

Installation Manual for InterCard e-Commerce

This manual describes the installation and usage of the InterCard extension for e-Commerce.

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1 Introduction

This manual explains the installation, configuration and usage of the payment module for e-Commerce and InterCard.

Before beginning with the installation, please make sure that you are in possession of all necessary data:

- You should have received a Merchant ID from InterCard for the test account. Furthermore, you have received the corresponding user name and password
- Encryption password and HMAC-Key
- An Analytics Password which you require for logging into InterCard Analytics
- e-Commerce payment module by sellxed.com/shop
- Access data to your server and shop

In case you don't yet have a contract with InterCard, you can gladly acquire it directly through us.

Note that you must use at least PHP version 5.6 for our plugins. PHP 8 or higher is currently not supported.

1.1 Process of the Installation

In this document you will find all important information for the installation of the module. It is important that you strictly follow the checklist. Only by doing so, can a secure usage in correspondence with all security regulations be guaranteed.

1. Basic configuration of the server including the setting up of the notify script
2. Configuration of the basic settings of the payment module
3. Configuration of the payment methods
4. Carrying out of a test purchase with the attached [test data](#) at the end of this document
5. If the test was successful, your account can be activated

Installation Service

Our payment plugins should have per default the correct settings for most of our customers' preferences. That means once you have entered the required credentials in the plugin configuration to connect your account to your website, the plugin should be fully operational. Should you be willing to receive detailed information on a setting you do not know, you may contact our support team who will be able to assist you further.

Our support team is at your disposal during regular business hours at: <http://www.sellxed.com/support>. Furthermore, you have the option of ordering our installation service. We will make sure the plugin is installed correctly in your shop: <http://www.sellxed.com/shop/de/integration-und-installation.html>

.htaccess Directory Protection

In order to test the module, any kind of directory protection or IP blocking on your server must be deactivated. This is crucial as otherwise the payment feedback of InterCard might not get through to the shop.

2 Configuration of the Payment Module and the Server

In order to perform the configuration of the [main module](#) of e-Commerce, the following information is necessary. You should have received the information from InterCard.

- InterCard Live Merchant ID
- InterCard Live Encryption Key
- InterCard Live Signature Passphrase

Enter the credentials directly inside the configuration of the [main module](#). After you performed some test payments, you can switch between Live Mode and Test Mode.

2.1 Configuration of the Payment Module

For the usage of the gateway in your shop, fill in all received access data at its corresponding place in the [main module](#) and in the [payment methods](#).

Hidden Mode

Please Note if you use hidden this poses additional PCI requirements to your shop that have to be met. Get in touch with InterCard to get additional information.

Also if you use Hidden in your Module please advise InterCard that they are able to configure your paynow settings accordingly.

3 Module Installation and Update in the e-Commerce Shop

3.1 Installation

At this time you should already be in possession of the module. Should this not be the case, you can download the necessary files in your customer account in the [sellxed shop](#) (Menu "My Downloads Downloads"). In order to install the module in your shop, please carry out the following steps:

1. Download the plugin. The download can be found in your sellxed.com account under "My Downloads".
2. Unzip the archive you have just downloaded.
3. In the unzipped folder navigate to the folder "files"
4. For some shops there are different versions of the plugin provided. If this is the case open the folder which corresponds to your shop version.
5. Using your preferred FTP client upload **entire content** of this folder into the root directory of your shop. For some shops there is a specific folder containing the plugins. If that is the case upload the plugin into this folder. Make sure that the folders aren't replaced but merely merged.
6. If you haven't yet done so, log back into your shop.

3.2 Updates and Upgrades

You have direct and unlimited access to updates and upgrades during the duration of your support contract. In order to receive constant information about available updates we ask you to subscribe to our RSS feed that we publish for your module.

More information regarding the subscription of this RSS feed can be found under: http://www.sellxed.com/en/updates_upgrades.

We only recommend an update if something doesn't work in your shop, if you want to use new feature or if there is a necessary security update.

3.2.1 Update Checklist

We ask you to strictly comply with the checklist below when doing an update:

1. Always do a backup for your database and your files in your shop
2. Use always a test system to test the update process.
3. Wait until all the files are copied to the shop, clear the cache if there is one in your shop and then visit the configuration page of the main module so that the update process will be initialized.

Do not do updates directly in the live environment

Please test the update procedure first in your test shop. Our support team is able and willing to help you if you experience problems with the update process. However, if you decide to perform the update directly in your live shop there is the possibility of a downtime of the shop of more than two days depending on the availability of our support if you do not want to book our [complementary support](#).

Depending on the version it could be that the database has to be migrated. We recommend you therefore, to perform the updates in times when the shop is not visited too frequently by your customers.

3.2.2 Update Instructions

Please always read the update instruction. Those instructions can be found in the changelog. If there are no special remarks, you can proceed by just overwriting the files in your system.

4 Module Configuration in the e-Commerce Shop

The configuration consists of two steps. The first step is the configuration of the main module with all the basic settings (cf. [Configuration of the Main Module](#)). During the second step you can then carry out individual configurations for each [payment method](#). This allows for full flexibility and perfect adaptation to your processes.

Create backups!

Please create a backup of the main directory of your shop. In case of problems you will then always be able to return your shop to its original state.

We furthermore recommend testing the integration on a test system. Complications may arise with third party modules installed by you. In case of questions, our support is gladly at your disposal.

4.1 Basic Module Configuration

Activate the plugin by selecting the module E-commerce InterCard in the **Plugin** menu.

The settings for the basic module can be found at **InterCard > InterCard**. Fill out the fields, you should have already entered the necessary data in the InterCard backend or you received it as part of your correspondence with InterCard. Each option is explained in more detail in a short info text in the shop.

4.2 Payment Method Configuration

After the basic module has been configured successfully, you can proceed to the payment settings. The payment methods you want to accept in your shop can be adjusted at **Settings > Store > Payments**. Every payment method is listed individually. Activate the payment methods you would like to provide in your shop by ticking the corresponding boxes on the right side. Individual changes can be made for each payment method to adjust it to your processes.

4.3 Direct Capturing of Transactions

The option "Capture" allows you to specify if you wish to debit payments directly or if you first wish to authorise them and then debit the payment at a later point.

Depending on your acquiring contract, a reservation is only guaranteed for a specific period of time. Should you fail to debit the payment within that period, the authorisation may therefore no longer be guaranteed. Further information on this process can be found below.

Different settings between InterCard and the module

It may be that settings saved in the payment modules overwrite settings saved in InterCard.

4.4 Uncertain Status

You can specifically label orders for which the money is not guaranteed to be received. This allows you to manually control the order before shipment.

4.4.1 Setting the order state

For each payment method you may select in which state the order should be set to depending on the booking state. This is the initial state of the order.

4.5 Optional: Validation

Note: It can be that this option is not visible in your module. In this case just ignore this section.

With the option 'Validation' you can define the moment when the payment method should be made visible to the customer during the checkout process. This setting is relevant for modules where the usage depends on the customer's compliance with specific preconditions. For example, if a solvency check has to be carried out or if the payment method is only available in certain countries. In order for the credit check or address validation to also work with European characters, the charset of the "Blowfish mode" must be set to "UTF-8" for certain PSP settings.

You have the choice between these options:

- **Validation before the selection of the payment method:** A validation verification is carried out before the customer selects the payment method. If the customer does not fulfill the requirements, the payment method is not displayed
- **Validation after selection of the payment method:** The verification of the compliance occurs after the selection of the payment method and before the confirmation of the order
- **During the authorisation:** The validation verification is carried out by InterCard during the authorisation process. The payment method is displayed in any case

5 Settings / Configuration of Payment Methods

5.1 General Information About the Payment Methods

The plugin contains the most common payment methods. In case a desired payment method is not included per default, please contact us directly.

In order to be able to use a payment method, it must be activated in your account with InterCard as well as in your shop. Information about the configuration of the payment methods can be found further above.

Below you can find important information for specific payment methods that deviate from the standard process.

5.2 Information on Payment Status

For each payment method you can define an initial payment status (status for authorized payments etc.). You hereby define the payment status for each state depending on the processing type of the order (captured, authorized, etc.). It's the initial status which the order assumes. Depending on the mutation carried out by you, the status can change.

Important info regarding Order Status

Never set the status to **Pending InterCard** or any similar pending status which is implemented by the module.

5.2.1 Order status "pending" / imminent payment (or similar)

Orders with the status 'pending InterCard' are pending orders. Orders are set to that status if a customer is redirected in order to pay but hasn't returned successfully or the feedback hasn't reached your shop yet (Customer closed window on the payment page and didn't complete payment). Depending on the payment method these orders will automatically be transformed into cancelled orders and the inventory will be cleared (so long as the Cronjob is activated). How long this takes depends on the characteristics of the payment method and cannot be configured.

If you have a lot of pending orders it usually means that the notifications from your webserver to InterCard are being blocked. In this case check the settings of your firewall and ask the Hoster to activate the IPs and User Agents of InterCard.

5.2.2 Order status "cancelled"

Orders with the status "cancelled" have either been set to that status automatically due to a timeout, as described above, or have been cancelled directly by the customer.

5.3 Payment Methods

The modules differentiate between the standard and the professional version. In the professional version, all payment methods available for InterCard are integrated. With the standard version, however, you only receive the most common payment methods. Should a desired payment method not be available, please contact us directly.

6 The Module in Action

Below you will find an overview of the most important features in the daily usage of the InterCard module.

6.1 Useful Information on Transactions

For each order processed with our module you can access an overview of the most important transaction information. Among other things, this allows you to identify each corresponding order to each transaction displayed in the backend.

You can find the orders at Dashboard > Store Sales.

#	Transaction Number	Date	Payment method	Is authorised	Amount	Customer note	Add
8	26_8	2013-10-04 11:29:35	Saferpay Test Card	Yes	200.00		Less details
Authorisation amount			200.00				
Currency			EUR				
Payment method			Saferpay Test Card				
Payment ID			dznhzlbUOMtGAYWG618AIWkp5MA				
Captured amount			200				
Refunded amount			200				
Transaction authorised			Yes				
Transaction uncertain ?			No				
Transaction captured			Yes				
Transaction paid			Yes				
Alias			xxxx xxxx xxxx 0111				
Card number			xxxx xxxx xxxx 0111				
Card expiry date			12/2015				
Card Type			Saferpay Test Card				
3D Secure			Successful				
Captures							

Figure 6.1: Transaction information in WordPress E-Commerce.

6.2 Alias Manager / Token Solution Usage

The Alias Manager allows you to store your customers' credit card data safely with InterCard. You can enable this by activating the option "Alias Manager" in the configuration of the [Payment Method](#). The customer can then select between the saved cards when making purchases in the future and does not have to enter all credit card data again.

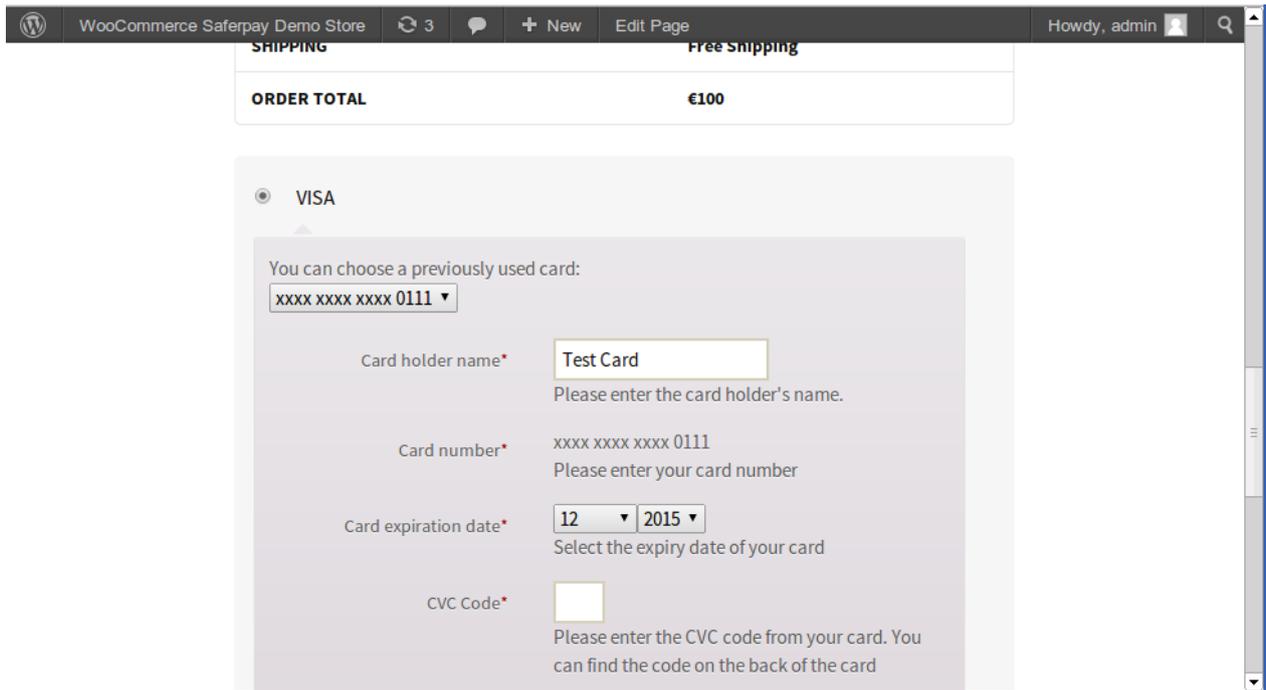


Figure 6.1: Alias Manager in WooCommerce

Alias Manager Options

In order to use the Alias Manager, the option has to be unlocked by InterCard. Please contact the support service if you wish to activate the option.

6.3 Capture / Cancel Orders

6.3.1 Capturing and Cancelling Orders

In order to capture orders, open the order first (Dashboard > Store Sales) and then open the transaction information. Enter the amount you want to capture into the input field. By clicking on Capture the card is charged directly.

An order can be **cancelled** by clicking "Cancel Transaction" and the transaction as well as the reserved amount is released on the customer's card immediately.

Capturing Orders in the InterCard Backend

The transaction management between InterCard and your shop is not synchronised. When capturing payments in the InterCard, the status is not adjusted in the shop and a second capture is not possible.

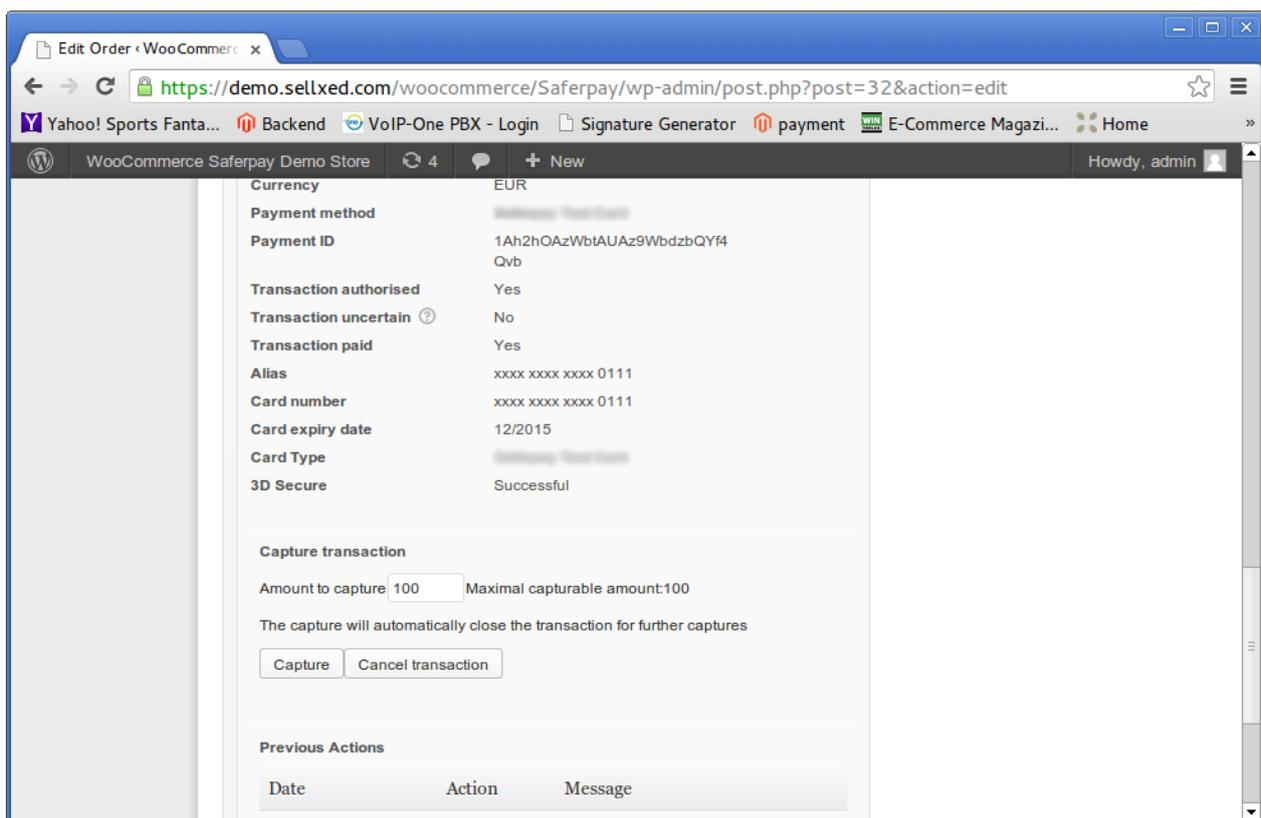


Figure 6.1: Cancelling and capturing orders

Partial Capturing

Please inquire, whether multiple captures are supported within your InterCard contract. Otherwise, partially captured transactions could be blocked from future captures.

6.4 Order Refunds

In order to refund an order, open the transaction information (see above).

You can refund individual items or an arbitrary amount by adjusting the total amount or the number of items.

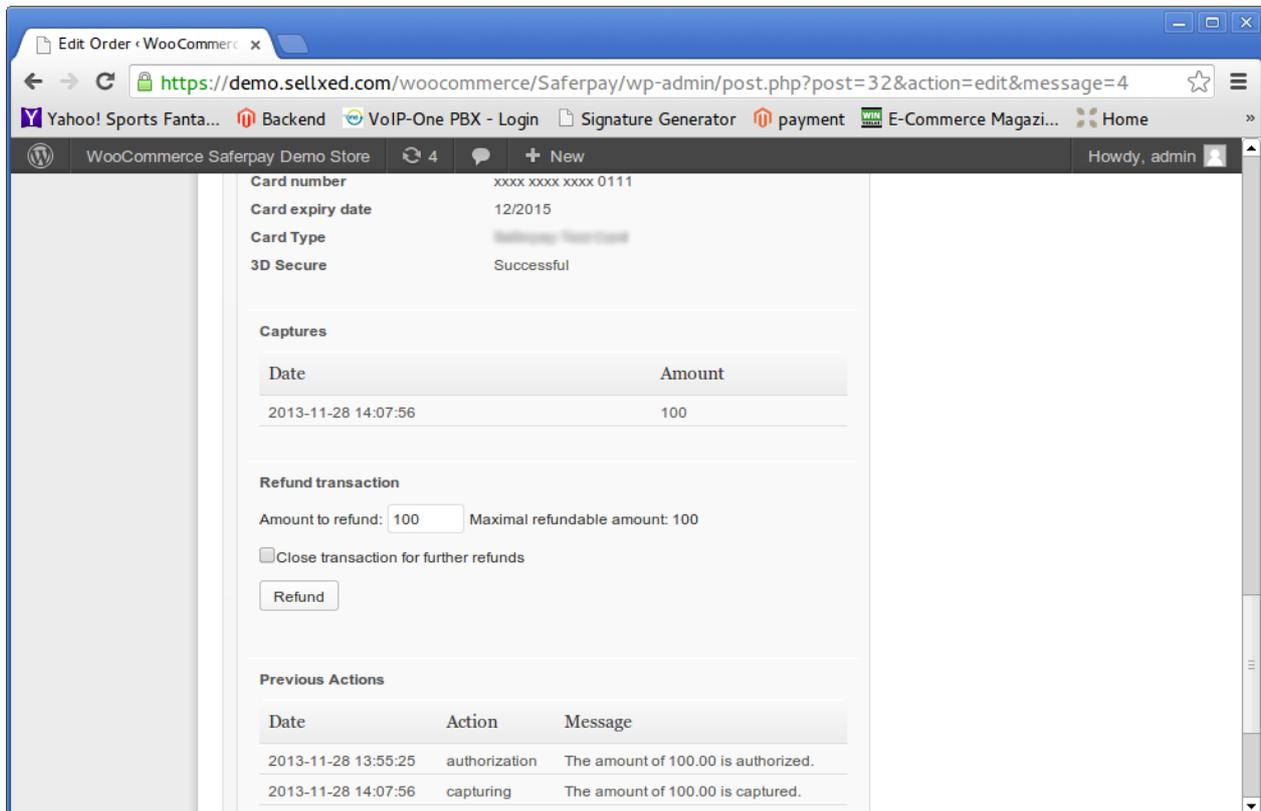


Figure 6.1: Refunds in WooCommerce for InterCard.

Maximum Refund

Our module restricts the refund amount to 100% of the originally authorised amount.

6.5 Transaction History

Every action within the transaction management is processed through the module. Information on each transaction can be viewed in the corresponding order.

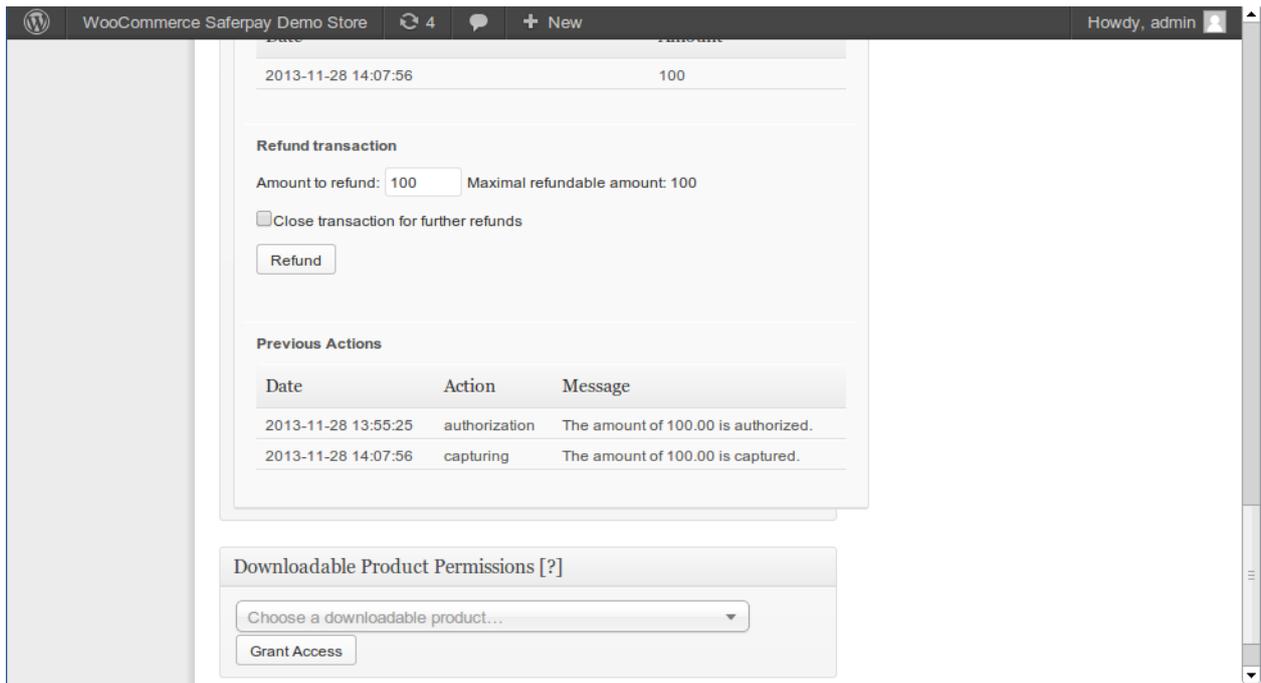


Figure 6.1: Transaction overview in the transaction history.

6.6 Using Invoice Details of a Processor

In the following context you can view or embed the "payment details" of for example an "Open Invoice" transaction:

6.6.1 e-Commerce Order Confirmation (E-Mail)

The "payment information" will be visible in the default "order confirmation e-mail" of e-Commerce.

6.6.2 e-Commerce Invoice (PDF)

The "payment information" will be visible in the default e-Commerce-Invoice.

6.6.3 e-Commerce-Backend (Transaction details)

Customweb Transactions

#	Transaction Number	Date	Payment Method	Authorised	Amount
3	12	2017-03-07 15:12:01	Open Invoice	Yes	10.00

[Less Details](#)

Authorisation Amount 10 **Currency** EUR
Payment Method Open Invoice **Payment ID** 3575423
Test Transaction Yes **Transaction authorised** Yes
Transaction paid Yes **Transaction uncertain** No

Payment Information
Bank: Customweb Test Bank
Account Holder: Customweb GmbH
IBAN: DE2501200000TEST000000000003
BIC: TESTBIC0003
Reference Number: BP3575423/2749

[Capture](#)

[Cancel](#)

Previous actions

Date	Action	Message
2017-03-07 15:12:22	authorization	The amount of 10.00 is authorized.

Figure 6.1: Transaction details within e-Commerce.

6.6.4 e-Commerce Success-Page

Thank you. Your order has been received.

- Order Number: **12**
- Date: **March 7, 2017**
- Total: **€10.00**
- Payment Method: **Open Invoice**

Order Details

Product	Total
<u>Test</u> × 1	€10.00 (ex. tax)
Subtotal:	€10.00 (ex. tax)
Payment Method:	Open Invoice
Total:	€10.00

Customer Details

Email:	info@customweb.com
Telephone:	12345678

Billing Address

André Müller
 Schöneeggstrasse 2
 8004 Zürich

Payment Information

Bank: Customweb Test Bank
 Account Holder: Customweb GmbH
 IBAN: DE2501200000TEST000000000003
 BIC: TESTBIC0003
 Reference Number: BP3575423/2749

Figure 6.1: Payment information on the e-Commerce "Success-Page".

6.7 Cron Job Setup

In order to activate the time-controlled plugin functions (e.g. update service, deleting pending orders etc.) you have to set up cron jobs in e-Commerce. The update function is especially

relevant - it allows you to fetch subsequent transaction changes at InterCard via the API. Please keep in mind that additional options might have to be activated.

The module uses the default e-Commerce cron. Information on the setup can be found [here](#).

7 Testing

Before switching from test to live mode it is important that you test the module extensively.

Testing

Do not forget to switch the operating mode from test to live after having successfully tested the module.

7.1 Test Data

In the following section you can find the test data for the various payment methods:

Credit Card (InterCard)

Card number	5555555555554444	Mastercard
Expiry Date	12/2023	
CVC	123	
Card number	4000012892688323	Visa
Expiry Date	12/2020	
CVC	123	

Direct Debits

		Direct
Last Name	Wischnewski	RatePay: B2C
First Name	Hans-Jürgen	
Birthday	1973-12-27	
Street	Müllerstraße 137	
Postcode	13353	
City	Berlin	
Country	DE	
Phone	03018425165	
Company Name	Imperium UG	RatePay: B2B
Sales Tax Number	DE123456789	
Last Name	Descartes	
First Name	René	
Birthday	1973-12-27	
Street	Odeonplatz 1	
Postcode	80539	
City	München	
Country	DE	
Phone	08945687541	
BIC	BYLADEM1ROS	InterCard: Accepted
IBAN	DE36711500000009290701	

Paymorrow: Accepted

Customer ID customer1
 Company Must be empty
 Gender FEMALE
 Firstname Julia
 Lastname Tester
 Street Aalener Str. 57
 Post Code 73492
 City Rainau
 Country DE
 Phone 07361889969
 E-Mail julia@tester.com
 Birtday 1987-10-25

PayU CEE

Card number 4355084355084358 Visa
 Expiry Date 12/2020
 CVC 000

Invoice

Procedure Use any valid German address. The first two attempts are succesful. The third will fail. BillPay

Company Must be empty BillSAFE: Accepted
 Firstname Paul
 Lastname Positiv
 Street Teststr. 4
 Post Code 49084
 City Osnabrück
 Phone 095198009

Test Data <http://developers.klarna.com/en/testing/invoice-and-account> Klarna

Last Name Wischnewski RatePay: B2C
 First Name Hans-Jürgen
 Birtday 1973-12-27
 Street Müllerstraße 137
 Postcode 13353
 City Berlin
 Country DE
 Phone 03018425165

Company Name Imperium UG RatePay: B2B
 Sales Tax Number DE123456789
 Last Name Descartes
 First Name René
 Birtday 1973-12-27
 Street Odeonplatz 1
 Postcode 80539

City	München
Country	DE
Phone	08945687541

7.2 Testing - InterCard Simulation Mode

Any kind of payment method can be tested with our modules. The "Operation Mode" corresponds to the simulation mode with InterCard. Payments with a total of less than 10'000 EUR are always accepted.

8 Errors and their Solutions

You can find detailed information under <http://www.sellxed.com/en/faq>. Should you not be able to solve your problem with the provided information, please contact us directly under: <http://www.sellxed.com/en/support>

8.1 The Referrer URL appears in my Analytics Tool

When a customer and the notification are redirected via Header Redirection, the InterCard Referrer URL might appear in your Analytics Tool thus hiding the original traffic source. However, most Analytic Tools are able to minimize this problem.

In case you are using Google Analytics as reporting tool, this step by step guide may help you to exclude the URLs: [under bullet point 4](#).

9 Error Logging

The module will log different unexpected errors or information depending on the configured level. If there is any issue with the module, this log can help identify the cause.

9.1 Log Levels

You can configure the log level in the InterCard settings.

- Error: Logs unexpected errors only. (Default)
- Info: Logs extended information.
- Debug: Logs information helpful for debugging.

9.2 Log Location

The log file is stored in the logs folder of this plugin **wp-content/plugins/plugins/ecommerce_intercardcw/logs**. Please make sure the path exists and it is writable by the webserver.

10 Advanced Information

This section of the manual is for advanced usage of the module. The content is for advanced users with special requirements. Everything in this section is optional and not required for the daily usage of the module.

10.1 Transaction Object

This section describes how to extract information from a transaction, if you need it for further processing. E.g. you require more information of the transaction for further processing an order in your ERP system.

The code snippets in this section assume your script resides in the root folder of the shop with the default shop folder structure.

Have Wordpress initialized in your script, this is required for the database connection.

```
require_once( dirname(__FILE__) . '/wp-load.php' );
```

Include the modules Util class.

```
require_once ABSPATH.'wp-content/plugins/ecommerce_intercardcw/classes
/InterCardCw/Util.php';
```

Now you can load the transaction and then extract the transactionObject.

Load the transaction by Id:

```
$transactionById = InterCardCw_Util::getTransactionById($transactionId);
$transactionObject = $transactionById->getTransactionObject();
```

Load the transaction by the external Id:

```
$transactionByExternal = InterCardCw_Util::getTransactionByExternalId
($externalId);
$transactionObject = $transactionByExternal->getTransactionObject();
```

Load transactions by the order id:

```
$transactionsByOrder = InterCardCw_Util::getTransactionsByOrderId
($orderId);
foreach($transactionsByOrder as $transaction){
    $transactionObject = $transaction->getTransactionObject();
    //Do something with each object
}
```