

## Setting up Systempay payment in my shop

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### 1. Connection to your account Systempay

To access to the merchant back-office log to the following ULR:

<https://systempay.cyberpluspaiement.com/vads-merchant/>

You need to retrieve from the site your site ID (called "identifiant du site") and the value of certificate.

Get these 2 values from the menu "Paramétrage, then boutique, then the tag certificat.

These two parameters are used to set up your account Globecharge.

Certificate

Site ID

### 2. Connection to your account GlobeCharge

Log into [www.globecharge.com](http://www.globecharge.com) with your account details. You got from GlobalCharge by email.

### 3. Setup email address

Set up your email address to accept orders in GlobeCharge - Select from menu Settings => Account Settings - make sure Email for Orders is correct, as well as other information and click the Submit button to save to database

### 4. Register your Shop

- a) Select 'Settings' > Register Shop Details from the Menu
- b) Enter the url of your online shop and click Submit

### 5. Setup your payment methods in GlobeCharge

- a) Select the menu Settings => Payment Methods Accepted
- b) Select Yes for automatic payment processor and Click Next

c) Select Systempay from the list of Payment Gateway (Click the box on the right hand side) & Click Next (you can select multiple gateways here if you wish)

d) Make sure you select the currency that matches ShopFactory, once set it cannot be changed in GlobeCharge, then click Next

e) Under Payment Settings (Page 5) you will now need to enter your Systempay account Detail:

- Site id (prefixed by TEST if test mode),
- Certificate,
- Currency.

NOTE: If you have a new account, you must perform test transactions before requesting the LIVE mode: to do this you enter TEST in front of your merchant ID.

When ready, ask Systempay for the generation of the production certificate.

When your production has been generated, to set your account to "LIVE" you must remove TEST in front of your site\_id and replace the TEST certificate by the PRODUCTION certificate.

Make a real payment to validate the completion. You can cancel it, but we advise you to complete the settlement process and check if your bank account has been credited.

You can get the production certificate, once it has been generated by Systempay in your back-office (outil de gestion de caisse), following the Menu "Paramétrage/Boutique", then the tag "Certificate".

f) Click Next to accept card types.

g) The next screen confirms the card types, currencies accepted, if all is ok Click the Finish button to save.

## 6. Setup check URL server

### 6.1 Free Secure Order processing:

There is no URL server in that case.

You are notified by email of orders.

### 6.2 Free Secure Order Management:

It is highly recommended to call the silent URL (called URL serveur).

At the end of the payment, you will be notified, either if your client closes his browser or not.

Log into merchant back office Systempay, click on the tab "paramétrage / boutique".

Live mode

URL server de la boutique: <https://www.globecharge.com/webshop/systempay.cgi>

## 7. Setup ShopFactory

You need to setup ShopFactory to use GlobeCharge. Follow the instructions below:-

<http://faq.shopfactory.com/article-841.html>

## 8. TEST Payment

To generate a test payment in TEST mode please read the following documentation:

[https://systempay.cyberpluspaiement.com/html/Doc/2.4\\_Guide\\_des\\_cartes\\_de\\_test.pdf](https://systempay.cyberpluspaiement.com/html/Doc/2.4_Guide_des_cartes_de_test.pdf)