

-  *Connected Payments*
-  *Reports User Reference*
- 
- 
- 



Connected Payments Reports User Reference

Date of Issue	Product Identification Number	Part Number	Brief Description
October 2007	45001/111	89000403	Initial Release

**© Copyright StoreNext Retail Technologies LLC 1995-2007
All rights reserved**

This publication is protected by federal copyright law. No part of this publication may be reproduced or transmitted into any human or computer language in any form or by any means, stored in a retrieval system, transmitted, redistributed, translated or disclosed to third parties, or de-compiled in any way including, but not limited to, photocopy, photograph, electronic, mechanical, magnetic or manual without the express written permission of StoreNext Retail Technologies LLC or its licensors, if any. This document, notwithstanding the above, may be distributed in electronic or printed form to personnel who are employed by either (1) a StoreNext customer of the subject system of this document or (2) personnel from an authorized StoreNext dealer of the subject system of this document. All copies, so distributed and/or so authorized, shall contain a full copy of this copyright notice.

StoreNext Retail Technologies LLC endeavors to ensure that the information in this document is correct and fairly stated but does not accept liability for any error or omission. StoreNext Retail Technologies LLC makes no representation or warranties with respect to the contents hereof, and specifically disclaims any implied warranties of merchantability or fitness for a particular purpose or non-infringement. No commitments by StoreNext or its suppliers are made from this documentation which is provided for information only.

Development of StoreNext products and documentation is continuous: StoreNext Retail Technologies LLC reserves the right to revise this publication and to make changes from time to time in the contents hereof or in the products herein described or discussed without notice and without any obligation of StoreNext Retail Technologies LLC to notify any person or organization of such revision or changes. Information published in this document will likely become obsolete over time and it is recommended that users regularly check for updates and newer versions.

StoreNext Retail Technologies LLC has prepared this manual for use by users, authorized third parties and personnel of StoreNext Retail Technologies LLC as a guide to the proper installation, operation, customization and/or maintenance of StoreNext Retail Technologies LLC equipment and software. The drawings and specifications contained herein are the property of StoreNext Retail Technologies LLC and/or its licensors.

Third-party products, services, or company names referenced in this document may be trademarked or copyrighted by their respective owners, and are for identification purposes only.

Copyrights, trademarks and license agreements shall be governed and construed in accordance with the laws of the State of Texas and the Federal Arbitration Act, and shall benefit Retailix, its successors, and assigns.

Address comments and corrections to:

StoreNext Retail Technologies LLC
Software Program Director
6100 Tennyson Parkway
Suite 130
Plano, Texas 75024

Table of Contents

OVERVIEW	1
Connected Payments Reports	1
Connected Payments Solution	1
CHAPTER 1	2
Connected Payments Reports	2
Logging into the Application	2
CHAPTER 2	5
Using Reports	5
Accessing Features	5
Transaction Search	6
Web Transaction Reporting	9
Selecting Desired Report:	9
Selecting Report Criteria:	10
Select Reporting Dates Range:	10
Store/s Selection:	10
Batch Selection:	11
Session Timeout:	12
CHAPTER 3	13
Reports Administration	13
Administrative Features	13

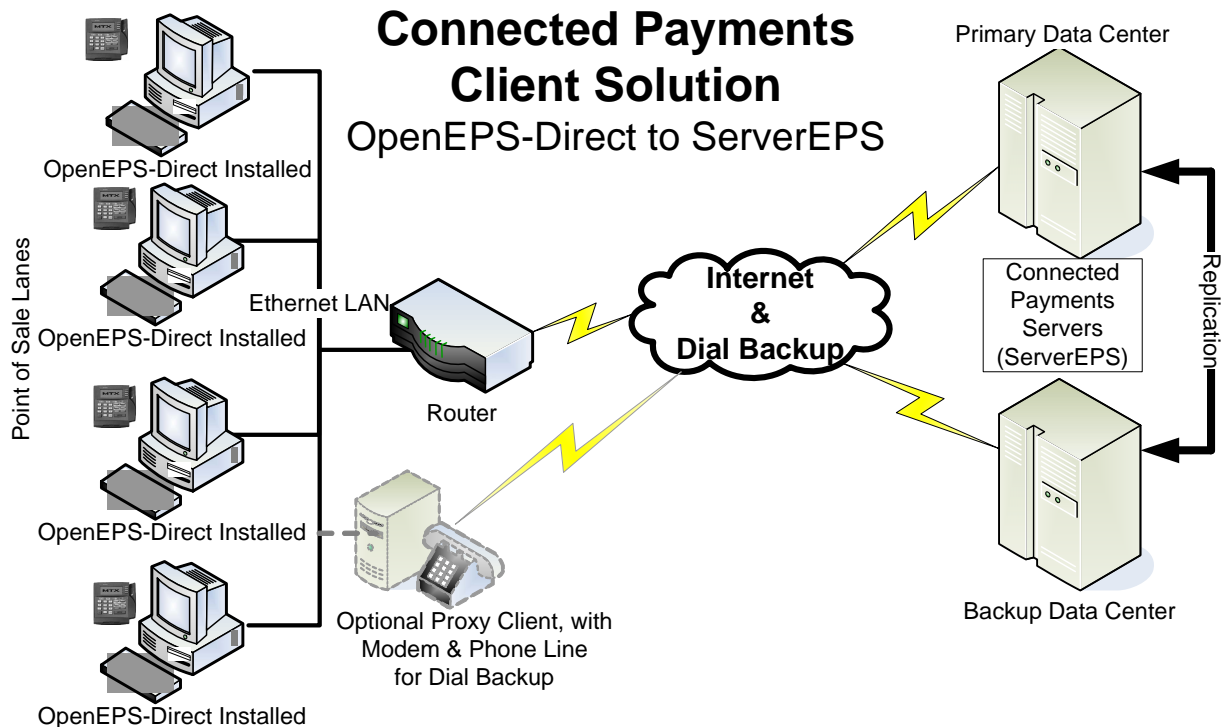
Overview

Connected Payments Reports

Connected Payments Solution

The Connected Payments solution provided a secure payments processing solution for the retail grocer.

Connected Payments solution is comprised of in-store software (OpenEPS) that processes all payment transactions through an ultra secure and redundant centralized server facility which processed all payments transaction activity with selected payments vendor.



Chapter 1

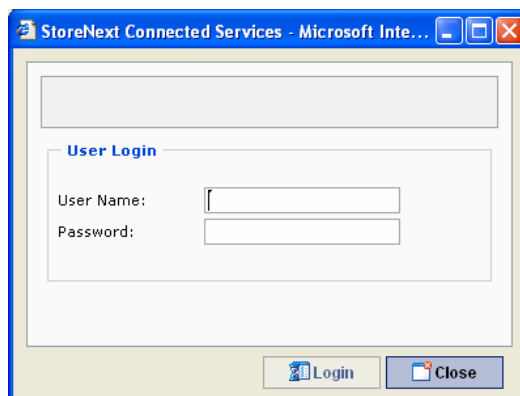
Connected Payments Reports


Logging into the Application

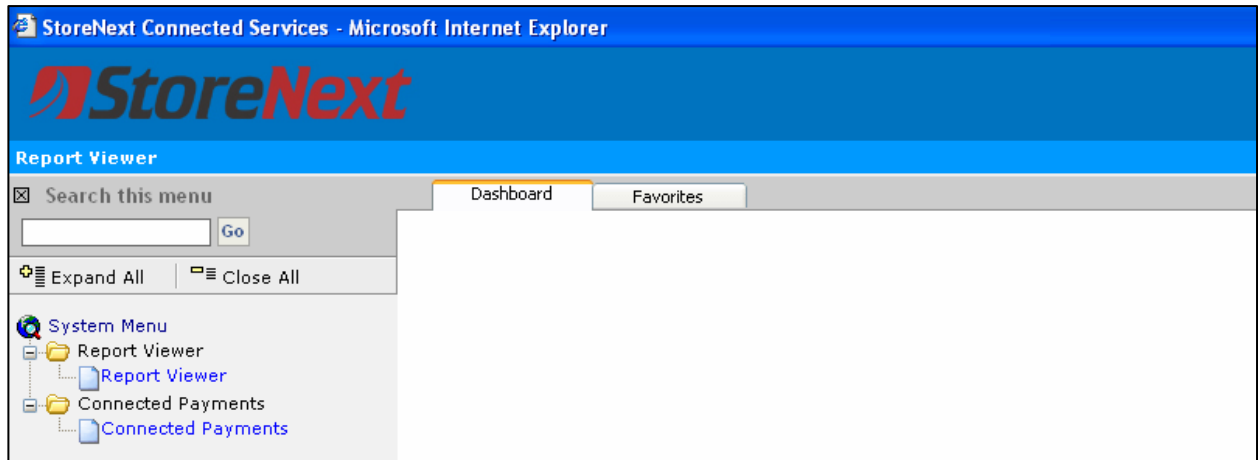
Logging onto the Web interface of Connected Payment is as simple as opening up your Internet Explorer web browser and browsing to the www.StoreNext.com web site.




1. Click on the **MEMBER LOG-ON** button to access your secure member's only applications.
2. You will be prompted to enter a User Name and Password.



3. Please enter the unique User Name and Password provided to you by StoreNext.
4. Once logged into the application, you will see the Main Menu screen which displays the available subscribed applications on the Left-Hand side of the screen.
5. Click on the  Connected Payments option. This will load a 2nd window that will link you to the Connected Payments application environment.



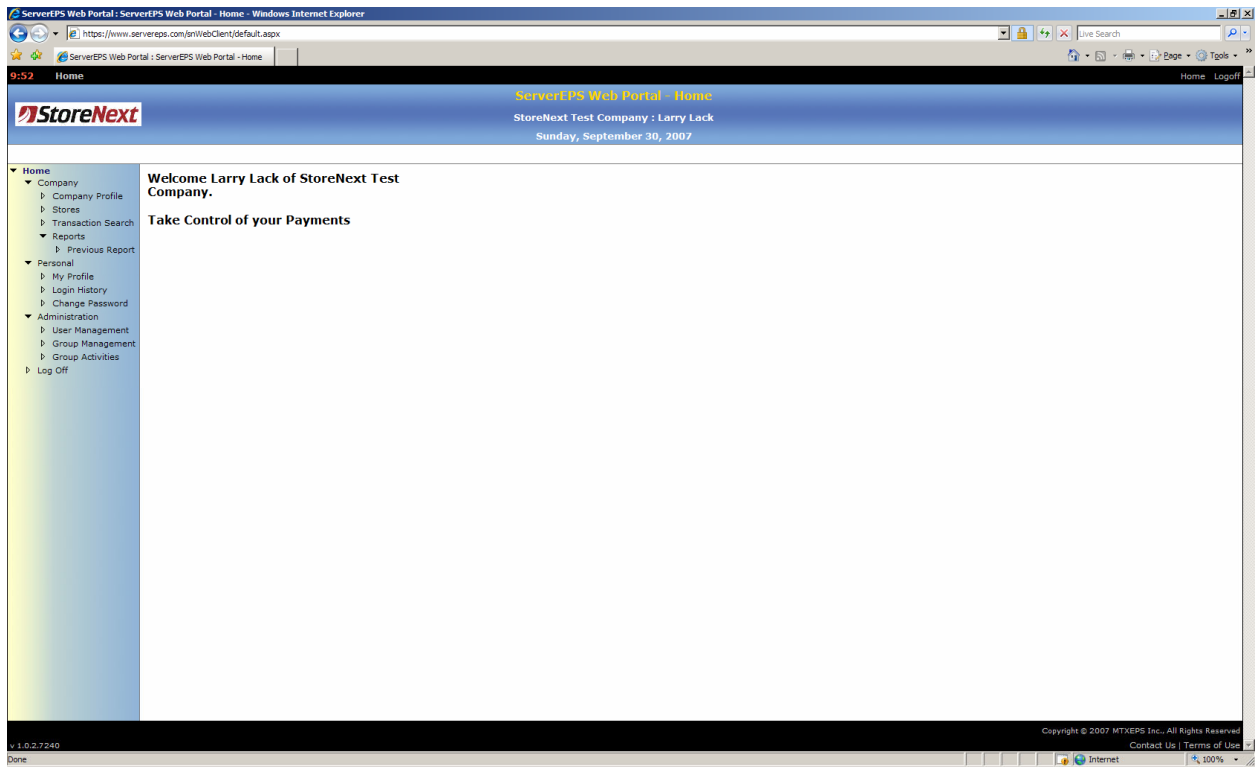
6. The Connected Payment Application will require you to enter your unique password.

 **Note:** For security reasons we require that each user maintains a unique (secondary) password that would be used within the Connected Payment application only. This password grants access specifically to the Connected Payments application environment (ServerEPS) and users would be prompted to input it every time they logon to the Connected Payments Web Application.

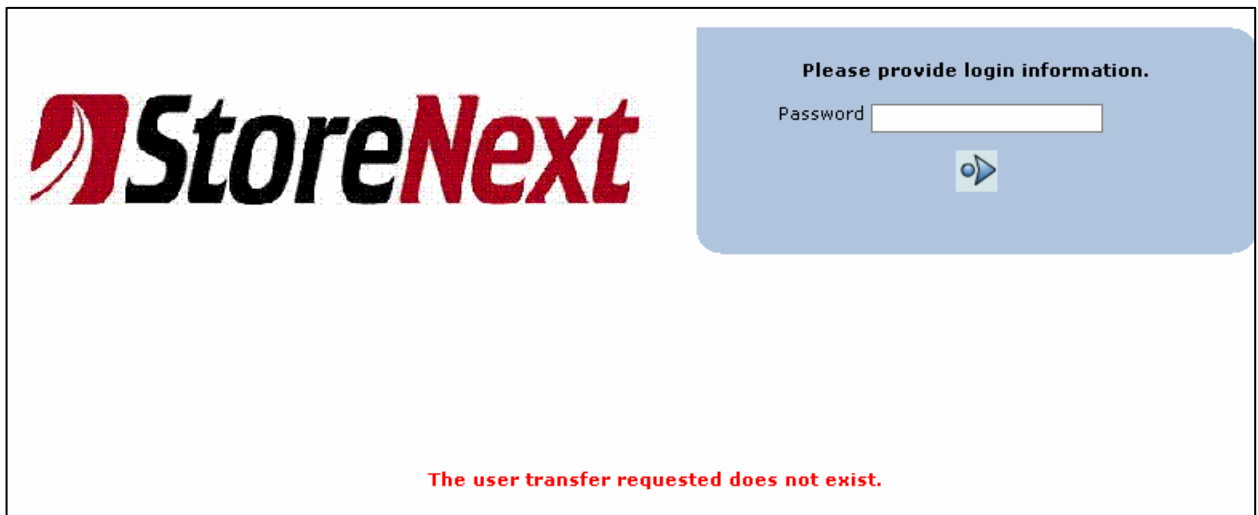


7. Once logged into the application, you will see the Main Menu screen which displays the available subscribed applications on the Left-Hand side of the screen.

8. Once Logged into the reporting web site you will be presented with the Connected Payment menu screen from which you may access any/all of the Connected Payments services.



9. Please contact StoreNext Connected Services support if you get the following screen upon password input attempt. Call the StoreNext Support Center at **1-800-533-0855** and report the incident as a Connected Services/Connected Payments call.



Chapter 2

Using Reports

Accessing Features

The available features on the “Dashboard” are divided into 3 major categories:

- Company
- Personal – [See Chapter 3](#)
- Administration – [See Chapter 3](#)

Depending on the rights granted to you by your web site administrator you may have access to some but not all of the services listed below.

By default the initial user given to you by StoreNext will be a “RootAdmin” user who will have rights to all the services, this user should create appropriate groups and group rights necessary to restrict users to only necessary information to perform their duties.

As with all usernames and passwords these should be unique to a single person and should be kept secret to prevent unwanted access to the reporting information.

- **Company**

- **Company Profile** - This link will display the information ServerEPS has on record for your company. This information can only be changed by the ServerEPS administrator and is only presented here for verification.
- **Stores** – This link will display a list of all the stores within your company that are signed up for Connected Payments. This information can only be changed by the ServerEPS administrator and is only presented here for verification.
- **Transaction Search** – This link will provide the user the ability to search for a particular transaction and view additional details of a transaction that may not be shown in the general reports. See “Transaction Search” below for further details.

- **Reports** – This link will launch the Connected Payments reporting services which will give the user the ability to view various transaction reports about the stores within your company. See “Web Reports” below for further details.
- **Previous Reports** - This link will launch the last report run, if no previous report has been run then the Connected Payments Reporting page will be displayed.

Transaction Search

The transaction search link can be used to search for detailed information about a transaction processed through ServerEPS.

For security reasons the search must be refined to a maximum of 100 “hits” in order for the user to be granted access to those transactions.

To reduce the number of “hits” you may need to supply additional search criteria to eliminated unwanted transactions.

The search criteria include:

- Date Range – From/To
- Store
- Tender Type
- Transaction Type
- Account number – First 6 digits and Last 4 digits
- Transaction Amount
- S.T.A.N - System Trace Audit Number (Seq. number typically printed on receipt)

The screenshot displays the 'Transaction Search' page in a web browser. The page title is 'Transaction Search' and the user is identified as 'Larry Lack'. The date is 'Sunday, September 30, 2007'. A warning message states: 'Results may be viewed once the result count is less than 100. (hit TAB after typing in search text)'. The search criteria section includes fields for Date From, Date To, Store (set to 'Any'), Tender, Transaction, Account First 6, Account Last 4, Amount, and S.T.A.N. Below the search criteria, a table shows the result counts:

Result Count	Group
0	Current
277	Settled

A message below the table reads: 'Too many results found, the search needs to be narrowed.' The left navigation menu includes links for Home, Company Profile, Stores, Transaction Search, Reports, Previous Report, Personal, My Profile, Login History, Change Password, Administration, User Management, Group Management, Group Activities, and Log Off. The footer contains copyright information for 2007 MTSEPS Inc. and links for Contact Us and Terms of Use.

Once you have refined your search to be less than 100 “hits” the lower right hand corner of the Transaction Search box will change to “View Results”.

Search Criteria

Date From: September 27, 2007 Date To: September 28, 2007

Store: Any Tender: Debit Transaction: Purchase

Account First 6: Account Last 4: S.T.A.N.: Amount: S.T.A.N.:

Result Count	Group
0	Current
95	Settled

[View Transaction Results](#)

By clicking “View Results” the application will display a listing of the various transactions meeting your search criteria.

Additional detail of a specific transaction may be obtained by clicking the “Select” to the right of the desired transaction.

Select	Store #	Time	Transaction	STAN	Void	TOR	Override	Offline	Account #	Amount	Approved	Cashier	Lane	Settled
Select		9/24/2007 2:35:35 PM	Credit Purchase	10162					413739...6096	\$22.22		1	01	Y
Select		9/24/2007 2:46:08 PM	Credit Purchase	70113					379014...6688	\$2.83		101	07	Y
Select	1	9/24/2007 2:48:30 PM	Voided Credit Purchase	70114					379014...6688	\$20.00		101	07	Y
Select	1	9/24/2007 2:48:30 PM	Purchase	70115					379014...6688	\$20.00		101	07	Y
Select	1	9/24/2007 2:50:53 PM	Credit Return	70116					379014...6688	\$25.63		101	07	Y
Select	1	9/24/2007 3:05:53 PM	Credit Purchase	70129					379014...6688	\$7.89		101	07	Y
Select	1	9/24/2007 3:13:58 PM	Credit Purchase	70134					379014...6688	\$7.41		101	07	Y
Select	1	9/24/2007 3:35:42 PM	Credit Purchase	70145					379014...6688	\$5.87		101	07	Y
Select	1	9/24/2007 3:23:28 PM	Credit Purchase	70137					379014...6688	\$6.75		101	07	Y
Select	1	9/24/2007 3:29:28 PM	Credit Purchase	70143					379014...6688	\$6.98		101	07	Y
Select	1	9/24/2007 3:31:58 PM	Credit Purchase	70144					379014...6688	\$6.67		101	07	Y
Select	1	9/24/2007 4:51:37 PM	Credit Purchase	70149					379014...6688	\$5.83		101	07	Y
Select	1	9/24/2007 4:52:13 PM	Credit Purchase	70150					379014...6688	\$1.32		101	07	Y
Select	1	9/24/2007 4:53:17 PM	Credit Purchase	20004					379014...6688	\$0.13		2	02	Y
Select	1	9/24/2007 4:58:22 PM	Credit Purchase	70151					379014...6688	\$5.87		101	07	Y
Select	2	9/24/2007 9:20:48 PM	Credit Purchase	10006					544400...2205	\$25.01		1	01	Y
Select	2	9/24/2007 9:23:13 PM	Credit Purchase	10007					544400...2205	\$1.11		1	01	Y
Select	1	9/25/2007 9:41:49 AM	Credit Purchase	70157					379014...6688	\$4.78		101	07	Y
Select	2	9/26/2007 8:19:55 PM	Credit Purchase	10131					400555...1114	\$25.01		102	01	Y
Select	2	9/26/2007 8:19:55 PM	Credit Purchase	10132					400555...1114	\$25.02		102	01	Y
Select	2	9/26/2007 8:20:00 PM	Credit Purchase	10133					523345...0102	\$35.03		102	01	Y
Select	2	9/26/2007 8:20:04 PM	Credit Purchase	10134					510510...5100	\$35.04		102	01	Y

Search Criteria

Date From Date To

Store

Tender Transaction

Account First 6 Account Last 4

Amount S.T.A.N.

Result Count	Group
0	Current
95	Settled

[View Transaction Results](#)

Transaction Details

Store #	1
Time	9/27/2007 9:05:34 AM
Transaction	Debit Purchase
Card Type	
Approved	<input checked="" type="checkbox"/>
Host Response	
STAN	22267
Void	<input type="checkbox"/>
TOR	<input type="checkbox"/>
Override	<input type="checkbox"/>
Offline	<input type="checkbox"/>
Account #	582971...3718
Amount	\$62.58
Approved	\$62.58
Cash back	\$0.00
Tax	\$0.00
Cashier	
Lane	02
Settled	Y

This detailed view of the selected transaction will provide additional details specific to this payment activity.

Click on the [View Transaction Results](#) link above to return to the list of transactions.



Note: Do not use the Browser's BACK button at any time to navigate back to any of the previous screens.

Web Transaction Reporting

Querying the Web reports involves 3 simple steps:

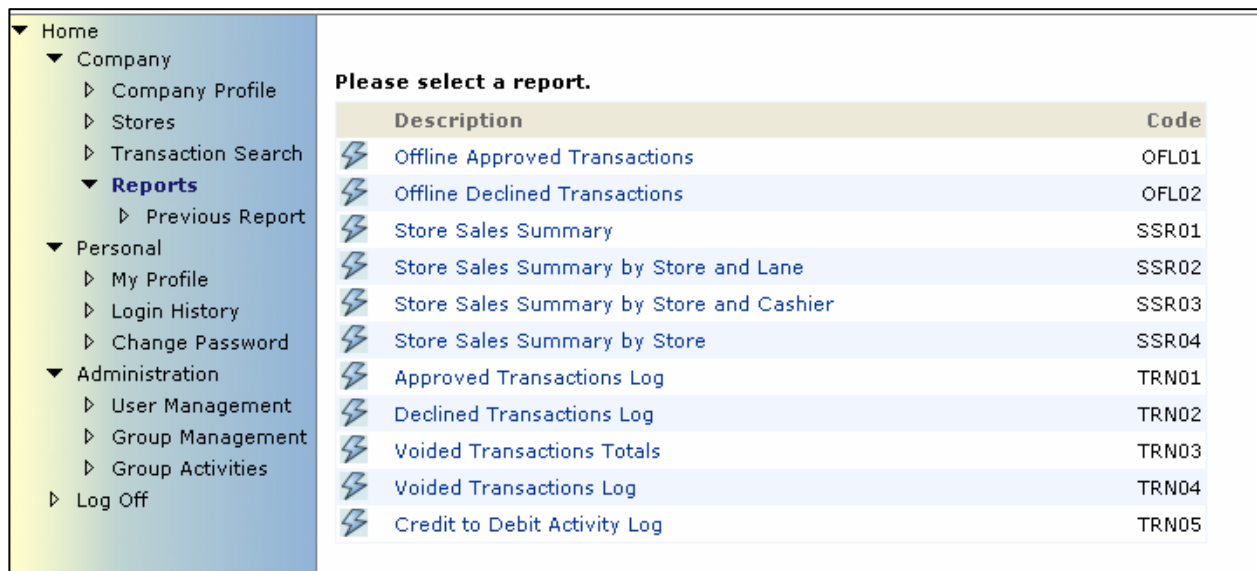
1. Select Desired Report
2. Select Report Date Range
3. Select Available Batch/s - (Conditional)

Selecting Desired Report:








The first step to viewing a report is to select the desired report.

These reports have been created and developed to mimic the reports available through the WinEPS Application with the added functionality of viewing multiple stores on the same reports.

To select your desired report, simply click the report name.



Please select a report.

Description	Code
 Offline Approved Transactions	OFL01
 Offline Declined Transactions	OFL02
 Store Sales Summary	SSR01
 Store Sales Summary by Store and Lane	SSR02
 Store Sales Summary by Store and Cashier	SSR03
 Store Sales Summary by Store	SSR04
 Approved Transactions Log	TRN01
 Declined Transactions Log	TRN02
 Voided Transactions Totals	TRN03
 Voided Transactions Log	TRN04
 Credit to Debit Activity Log	TRN05

Selecting Report Criteria:

Once you have selected your desired report you will be presented with a report criteria selection screen where you input the desired data you wish to view.

This report criteria screen is divided into two sections:

- Reporting Date/s
- Store Selection

Select Reporting Dates Range:

- **Current** - By selecting Current you are asking the reports to show all transactions that have not settled or batched to your host(s).
- **Settled Date Range**- By selected Settled you are asking the reports to show all transactions that have settled or batched to your host/s within the defined date range. The current maximum date range allowed is 90 days.

Store/s Selection:

The Web Reports allow a user to view multiple stores on a single report, this is accomplished by selecting the desired store or stores from your store list.

For ease of use you may select the **All stores** option to view all your stores in a single report or you may individually select your desired stores.

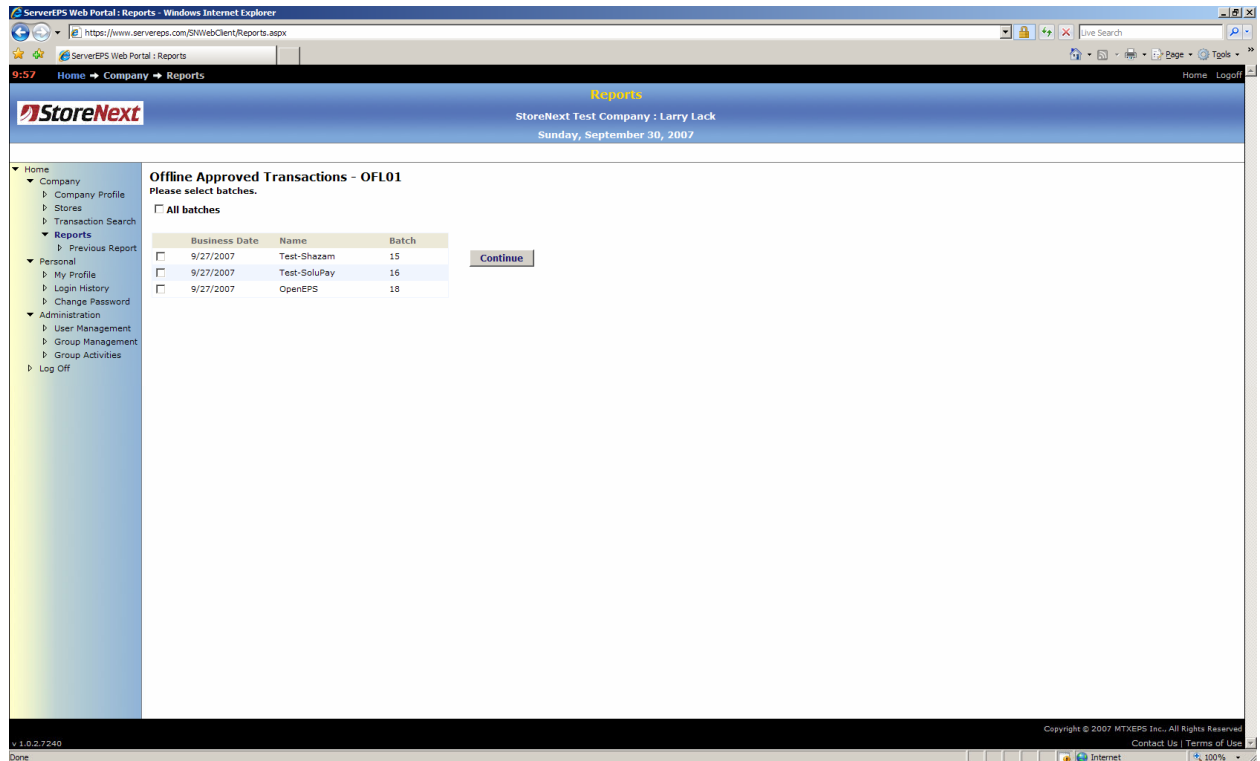
Please Note: a minimum of 1 store must be selected.


Batch Selection:

A batch can be considered a set of transactions for a business day settled with a specific host. A batch is typically sent to each host for each business day per store and depending on the number of different hosts a merchant is using the available batches will vary. At least one batch must be selected to continue.




Note: If there is only one batch for the selected reporting criteria or current data was requested then this batch selection screen will not be shown.



Once you have completed selection of all the reporting criteria, click on the  button to view your desired report(s).



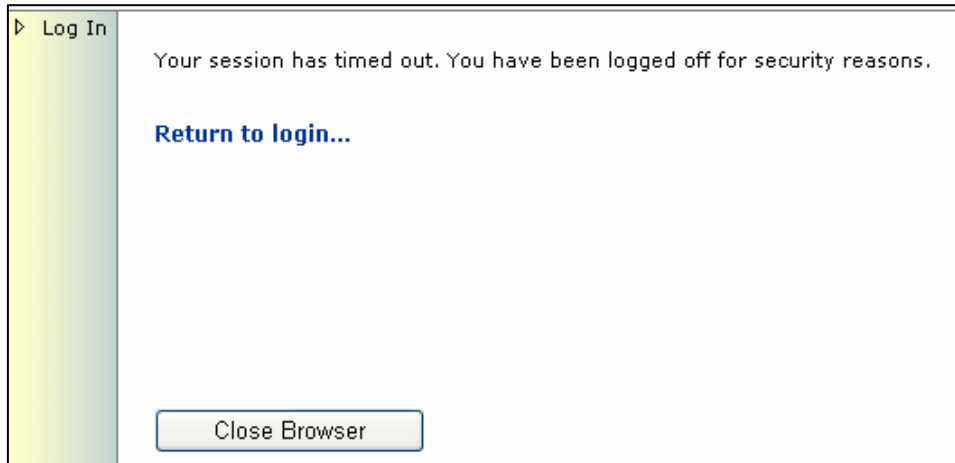
Note: To navigate back to the reports list, click on the  link at the top of the screen

Session Timeout:

For security reasons the Reporting application will timeout if no activity is registered for 10 minutes.

A timer function appears at the top-Left corner of the screen: **9:01**
This timer will countdown the 10 minutes, and will refresh upon any activity within the application.

Once your session has timed out you will see the following screen:



You can then choose to either click on the **Return to login...** link to return to the Login Screen or **Close Browser** to finalize your browser session.

Chapter 3

Reports Administration

Administrative Features

These administrative functions are available based upon user's access rights to the system (typically managed by company's administrator).

- **Personal**

- **My Profile** – This link will display the information that ServerEPS has on record for you. This information may be changed by clicking User Management under Administration if available to you.
- **Login History** - This link will display the information that ServerEPS has in regards to your attempted login attempts to the Web Client. This link should be periodically reviewed and verified for security reasons to ensure that only you are using your login information.
- **Change Password** - This link may be used to change your current password. The application will automatically require you to change your password at a set interval but this link can be used to change your password should you so desire.

- **Administration**

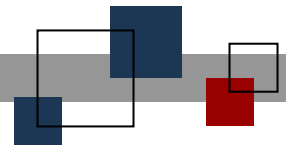
- **User Management** – This link can be used to Display/Modify/Create users in the Web Application.



Note: Please contact your Connected Services support group in order to create new user account.

- **Group Management** - This link can be used to Display or Create groups in the Web Application. You may create groups based on the access rights you wish to grant to a group of users with like responsibilities. Assigning various rights to your group is accomplished using the Group Activities link described below.

- **Group Activities** - This link can be used to Display/Assign/Modify the activities assigned to the groups within your company. Please note: the group must first be created using the Group Management link described above.



© StoreNext Retail Technologies LLC 2007

StoreNext Retail Technologies LLC endeavors to ensure that the information in this document is correct and fairly stated but does not accept liability for any error or omission.

The development of StoreNext products and services is continuous and published information may not be up to date. It is important to check the current position with StoreNext. This document is not part of a contract or license save insofar as may be expressly agreed.