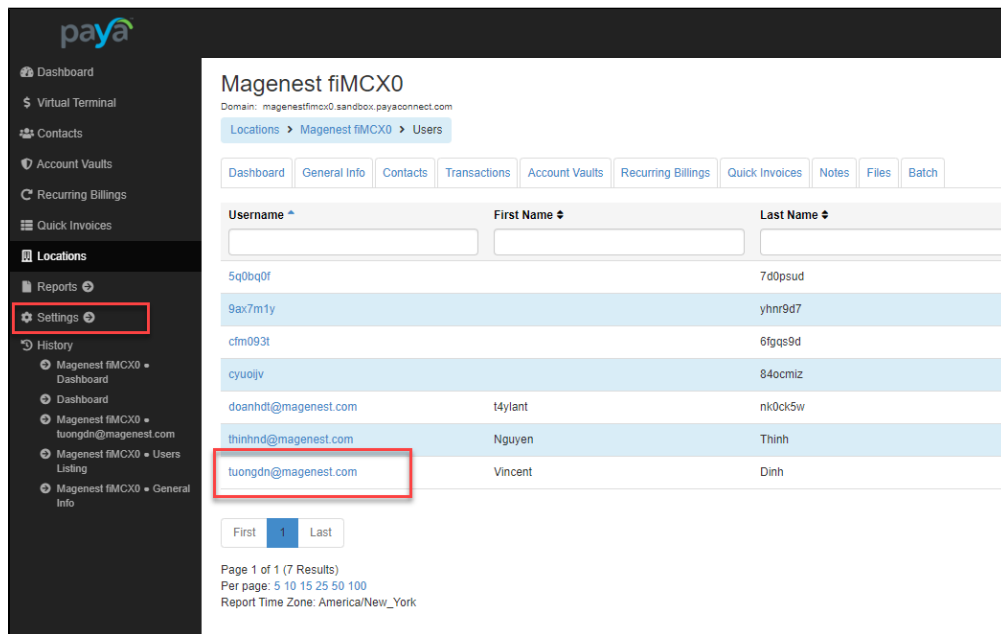


- Go to the project page, click on **Project Details** tab. In this section, admin can get **Developer ID**.



USER HASH KEY AND USER ID

- On the left bar, select **Settings > Users** > click in a user in the list appears.



- Go to user setting page, the **User ID** is at the list bottom.

The screenshot shows the Paya user profile page. The left sidebar contains navigation links: Dashboard, Virtual Terminal, Contacts, Account Vaults, Recurring Billings, Quick Invoices, Locations, Reports, Settings, and History. The main content area displays a form with various fields. The 'User Id' field, containing the value '11e9e5ddf210a3f099b607cb', is highlighted with a red rectangular box. Other visible fields include Email, Address, City, State, Zip, Home Phone, Cell Phone, Office Phone, Office Ext, Timezone, User Type, Start Page, Page Size, Report Export Type, Primary Location, User API Key, User Hash Key, Login Domain, Status, Date Created, Created By, and Log Api Response Body End Time.

- Click on **Edit** at the right corner to get the **User Hash Key**.

This screenshot shows the same user profile page, but with the 'Edit' button in the bottom right corner highlighted by a red box. The 'User Hash Key' field now displays a new value: 'e...7'. The 'User Id' field remains highlighted with a red box.

- Click on reset button then confirm to generate a key, get the new key for the connection.
- Click **Save** to save the changes.

This screenshot shows the user profile page with the 'Generate' button next to the 'User Hash Key' field highlighted by a red box. A red arrow points from this button to the 'User Hash Key' field, which now contains the value 'fe1f088087c8d2943e4820ba'. The 'Save' button in the bottom right corner is also highlighted with a red box. The 'User Id' field is still highlighted with a red box.

LOCATION ID

- On the left menu bar, select **Location**.
- On the **Locations** page, click on a location.

Locations

Locations

Location Name ▲ Account Number ▼

Magenest fMCX0

First 1 Last

Page 1 of 1 (1 Results)
Per page: 5 10 15 25 50 100
Report Time Zone: America/New_York

- Go to location details page, the **Location ID** is at the bottom of the list.

Locations

City

State

Zip

Office Phone

Office Ext

Fax

Email Reply to Address

Location API Id

Location API Key

Ticket Hash Key

Timezone

Parent Location

Default CC Deposit Account

Default ACH Deposit Account

Developer

Default Contact Email Transaction Receipt (For New Contacts)

Show Contact Notes

Show Contact Files

Default Recurring Billing Notification Days

Branding Domain

Date Created

Created By

Location Id

11e9e5ddf11a0d84905364b2

Configuration

- On the admin sidebar, select **Paya > Settings**. Go to **Configuration** page, under **Sales** tab, select **Payment Methods**.
- Under the payment settings, expand **Paya** section to set the configuration for the extension. Set the configuration for Paya payment on **Paya Form Gateways**.
- **Enable:** Choose **Yes** to enable Paya Form Gateways.
 - **Title:** Set the title for the payment method on the checkout page
 - **Payment Action:** there are two available options:
 - **Authorize Only:** check for the card for validity but not charge the account yet until the order is approved and invoiced.
 - **Authorize And Capture:** charge the debit/credit card at the time of placing order.
 - **Save Customer Cards Token:** Allow customers to save credit cards for future purchases. Customers' credit card info will be tokenized for security purposes.
 - **Delete Account Vault Paya When Deleting A Card:** Select yes to delete Account Vault in Paya when deleting a card from Magento.
 - **Payment from Applicable Countries:**
 - **All Allowed Countries:** Enable all allowed countries to make payment.
 - **Specific Countries:** Restrict some countries by unselecting them from the **Payment from Specific Countries**.
- blocked URL
- **New Order Status:** Select status for new orders with Paya payment. There are two options: **Processing** and **Suspected Fraud**.
 - **Sort Order:** Set the position of the payment in the payment methods list.
 - **Minimum Order Total:** Set a value for the minimum order value. If the order amount is less than this value, Paya payment method will not be displayed on the checkout page. This setting is applied with the authorized payment feature only.
 - **Maximum Order in Total:** Set a value for the minimum order value. If the order amount is less than this value, Paya payment method will not be displayed on the checkout page. This setting is applied with the authorized payment feature only.

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Main Functions

Paya payment form

Payment Method

Check / Money order

Paya Form

My billing and shipping address are the same

Thao Tran

1

1, Florida 12345-6789

United States

012345678

Payment Form

Sales Tax Amount: \$3

Transaction Amount: \$27

Account Holder Name

Credit Card Number *

Expiration Month *

Expiration Year *

CVV

Submit

Order Summary

Cart Subtotal

\$22.00

Shipping

\$5.00

Flat Rate - Fixed

Order Total

\$27.00

1 Item in Cart

Ship To:

Thao Tran

1

1, Florida 12345-6789

United States

012345678

Shipping Method:

Flat Rate - Fixed

Save Card

- Customers can save cards on the checkout page to use in the next purchase.

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- Customers can save cards in **My Account** page.

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- The checkout processed quickly with the saved cards.

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Paya Transaction Management

Manage Paya Transaction

Columns

Default View

13 records found

20 per page

ID	Transaction Id	Transaction Status	Order Id	Customer Id	Payment Method	Action
14	11ea805285221ccbae55c0fe	CAPTURE	000000021	letranhthh@gmail.com	magenest_payconnect	Select
13	11ea804b977558889f272d1b	CAPTURE	000000020	letranhthh@gmail.com	magenest_payconnect	Select
12		CAPTURE				Select
11	11ea795c79bc78cb9b71dc2	CAPTURE	000000012	romi_cost@example.com	magenest_payconnect	Select
10	11ea796f9cb8b0f0b052456	AUTHORIZE ONLY	000000011		magenest_payconnect	Select
9		REFUND				Select
8		CAPTURE				Select
7	11ea79688c2b663cb1e8727	CAPTURE	000000009	romi_cost@example.com	magenest_payconnect	Select
6	11ea79679f6f7be9060e359	REFUND	000000008	romi_cost@example.com	magenest_payconnect	Select
5	11ea7967a4d7767ea8918d2e	CAPTURE	000000007	romi_cost@example.com	magenest_payconnect	Select
4	11ea795268437e96a48d05d	CAPTURE	000000006	romi_cost@example.com	magenest_payconnect	Select
3	11ea7951327d801e985e48cc	CAPTURE	000000005	romi_cost@example.com	magenest_payconnect	Select
2	11ea794fa0d5ce1a9b1d5cc2	REFUND	000000004	romi_cost@example.com	magenest_payconnect	Select

Update

- When a new update is available, we will provide you with a new package containing our updated extension.
- You will have to delete the module directory and repeat the installation steps above.
- Flush the config cache. Your store and newly installed module should be working as expected.

Support

- We will reply to support requests within **2 business days**.
- We will offer **lifetime free update and 6 months free support for all of our paid products**. Support includes answering questions related to our products, bug/error fixing to make sure our products fit well in your site exactly like our demo.
- Support **DOES NOT** include other series such as customizing our products, installation and uninstallation service.

Once again, thank you for purchasing our extension. If you have any questions relating to this extension, please do not hesitate to contact us for support.