Applying Credit Card and Debit Card Payments to Orders with Global Payments Integrated

Last Modified on 01/14/2021 3:29 pm EST

Payments with credit cards and debit cards are processed through aACE's integration with Global Payments Integrated (https://aace5.knowledgeowl.com/help/setting-up-global-payments-integrated) (GPI), previously OpenEdge. The process is fully PCI-compliant. The GPI secure payment processing service stores all sensitive account data, then provides a randomly generated alias (or "token") for use in future aACE transactions (unless your system has been configured otherwise).

Apply a Customer Payment to an Order

When adding a credit card with these steps, the card will be authorized for the total in the Payment Amount field. (You can also add a card without charging it (http://aace5.knowledgeowl.com/help/adding-a-credit-card-without-charging).)

1. In the Orders module, locate the desired Open order that has a payment due.
2. On the detail view, next to the Payment Due field, click the **Plus** (➕) icon.

3. At the Enter Payment dialog, verify the Payment, then specify the correct payment option:
   - **Credit Card:**
     - If the card *already* has an alias stored in aACE, select it from the drop-down.

- If the card does *not* have an alias in aACE, click the Plus (⊕) icon to add a new one. This will open a dialog to enter the credit card information and also authorize the card for the payment amount. Verify that the amount to be charged, then click **Make Payment**. GPI validates the card, authorizes it, generates the credit card alias, and holds the funds. On the Transaction Result dialog, click **OK**.
    - **Debit Card** — Process exactly like credit cards, unless you have a separate card reader (https://aace5.knowledgeowl.com/help/working-with-global-payments-integrated-peripherals).
4. Back on the aACE Apply Payment dialog, click **Apply Payment**.
   aACE posts the receipt, and captures the credit card funds.