

Operation Manual

Registering Merchants in JCB

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This document describes the mechanism for registering merchants in the JCB payment system.

The functionality described in this document is common to all OpenWay software products. The set of features delivered to OpenWay customers depends on the software license purchased.

When working with this document, it is recommended to use the following reference material from the OpenWay documentation series:

- "Acquiring Module. User Manual"
- "Documents"
- "DB Manager Manual"
- "Interchange Routing"

The following notation is used in the document:

- Field labels in screen forms are shown in italics.
- Screen form button labels are shown in square brackets; for example, [Approve].
- Sequences for selecting user menu items are shown using arrows as follows: "Issuing → Contracts Input & Update".
- Sequences for selecting system menu items are shown with another type of arrow, like "Database => Change password".
- Key combinations used when working with client applications are shown in angular brackets; for example, <Ctrl>+<F3>.
- Variables such as directory and file names, as well as file paths that differ for each local computer are shown in angular brackets, for example, <OWS_HOME>.



Warnings about potentially hazardous situations or actions.



Information about important features, additional options or the best use of certain system functions.

1 Mechanism for registering merchants in JCB

It is necessary to register merchants in JCB to record and store information about acquirer clients.

The registration procedure includes the following steps:

- Creation of a document to register, change, or delete a merchant, or to restore a merchant that was deleted earlier.
- Export of a file with this document.

The format for the file exported to JCB is described in the document "System Specifications - Batch Interface Guide" (Batch Interface Guide.pdf).

2 Working with merchant registration documents

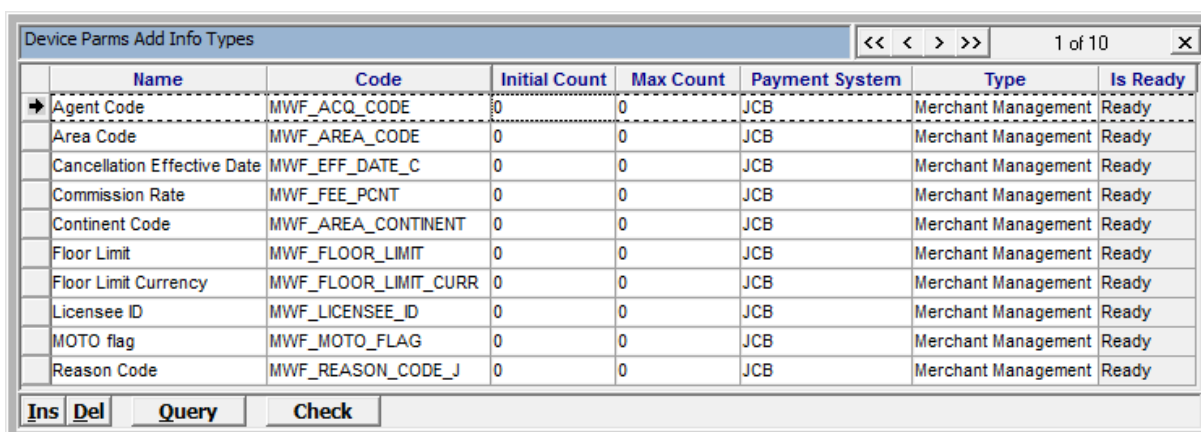
This section describes settings that are necessary to create merchant registration documents and the document creation procedure.

2.1 Settings for creating merchant registration documents

To create document to register a merchant in JCB, set additional parameters for the merchant client contract.

To do so:

1. Make sure that the following parameters for JCB are registered in the "Device Parms Add Info Types" dictionary (Full → Configuration Setup → Merchant Device Setup → Device Parms Add Info Types, see Fig. 1:



Name	Code	Initial Count	Max Count	Payment System	Type	Is Ready
→ Agent Code	MWF_ACQ_CODE	0	0	JCB	Merchant Management	Ready
Area Code	MWF_AREA_CODE	0	0	JCB	Merchant Management	Ready
Cancellation Effective Date	MWF_EFF_DATE_C	0	0	JCB	Merchant Management	Ready
Commission Rate	MWF_FEE_PCNT	0	0	JCB	Merchant Management	Ready
Continent Code	MWF_AREA_CONTINENT	0	0	JCB	Merchant Management	Ready
Floor Limit	MWF_FLOOR_LIMIT	0	0	JCB	Merchant Management	Ready
Floor Limit Currency	MWF_FLOOR_LIMIT_CURR	0	0	JCB	Merchant Management	Ready
Licensee ID	MWF_LICENSEE_ID	0	0	JCB	Merchant Management	Ready
MOTO flag	MWF_MOTO_FLAG	0	0	JCB	Merchant Management	Ready
Reason Code	MWF_REASON_CODE_J	0	0	JCB	Merchant Management	Ready

Fig. 1. Dictionary of additional parameters

2. Set these parameters in the "AddParms for <Contract Name>" form opened by clicking the [Add Parms] button in the merchant contract form (see Fig. 2 in the section "Creating a document").

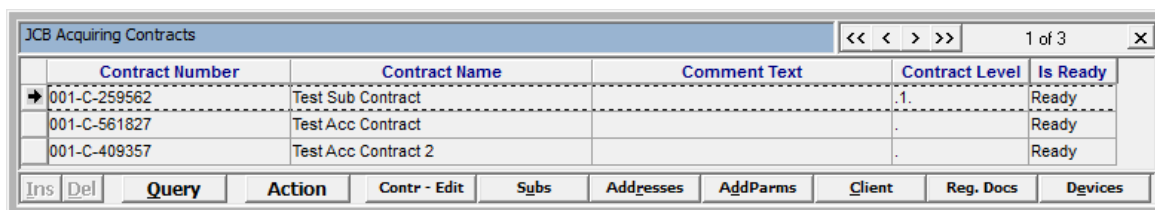
2.2 Creating a document

To create a document to register a merchant, open the list of acquiring module contracts by selecting the user menu item "JCB → JCB. Merchant Management → JCB Acquiring Contracts". This opens the "JCB Acquiring Contracts" form (see Fig. 2) with a list of all acquiring module account contracts.



Before starting to work with the "JCB Acquiring Contracts" form, make sure that the required financial institution and client category are specified in the status

line. If the user has privileges to work with several financial institutions and client categories, select "JCB → JCB. Merchant Management → Set Client Type".



Contract Number	Contract Name	Comment Text	Contract Level	Is Ready
001-C-259562	Test Sub Contract		1.	Ready
001-C-561827	Test Acc Contract		.	Ready
001-C-409357	Test Acc Contract 2		.	Ready

Fig. 2. List of acquiring module account contracts

To create a document, click the [Action...] button and select one of the following context menu items:

- [Register/Revival] – create a document to register a merchant.
- [Modify] – create a document to change merchant information.
- [Cancel] – create a document to delete a merchant.

If a document was generated correctly, a window with the message "Merchant Action done" will be displayed and a record with information required to register the merchant will be created in the NMAS_DOC table. Before exporting this document, that was assigned the "Waiting" status, make sure that all its parameters are correct and activate the document (see "Viewing and activating documents").

The [Contr - Edit] button in the "JCB Acquiring Contracts" form (see Fig. 2) opens a form for entering merchant contract data (see the section "Information about Accounting Contracts" of the document "Acquiring Module. User Manual").

The [Subs] button displays a list of subcontracts.

The [Client] button opens a form with client information.

The [Addresses] button opens a form for specifying contract addresses (see the section "Information about Accounting Contracts" of the document "Acquiring Module. User Manual").

The [AddParms] button is used to set additional merchant parameters.

The [Reg.Docs] form opens the "Reg.Docs for <...>" form (see Fig. 3) with a list of documents that were created.

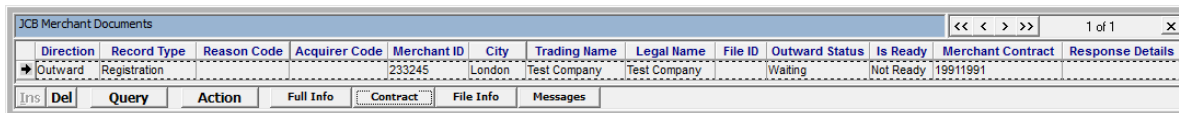
2.3 Viewing and activating documents

Created documents can be viewed in one of the following ways:

- By selecting the user menu item "JCB → JCB. Merchant Management → JCB Merchant Documents". This opens the "JCB Merchant Documents" form with a list of all documents that were created.

- By clicking the [Reg.Docs] button in the "JCB Acquiring Contracts" form (see **Error! Reference source not found.**).

The "Reg.Docs for <...>" grid form will open (see Fig. 3) with a list of documents that were created for this merchant.



Direction	Record Type	Reason Code	Acquirer Code	Merchant ID	City	Trading Name	Legal Name	File ID	Outward Status	Is Ready	Merchant Contract	Response Details
Outward	Registration			233245	London	Test Company	Test Company		Waiting	Not Ready	19911991	

Fig. 3. Document to register a merchant

This form contains the following fields:

- *Direction* – for an outgoing document, this field has the "Outward" value and for an incoming one, the "Inward" value.
- *Record Type* – document type:
 - "Registration" – document to register a merchant.
 - "Modification" – document to edit merchant information.
 - "Cancellation" – document to delete a merchant.
 - "Revival" – document to re-register a merchant that was deleted earlier.
- *Reason Code* – reason for creating the document.
- *Acquirer Code* – identifier of the financial institution in which the device contract is registered.
- *Merchant ID* – merchant ID in the acquirer's database.
- *City* – merchant city.
- *Trading Name* – merchant name.
- *Legal Name* – merchant legal name.
- *File ID* – identifier of the response field imported from the payment system.
- *Outward Status* – status for the document for export to an external system (see the section "Document Processing Statuses" of the document "Documents").
- *Is Ready* – indicates whether the document has been activated.
- *Merchant Contract* – identifier of the device contract in the acquirer's database.

The [Action...] button in this form is used to access a context menu with the following items:

- [Approve] – activate the document.



Before activating a document, make sure that interchange routing contract parameters for JCB have been defined in WAY4 (for more information about configuring interchange routing contracts, see the section "Configuring BIN Groups" of the document "Interchange Routing")

- [Refresh] – refresh information in the document.

If the document is successfully activated, a window will be displayed with the message "Outgoing document validated", "Ready" will be specified in the *Is Ready* field of the "Reg.Docs for <...>" form, and the document will get the "To be Sent" status.

Clicking the [File Info] button opens a form with information about the exported file (see "Monitoring exported files").

The [Messages] button is used to view messages that were generated by WAY4 while activating the document.

The [Contract] button opens a form for entering device contract data (see the section "Creating New Device Contracts" of the document "Acquiring Module. User Manual").

Clicking the [Full Info] button opens the "Full Info for <...>" form (see Fig. 4) with full information about the selected document.

Fig. 4. Full information about a document

This form contains all information required to register a merchant.

Click the [Next] button to show information (if any exists) about subsequent document that are linked to this one.

The [Chain] button opens a grid form with information about the document chain for this merchant.

2.4 Document export

To export documents that have been created and activated, use the menu item "JCB Acquiring → JCB. Daily Procedures → JCB. Outward Processing → JCB Merchants Export".

Documents are exported by the
"com.openwaygroup.pipe.jcb.merchants_export.jar" pipe.

WAY4 puts exported files into the directory
"<OWS_WORK>\Data\Interchange\JCB_Out". Filenames have the following format: "JCB-MERCH-00<DD>.O<NN>", where <DD> is the system date when the pipe was started and <NN> is the file's absolute sequence number.

2.4.1 "JCB Merchants Export" pipe parameters

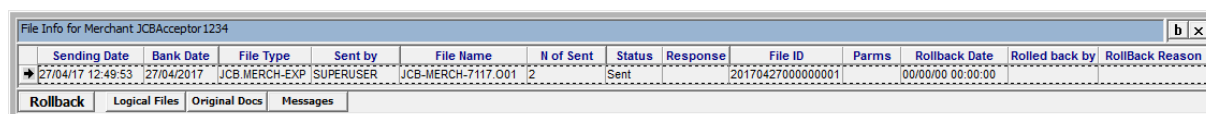
"JCB Merchants Export" pipe parameters and their descriptions are shown in Table 1.

Table 1. "JCB" Merchants Export pipe parameters

Parameter	Value	Description
FILE_FORMAT		Exported file format version: "850" is the new format (default value), "470" is the old format.
FILTER	clause	WHERE clause added to a SELECT statement.
FILE_CODING		File encoding allowed for XML files, for example: "utf-8" (default) "windows-1251"

2.5 Monitoring exported files

Files exported to JCB are monitored in the "JCB Sent Files" form (see Fig. 5). To open the form, select the menu item "JCB → JCB. File Management → JCB Sent Files".



Sending Date	Bank Date	File Type	Sent by	File Name	N of Sent	Status	Response	File ID	Parms	Rollback Date	Rollback by	Rollback Reason
27/04/17 12:49:53	27/04/2017	JCB_MERCH-EXP	SUPERUSER	JCB-MERCH-7117.001	2	Sent		201704270000000001		00/00/00 00:00:00		

Rollback Logical Files Original Docs Messages

Fig. 5. List of files exported to the payment system

This form contains the following fields:

- *Sending Date* – system date and time file export was started.
- *Bank Date* – banking date of file export.
- *File Type* – file type; the field contains the value "<<JCB.MERCH-EXP>>".
- *Sent By* – user who exported the file.

- *File Name* – filename.
- *N of Sent* – number of documents in the file.
- *Status* – file status; for exported files, this field's value is "Sent".
- *Response* – response file status; this field is not used for exported files.
- *File ID* – field identifier.
- *Parms* – reserved for forward compatibility.

The following fields of the form are only used if file export was rolled back:

- *Rollback Date* – date file export was rolled back.
- *Rolled back by* – user who rolled back file export.
- *Rollback Reason* – reason for rollback.

The [Rollback] button is used to roll back export of a file.

The [Messages] button is used to view messages that were generated by WAY4 during file export.