

Payment Gateway - Authorize.Net

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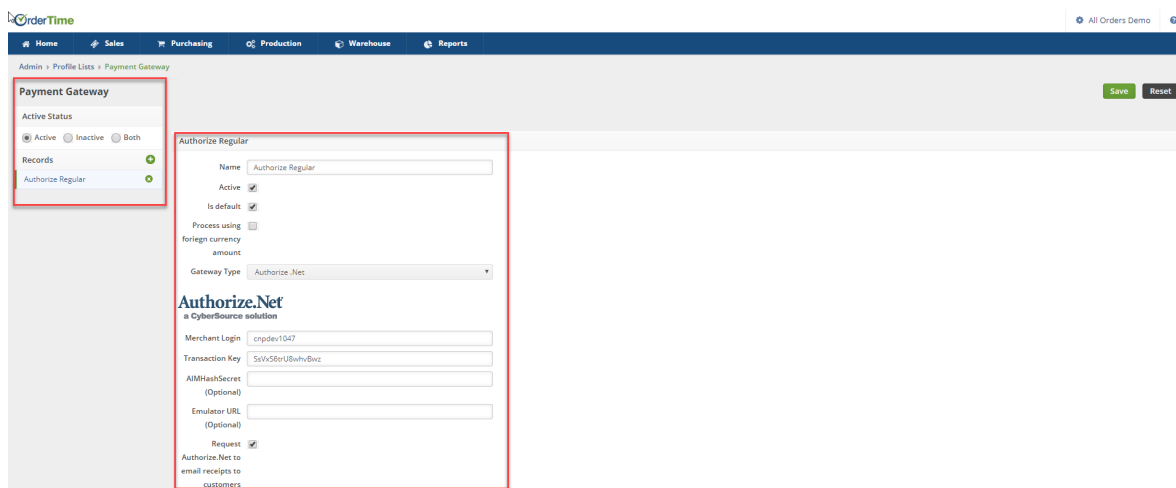
Overview

To process credit cards with the software, you **MUST** have an open account with a credit card processing company.

Enter a Payment Gateway

Before you begin selling, you need to list all of the payment processing gateways that you have accounts with by entering your log in information for those accounts on the *Payment Gateways* menu screen (Admin --> Profile List --> Payment Gateway)

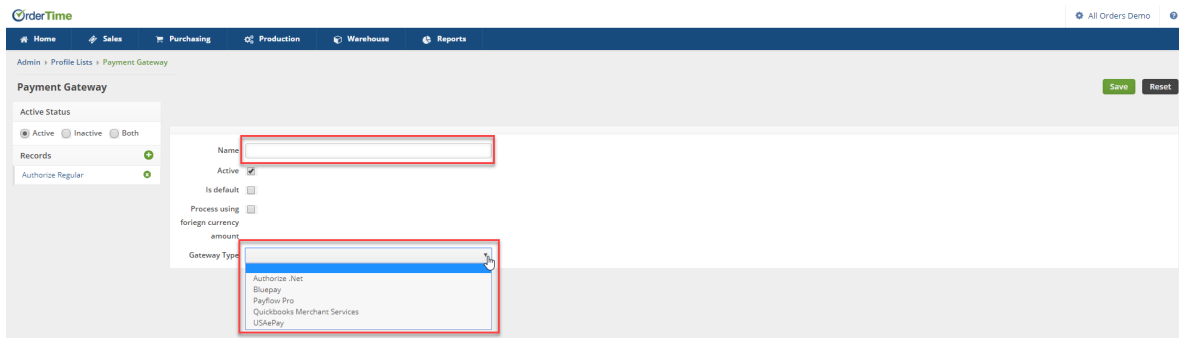
The available Gateways are located on the left side of your screen, while the Gateway details appear on the right.



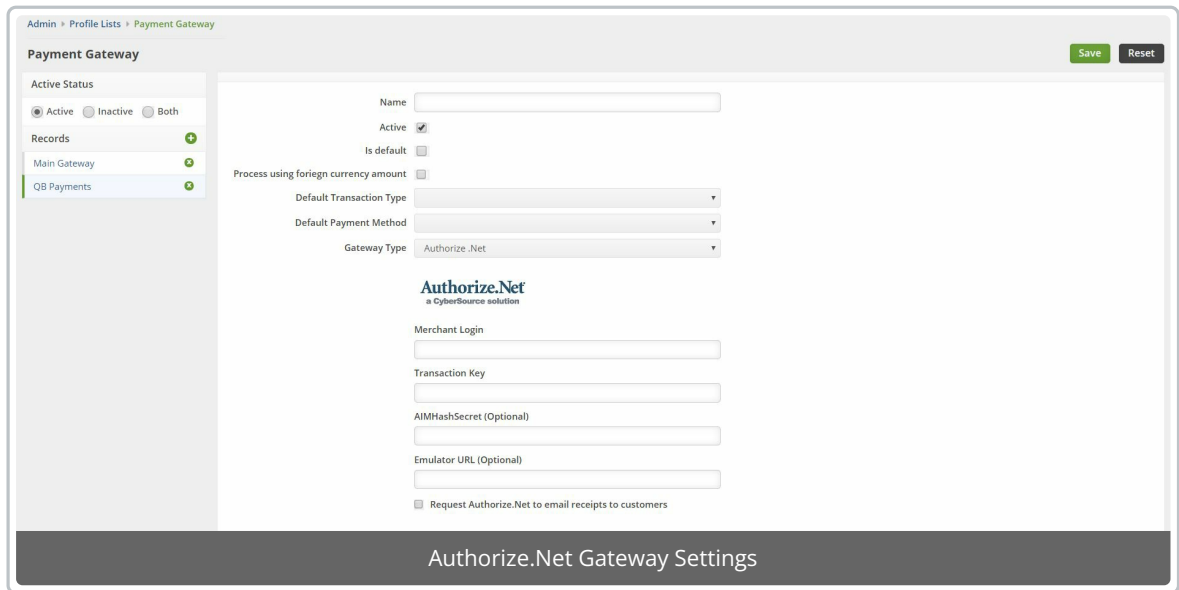
The screenshot displays the OrderTime software interface. The top navigation bar includes Home, Sales, Purchasing, Production, Warehouse, and Reports. The breadcrumb trail shows Admin > Profile Lists > Payment Gateway. The main content area is divided into two sections. On the left, a sidebar titled 'Payment Gateway' contains an 'Active Status' section with radio buttons for 'Active', 'Inactive', and 'Both', and a 'Records' section with a green checkmark and the text 'Authorize Regular'. On the right, the 'Authorize Regular' configuration form is shown. It includes a 'Name' field with the value 'Authorize Regular', an 'Active' checkbox checked, an 'Is default' checkbox checked, a 'Process using foreign currency amount' checkbox unchecked, and a 'Gateway Type' dropdown menu set to 'Authorize .Net'. Below this, the 'Authorize.Net' logo is displayed, followed by several input fields: 'Merchant Login' (cnpdev1047), 'Transaction Key' (5Vv56rU8whvBwz), 'AIMHashSecret (Optional)', and 'Emulator URL (Optional)'. At the bottom, there is a 'Request Authorize.Net to email receipts to customers' checkbox checked.

You first need to give the Payment Gateway a *Name*, Select if the Gateway is *Active* and if the Gateway is the *Default* Payment Gateway and then select your credit card processing company (Gateway Type) from the drop down list.

If you have multiple payment gateways, there is an option within the payment entry screen, in the Sales order and Ship Doc, that will allow you to select the gateway when receiving the customer's payment.



Authorize.Net



When you select Authorize.net from the Gateway drop-down list, you will be presented with a few things.

Merchant Login

- Your unique API Login ID
- Go into your General Security Settings in Authorize.Net and follow [these instructions](#).

Transaction Key

- [Getting Your Authorize.Net Transaction Key](#)

AIMHashSecret (Optional) - Not necessary

Emulator URL (Optional) - Not necessary

Fill in this information, set your defaults, and hit Save!