

4-0073-EN-Setting up PayPal Express payment in my shop

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PayPal Express payment bypasses the ShopFactory secure checkout form and directly connects the buyer to the secure PayPal payment page. When you enable this option in your shop, the "PayPal Express" button appears on the Basket page so customers can click on the PayPal Express button after selecting the shipping region.

Merchants must at least have a *Business account* with PayPal.

A. How do I obtain a PayPal API Signature?

Have your PayPal Express merchant details ready: 1. Firstly, you must have a valid Verified PayPal **Business** Account, if not go to www.paypal.com and signup for a Business account

2. Login to your PayPal account at www.paypal.com 3. Select the tab **Profile** -> *My Selling Tools* -> At the "Selling Online" section -> locate the **API Access** item -> click UPDATE

4. From the window above click on **API Access** 5. If you have not done so already click on Option 2: **Request API Credentials** 6. On the next window choose the **API Signature** option and *Submit* 7. The next screen shows your details which you need to copy/paste in ShopFactory as outlined below this article

B. Setting up PayPal Express in ShopFactory

1 - If you are using ShopFactory Version: 12/11/10/9 and V8 Total Care rental plan, refer to the steps below:

1. Open shop in ShopFactory
2. Click on the **Total Care** menu
3. Select "Change Total Care account for this shop"
4. Enter your Total Care username and password and then click OK
5. Click on **Central** dropdown button (*Properties*) => select "**Payment methods accepted**"
6. From the list of payment Providers, select PayPal Express
7. Scroll down and then click **Next**
8. On the next page, enter your PayPal Express details.
 - a) Enter your API Signature details from your PayPal Account.
 - b) Click on "Set Currencies" to choose currencies accepted in your Shop
 - c) Tick "Paypal Express" payment method check box
9. Click the Next button
10. Click Finish
11. Save and preview shop in external browser
12. Publish your shop to upload the changes online

2 - If you are using an older Version of ShopFactory such as ShopFactory Fixed versions (V8, V7, and V6) with GlobeCharge account: 1. Login to www.globecharge.com using your GlobeCharge account. 2. Select Settings => Payment Methods Accepted from the menu 3. From

the list of payment methods select PayPal Express

4. And then Click Next 5. In the next page, you must enter your PayPal Express details.

a) Enter your API Signature details from your Paypal Account. b) Click on Set Currencies to choose currencies accepted in your Shop c) Tick "Paypal Express" check box 6. Click the Next button 7. Click Finish

8. Now you need to make sure ShopFactory is setup to accept GlobeCharge, [Click here for instructions](#)

10. And then, you need to turn on the Checkout with PayPal Express button inside ShopFactory. *(Only applicable for V6 and V7 users only, if you are using the latest build of ShopFactory V8 then the procedure below is not necessary)*

a) Click on *Settings* menu => *Global Settings*

b) Click on **Settings for this website** => *Shopping Basket* => Tick "PayPal Express" checkbox to turn on the button at the Shipping page

Global Settings

c) Click on the Apply button

d) Click the OK button.

[-] Global Settings

- [-] New Website
- [-] Settings for this Website
 - Shopping Basket

Important: Save and republish your shop so that the changes are uploaded online.

Order format

Upload order format: HTML

Set delimiter for order attachment: ~

Attach order as file: ☒

Set purchase price