

# Credit Card Processing Overview

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# Credit Card Setup Overview

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- Call The Business Link (973-473-6599)  
Decide on Processor/Clearing House Software.
  - Eprocess Network
  - Authorize Net
  - IC Verify
- Setup with your bank

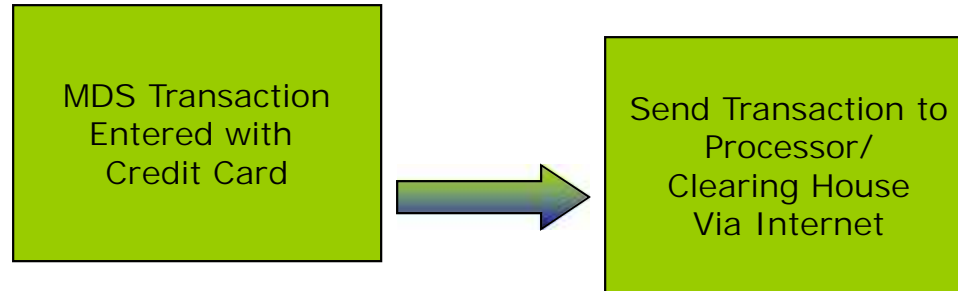
# How it Works

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MDS Transaction  
Entered with  
Credit Card

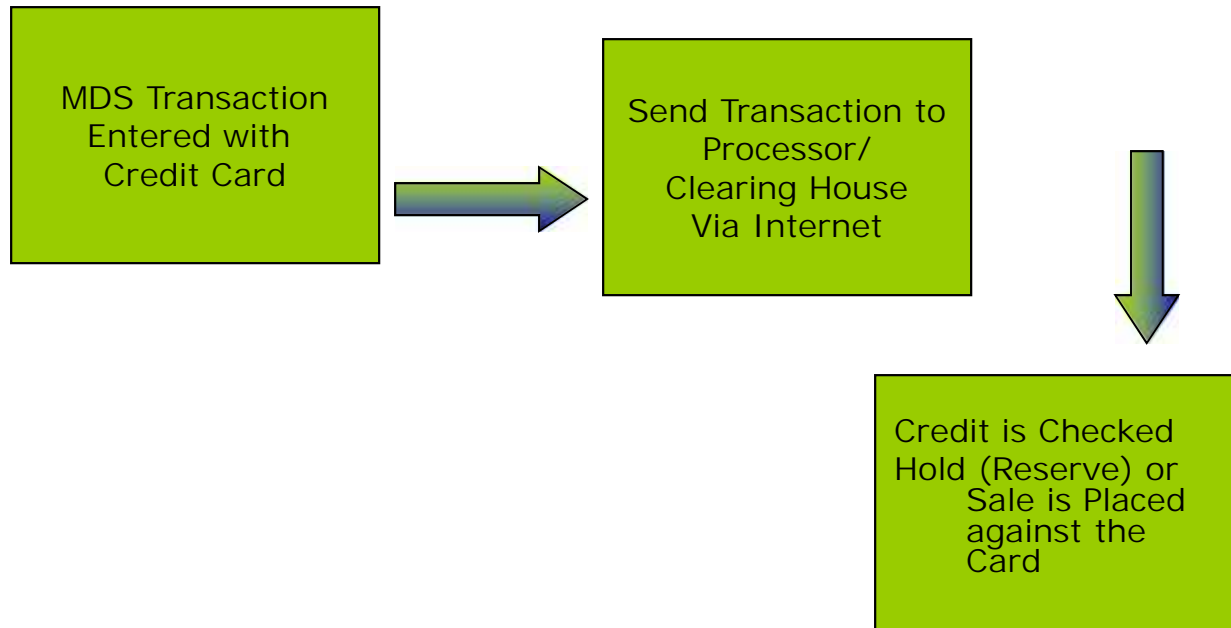
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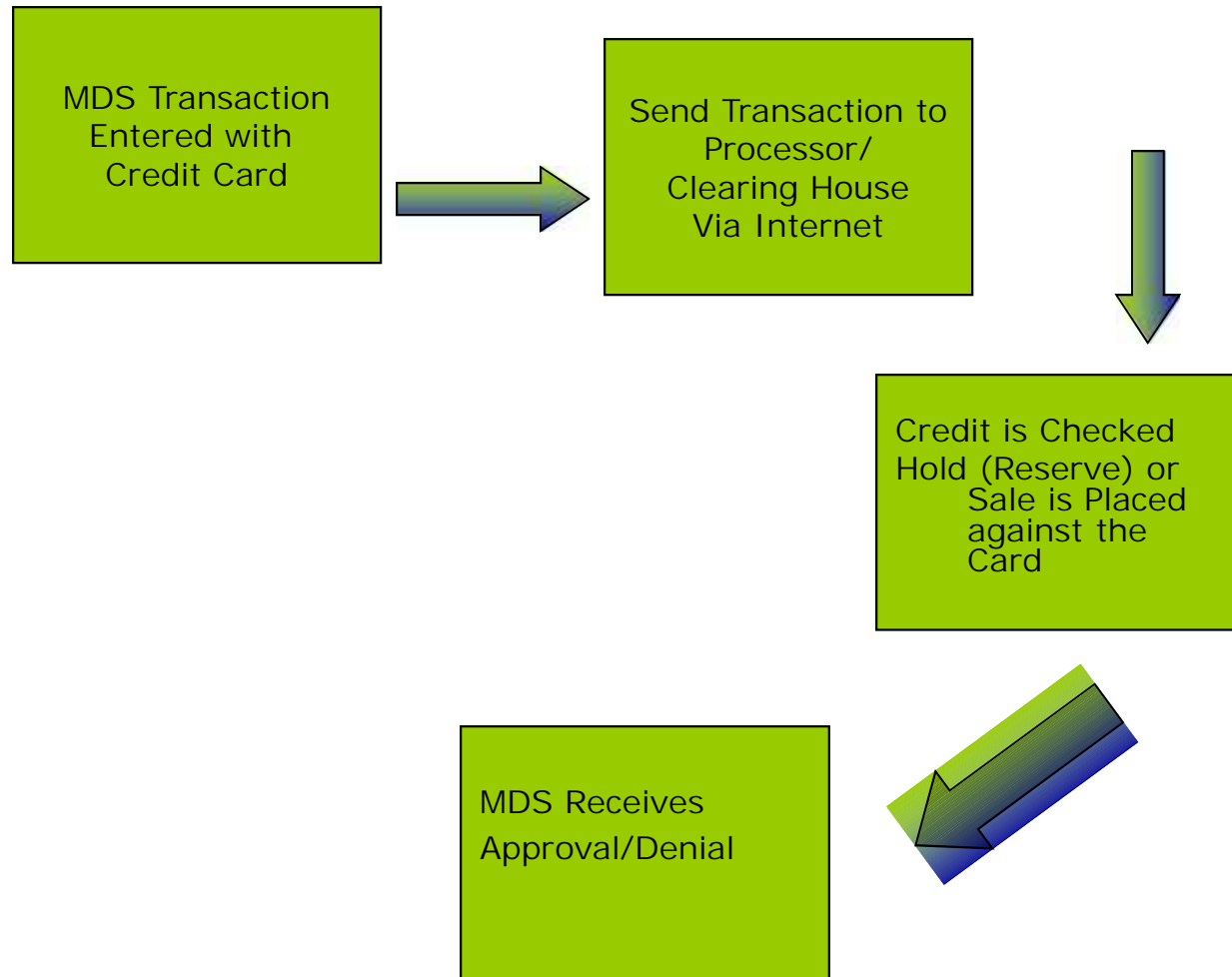
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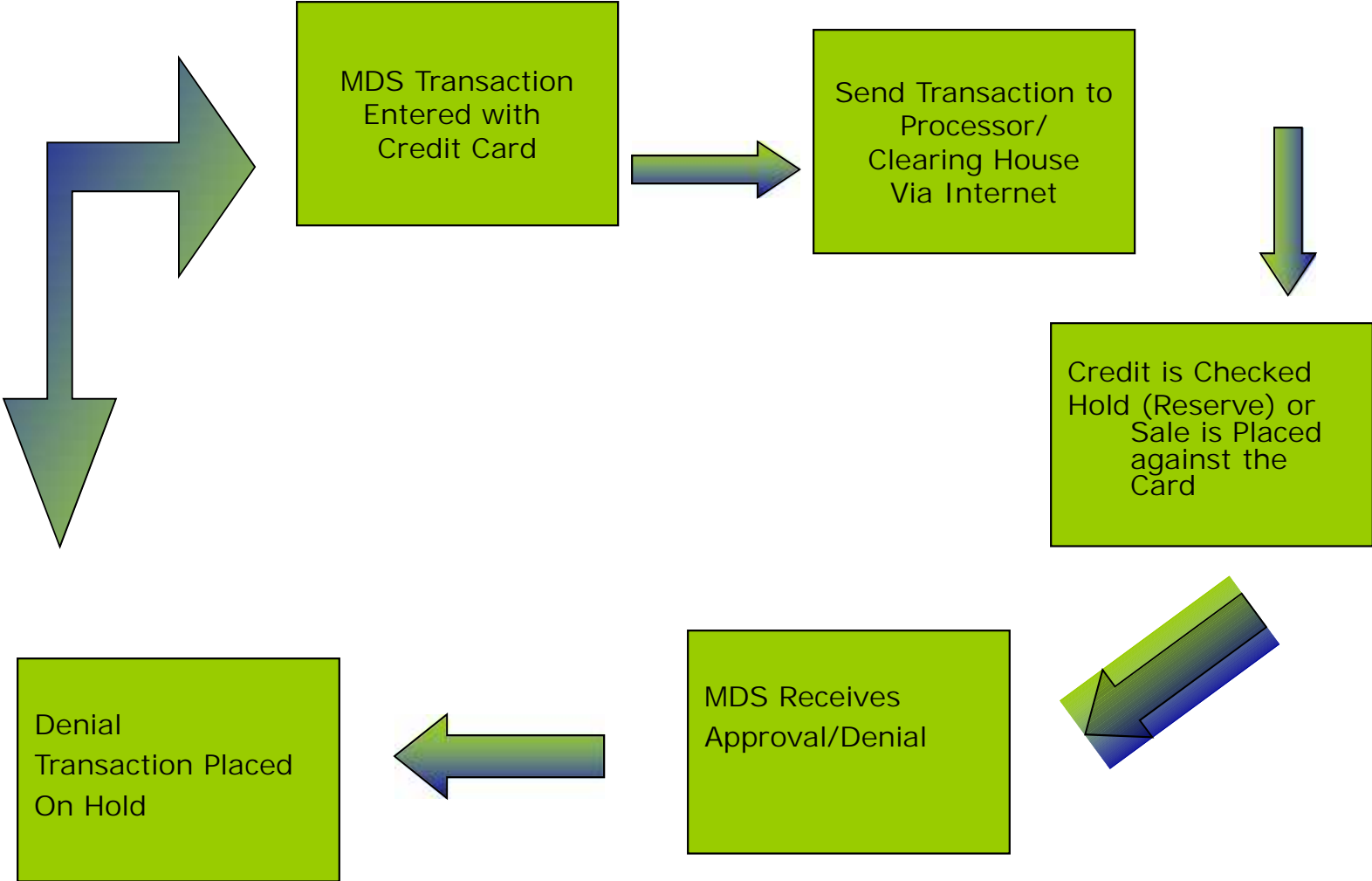


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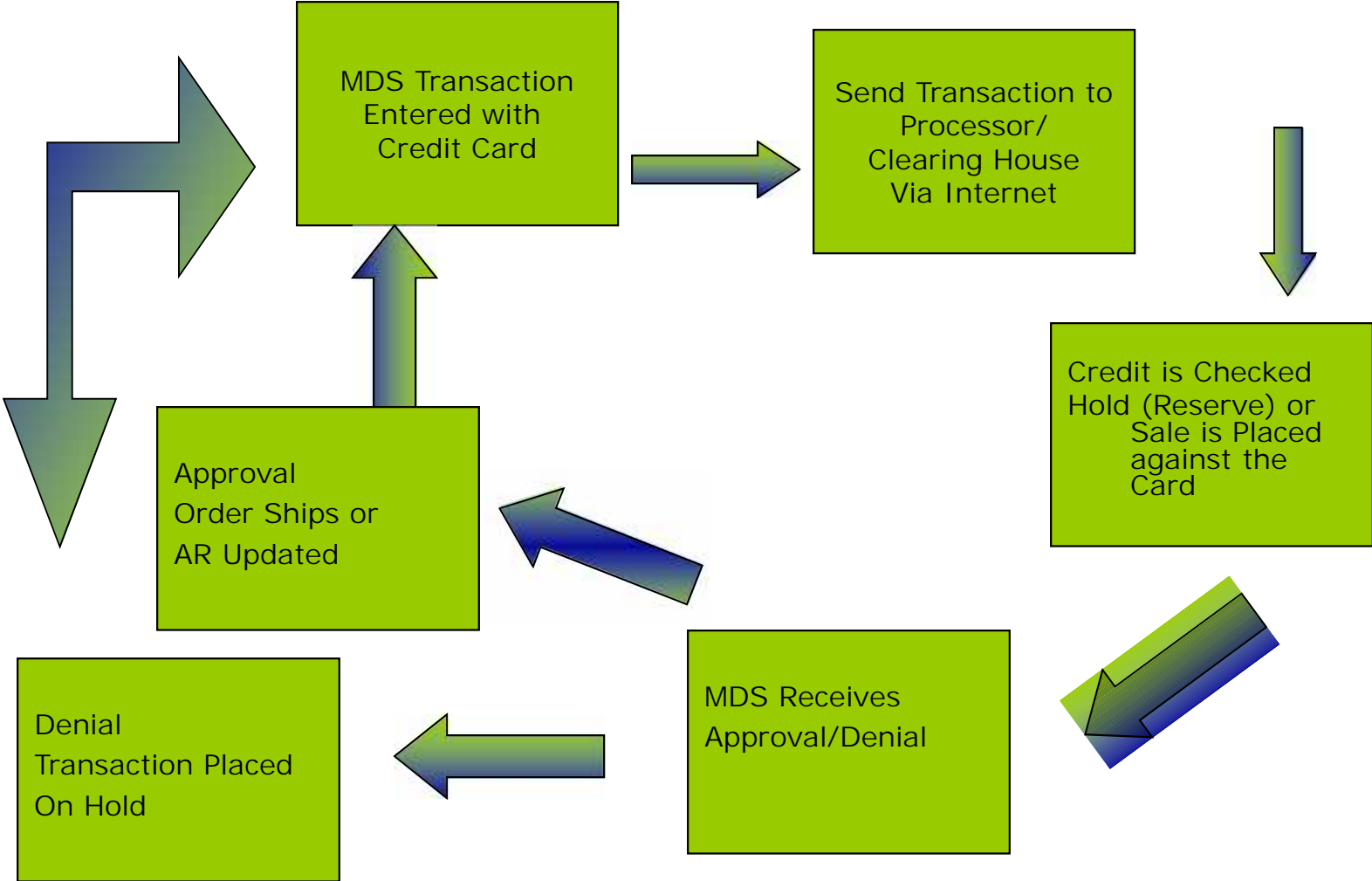
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# How it Works



# How it Works





# MDS System Setup

## Parameter Maintenance

MDS Parameter Maintenance

Parameter: **CC.INFO**

1. Select Parameter to Change: 001 URL SITE

2. Enter Parameter Value: https://www.eProcess

Description:

URL SITE

HELP OK/END INSERT LDELETE PREV PG NEXT PG INQUIRY CANCEL Off Popup

# MDS System Setup

## Parameter CC.INFO

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01:29:29pm 04 Jun 2007

PARAMETER LISTING FOR CC.INFO

PAGE 1

```
1 -URL SITE          https://www.eProcessingNetwork.Com/cgi-bin/an/order.pl
2 -USERNAME          010694
3 -PASSWORD          41enaiec
4 -TRANSACTION KEY   rmq1WxaHDwmwOXU
5 -TEST MODE         FALSE
6 - EMAIL FOR DEBUGGING jbeach@tshinc.com
```

>

# MDS System Setup

## Parameter 001

PAGE 1 \*\*\* DICTIONARY LISTING FOR FILE PARAMETER \*\*\*12:02:14pm 12 Jun 2007

ID.	CID.....	DESCRIPTION.....	CONV.....	C/CORR....	TP	MAX
119	CRED.CARD.IND	CREDIT CARD MODULE INDICATOR I = INTERACTIVE MODE N = NOT USED			L	1
120	CC.PROCESSOR.ID	CREDIT CARD SERVICE BUREAU ID			L	5
121	CC.CYCLE.TIME	CYCLE TIME FOR CREDIT CARD PROCESSING IN BATCH MODE (IN MINUTES)			R	3
122	CC.WAIT.TIME	WAIT TIME FOR CREDIT CARD RESPONSE FROM SERVICE BUREAU (IN SECONDS)			R	3

4 records listed.

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# MDS System Setup Terms Maintenance

**TERMS MAINTENANCE**

TERMS CODE 05

1.DISC MDS CREDIT CARD

2.DISC % 0.00

3.TYPE

4.TERM DAYS 0

5.DUE DAYS 0

6.CUTOFF DATE

7.DUE DATE

8.CC PROMPT Y

9.VALID OVERRIDES

1	01	2/10 NET 30
2		
3		
4		
5		
6		
7		

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT : XXXXX

HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off			Popup
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# MDS System Setup Credit Card Control

MDS for Windows Version 8.2.2 - [rs6000d.tshinc.com-26 BASE.12-CREDIT\_CARD\_CTRL-MAINT010S1]

File Edit Settings Reset Tools GUI PDA Standard Functions Special Functions Help

Credit Card Control Maintenance

Credit Card Type: VISA

1. Description: VISA CARD

2. Card Prompt Format: NNNN-NNNN-NNNN-NNNN

3. Card Pattern Match: 4N-4N-4N-4N

4. Card Pattern Match2: 16N

5. Card Number Match: 4

6. Check Digits Calc:

7. Bank Number: 100

8. Merchant Number: 1122334455667788

9. Maximum Amount: 500.00

10. Override Password: TSH001

11. Freight Allow Type: U

12. Freight Allowance: 1.00

ENTER LINE # TO CHANGE,DELETE TO DELETE,0 TO ACCEPT :

HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	C/NCEL	Off			Popup
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# Order/Quote Process Flow

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- ❑ In Order Entry the Ship Amount plus a freight allowance is Authorized at Entry time

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- ❑ In Order Entry the Ship Amount plus a freight allowance is Authorized at Entry time
- ❑ During Verification each Shipment is Checked against the Auth Amount
  - If the Amount is the same the Auth is Sent for Approval
  - If the Auth Amount is Different the Auth will be canceled and a new sale for the Release Amount will be sent



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- ❑ Drop Ship Orders will Prompt if you want to Bill upfront, if yes it will send a sale for the full amount
  - At Invoice Update time (Online or at EOD) the MDS System will create an On Account record and an Invoice Record. The two transactions will be applied to create a zero balance

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- ❑ Payments or Credits can be done using the Payment Entry Screen

# MDS Order Entry

MDS for Windows Version 8.2.2 - [rs6000d.tshinc.com-12 BASE.12-CREDIT.CARD.POPUP01051]

File Edit Settings Reset Tools GUI PDA Standard Functions Special Functions Help

Order Entry Header

Company 01 Sell Whse 001 Ship Whse 001  
The Systems House 012345678901234 012345678901234

Order# 138681 Date 04/06/06

Ship-To The Systems House

Customer IDEAL 201.444.4545  
IDEAL DISTRIBUTION CO Country IDEAL DISTRIBUTION CO Country  
10 CLIFTON BLVD. 10 CLIFTON BLVD.

CLIFTON NJ 07015 CLIFTON NJ 07015

Cust Class 02 OEM Salesman 000 HOUSE ORDERS

7.Req Dt 04/06/06 Future N Bklt N

3.As of Dt

4.Terms 05 MDS CREDIT CARD

5.Source

6.Cust PO#

7.Direct Vendor

8.Spec Ins

9.Caller

10.Ship Via 04 FEDERAL EXPRESS

11.Cash

12.M/R/III

1.Type M/C

2.Number 5555-5555-5555-4444

3.Name DAVID FERTIG

4.Exp Dt 1207

5.Verify# 1234

6.Address 12 CLIFTON BLVD.

7.Zipcode 07015

8.Corp Cd Y

Enter Line# to Change, 0 to Accept: X

HELP OK/END INSERT LDELETE PREV PG NEXT PG INQUIRY CANCEL Off Popup

# Getting CC Authorization

default - [RS6000D.tshinc.com-56 BASE.12-SSS.OE.TOT.INPUT011\$1]

File Edit Settings View Reset Tools GUI PDA Standard Functions Special Functions Help

Order Previ  
 Co 01 Whse 001 Customer IDEAL IDEAL DISTRIBUTION CO Order# 138332

Lines	Order Qty	Ship Qty	Open Qty	Dollars
1	10	10		100.00

1. Trade Disc% 10.00 0.00  
 2. Charge Freight Y  
 3. Ship Via 04 FEDERAL EXPRESS  
 4. Ship Zone 001  
 5. Freight 11.00  
 6. Tax Juris 1 NEW JERSEY  
 Tax % 6.00 ON 100.00 6.00  
 7. Misc Charge 0.00  
 8. Cash Disc% 0.00 0.00

Total 117.00

9. Salesman 000 HOUSE ORDERS  
 Commission % 0.00  
 10. Resid/Comm R 11.Freight Class

Now getting Credit Card Authorization

MDS INQ	AR INQ	DETAIL	CANCEL	HEADER	SHIPPING		CUSTNOTE		
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off	Popup

# CC Approval/Denial Message

default - [RS6000D.tshinc.com-56 BASE.12-SSS.OE.TOT.INPUT011S1]

File Edit Settings View Reset Tools GUI PDA Standard Functions Special Functions Help

Order Previ  
 Co 01 Whse 001 Customer IDEAL IDEAL DISTRIBUTION CO Order# 138332

Lines	Order Qty	Ship Qty	Open Qty	Dollars
1	10	10		100.00

Order Date 04/06/06

1. Trade Disc% 10.00 0.00  
 2. Charge Freight Y  
 3. Ship Via 04 FEDERAL EXPRESS  
 4. Ship Zone 001  
 5. Freight  
 6. Tax Juris 1 NEW JER  
 Tax % 6.000 ON  
 7. Misc Charge  
 8. Cash Disc% 0.00

Total 117.00

9. Salesman 000 HOUSE ORDERS  
 Commission % 0.00  
 10. Resid/Comm R 11.Freight Class

Now getting Credit Card Authorization

MDS INQ AR INQ DETAIL CANCEL HEADER SHIPPING CUSTNOTE  
 HELP OK/END INSERT LDELETE PREV PG NEXT PG INQUIRY CANCEL Off Popup

MDS for Windows 7.12.4

Credit Card Denied - Amount: \$117.00 Invalid Card #

OK



# Credit Release Maintenance

Credit Hold Release Maintenance						
Order# / Release#	01138049001					
Customer#	IDEAL	Internal#	100013	Customer Terms	05	MDS CREDIT CARD
Name	IDEAL DISTRIBUTION CO		Order Terms	05	MDS CREDIT CARD	
Address	10 CLIFTON BLVD.		Operator	SY1		
	CLIFTON		NJ	07015		
Salesman	000	HOUSE ORDERS				
Credit Method	05					
Credit Limit	10000					
Credit Hold	N					
A/R Balance	80.05					
Open Order \$	24681.35					
In Picking \$	3248.78					
Total Amount	583.00					
Review Comment	AUTO REVIEW					
Hold Reason						

	Credit	Card	Entry
1.Type	VISA		
2.Number	4444-5555-5555-1236		
3.Name	JOHN SMITH		
4.Exp Dt	1207		
5.Verify#	025		
6.Address	10 CLIFTON BLVD		
7.Zipcode	07015		
8.Corp Cd	Y		
Enter Line# to Change, 0 to Accept: <input type="text"/>			

HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off	Popup
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# Payment/Credit Using a Credit Card

default - [RS6000D.tshinc.com-56 BASE.12-CCI.CREDIT.CARD.POPUP012S1]

File Edit Settings View Reset Tools GUI PDA Standard Functions Special Functions Help

Credit Card Payment Entry

1.Release#/Cust#  
2.Number 3717  
3.Type AMEX  
4.Name David Fertig  
5.Exp Dt 0506  
6.Verify#  
7.Address 10 CLIFTON I  
8.Zipcode 07015  
9.Corp Cd N  
10.Amount 0.00  
11.Comp# 01 Test Company -1  
12.Payment/Credit C

Enter Line# to Change,0 to Accept:

**Inquiry List**

Settings Help

ACCEPTABLE VALUES :

P Payment  
C Credit

**MDS for Windows 7.12.4**

Credit Card Approved - Amount: \$117.00

OK

Add OK Cancel

HELP OK/END INSERT LDELETE PREV PG NEXT PG INQUIRY CANCEL Off Popup

# Customer Relationship Management

Customer	Relationship	Management	Call	(Detail)	# in list
Customer#	UMC	Internal#	100011	Position in list	
Credit Hold	N	Credit Limit	9,999,999	A/R Balance	173,061.98
Name	UNIVERSITY MEDICAL CENTER		Phone#	Fax#	973-777-1403
Address1	1 STATION PLAZA		E-Mail	df@shinc.com	
Address2			2.SIC Code		
Address3	TEST 2		3.Contact1		
City	EDMONTON	WA 07000	4.Contact2		
1.Business			5.Follow Up	07/17/03	00:00

6. Oper	Date	Time	Notes/Text
Contact	Invt#	Ret	
1.SY1	02/28/06	15:46	CREDIT CARD ON ACCOUNT FOR \$0.00CHECK NUMBER
			CASH MESSAGE
Act			
2.SY1	02/27/06	15:07	CREDIT CARD ON ACCOUNT FOR \$125.00CHECK NUMBER 200
			60227140814-05971-95425
			CASH MESSAGE
Act			

Enter Line Number to Change or '0' to Accept:

Contacts	Prev Rec	Next Rec	AR Inq	Add Note	Mds Inq	Custom	Cred Card	Topic		
HELP	OK/END	INSERT	LDELETE	PREV PG	NEXT PG	INQUIRY	CANCEL	Off		Popup



# A/R Inquiry – On Account

default - [RS6000D.tshinc.com-56 BASE.12-DET.AR011S1]

File Edit Settings View Reset Tools GUI PDA Standard Functions Special Functions Help

Customer Accounts Receivables

Company# 01 Test Company -1 Creation Date 05/14/80  
 Customer# IDEAL IDEAL DISTRIBUTION CO  
 City St Zip CLIFTON  
 Start Date End Date  
 Salesman# 000 HOUSE ORDERS  
 1.Customer Comments  
 High Cred\$ 406266 OpenOrder\$ 76576.19 A/R Balan  
 Invoice Order Payment  
 Last 502853 138335 10  
 Date 03/06/06 04/06/06 03/14/06

AR DETAIL INQUIRY

TYPE	DATE	REF NO	AMOUNT	REF .DATA	PPER
O/A	04/06/06	128855	117.00	20060406111751-	0603

Enter 'END' to exit, 'CC' for cust comments, or 'TT'

Select Stmt Prt Det AR Details Agi  
 HELP OK/END INSERT LDELETE PREV PG NEXT PG INQUIRY CANCEL Off Popup

# A/R Inquiry – Invoice

Customer Accounts Receivables

Company# 01 The Systems House, Inc. Creation Date 05/14/80  
 Customer# UMC UNIVERSITY MEDICAL CENTER  
 City St Zip EDMONTON WA 07000 Credit Meth 00 Cred Hold N  
 Start Date End Date  
 Salesman# 001 TSH

1. Customer Comments

High Cred\$ 350921 OpenOrder\$ 29397259.63 A/R Balance 122690.9  
 Invoice 131021 Order 140453 Payment 371.00  
 Last Date 05/25/07 06/05/07 05/21/07

Ln#	Typ	Invoice#	Date	Ref#
8	INV	01503539	05/21/07	
9	INV	01503540	05/21/07	
10	INV	01503541	05/21/07	
11	INV	01503528	05/15/07	
12	INV	01503515	04/04/07	
13	INV	01503510	04/03/07	
14	INV	01503401	01/23/07	

Select Stmt Prt Det AR Details Aging  
 HELP OK/END INSERT LDELETE PREV PG

**Inquiry List**

Settings Help

AR Detail Inquiry for 01503528

Type	Date	Ref No	Amount	Cust Ref	FPer
INV	05/15/07		371.00	20938475	0702
PMT	05/15/07		-371.00	20938475	0702

Add OK Cancel

# Accounting Procedures Summary

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- Invoices will show as paid

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- ❑ You can run reports to match to daily cash

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- ❑ You can print a Receipt for your records
- ❑ You can run reports to match to daily cash
- ❑ Daily Cash Batch with CC in the beginning (CC-Visa, CC-Amex, etc) will allow you to tie out to Daily/Monthly Totals from your Merchant Bank report the same way