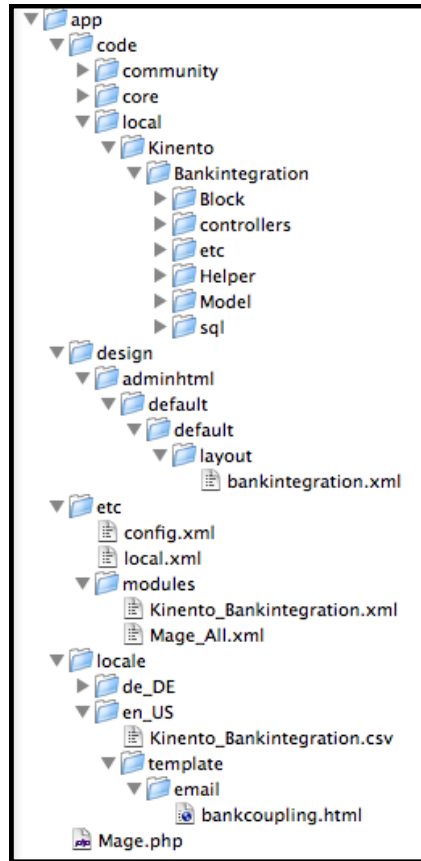


# Installation

## Installing the module

1. Merge the provided **app** folder with Magento's root directory (containing an existing **app** folder). The folder structure should now be similar to:



Please make sure that:

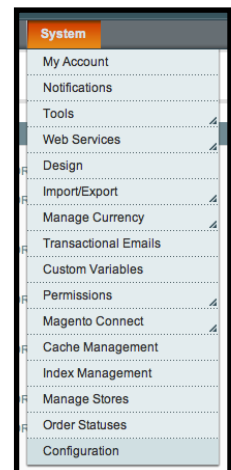
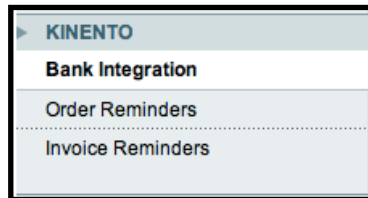
- a) The folder **app/code/local** contains the **Kinento** folder.
  - b) The folder **app/design/adminhtml/default/default/layout** contains the file **bankintegration.xml**.
  - c) The folder **app/etc/modules** contains the file **Kinento\_Bankintegration.xml**.
  - d) The folder **app/locale/xx\_XX** contains the file **Kinento\_Bankintegration.csv**.
  - e) The folder **app/locale/xx\_XX/template/email** contains the file **bankcoupling.html**.
2. Navigate to **System** → **Cache Management**. Set **All Cache** to **Refresh** and press the **Save cache settings** button.
  3. Log out and log in again to the Magento back-end.
  4. Make sure the module is enabled in the **System** → **Configuration** → **Advanced** menu.

# Configuration (1/2)

## Accessing the configuration panel

To access the configuration panel, perform the following steps:

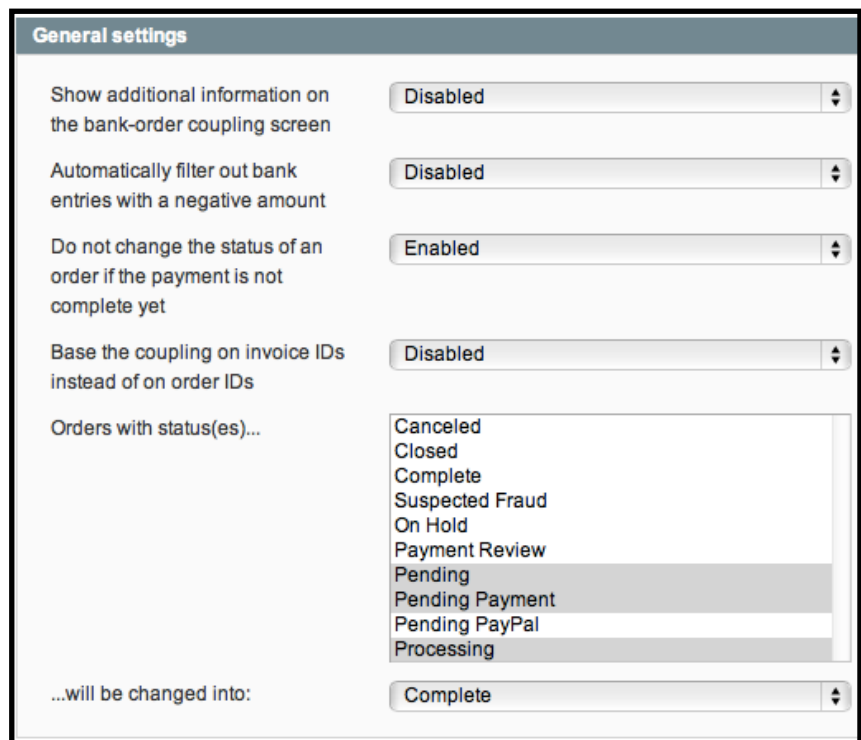
1. Navigate to **System** → **Configuration**.
2. In the options tab under **Kinento**, select **Bank Integration**.



## Configuring the general settings

Under the header **General settings**, you will find various options to configure the module:

- When **Show additional information on the bank-order coupling screen** is enabled, additional columns with bank information will be visible.
- **Automatically filter out bank entries with a negative amount** is a filter to automatically neglect all imported data with a negative transaction amount.
- Normally, the module always changes an order's status after successful coupling. However, with **Do not change the status of an order if the payment is not complete yet** enabled, the order's status will only change if the paid amount is equal or higher to the order's amount.
- **Base the coupling on invoice IDs instead of on order IDs** allows you to match to invoice IDs instead of order IDs.

A screenshot of the 'General settings' configuration panel. The panel has a dark header with the title 'General settings'. Below the header, there are several settings: 'Show additional information on the bank-order coupling screen' (set to 'Disabled'), 'Automatically filter out bank entries with a negative amount' (set to 'Disabled'), 'Do not change the status of an order if the payment is not complete yet' (set to 'Enabled'), 'Base the coupling on invoice IDs instead of on order IDs' (set to 'Disabled'), and 'Orders with status(es)...' (a list box containing 'Canceled', 'Closed', 'Complete', 'Suspected Fraud', 'On Hold', 'Payment Review', 'Pending', 'Pending Payment', 'Pending PayPal', and 'Processing'). At the bottom, there is a field labeled '...will be changed into:' with a dropdown menu set to 'Complete'.

- With **Orders with status(es)...** you can select multiple order statuses to consider for coupling. Orders with other statuses will not be considered, even not for manual coupling. With **...will be changed into:** you can furthermore determine what status orders will receive after successful coupling.

## Configuration (2/2)

### Configuring the bank settings

Under the header **Bank settings**, you will find settings related to importing bank files:

- **Order number pattern** allows you to specify the order number pattern for which to look in your bank files. For example, an order number pattern can be: a 1 followed by 8 other digits (e.g. 100000428). The pattern has to be given as a *regular expression*, of which a few examples are illustrated under the FAQ section of this guide. More information on *regular expressions* can be found on the internet.
- With the options **Select bank (1)**, **Select bank (2)**, and **Select bank (3)**, you can specify your bank. For normal users, Kinento recommends to select the appropriate bank under **Select bank (1)**, and set the other options to **Disabled**. In case you are using two or three banks at the same time, you can avoid switching back and forth by selecting a second (**Select bank (2)**) or third (**Select bank (3)**) alternative bank. You can even extend the number of banks beyond 3 if you configure multiple shops within Magento.

The screenshot shows the 'Bank settings' panel with the following fields: 'Order number pattern' with the value '\bid{9}\b' and a hint 'Input as a regular expression (see manual for details)'; 'Select bank (1)' with a dropdown menu showing 'Deutsche Bank (DE)' and a hint 'Select main bank'; 'Select bank (2)' with a dropdown menu showing 'Credit Suisse V11 (CH)' and a hint 'Select an optional alternative bank'; and 'Select bank (3)' with a dropdown menu showing 'Disabled' and a hint 'Select an optional alternative bank'.

### Configuring the export settings

Under the header **Export settings**, you will find settings related to exporting the (coupled) bank data back to a CSV file. The settings allow you to specify the lower bound (**Include orders from**) and the upper bound (**Include orders until**). These settings have to be entered as YYYYMMDD (e.g. 20120105 is the fifth of January 2012).

The screenshot shows the 'Export settings' panel with two date fields: 'Include orders from' with the value '20120101' and a hint 'YYYYMMDD'; and 'Include orders until' with the value '20180101' and a hint 'YYYYMMDD'.

### Excluding old orders

Under the header **Disable old orders from coupling**, you can set a lower bound (**Include orders from**) to the orders taken into account for this module. Older orders will not be available for manual or automatic coupling.

The screenshot shows the 'Disable old orders from coupling' panel with one date field: 'Include orders from' with the value '20120101' and a hint 'YYYYMMDD'.

### Configuring the email settings

Under the header **Email settings**, you will find the following settings:

- **Automatically send an email after bank-order coupling** allows you to additionally send out emails automatically after coupling to bank data. If left **Disabled**, the following two options are irrelevant.
- **Send a copy to the following email address** allows you to send a copy of all emails to your own email address. If you do not wish to use this feature, simply fill in nothing.
- With the option **Select an email template**, you are able to select which template to use. There is a default template provided for the module, but you can also use Magento's **Transaction Emails** to create templates through the Magento interface. The default template is written in HTML and can be edited using a text editor (outside Magento).

The screenshot shows the 'Email settings' panel with three fields: 'Automatically send an email after bank-order coupling' with a dropdown menu showing 'Disabled'; 'Send a copy to the following email address' with a text input field containing 'my\_own@email.com' and a hint 'Leave blank to disable this feature'; and 'Select an email template' with a dropdown menu showing 'Bankcoupling email (Default Template from Lc)' and a hint 'Create new templates using 'System->Transactional emails''.

# Usage manual

In the following sections, you will find explanations for the use of each of the pages of the module. In short, the functionality of the module is as follows:

- I. The user uploads a bank file to the module (see: **The upload page**).
- II. The bank data is parsed and processed by the module. This includes the extraction of an order identifier from the data. The data is made available from within Magento. Duplicate entries are filtered out automatically.
- III. The module performs the matching process to Magento orders (see: **The bank/order coupling page**):
  - A. Extract a Magento order identifier from one of the fields (fixed per bank) of the bank file. The pattern of the order identifier can be specified (e.g. a 1 followed by 9 other digits).
  - B. If the order identifier and the order amount match, the coupling is set to **Certain**.
  - C. If either the order identifier or the order amount match, the coupling is made as a **Guess**.
  - D. Otherwise, the coupling has to be performed manually.

Furthermore, the module provides options to review bankdata (see: **The bank payments tab** and **The review bankdata pages**) and filter out entries automatically (see: **The filter settings**).

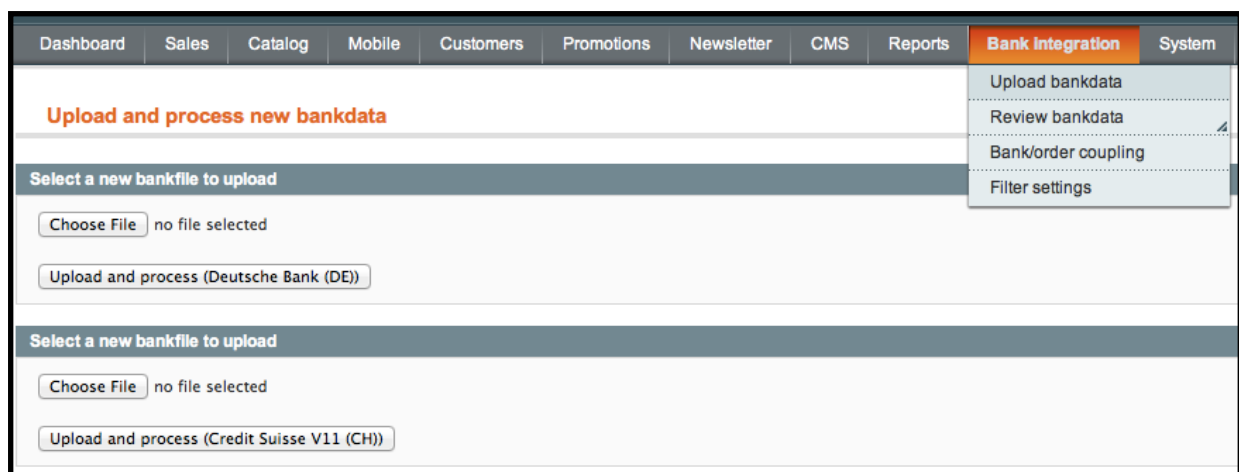
## The upload page

### Accessing the upload page

Navigate to **Bank Integration** → **Upload bankdata**.

### Using the upload page

On the upload page, you will find 1, 2, or 3 sections named **Select a new bankfile to upload**. The sections will show your bank(s) name(s). On this page, you can select a bank file to be uploaded and processed into Magento's system (**Choose File** → **Upload and process (xx)**).



# The bank/order coupling page

## Accessing the bank/order coupling page

Navigate to [Bank Integration](#) → [Bank/order coupling](#).

## Using the bank/order coupling page

On this page you will find an overview of unprocessed bankdata. If the overview contains rows marked as [Uncoupled](#) (as shown below), you can try to couple them automatically using the [Couple automatically](#) button.

The screenshot shows the 'Bankdata to order coupling' interface. At the top, there are buttons for 'Submit coupled data' and 'Couple automatically'. Below the header, there's a pagination bar showing 'Page 1 of 1 pages', 'View 20 per page', and 'Total 4 records found'. A toolbar includes 'Reset Filter', 'Search', and 'Submit'. The main table has columns: Bank name, Bank amount, Bank identifier, Coupling certainty, Change status, Order name, Order amount, Order identifier, and Paid fraction. The 'Coupling certainty' column shows 'Uncoupled' for all four rows. A dropdown menu is open over the 'Coupling certainty' column, showing options: 'Decouple', 'Confirm', and 'Ignore'.

Bank name	Bank amount	Bank identifier	Coupling certainty	Change status	Order name	Order amount	Order identifier	Paid fraction
JOHN DOE	€328.67	100000015	Uncoupled	<a href="#">Ignore</a>	Select an order			
JOSHUA CALVERT	€69.94	100000005	Uncoupled	<a href="#">Ignore</a>	Select an order			
I. SALDANA	€102.16	100000004	Uncoupled	<a href="#">Ignore</a>	Select an order			
GENEVIEVE KAVANAGH	-€500.00	100000003	Uncoupled	<a href="#">Ignore</a>	Select an order			

After automatic coupling, the [Coupling certainty](#) of the bankdata can change in either [Certain](#) (both a matching order identifier and a matching paid amount) or [Guess](#) (either a matching order identifier or a matching paid amount). Rows which are marked as [Guess](#) can either be decoupled ([Decouple](#)) or confirmed ([Confirm](#)).

Bank name	Bank amount	Bank identifier	Coupling certainty	Change status	Order name	Order amount	Order identifier	Paid fraction
Any	From: To:					From: To:		
<input type="checkbox"/> JOHN DOE	€328.67	100000015	Certain	<a href="#">Decouple</a>	John Doe	€328.67	<a href="#">100000015</a>	100%
<input type="checkbox"/> JOSHUA CALVERT	€69.94	100000005	Guess	<a href="#">Confirm</a> or <a href="#">Decouple</a>	John Doe	€356.58	<a href="#">100000005</a>	
<input type="checkbox"/> I. SALDANA	€102.16	100000004	Guess	<a href="#">Confirm</a> or <a href="#">Decouple</a>	John Doe	€152.16	<a href="#">100000004</a>	
<input type="checkbox"/> GENEVIEVE KAVANAGH	-€500.00	100000003	Guess	<a href="#">Confirm</a> or <a href="#">Decouple</a>	John Doe	€62.00	<a href="#">100000003</a>	

Orders that remain [Uncoupled](#) can either be ignored ([Ignore](#)) or manually coupled by using the [Select an order](#) drop-down menu. Here, you will find a list of orders with the order identifiers, customer names, and the total amount.

Bank name	Bank amount	Bank identifier	Coupling certainty	Change status	Order name	Order amount	Order identifier	Paid fraction
Any	From: To:					From: To:		
<input type="checkbox"/> JOHN DOE	€328.67	100000015	Certain	<a href="#">Decouple</a>	John Doe	€328.67	<a href="#">100000015</a>	100%
<input type="checkbox"/> JOSHUA CALVERT	€69.94	100000005	Uncoupled	<a href="#">Ignore</a>	<a href="#">Select an order</a>			
<input type="checkbox"/> I. SALDANA	€102.16	100000004	Certain	<a href="#">Decouple</a>	John Doe	€152.16	<a href="#">100000004</a>	67%
<input type="checkbox"/> GENEVIEVE KAVANAGH	-€500.00	100000003	Uncoupled	<a href="#">Ignore</a>	<a href="#">Select an order</a>			

After manual or automatic coupling, the last column will show the paid fraction. Using the [Submit coupled data](#) button will confirm the coupling of all bankdata marked as [Certain](#), including the change of order status.

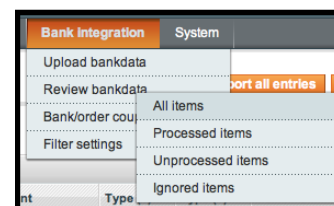
The screenshot shows the 'Bankdata to order coupling' interface after manual coupling. The 'Coupling certainty' column now shows 'Certain' for John Doe, Joshua Calvert, and I. Saldana, and 'Uncoupled' for Genevieve Kavanagh. The 'Change status' column shows 'Decouple' for the 'Certain' rows and 'Ignore' for the 'Uncoupled' row. The 'Paid fraction' column shows '100%' for John Doe, '100%' for Joshua Calvert, '67%' for I. Saldana, and an empty cell for Genevieve Kavanagh. A dropdown menu is open over the 'Coupling certainty' column, showing options: 'Decouple', 'Confirm', and 'Ignore'.

Bank name	Bank amount	Bank identifier	Coupling certainty	Change status	Order name	Order amount	Order identifier	Paid fraction
JOHN DOE	€328.67	100000015	Certain	<a href="#">Decouple</a>	John Doe	€328.67	<a href="#">100000015</a>	100%
JOSHUA CALVERT	€69.94	100000005	Certain	<a href="#">Decouple</a>	John Doe	€69.94	<a href="#">100000007</a>	100%
I. SALDANA	€102.16	100000004	Certain	<a href="#">Decouple</a>	John Doe	€152.16	<a href="#">100000004</a>	67%
GENEVIEVE KAVANAGH	-€500.00	100000003	Uncoupled	<a href="#">Ignore</a>	Select an order			

# The review bankdata pages

## Accessing the review bankdata pages

Navigate to **Bank Integration** → **Review bankdata** → **All items** / **Processed items** / **Unprocessed items** / **Ignored items**.



## Using the review bankdata pages

On the review bankdata pages, you can see the results of the imported bank files. You can either see all data (**All items**), those already coupled (**Processed items**), those still open to process (**Unprocessed items**), or the ignored data (**Ignored items**). On these pages, you can perform various tasks:

- **Add manual payment** allows you to manually add a new entry, without importing this from a bank file.
- The actions **Export all entries**, **Export entries (time interval)**, and **Export selected entries** allow you to export the bank data (either all of it, or a pre-defined selection) back to a comma separated values (CSV) file. This can be useful for your own bank administration.
- The actions **Remove all stored bankdata** and **Delete selected entries** will remove bank entries from the Magento database. They can be re-added by uploading the bank data again. These options are recommended for debug/ testing purposes only. Instead, Kinento recommends to *ignore* unwanted bank entries.
- On the **Ignored items** page, ignored data can be un-ignored (**Accept**). This includes data filtered out automatically by the filters (see **Filter settings**).
- On the **Processed items** page, coupled data can be un-coupled (**Decouple**). This reverses the coupling process, including reversal of the order status to one of the set statuses (note: the module does not save the old status, but obtains this from the settings).

Review bankdata (all items)									
Add manual payment Export all entries Export entries (time interval) Remove _ALL_ stored bankdata									
Page 1 of 1 pages   View 20 per page   Total 4 records found									
Select All   Unselect All   Select Visible   Unselect Visible   0 items selected									
	Date	Name	Account	Amount	Type (1)	Type (2)	Remarks	Identif	Action
Any	From: To:			From: To:					Export selected entries Delete selected entries
<input type="checkbox"/>	Oct 19, 2012	JOHN DOE	FROM 1939921	€328.67	211	VLB	20121019/ESHOP/100000015	100000015	
<input type="checkbox"/>	Oct 19, 2012	JOSHUA CALVERT	J.Calvert 122910004	€69.94	211	VLG	20121019/ESHOP/100000005	100000005	
<input type="checkbox"/>	Oct 19, 2012	I. SALDANA	I.Saldana 122004498	€102.16	411	VLG	20121019/ESHOP/100000004	100000004	
<input type="checkbox"/>	Oct 19, 2012	GENEVIEVE KAVANAGH	FI28 5730 0820 2999 37 /OKOYFIHH	-€500.00	999	SVG	20121019/ESHOP/100000003	100000003	

Review bankdata (ignored items)									
Add manual payment Remove _ALL_ stored bankdata Export all entries									
Page 1 of 1 pages   View 20 per page   Total 1 records found									
Select All   Unselect All   Select Visible   Unselect Visible   0 items selected									
	Date	Name	Account	Amount	Type (1)	Type (2)	Remarks	Identif	Action
Any	From: To:			From: To:					Export selected entries
<input type="checkbox"/>	Oct 19, 2012	GENEVIEVE KAVANAGH	FI28 5730 0820 2999 37 /OKOYFIHH	-€500.00	999	SVG	20121019/ESHOP/100000003		Accept

# The bank payments tab

## Accessing the bank payments tab

Navigate to **Sales** → **Order** and select an order. Select the **Bank payments** tab.

## Using the bank payments tab

On the bank payments tab you will have an overview of all transactions made to a single order. This gives you a per-order overview of processed bankdata.

Order View

Information

Invoices

Credit Memos

Shipments

Comments History

Transactions

Bank Payments

Order # 100000004 | Jul 21, 2012 11:52:39 AM

Back

Edit

Send Email

Credit Memo

Hold

Ship

Reorder

Page 1 of 1 pages | View 20 per page | Total 1 records found

Reset Filter

Search

Date	Name	Account	Amount	Type (1)	Type (2)	Remarks	Coupled to order
From: <input type="text"/>	<input type="text"/>	<input type="text"/>	From: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
To: <input type="text"/>	<input type="text"/>	<input type="text"/>	To: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Oct 19, 2012	I. SALDANA	I.Saldana 122004498	€102.16	411	VLG	20121019/ESHOP/100000004	100000004 <a href="#">Decouple</a>

# The filter settings

## Accessing the filter settings

Navigate to **Bank Integration** → **Filter settings**.

## Using the filter settings

On the filter settings page you can add, remove, or edit filters. These filters allow you to automatically filter out entries from imported bankdata. The bankdata matching these filters will not be removed, but will be marked automatically as **Neglected** and can thus be reviewed and re-added under **Ignored items**.

<b>Bankdata filter rules</b> <a href="#">Add New</a> <a href="#">Clear all filterdata</a>				
Page 1 of 1 pages   View 20 per page   Total 2 records found <a href="#">Reset Filter</a> <a href="#">Search</a>				
ID	Name	Filter field	Filter string	Filter type
1	Office rent	account	18483677	exact
2	PayPal payments	remarks	PayPal	partial

Using the **Add new** button or clicking on one of the existing filters allows you to add or modify a filter as follows:

- Under **Name of the filter** fill in a description. In this example, we create a filter to automatically neglect the monthly office rent.
- Under **Field to filter**, select one of the bankdata fields on which to apply the filter. The fields correspond to the columns shown in the **Review bankdata** pages. In this example, we know that the office rent is always paid from a fixed account number.
- Under **Text to filter**, we fill in the text we want to filter out. In this example, we fill in the account number to which we pay the office rent.
- Under **Complete or partial string**, we select either **Exact** or **Partial**. In this example, we select **Exact**, which means that the account number should contain the given number exactly: there must be no trailing or leading digits or characters.

**Edit entry 'Office rent'**

**Edit filter rules**

Name of the filter *	<input type="text" value="Office rent"/>
Field to filter *	<input type="text" value="Account"/>
Text to filter *	<input type="text" value="18483677"/>
Complete or partial string *	<input type="text" value="Exact"/>



# Log files

Before performing troubleshooting, open the files `var/log/exception.log` and `var/log/system.log`. In these files, search for the word **Kinento**.

## Frequently asked questions

### How do regular expressions work?

For a full explanation of *regular expressions*, search the internet with the keywords “php” and “regular expression”. In the table below, you will find a number of example *regular expressions*, their description, and an example pattern that would match (with the match in **bold**).

REGULAR EXPRESSION	DESCRIPTION	MATCHING EXAMPLES
<code>\d\d\d</code>	Three digits	“The numbers <b>101</b> and <b>928</b> ”
<code>\d{3}</code>	Three digits	“The numbers <b>101</b> and <b>928</b> ”
<code>\d{9}</code>	Nine digits	“Order <b>100000182</b> online”
<code>\d{9}\b</code>	Nine digits without any trailing digits/letters	“Order <b>100000182</b> online”
<code>\b\d{9}\b</code>	Nine digits without any trailing or leading digits/letters	“Order <b>100000182</b> online”
<code>\d{9}-\d</code>	Nine digits followed by a hyphen and another digit	“ <b>100000182-1</b> ”
<code>(\d{9} \d{8})</code>	Nine or eight digits (try nine first)	“ <b>123456789</b> and <b>12345678</b> ”
<code>[a-z]{2}\d{7}</code>	Two lowercase characters from the alphabet followed by seven digits	“Orders <b>AA0001089</b> and <b>cc1234567</b> ”

### My custom status is not available as an option in the configuration panel. What should I do?

- Open the file `Kinento/Bankintegration/Model/Statuses.php` in a text editor.
- In the `getAllOptions` function, duplicate one of the existing lines starting with `$this->_options[]`.
- Change the values for **value** (important for correct functionality) and **label** (just for visualization) to match your custom status.