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- 2.2 Search : Merchant can search transaction by choosing from type of statuses, client's email, payment code, invoice number etc.
- 2.2.1 Search by Transaction Date : Merchant can search from date that customers make an order .
- 2.2.2 Search by Completed Date : Merchant can search from date that customers make a payment.
(Merchant can change Transaction and Completed Date by click drop down in front of "From")

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3. Account

User can change password to log in at "Change Password". Please follow how to set password as "Note".

The screenshot shows the 'New User' form within a web application. The top navigation bar includes 'HOME', 'TRANSACTIONS', 'ACCOUNTS', and 'REPORTS'. A secondary bar contains 'Withdraw', 'History', 'Options', 'Change Password', and 'User'. The 'New User' form is titled 'New User' and includes a 'Recent Users' link. The form fields are: 'Your e-mail address', 'Display Name', 'Password', 'Confirm password', 'Staff ID', and 'User Expiry' (set to 27/02/2013). There are 'Create' and 'Clear' buttons. To the right, the 'Rights' section is expanded, showing permissions for 'Home', 'Transaction', 'Account', and 'Report'. The 'Transaction' section has 'Cancel' and 'Download' checked. The 'Account' section has 'Withdraw', 'History', 'Option', and 'ChangePassword' checked. The 'Report' section is unchecked.

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Admin user can add new users and limit their rights to use merchant report.

The screenshot shows the 'Search Users' form within the same web application. The top navigation bar and secondary bar are identical to the previous screenshot. The 'Search Users' form is titled 'Search Users' and includes an 'Add New' link and a 'Recent Users' link. The form fields are: 'UserID', 'UserName', 'StaffID', 'UserStatus' (set to 'All'), and 'LoginStatus' (set to 'All'). There are 'Search' and 'Clear' buttons.

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If some user is locked, admin or user who has right to control "User" can unlock.

1. click "Recent Users".





 Users [Add New](#)  [Advance search](#) 


#	User ID	User Name	Created Date	Last Login Date	Status	Login Status	
1	chananatch@123.co.th	chananatch	02/01/2013 14:21:00	27/02/2013 16:23:30	Inactive	Yes	Settings
2	chonnatee@2c2p.com	Chonnatee	20/12/2012 14:36:09	27/02/2013 18:11:54	Active	Yes	Settings
3	chanikarn@123.co.th	Chanikarn	20/12/2012 14:36:02	20/12/2012 14:36:09	Active	Yes	Settings
4	ponthip@123.co.th	Ponthip Tantanasarn	20/12/2012 14:18:18		Active	No	Settings
5	suppaput@123.co.th	Suppaput	20/12/2012 14:17:11		Active	No	Settings
6	sawapop@123.co.th	Sawapop	07/11/2012 14:13:18	07/11/2012 14:13:32	Active	No	Settings
7	123test@123.co.th	123 Test User	15/05/2012 16:26:25	19/02/2013 19:37:55	Active	Yes	Settings

Rows per page: 20 << | < | 1 | > | >>


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2. Then, it will show user list. The user who is locked, status will be shown as Inactive. Then, click “Settings”.

 HOME
  TRANSACTIONS
  ACCOUNTS
  REPORTS

Last Login:
 Wed, 27 Feb 2013 18:12:01 GMT+07:00:00
[My Account](#)
 Help

[Withdraw](#)
[History](#)
[Options](#)
[Change Password](#)
[User](#)

 User Settings

User : chananatch@123.co.th
 Display Name : chananatch
 Staff ID :
 User Status : Inactive
 Login Status : Yes
 User Expiry Date/Time : 01/05/2013 00:00:00
 Last Login IP : 202.57.142.18
 Last Login Date/Time : 27/02/2013 16:23:30
 Created by : chananatch@2c2p.com
 Created Date/Time : 02/01/2013 14:21:00
 Updated by : chananatch@2c2p.com
 Updated Date/Time : 27/02/2013 16:23:02

Rights
☒ Home
Transaction
☒ Cancel ☒ Download
☒ ViewSlip ☒ ResendSlip
Account
☒ Withdraw ☒ History
☒ Option ☒ ChangePassword
☒ User
☒ Report

[Edit](#)
[Reset password](#)
[Force Logout](#)
[Lock](#)
[Unlock](#)
[Delete](#)

3. Click “Unlock”. In Settings, admin can also edit settings, reset their password, lock or delete their account.

123 Transaction Statuses

Status	Meaning
PENDING	Payment has not been done.
PAID (Mismatched)	Received payment but paid amount is different from transaction amount (less or more than)
EXPIRED	Payment exceed expired date / time.
CANCELED	Bill payment was cancelled.
VOIDED	Payment was cancelled. Normally, voiding transaction can be done at the point of sale for counter channels such as true money.
No-Action	For web pay, no-action means payer doesn't do anything after redirecting to bank page.
Failed	Payer makes payment transaction via Web pay unsuccessfully because of some reasons.
Rejected	Payer was rejected by issuing bank for payment transaction via web pay.
Expired (Paid)	Payer makes payment after expiry date/time.

Remark

- The payer will make payment only pending status. For other statuses, they cannot be made payment.
- If transaction amount from bank report is different from transaction amount from merchant, our system will update as "Paid (Mismatched)".