PaperCut | PaperCut Payment Gateway Module - MyStudentAccount Quick Start Guide

This guide is designed to supplement the *Payment Gateway Module* documentation and provides a guide to installing, setting up, and testing the payment gateway module for use with **My Student Account**. The main Payment Gateway Module documentation may be downloaded from:

http://www.papercut.com/files/pcng/ext/payment-gateway/PaymentGatewayModule.pdf

Setup and testing time should take around 15 minutes. No system level restart is required; however, the PaperCut Application Server will be restarted during the install process. If other administrators are using the PaperCut Administration interface at this time, it may be advisable to warn them of the pending restart.

1. Ensure My Student Account is set up and active. The PaperCut Server will need to connect to the My Student Account server via port 4222. If you're running firewall software ensure that this port is not blocked.

2. PaperCut uses network directory accounts (e.g. Active Directory) to identify users. My Student Account uses a card/ID Number. PaperCut uses the Card/ID Number field on the user's detail screen to match up the identities. Ensure that the Card/ID Number field in PaperCut is up to date and matches the Scan Code from My Student Account. You may wish to use the Batch import action to import these numbers from a file.

3. The payment gateway module will function during the PaperCut 40-day trial period. After this time the module must be licensed. If you have been supplied with a new license take the time to install this now. The license install procedure is documented in the PaperCut manual chapter 15.

4. Download the Payment gateway module from the PaperCut website at: http://www.papercut.com/files/pcng/ext/payment-gateway/pcng-payment-gateway-module.exe

5. Install the module into the same directory as PaperCut, e.g.:
    C:\Program Files\PaperCut NG\

6. Open the file:
    C:\Program Files\PaperCut NG\server\lib-ext\ext-payment-gateway-external-credit-source.properties
    in a text editor such as Notepad.

7. Locate the line external-credit-source.enabled=N and change the N to Y to enable the module.

8. Remove the comments (#) marker from the start of the following lines:
    external-credit-source.source=MY_STUDENT_ACCOUNT

```
my-student-account.server-name=[mystudentaccountserver]
my-student-account.server-port=4222
my-student-account.server-password=[password]
```

9. Set the name or IP address of the server and the password as provided by My Student Account staff. (Remove [mystudentaccountserver] and [password] and replace with your details). The password should be as provided by My Student Account support /admin, e.g. "xmlrpcpwd0".

10. Configure other options in this file as discussed in *General Configuration Options* section of the payment gateway module documentation. Options include limits on the amount to transfer, access groups and custom error messages.

11. Save the file and exit Notepad.

12. Log into the PaperCut NG end-user web interface as a test user at http://papercutserver:9191/user . A new link called **Add Credit** should appear. Click on this link and perform a test transaction.

13. Provide students with brief instructions on how to transfer credit from their My Student Account to PaperCut. A note on the school noticeboard or intranet site should suffice.

Contact your reseller or Authorized Solution Center for assistance. You can find their contact information in your PaperCut Admin interface on the **About** page.