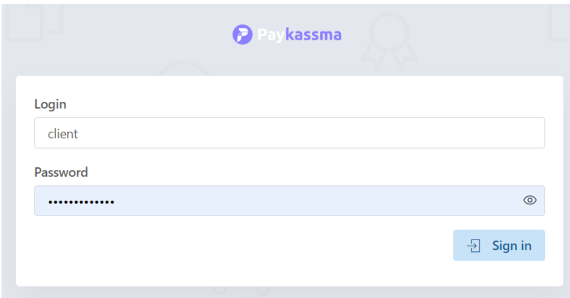
Personal account

Authorization

1. This section is designed for describing the administrative functions of the Paykassma product. To get started, go to your Personal account using the link provided by Paykassma.com TS.

2. In the authorization form, fill in “Login” and “Password” fields (data is provided during registration).



> If necessary, Paykassma service can provide additional user accounts.

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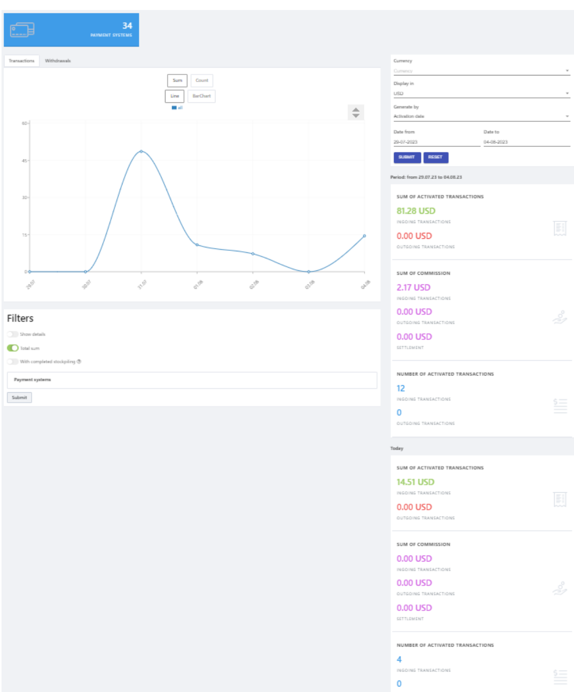
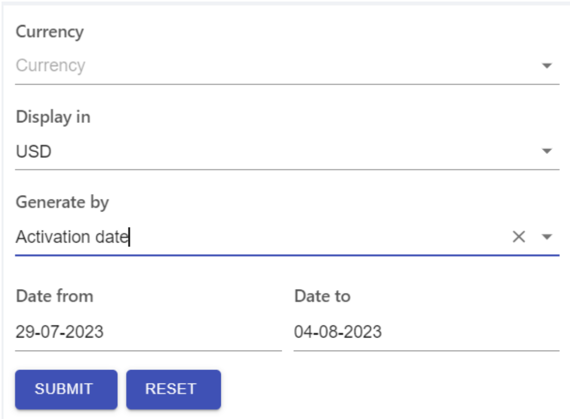
Dashboard

After authorization, the main page of the product (dashboard) which contains basic summary statistical information about all wallets opens.



The “Dashboard” page contains basic summary statistical information on payment systems. You can create a graph of transactions/withdrawals for a certain period, for a certain country, display data on the graph in a certain currency.

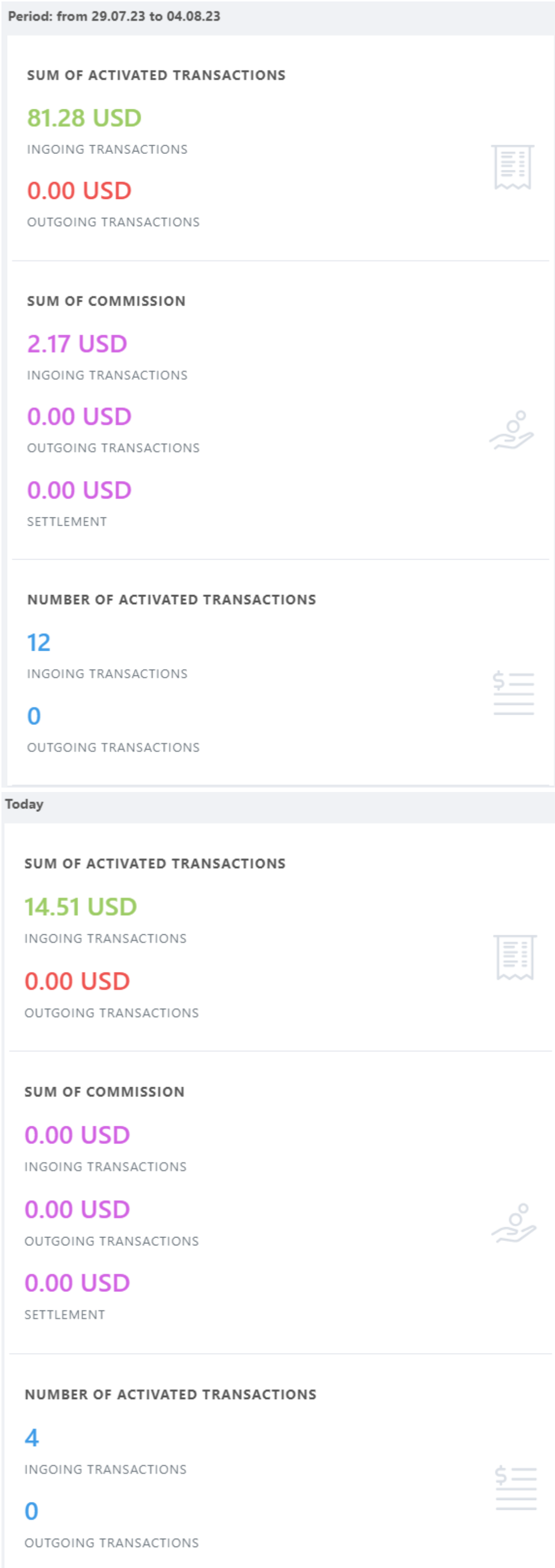


To do this, you need to specify the following data in the block with filters:

Name	Description	Comments
Currency	Selecting the currency	Select the currency from the drop-down list
Display in	Selecting the displayed currency	Select the country from the drop-down list (“USD” is set by default)
Activation/ **creation date /stockpiling end date**	Selecting the activation /creation date/stockpiling end date	Select the type of sorting by activation/creation date from the drop-down list
Date from	Selecting the period for which you want to view statistics	Select the beginning of the period for which you want to view statistics from the drop-down calendar
Date to		Select the end of the period for which you want to view statistics from the drop-down calendar

To start the search process, click the **Submit** button. To clear the information entered in the fields, click the **Reset** button.

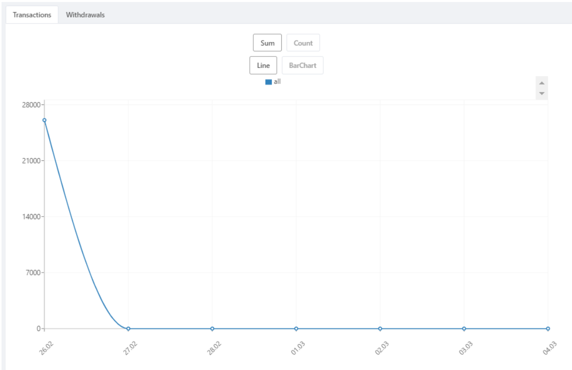
Statistical information on the amount of activated transactions, the number of activated transactions for the above period and similar information for the current day.



Transactions tab

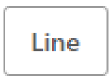
The Transactions tab contains a graph that displays statistical information on transactions.

The displayed information is formed by clicking the buttons:



- a graph of transaction amounts by day is displayed;

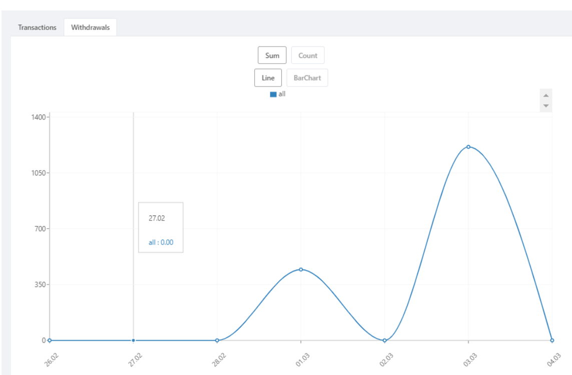
- a graph of the number of transactions by day is displayed;



- selecting the appearance of the displayed chart (graph);

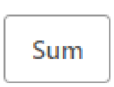
- selecting the appearance of the displayed chart (histogram).

Withdrawals tab



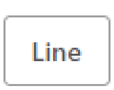
The Withdrawals tab contains a graph

The displayed information is formed by clicking the buttons:



- a graph of transaction amounts by day is displayed;

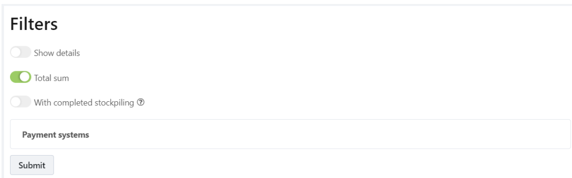
- a graph of the number of transactions by day is displayed;



- selecting the appearance of the displayed chart (graph);

- selecting the appearance of the displayed chart (histogram).

Filters of tabs



Filter	Description
Show details	Enabling the “detailing” filter allows you to view the amount (or the number) of transactions in the arrival currency.
Total sum	Enables/disables the display of the line of the value of all transactions
With completed stockpiling	Displaying on the chart the amount only for those transactions for which the accumulation is completed
Payment systems	Enables/disables the display of data for selected payment systems

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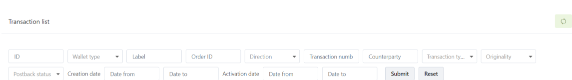
Transactions

The tab displays a list of all transactions made by all types of electronic payment systems.

To go to the **Transactions** tab, select the menu item ***Payments Transactions Transactions***.



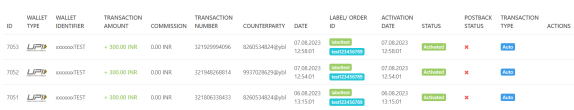
Filters of the Transactions tab

Name	Description	Comments
ID	Sequence number of the transaction in the system	Manual input
Wallet type	Type of electronic payment system	Select the type of the payment system from the drop-down list
Label	User ID on the client system	Manual input
Order ID	Transaction ID in the Client's system	Manual input
Direction	Transaction direction	Select the direction of the transaction from the drop-down list: • All; • Incoming; • Outgoing.
Transaction number	Transaction identification number	Manual input

Counterparty	Counterparty name	Manual input
Transaction type	Transaction type	Select the type of the transaction from the drop-down list: • All; • Manual; • Auto.
Originality	Sign responsible for the authenticity of the transaction	Select the postback status from the dropdown list: • All; • Normal; • Scam.
Postback status	Postback status	Select the postback status from the dropdown list: • All; • Stockpiling not found; • Stockpiling in progress; • Sent; • Error sending.
Creation date		
"Date from"	Period for which you need to view statistics	Select the beginning of the period for which you want to view statistics from the drop-down calendar
"Date to"		select the end of the period for which you want to view statistics from the drop-down calendar
Activation date		
"Date from"	Period for which you need to view statistics	Select the beginning of the period for which you want to view statistics from the drop-down calendar
"Date to"		select the end of the period for which you want to view statistics from the drop-down calendar

After specifying all the necessary search parameters, click the **Search** button. To reset the set parameters, click the **Reset** button.

To update data on the tab, click the button  .



ID	WALLET TYPE	WALLET IDENTIFIER	TRANSACTION AMOUNT	COMMISSION	TRANSACTION NUMBER	COUNTERPARTY	DATE	LABEL/ ORDER ID	ACTIVATION DATE	STATUS	POSTBACK STATUS	TRANSACTION TYPE	ACTIONS
7053	UPI	xxxxxxxTEST	+ 300.00 INR	0.00 INR	321929994096	8260534824@ybl	07.08.2023 12:58:01	labeltest test123456789	07.08.2023 12:58:01	Activated	×	Auto	
7052	UPI	xxxxxxxTEST	+ 300.00 INR	0.00 INR	321948268814	9937028629@ybl	07.08.2023 12:54:01	labeltest test123456789	07.08.2023 12:54:01	Activated	×	Auto	
7051	UPI	xxxxxxxTEST	+ 300.00 INR	0.00 INR	321806338433	8260534824@ybl	06.08.2023 13:15:01	labeltest test123456789	06.08.2023 13:15:01	Activated	×	Auto	

Columns of the table of the Transactions table

Name	Description
ID	Displays a unique transaction ID
Wallet type	Displays the type of the electronic payment system
Wallet identifier	Displays wallet number
Transaction amount	Displays the transaction amount
Commission	Displays transaction fee
Transaction number	Displays the transaction number
Counterparty	Displays the name of the counterparty
Data	Displays the date and time when the transaction was logged

Label/Order ID	Displays the unique identifier of the user
Activation date	Displays the activation date of the transaction
Status	Displays the status of the completed transaction
Postback status	Displays the status of the posbek
Transaction type	Displays the type of transaction

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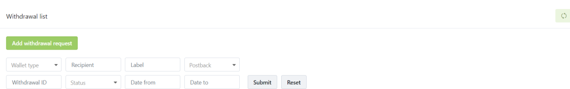
Withdrawals

The tab displays a list of all withdrawals made by all types of electronic payment systems.

To go to the Withdrawals tab, select the menu item ***Payments***   ***Withdrawal.***

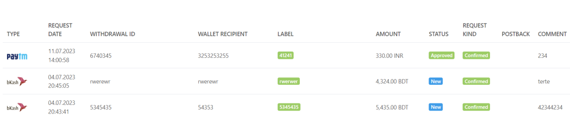


Filters of the Withdrawals tab

Name	**Description**	**Comments**
Wallet type	Type of electronic payment system	Select the type of the payment system from the drop-down list
Recipient	Recipient's wallet number	Manual input
Label	User ID on the client system	Manual input
Postback	Postback status	Select a postback from the dropdown list: • Received; • Error.
Withdrawal ID	Withdrawal ID	Manual input
Status	Withdrawal status	Select the withdrawal status from the drop-down list: • All; • New; • Rejected; • Approved.
Date from	Period for which you need to view statistics	Select the beginning of the period for which you want to view statistics from the drop-down calendar
Date to		Select the end of the period for which you want to view statistics from the drop-down calendar

After specifying all the necessary search parameters, click the **Submit** button. To reset the set parameters, click the **Reset** button.

To update data on the tab, click the button .



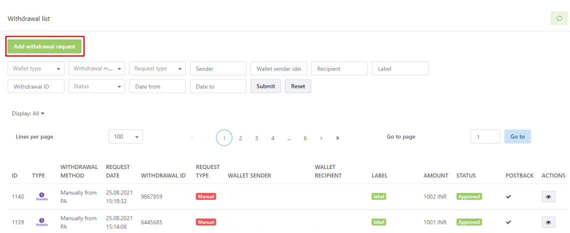
Columns of the table of the Withdrawals table

Name	Description
Type	Displays the type of the electronic payment system
Data	Displays the date and time when the withdrawal was logged
Withdrawal ID	Displays the withdrawal number
Wallet recipient	Displays the recipient's wallet number
Label	Displays the unique identifier of the user
Amount	Displays the withdrawal amount
Status	Displays the status of the completed withdrawal
Request kind	Displays the type of request for withdrawal
Postback	Displays the status of the postback
Comment	Displays a comment

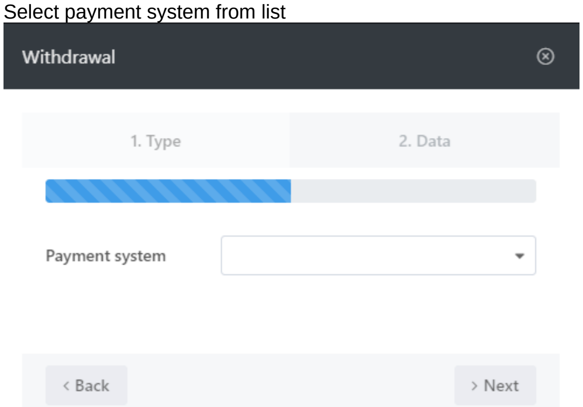
Create withdrawal request

To create a withdrawal request, you need to go to the Withdrawals page ***Payments***   ***Withdrawals*** and perform the following steps

1. Press the button **Add withdrawal request**

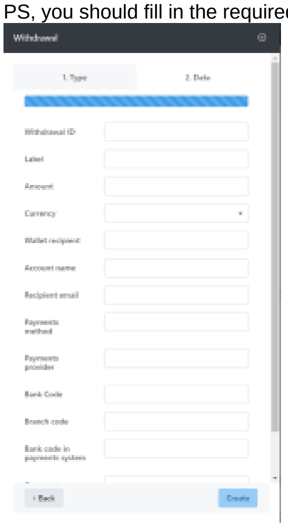


2. Select payment system from list



3. Fill in the fields to create the request in the next window
(the list of fields is standardized and not all fields are required. To create a request for a specific

PS, you should fill in the required fields for this PS)



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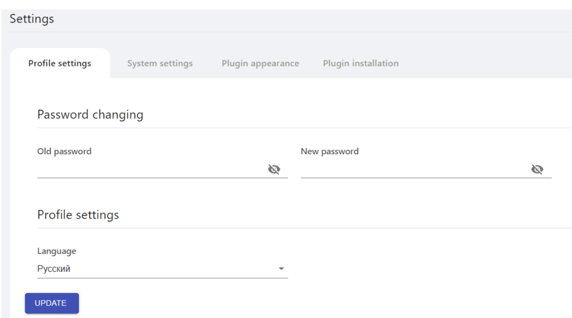
Setting up an account

If you need to change your account settings, select the menu item *[Client/Settings]*.

Find the section called “Settings’ in the opened window.

“Profile settings” section

In this section, the client can change the password for authorization and change the language.



Name	Description
Old password	field for entering the current password from the account
New password	field for entering a new password from the account
Language	field of selecting the language display

To save the entered information, click the “Update” button.

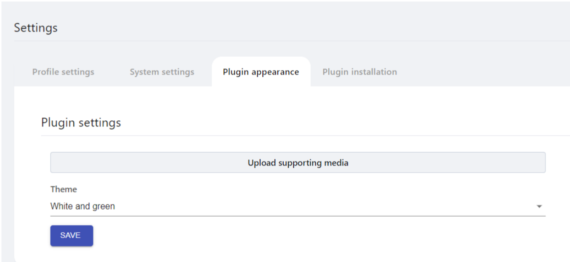
“System settings” section

In this section the system settings are made, such as:

- Setting postbacks
- Setting the behaviour of the system after the payment is made
- Setting the time zone

"Plugin appearance" section

There is a description of settings of the plugin in this section.



Name	Description	Comments
Uploading payment system prompts	A modal window with all available PSs opens	Uploading is made by dragging and dropping files in gif format
Theme	Select the appearance of the plugin display from the drop-down list	Available options: • Dark; • Light; • White-green • Own (this option provides that the Client will upload his own theme in *.css format)
File	If “Own” is selected in the Theme section, the file field for uploading css styles opens	

"Plugin installation" section

This section contains the body of the plugin that is integrated into the Client’s site and a description of parameters that are entered.

To copy the plugin body to the clipboard, click the “Copy” button.

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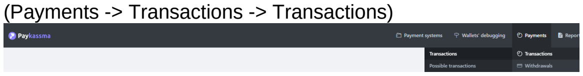
Search for a completed transaction

If there is a situation when the user claims that he made the transfer, but he didn’t receive money in the system, you need to go to the “Transactions” section in your Personal account using following way: (Payments -> Transactions -> Transactions)



Pic 1. Way to the “Transactions” page

Then all user transactions will be displayed on the page, you need to find the user’s transaction by “Transaction number” or “Label/Number of the order” and pay attention to “Status” and “Postback status”

Pic 2. “Transactions” page

There are 3 types of postback statuses:

	The transaction is activated and the postback about the successful payment is sent, funds are received from the user
	The transaction is activated, but the user has transferred funds for an amount less than the minimum deposit, the system is waiting for the user to replenish the amount again to reach the minimum deposit threshold, i.e. accumulation process in underway
	The transaction is not activated, the system does not see the accumulation and does not send a postback waiting for the moment of activation of the transaction

That is, the transaction is successfully received only when the system has activated the transaction and the user has paid and accumulated an amount greater than the minimum deposit amount

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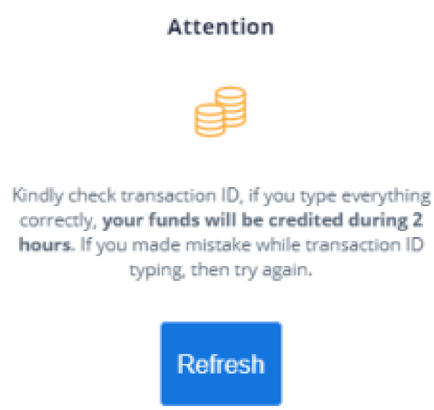
Delayed automatic activation of transactions

The functional of Delayed automatic activation of transactions is enabled by Paykassma TP upon request. This functional has given a good account of itself when working with users who carry out numerous transactions in a row. In this case, the information on deposits required to activate transactions may come to Paykassma with a slight delay (up to 5 minutes).

When the functional is enabled, if the activation data that users enter are not in the system, then:

1. Paykassma automatically stores the entered data and displays the following window to the user:



2. When Paykassma receives information about a completed payment from the Payment System, activation will be done automatically. Additional participation and active actions from the user are not required.

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