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# Zaakpay SMS flow Document

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VERSION 1.0

## 1 Login

- To login, type your registered ID and password
- Registered ID will have the format :  
storeID@zaakpay.com
- Default password is testing123

WEBPAYMPAYDEVELOPERSTEAMCONTACT+91 (11) 30018008Log InSIGN UP

Email ID

Password

Forgot password/ Want to reset password?

LOG IN

Don't have a Zaakpay merchant account? [Sign Up!](#)

Empowers **9 Million** Mobikwik Wallet Users to Pay Online!

Safe and Secure!

500+ Merchant Customers

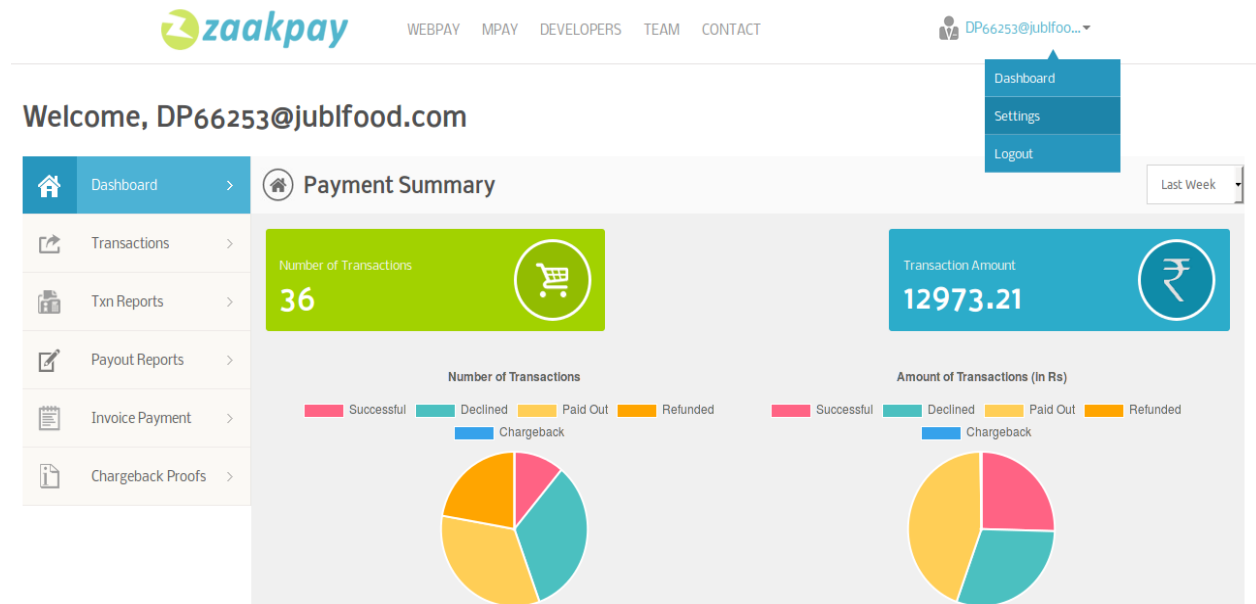
1 + Billion Payments Powered

T + 1 Payout Cycle

## 2 Change Credentials

To change the password, do the below steps and refer the screenshots :

- Click on settings tab



- Click on "Change your password"

The screenshot shows the ZaaKpay Settings page. The 'Change Your Password' section is highlighted, with a green button labeled 'CHANGE YOUR PASSWORD'. Below this button is a link labeled 'Change your Password'. The 'Update Terms And Conditions' section is also visible, with a green button labeled 'UPDATE T&C'.

- Enter the old password and new password



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 [DP66253@jublfoo...](#) ▼

## Change Password

Update your password, and manage your devices.

**Minimum 8 characters, alpha-numeric for Password.**

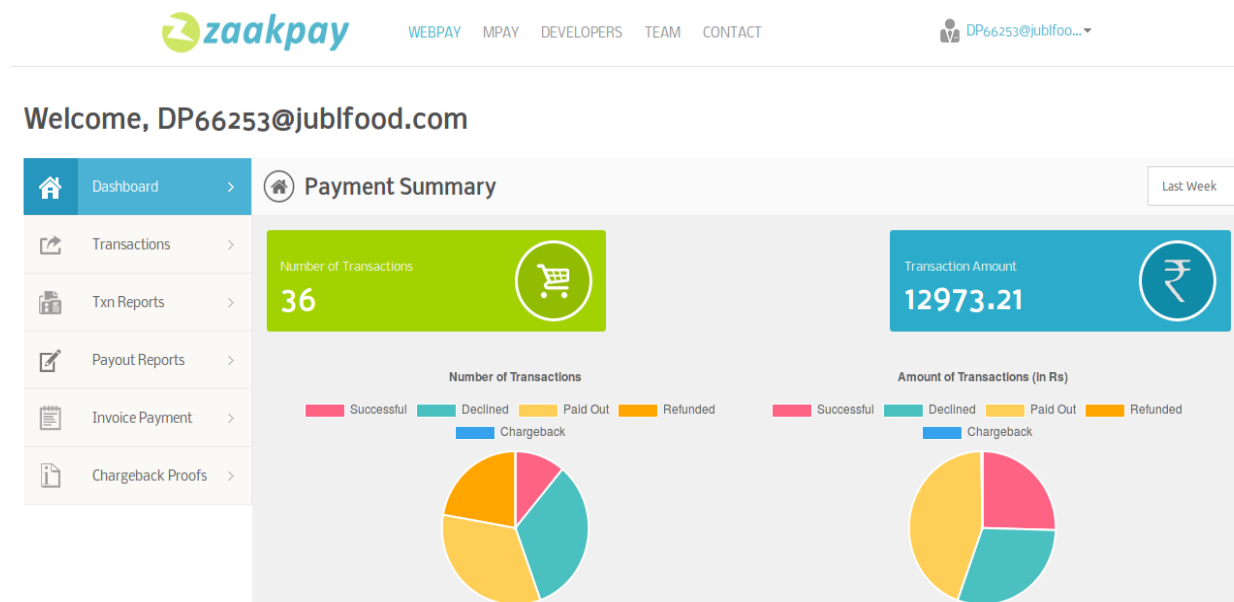
Email : DP66253@jublfood.com

SUBMIT

### 3 Dashboard

After login, this is the view where the transactions can be viewed in a gist on the basis of :

- Number of transactions
- Amount of transactions



These features can be sorted for the current week, last week and last month.

## 4 Reports

### 4.1 Transaction Reports

In the transaction section, you can search the transactions on the basis of

- Date
- Email ID
- Order ID
- Status



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Manage Your Transactions

Start Date  
Amount

End Date

Order ID

Email ID

Status

yyyy-mm-dd

yyyy-mm-dd

Enter Order ID

Enter Email ID

Successful

Enter Amount

GO

Transactions Details for last 7 Days Status: Successful

Generate Report

	Date Created	Order ID	Email	Amount	Net Amount	I.P Address	Payment Method	Status	Action
	22-11-2016 13:00:06	CP745757920001711940	prasang.misra@mobiwik.com	211.85		122.15.93.9	Credit Card (INR)	Captured	Select...
	22-11-2016 12:37:58	ZPLive1479798387573	deepti@mobiwik.com	10.00		100.72.74.28	Credit Card (INR)	Captured	Select...
	22-11-2016 12:25:37	CPPU5711420007852704	ankitagupta18@gmail.com	1.00		114.143.205.226	Credit Card (INR)	Captured	Select...
	22-11-2016 10:39:47	ZPLive147979129760	biresh.singh@gmail.com	100.00		111.93.59.21	Credit Card (INR)	Captured	Select...
	22-11-2016	CP743113682000482911	shaktisharma90@email				Credit Card		

Any transaction can be in the following states :

- Initiated  
Customer has just arrived to the payment page and has not entered the credentials yet
- Successful  
The transaction is complete and successful Under this category, the sub categories are :
  - Authorized  
The customer is authorized to make the payments, and the transaction is yet to be captured

- Captured  
The transaction amount is captured and will be paid to the merchant
- Payout Initiated  
The transaction amount is ready for transfer to the merchant's bank account
- Payout Completed  
The transaction amount is transferred to the merchant's bank account
- Settled  
The bank has confirmed that the valid transactions have been credited
- Failed  
This means that due to some reasons the payment was not successful
- Refunded  
The transaction is successfully refunded
- Chargeback  
During disputes between the customer and the service provider, the bank has paid the customer back the amount of transaction
- Incomplete  
The customer left the transaction incomplete at any state

## 4.2 Payout Reports

Whenever the payout is generated, the reports can be downloaded from this section



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Dashboard >

Transactions >

Txn Reports >

**Payout Reports >**

Invoice Payment >

Chargeback Proofs >

Success Rates >

Gateway Routing >

Payout Summary Report

Start Date

End Date

Order ID

Search

Show All Payouts

Download Payout Report

Payout Date	Payout Amount
18/11/2016	9.77
17/11/2016	7.38
17/11/2016	9.54
17/11/2016	9.77
07/11/2016	10.94
07/11/2016	9.77
06/11/2016	9.84
06/11/2016	7.64

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