PayGlocal

WooCommerce
PayGlocal Payment Gateway
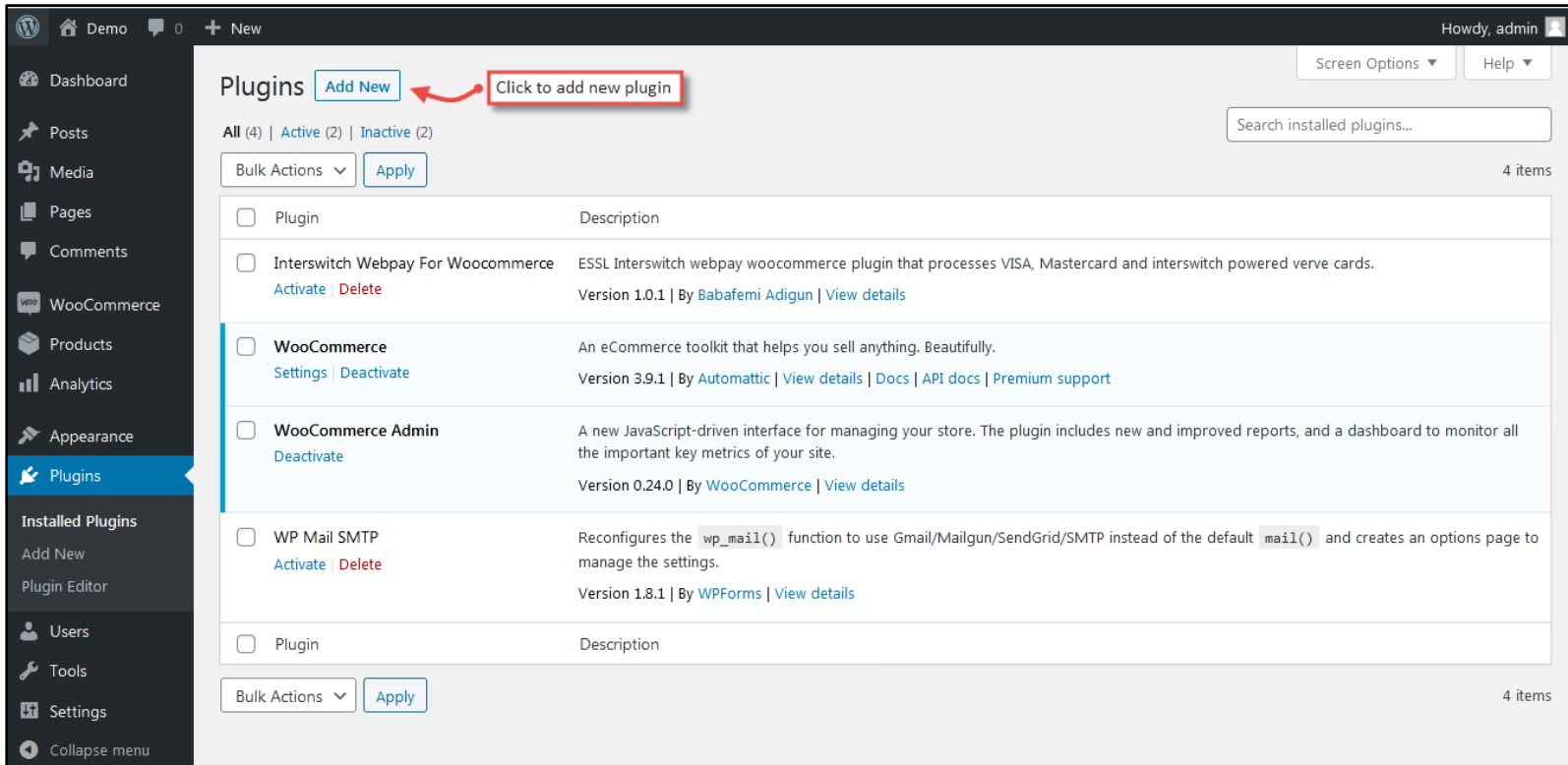# User Guide

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1. Extension Installation

To install PayGlocal Payment Gateway extension in the WooCommerce environment, Login to your Wordpress admin panel. Go to **Plugins → Installed Plugins**. Click on "**Add New**".
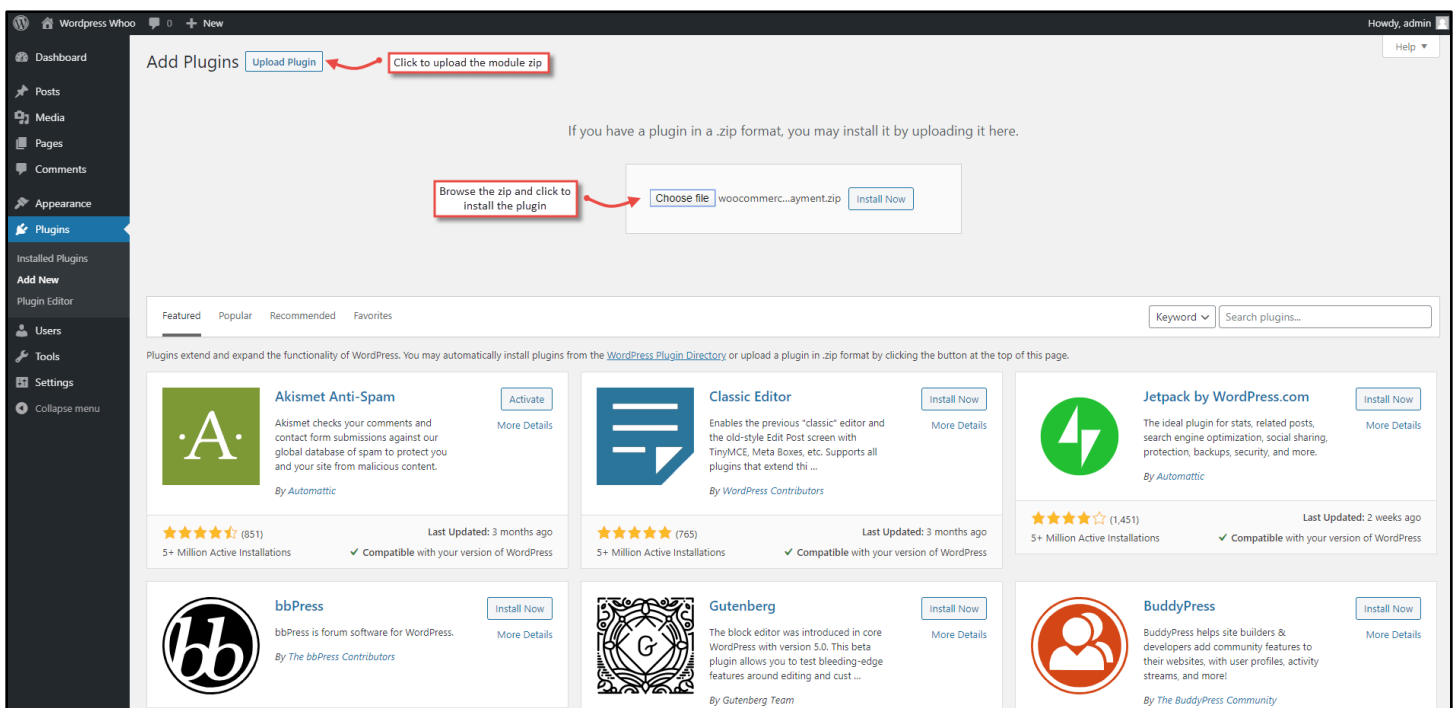
- **Upload Plugin Zip**

Click "**Upload Plugin**" where you can browse the extension package zip you downloaded from our store and click "**Install Now**".

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2. Configuration

Once the extension is installed, go to **WooCommerce → Settings → Payments** where you can see the PayGlocal Payment Gateway plugin installed. Enable the plugin and click on "**Manage**" button to configure the PayGlocal Payment Gateway settings.
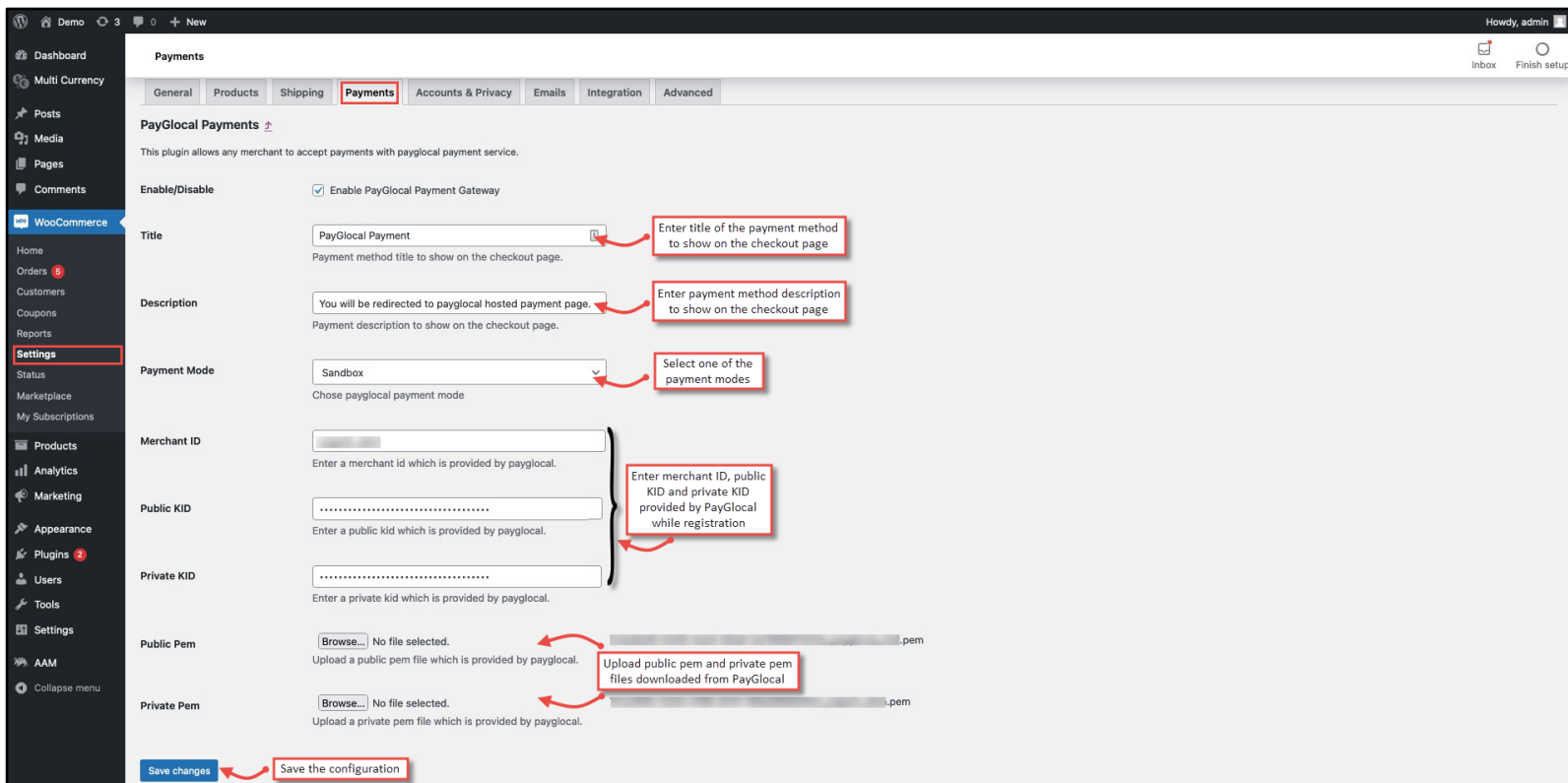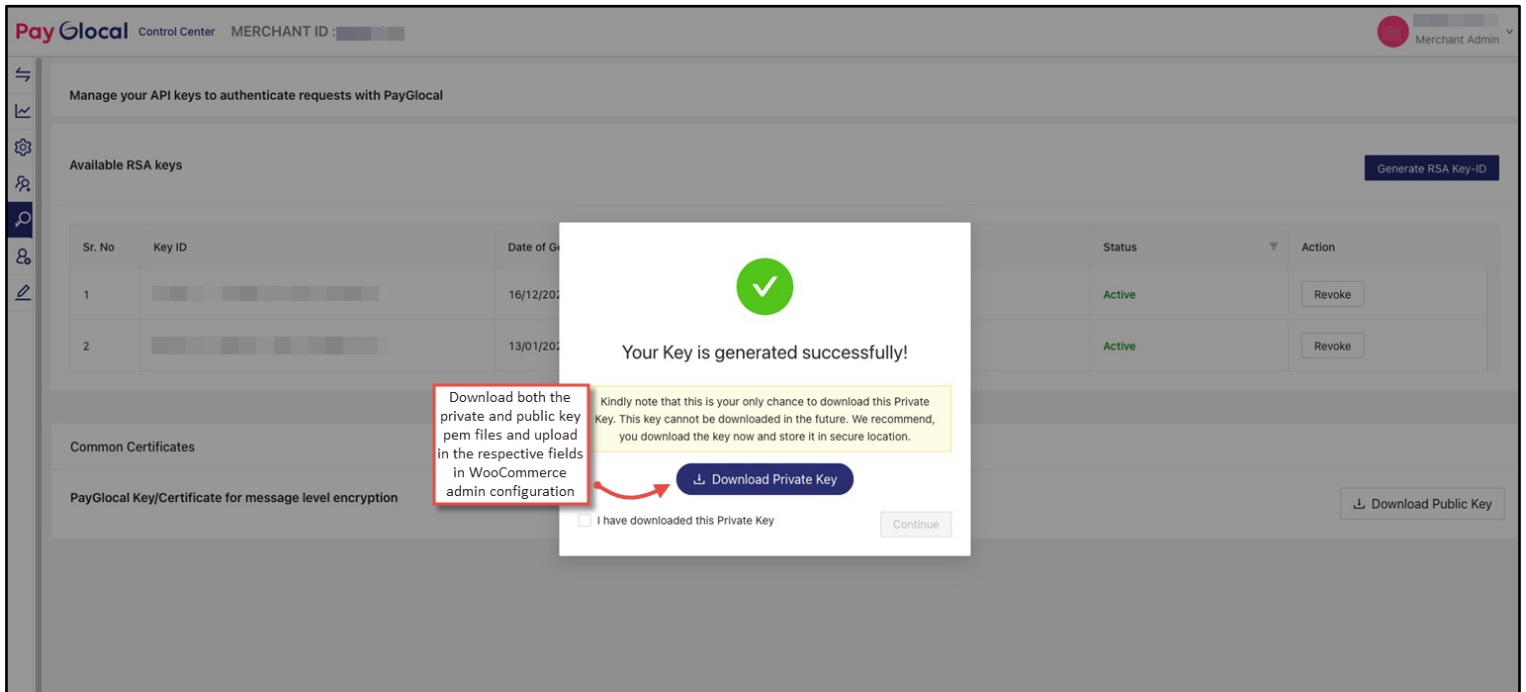

- **Extension settings**

  On click of "Manage", you can see extension settings. Configure each from here:

  o **Enable/Disable:** Enable the PayGlocal payment method from here.
  o **Title:** Set the custom payment method title to show on the checkout page in the frontend.
  o **Description:** Add a description to show on the checkout page in the frontend.
  o **Payment Mode:** Select one of the payment modes from sandbox or live.
  o **Merchant ID:** Enter the merchant ID provided by PayGlocal during the registration.
    ▪ Login to https://gcc.prod.payglocal.in/gl-gcc/and copy the merchant ID from the top bar.

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- **Public KID:** Enter the public key provided by PayGlocal during registration.
- **Private KID:** Enter the private key provided by PayGlocal during the registration.
- **Public PEM:** Upload the public pem file downloaded from the PayGlocal panel.
- **Private PEM:** Upload the private pem file downloaded from the PayGlocal panel.
    - Move to "Key Management" from PayGlocal dashboard where you can find the option to download both the public PEM and privet PEM files.

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3. PayGlocal Payments in Frontend

While checking out the products, you can see the PayGlocal payment method on the checkout page in the frontend. Select it and proceed to payment to get redirected to the hosted payment page of the gateway.

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- **Adding Card Details**
  After redirection to the PayGlocal hosted payment page, add card details and click the "Pay Now" button to pay for the order.

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- **PayGlocal Payment Details in Customer's My Account Section**
  After the order is placed, customers can see PayGlocal payment and transaction details in their account dashboard.

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4. PayGlocal Payment Details in Backend

Apart from the customers, the admin can view the PayGlocal payment information from the orders > order view section in the WooCommerce admin panel.

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