



WooCommerce
SEPA Direct Debit
Payment Gateway

Release 2.3.0
Copyright 2015/12/18

1. Quick Setup.....	3
2. Upload and activate.....	4
2.1. Upload.....	4
2.2. Activate.....	5
2.3. Updateing the Plugin.....	5
3. Payment Gateway Setup.....	6
3.1. SEPA Payment Settings.....	8
3.1.1. General Settings.....	8
3.1.2. Sepcial Gateway Settings.....	9
4. Checkout with the SEPA Payment.....	10
5. Process your SEPA Payments.....	11
5.1. After Checkout.....	11
5.2. Create SEPA XML File.....	11
5.3. Manage your Transactions.....	12
5.4. Updated Order Status.....	13

1. QUICK SETUP

- Install WooCommerce
- Upload and Activate the „**WooCommerce - SEPA Payment Gateway**“ Plugin
- Setup the Payment Settings at the WooCommerce Backend
- Create your SEPA XML File

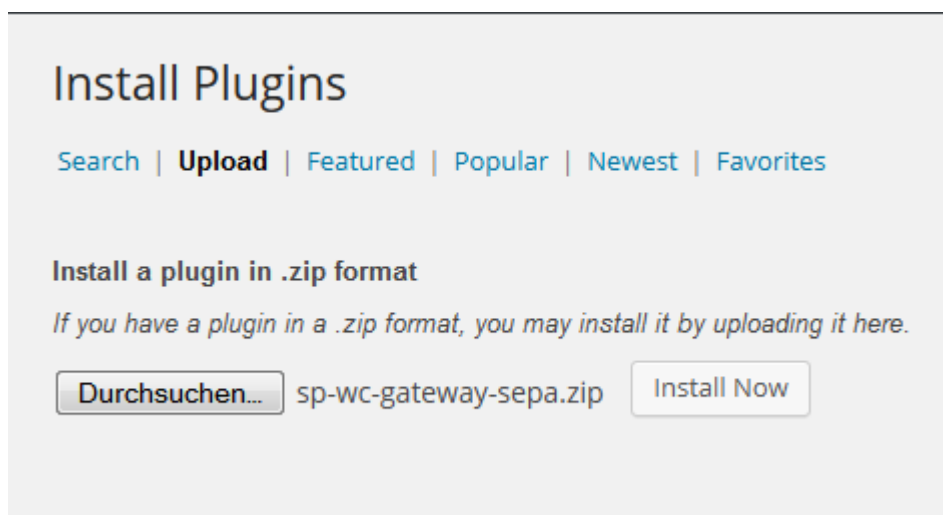
2. UPLOAD AND ACTIVATE

2.1. UPLOAD

After you downloaded and saved the '**WooCommerce - SEPA Payment Gateway**' Plugin you have to upload it to your wordpress installation.

Please go to you 'Plugins/Add New' Menu, select 'Upload' from the top links and choose the downloaded ZIP-File at the upload-field.

After selecting the File please press the „Install Now“ Button.



2.2. ACTIVATE

After the Plugin is uploaded you will get a succes screen.

Please use the Link „Activate Plugin“ to activate the Plugin.

Installing Plugin from uploaded file: sp-wc-gateway-sepa.zip

Unpacking the package...

Installing the plugin...

Plugin installed successfully.

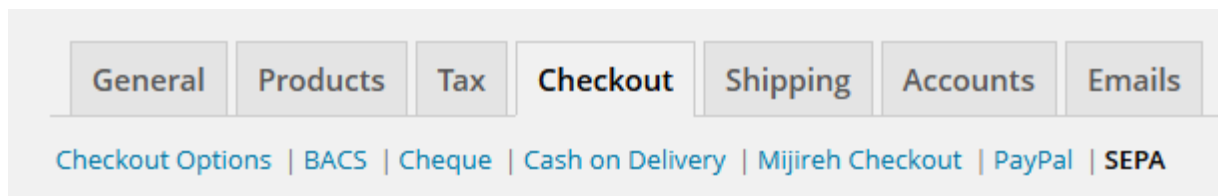
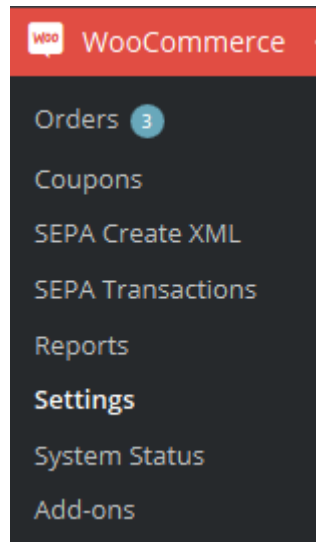
[Activate Plugin](#) | [Return to Plugins page](#)

2.3. UPDATEING THE PLUGIN

After you update the plugin it is necessary to re-save the settings-page of every form.

3. PAYMENT GATEWAY SETUP

To Setup the 'WooCommerce - SEPA Payment Gateway' Plugin go the the WooCommerce Settings page and select the „Checkout“ Tab.



If you select the new Checkout-Option „SEPA“ you will get the setting fields of the new SEPA Payment Gateway, where you could setup your settings.

SEPA

Allows payments by SEPA, more commonly known as direct debit.

Enable/Disable

☒ Enable SEPA Payment

Title

? SEPA Direct Debit

Description

? We will debit the amount directly from your account via SI

Instructions

? We will debit the amount directly from your account via SI

Account Owner

? Ralf Fuhrmann

Account IBAN

? DE123

Account BIC

? DE123

Creditor Id

? DE123

Mandate Id

? DE123

3.1. SEPA PAYMENT SETTINGS

3.1.1. GENERAL SETTINGS

<i>Field</i>	<i>Description</i>
Enable / Disable	Enable or Disable the Payment Gateway
Title	Title that will be shown at the Checkout
Description	Description that will be shown to the user at the Checkout-Process.
Instructions	Instructions that will be given to the user at the Checkout-Process.

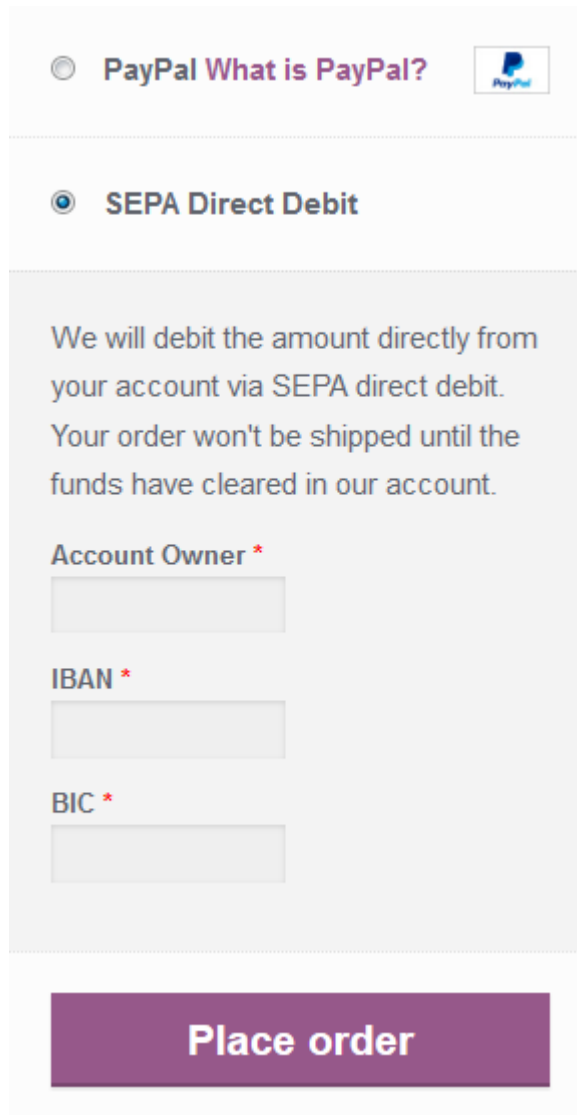
3.1.2. SEPCIAL GATEWAY SETTINGS

<i>Field</i>	<i>Description</i>
Account Owner	The Owner of your bank account
Account IBAN	The IBAN of your bank account
Account BIC	The BIC of your bank account
Creditor Id	Your Creditor-Id. Without this you can't participate at the SEPA process
Mandate Id	<p>The first part of the Mandate Id. This will be by the Order-Number.</p> <p>Example : If your setup 'ABCDEFGH' as your Mandate-Id, the Id at the SEPA Payment of the Order with number 23 will be 'ABCDEFGH000023'</p>

After you type in your settings please use the 'Save Changes' Button to save your input.

4. CHECKOUT WITH THE SEPA PAYMENT

At the Checkout Process your users will now have the possibility to select the SEPA Payment as Checkout and Payment Gateway.



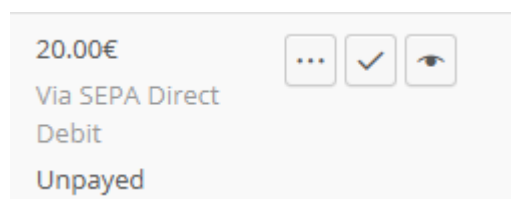
The screenshot shows a checkout form with two payment options at the top: "PayPal What is PayPal?" with a radio button and the PayPal logo, and "SEPA Direct Debit" with a selected radio button. Below the SEPA option, a grey box contains the text: "We will debit the amount directly from your account via SEPA direct debit. Your order won't be shipped until the funds have cleared in our account." Underneath this box are three input fields labeled "Account Owner *", "IBAN *", and "BIC *". At the bottom of the form is a large purple button labeled "Place order".

After the User selects the „SEPA Payment“ he must fill the needed fields to process the payment. IBAN and BIC will be checked.

5. PROCESS YOUR SEPA PAYMENTS

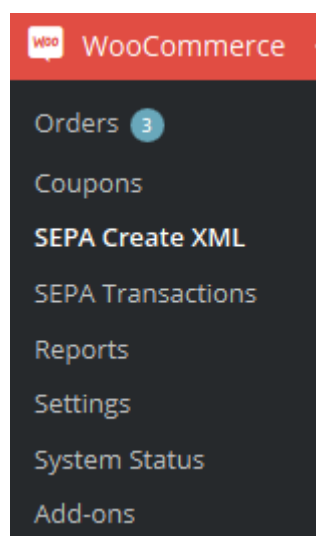
5.1. AFTER CHECKOUT

When a user used the „SEPA Payment“ the Order will be setted to „On-Hold“ and marked as „Unpaid“.



5.2. CREATE SEPA XML FILE

At the End of the Day, Once a week or whenever you need, you could create the SEPA XML file. Please select the new Menu Entry at the WooCommerce-Menu.



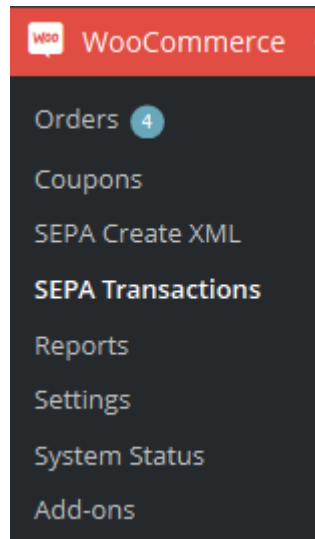
All open SEPA-Payments will be processed and a new SEPA XML file was created.

Create SEPA XML File

Order-ID	Order-Date	Order-Amount
111	June 9, 2014	20
Order-ID	Order-Date	Order-Amount

5.3. MANAGE YOUR TRANSACTIONS

There is a new menu entry to manage your SEPA Transactions and XML Files, called „SEPA Transactions“.



After you select this menu you'll get a list of all SEPA Transactions with a link to the XML file.

SEPA Transactions

Transaction-ID	Transaction-Date	Transaction-Amount
7	June 1, 2014	59

File-Name-XML

C:\Webserver\htdocs\woocommerce
\wp-content\plugins\woocommerce\sepa
\sepa_dd-000007.xml

You have to send this SEPA XML file to your bank to process the Direct Debit.

5.4. UPDATED ORDER STATUS

After the SEPA XML File was created the Order Status will be updated to „Processing“ and the creation date of the SEPA XML File will be shown at the order list.

Total	Actions
20.00€ Via SEPA Direct Debit June 9, 2014	<input checked="" type="checkbox"/> <input type="checkbox"/>