specialPress

WooCommerce
SEPA Direct Debit
Payment Gateway

Release 2.5.0

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1. Quick Setup

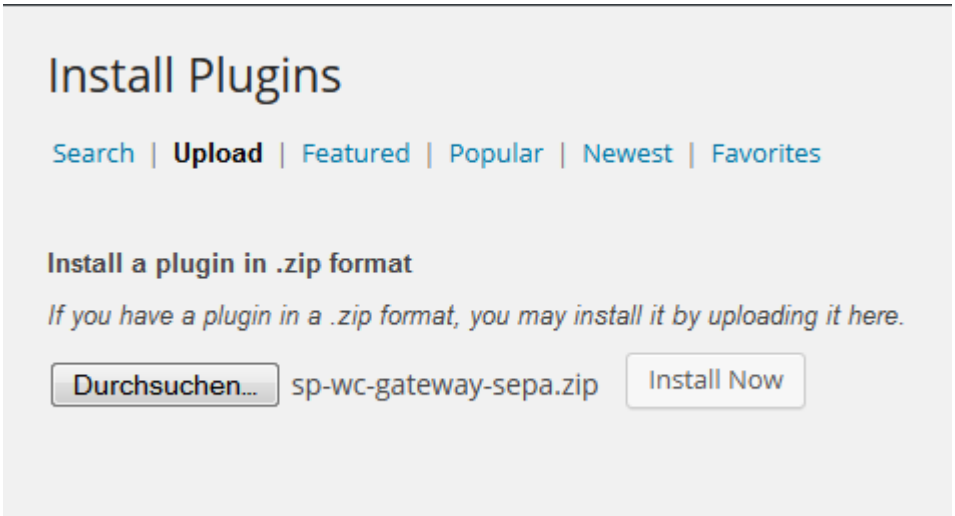
- Install WooCommerce
- Upload and Activate the **„WooCommerce - SEPA Payment Gateway“** Plugin
- Setup the Payment Settings at the WooCommerce Backend
- Create your SEPA XML File

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.

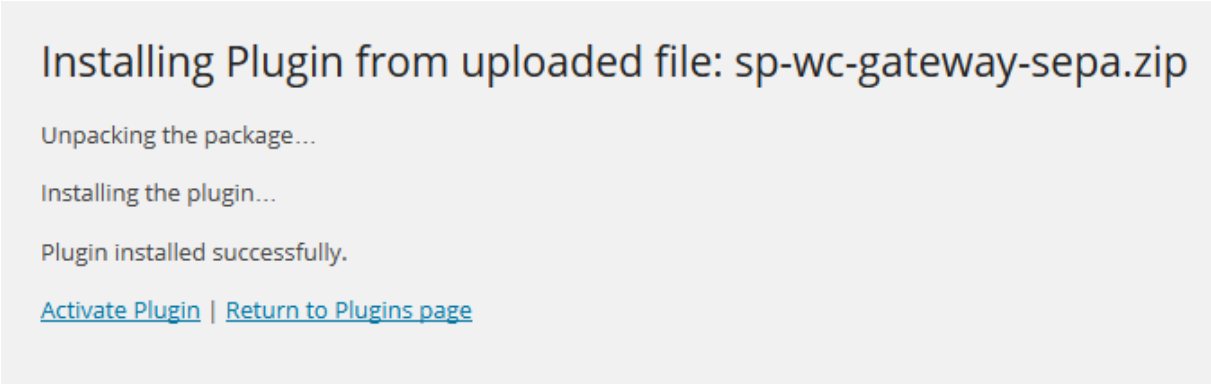
Please go to you 'Plugins/Add New' Menu, select 'Upload' from the top links and choose the downloaded ZIP-File at the upload-field.
After selecting the File please press the „Install Now“ Button.



2.2. Activate

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

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

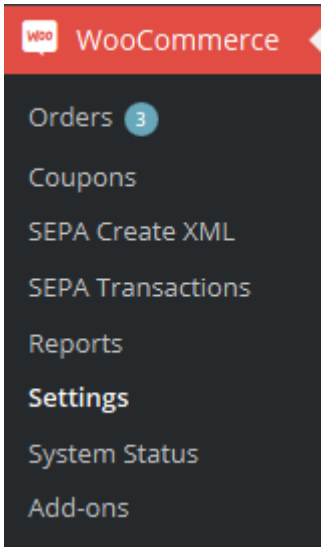


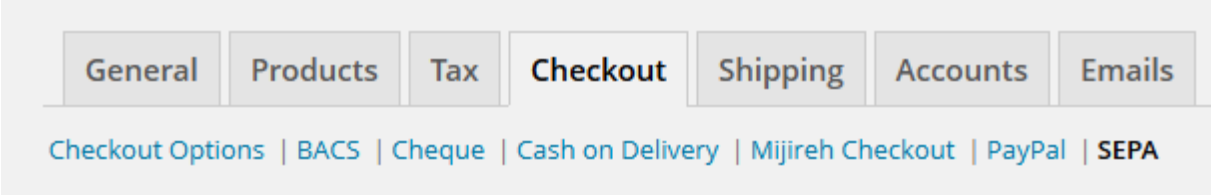
2.3. Updateing the Plugin

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

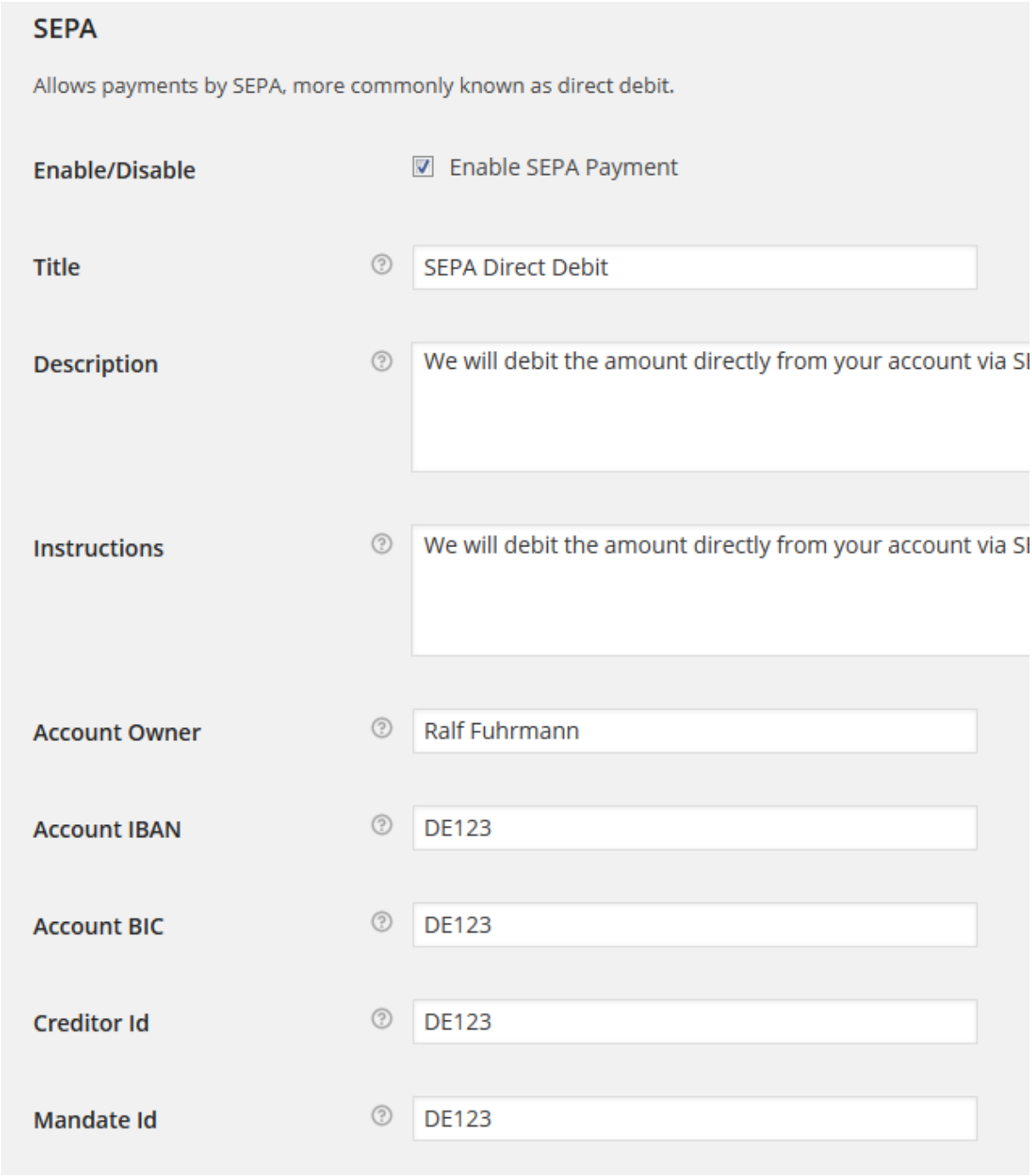
3. Payment Gateway Setup

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

Field	*Description*
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.

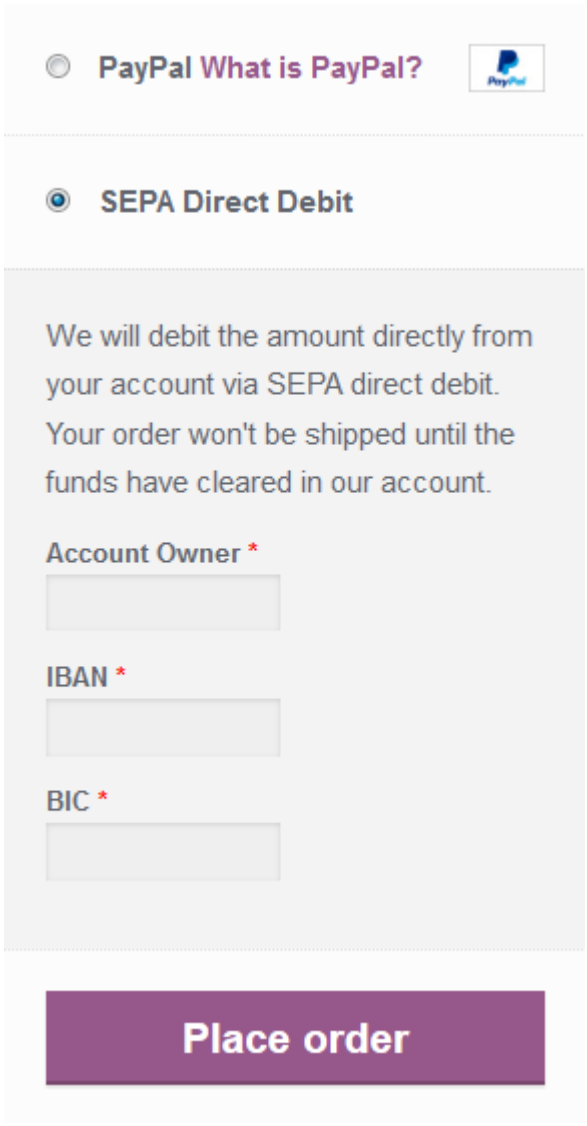
3.1.2. Sepcial Gateway Settings

Field	*Description*
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	The first part of the Mandate Id. This will be by the Order-Number. Example : If your setup 'ABCDEFGH' as your Mandate-Id, the Id at the SEPA Payment of the Order with number 23 will be 'ABCDEFGH000023'

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

4. Checkout with the SEPA Payment

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



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

5. SEPA SETTINGS AT THE USER ACCOUNT

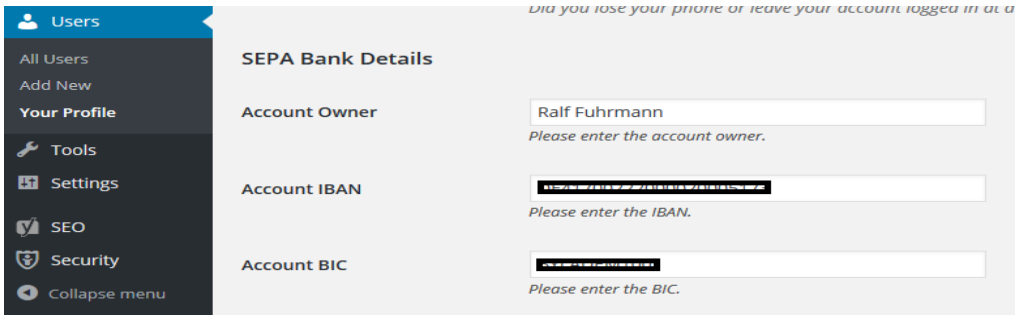
If the user checkouts for the first time, the entered SEPA data (account-details) will be stored at the user-profile.

At the next checkout from this user, the data will be pre-defined.

The SEPA details could be edited at two places.

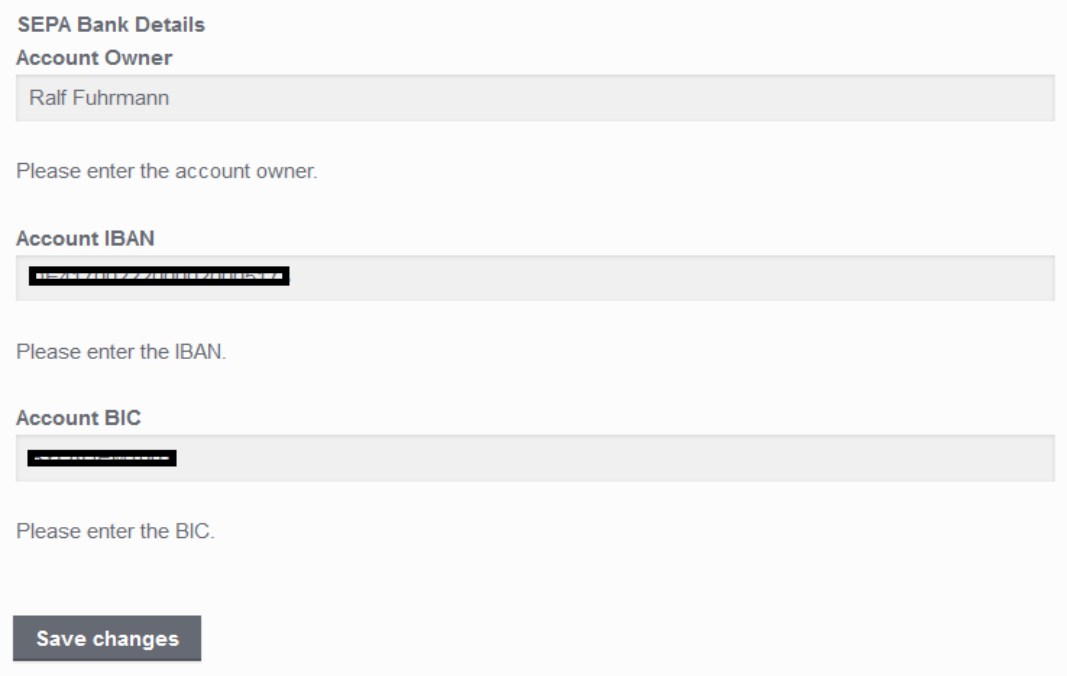
5.1. WORDPRESS USER PROFILE

The user or an admin can edit the SEPA details at the default wordpress user-profile.



5.2. WooCommerce Account Settings

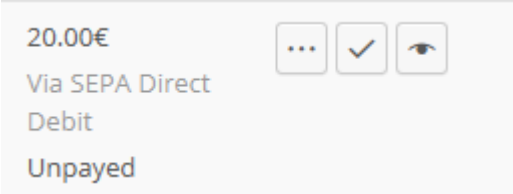
The use can edit the SEPA details at the WooCommerce Account Settings.



6. Process your SEPA Payments

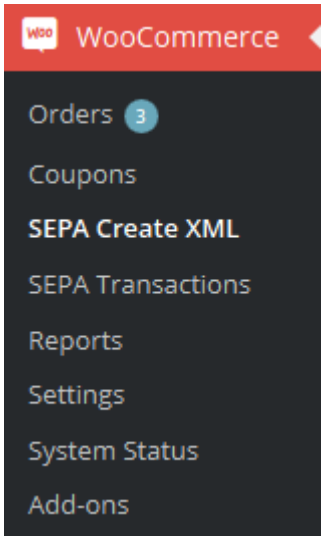
6.1. After Checkout

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

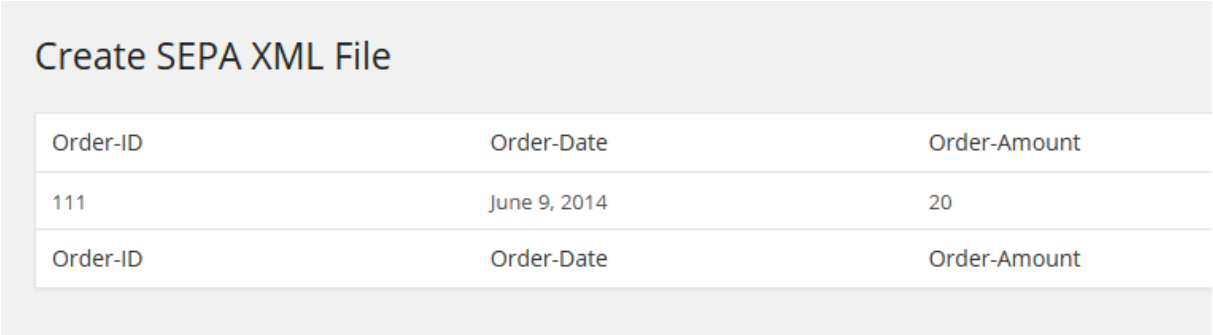


6.2. Create SEPA XML File

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.

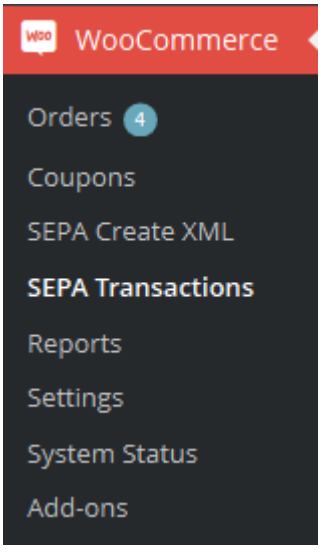


All open SEPA-Payments will be processed and a new SEPA XML file was created.

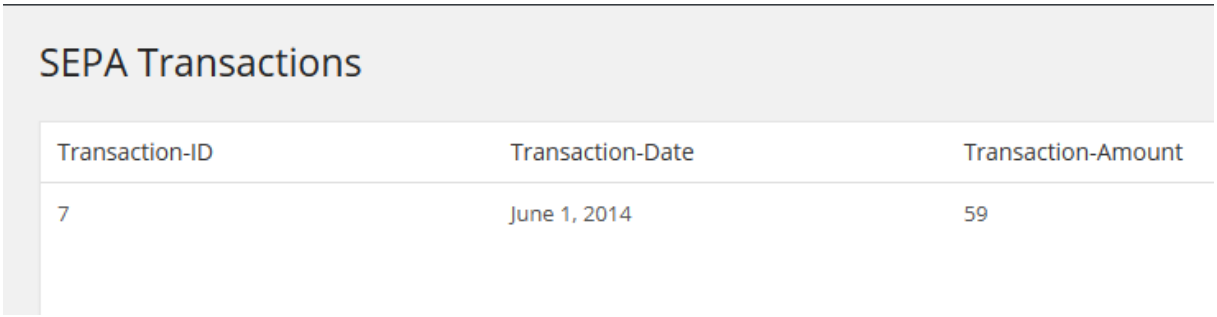


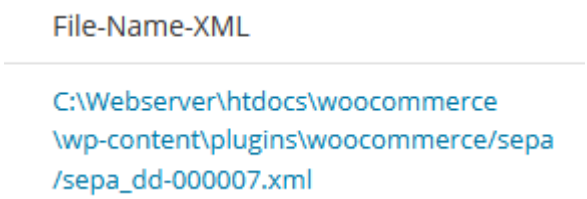
6.3. Manage your Transactions

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

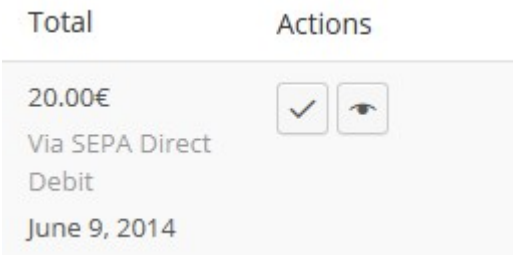


After you select this menu you'll get a list of all SEPA Transactions with a link to the XML file.





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

6.4. 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.