

Nexus-Pay Process

Revised February 2, 2021

Overview

Nexus-Pay is a payment processing module that comprises 3 main functions. Nexus-Pay Direct, Nexus-Pay Pre-Authorised and Nexus-Pay Token Processing.

Nexus-Pay Direct allows a customer to pay their account directly by credit card simply by clicking on a URL link or scanning a QR code on their Invoice, Statement or Sales Order Acknowledgment.

Nexus-Pay Pre-Authorised allows the Nexus user to pay a customer's account by using credit card details supplied by the customer with an authorisation to pay their account using the supplied card up to an agreed payment limit. This function will also create a 'Customer Gateway Token' against sales orders for COD customers that must be processed before an order is delivered.

Nexus-Pay Token Processing allows orders to be taken online from retail customers using Storefront Retail. The customer enters their credit card details at order entry time and a Gateway Token created. This token is then used to pay for the goods before being shipped. This function is also used for the payment of sales orders where an order acknowledgment has been sent and the custom created a token using Nexus-Pay Direct and also for sales orders created for a COD customer with a Pre-Authorised token.

Note that in all cases no credit cards details are stored in Nexus, they are stored at the Payment Gateway.

Pre-requisites

Before any of the Nexus-Pay component can be used an account must be setup with the eWay Payment Gateway provider. This account will be linked to your current Merchant account with the bank. Once your account with eWay is established you will be given an API key and Password. These must be entered into Nexus using System Control File Maintenance for Accounts Receivable. If using Nexus-Pay Direct the Nexus-Pay web site must be installed by ETQ and the URL details also entered in Nexus.

Nexus-Pay Direct

The Fast Reports designer for Sales Order Acknowledgments, Stock Invoices, Debtor Invoices, and the Invoice Reprint have been enhanced to allow a URL or QR code to be imbedded in the reports. If these documents are delivered electronically then a customer can click on the URL link and be automatically taken to your Nexus-Pay web site with the document details displayed with a default payment amount. For a Sales Order Acknowledgement this will be the order value, for an invoice this will be the invoice total and for a statement will be the account total due. This default payment amount can be overridden. If these documents are printed and mailed to a customer then the QR code can be scanned and the device directed to your Nexus-Pay web site.

Pay from Sales Order Acknowledgement received electronically

For an order created in Nexus, after any adjustments are made (such as for random weight items or product substitution), the operator can choose to send an order acknowledgement to the customer. If delivered electronically the customer can click on the URL embedded in the report and be directed to the Nexus-Pay website. There is an 'Authorise Payment' button which will take the user to a payment gateway to complete the payment using a Credit Card. A confirmation email will be automatically sent to the customer.

Note that at this stage only a 'Payment Token' is created, the actual payment will be made once the goods are ready to ship and the order total confirmed (see Token Processing).

Nexus-Pay Nexus online payment solution [Contact us](#)

Bill to
JOHN DOE
2 Slough Avenue
Penshurst, 2000

Ship to
2 Slough Avenue
Silverwater, 2000

TOTAL AMOUNT TO BE PAID **\$59.40**

Authorise Payment

5105 1051 0510 5100

NAME ON CARD
JOHN DOE

EXPIRY
02 / 2022

We support

Payment amount
AU \$59.40

Card Number:
5105105105105100

Name on card
John Doe

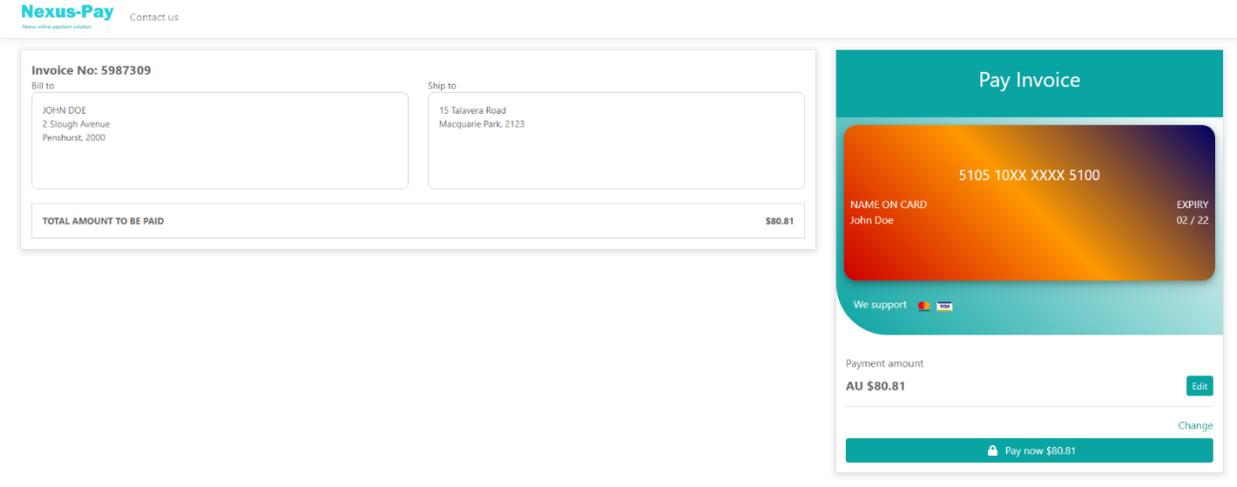
Card Expiry Month: 02 | Card Expiry Year: 2022

Card CVN:
1234

Authorise payment \$59.40

Pay from an Invoice received electronically

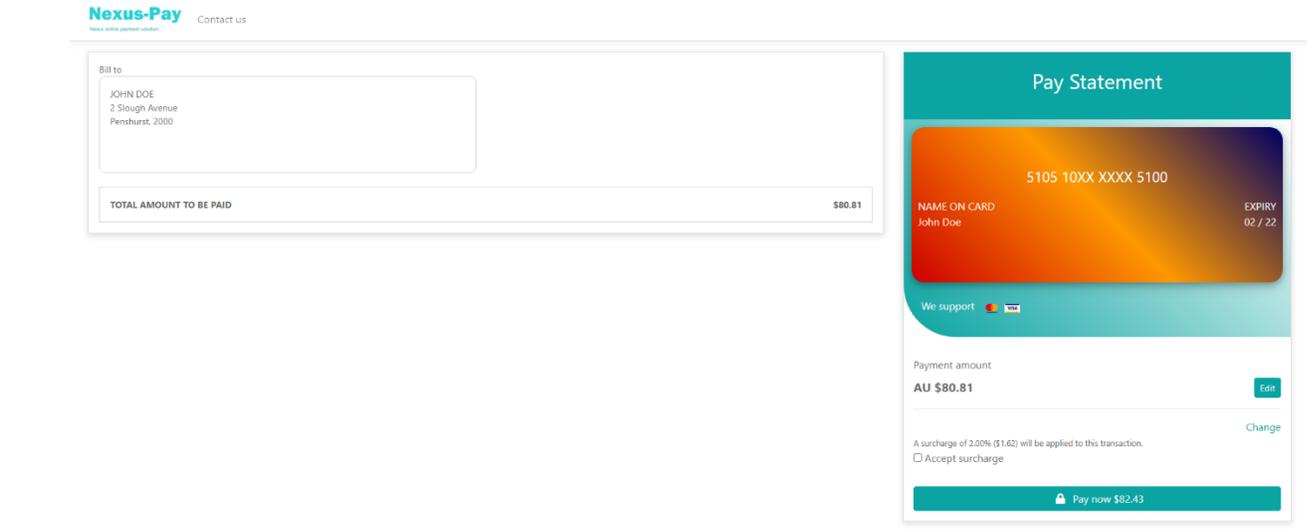
Below is the Nexus-Pay form displayed when clicking on the document URL from an invoice that was delivered electronically. There is an 'Pay Now' button which will take the user to a payment gateway to complete the payment using a Credit Card.



Once the payment is approved the operator will have an option to send email notification.

Pay from a Debtor Statement received electronically

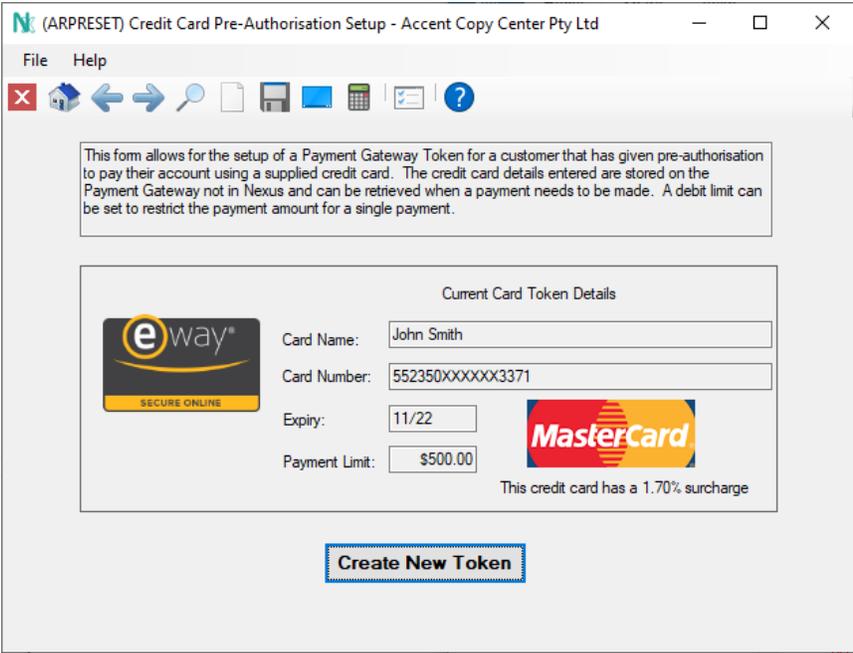
Below is the Nexus-Pay form displayed when clicking on the document URL from a statement that was delivered electronically. There is an 'Pay Now' button which will take the user to a payment gateway to complete the payment using a Credit Card.



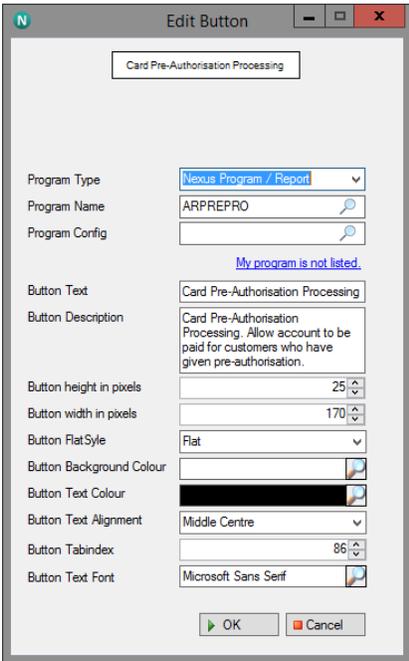
Once the payment is approved the operator will have an option to send email notification.

Nexus-Pay Pre-Authorised

A new option has been added to Debtors Master Maintenance to allow a 'Customer Gateway Token' to be created using the supplied customer credit card. This option is only active if Nexus-Pay has been installed. When this option is selected the form below will be displayed. If a token already exist details will be displayed with the credit card number masked. These details are retrieved from the Payment Gateway as they are not stored in Nexus.



To fully or partially pay a customer account the Credit Card Pre-Authorisation Processing program is run. This program can be run manually from a Nexus Control Centre 'Speed Button' or using the File/Run a Specific Nexus ERP program menu option (or pressing Control+R)..



When selected the form below is displayed.

Code	Name	Phone	Current	7 Days	14 Days	21 Days	Total Due	VIEW	Pay	Process	Message
AC00404	Accent Copy Center Pty Ltd	07-8738-4205	234.43	127.67	394.27	20.14	776.51	VIEW	776.51	<input checked="" type="checkbox"/>	
FE00282	Fennessey Buick Pty Ltd	03-8357-4617	3,003.55	100.21	954.42	841.17	4,899.35	VIEW	1,500.00	<input checked="" type="checkbox"/>	
GO00507	Goeman Wood Products Pty Ltd	08-7868-1355				1,052.54	1,052.54	VIEW	1,052.54	<input checked="" type="checkbox"/>	
SE00009	Selsor, Robert J Pty Ltd	02-5226-9402		49.48			49.48	VIEW	49.48	<input checked="" type="checkbox"/>	

You can select to process payments for selected branches, trading terms, ageing Period or debtors. The debtor's aged balances are displayed and account total due is displayed as the default payment amount if it is less than or equal the token payment limit. You can override the payment amount by double clicking on the amount you need to change. When payment lines are displayed the 'Process' check box is checked by default. You can manually change this or use the filter keys to select or unselect and then filter by selection type. When happy with the lines and amounts displayed use the save icon or F10 key to process the payments.

You will be prompted to process the payments. At this stage, the program will connect to the Payment Gateway and process a payment for each of the selected lines. While processing the payment a 'Processing' message is displayed. If successful a 'Payment Successful' message is displayed. If Unsuccessful a 'Payment Unsuccessful' message is display along with the error description from the bank.

Successful payments will create a Cash Receipt in Nexus and update all the appropriate Nexus tables. The payment will be applied to outstanding invoice applying to the oldest first. Any invoices that are 'In Dispute' will be skipped.

Sales Orders created for 'Token' COD customer's will automatically be tagged with a token. This tagging happens automatically in Sales Order and Profile Order Entry and the orders must be paid using Nexus-Pay Token Processing before being released.

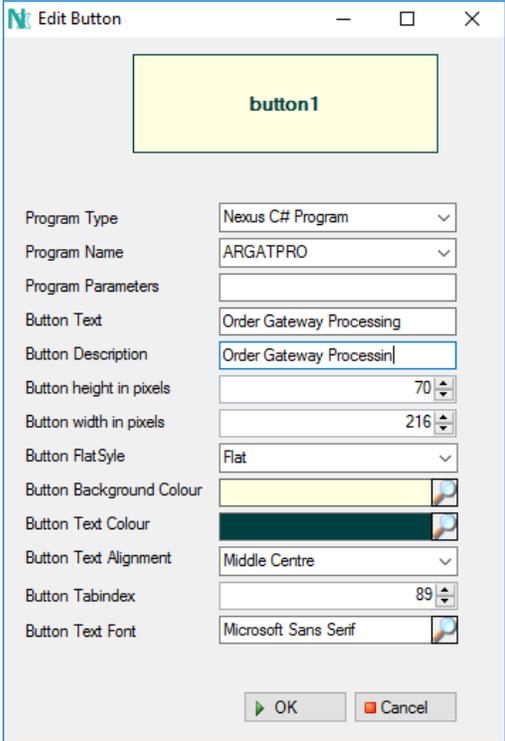
Nexus-Pay Token Processing

Overview

This program allows Credit Card payments to be made for Sales Orders that have been tagged with a Payment Gateway Token. A Token is created for Sales Orders originating from Storefront Retail or by following the link on a Sales Order Acknowledgment and creating a pre-payment against a Sales Order in Nexus. In Sales Order and Profile Order Entry Sales Orders are also tagged with a token if a pre-authorized token has been created using Nexus-Pay Pre-Authorised and the customer has zero terms.

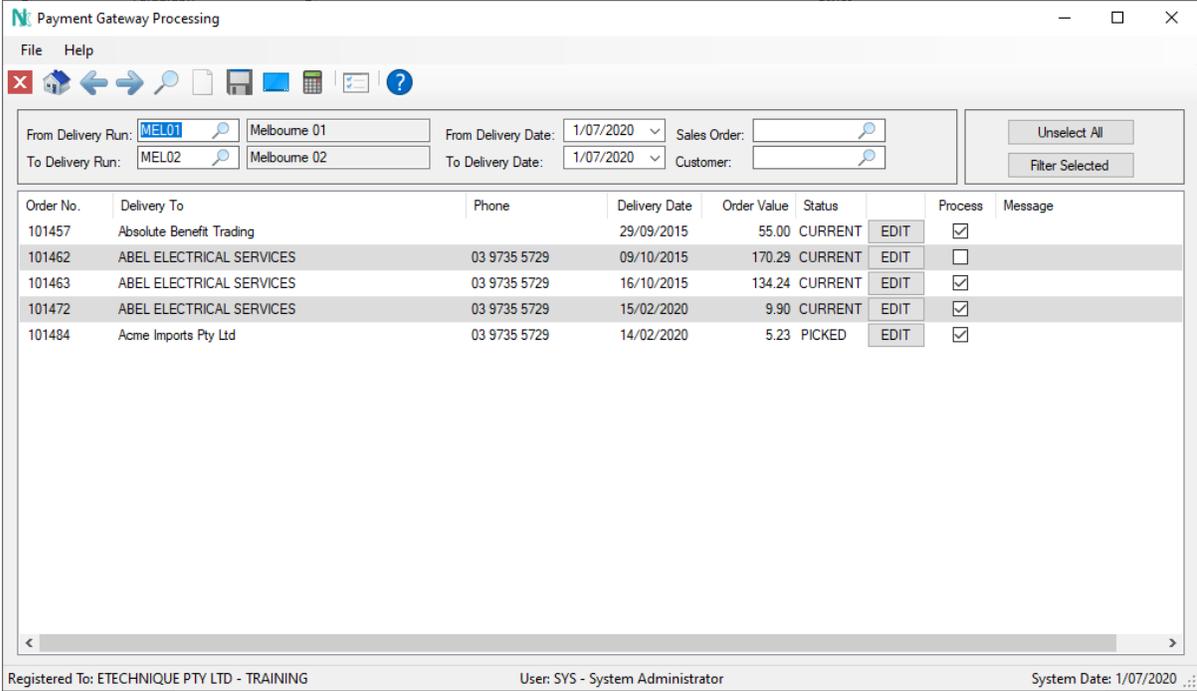
Operation

The Payment Gateway Processing program can be run manually from a Nexus Control Centre 'Speed Button' or using the File/Run a Specific Nexus ERP program menu option (or pressing Control+R).



The program can also be loaded automatically from either Sales Order Entry or Sales Order Release. If doing a Direct Release from Sales Order Entry and the current order has a token the program will prompt you to process the payment. This is also the case in Sales Order Release if any orders in the release run have tokens. Sales Orders with tokens are created with the order hold flag set to 'Y'es. When a token is processed successfully the order is taken off hold so can then be released. If you have made some other arrangement with the customer for the payment of a token order then you will have to manually take the order off hold in order for it to be released. In this case the token will not be processed.

Below is the Payment Gateway Processing dialog.



If loaded from Sales Order Entry or Sales Order Release the header panel will be populated and the relevant orders displayed. If manually run, then the header fields must be populated.

If running for a delivery run and delivery date range, then entered these fields and on pressing 'Enter' on the 'To Delivery Date' the relevant orders will be displayed. If running for a single sales order or customer then only those fields need to be entered. Use the field 'Search' option to help locate the record you require.

When orders are initially display the 'Process' check box is checked assuming you want to process a payment for the order. You can Select/Unselect all orders by using the select header button. You can also manually select/unselect orders by clicking the 'Process' check box.

Display of orders can be filter showing Selected/Unselected or All.

If you need to view or change one of the orders displayed click the 'Edit' button. Sales Order Entry will be loaded with the order details displayed.

Process Payment

When you are happy with the orders selected click the 'Save' icon or press 'F10'. You will be prompted to process the payments. At this stage, the program will connect to the Payment Gateway and process a payment for the outstanding order value. While processing the payment a 'Processing' message is displayed. If successful a 'Payment Successful' message is displayed. If Unsuccessful a 'Payment Unsuccessful' message is display along with the error description from the bank.

Successful payments will create a Cash Receipt in Nexus and update all the appropriate Nexus tables. The payment will be linked to the Sales Order. When the Sales Order is release and an invoice created the cash receipt transaction will be applied to the created invoice.