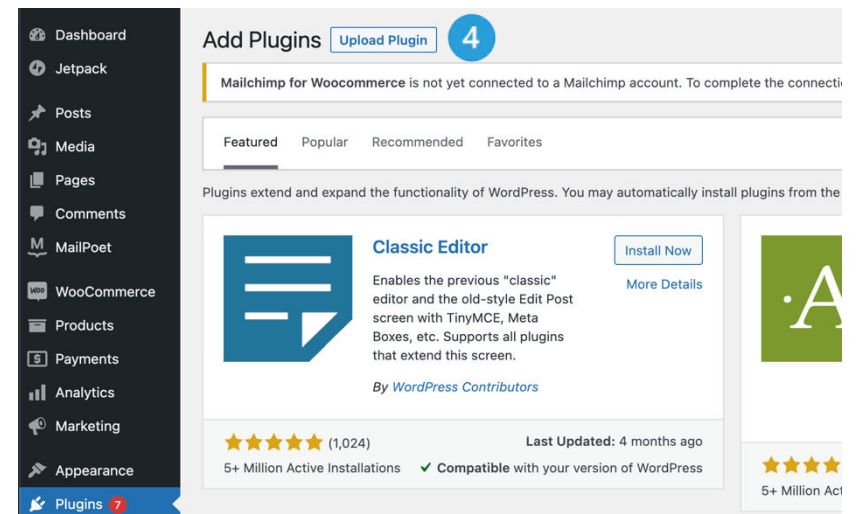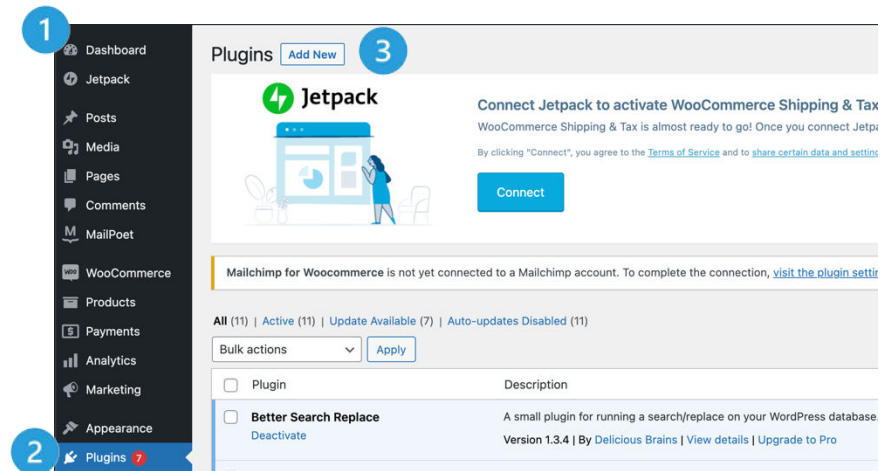# IntelliPay™

WOO COMMERCE
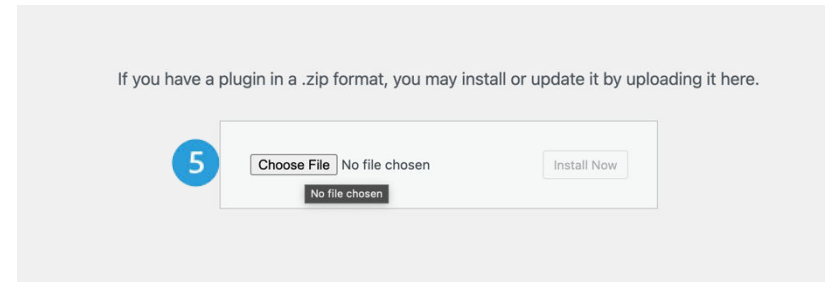
Plugin Set up Guide

WooCommerce IntelliPay Plugin

Thank you for downloading the WooCommerce IntelliPay Plugin. This guide is to get you setup to start accepting payments using our Lightbox payment terminal that will float over your website and process the payment on our server and handle updating your WooCommerce Order with the results.

Installing the plugin
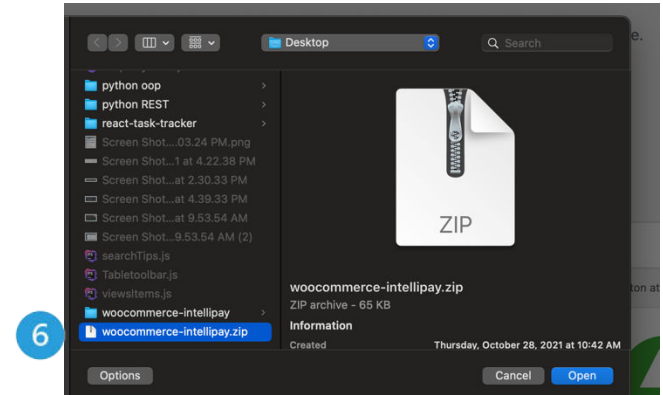
1.   Login to your WordPress site.

2.   Click on the Plugins tab.
      (Located on the left-hand side of the screen.)

3.   Click on the Add New button.
      (Located on the top left of the plugin screen)

4.   Click on the Upload Plugin button.
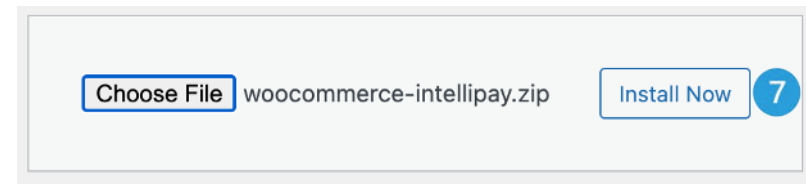   (Located on the top left of the plugin screen)
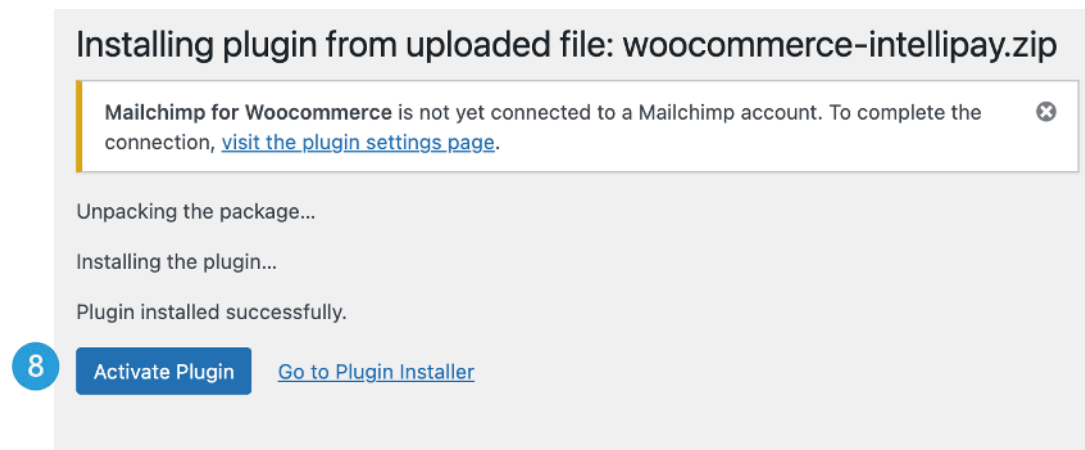
5. Click on the Choose File button.

6. Select the woocomerce-intellipay.zip file on your computer.
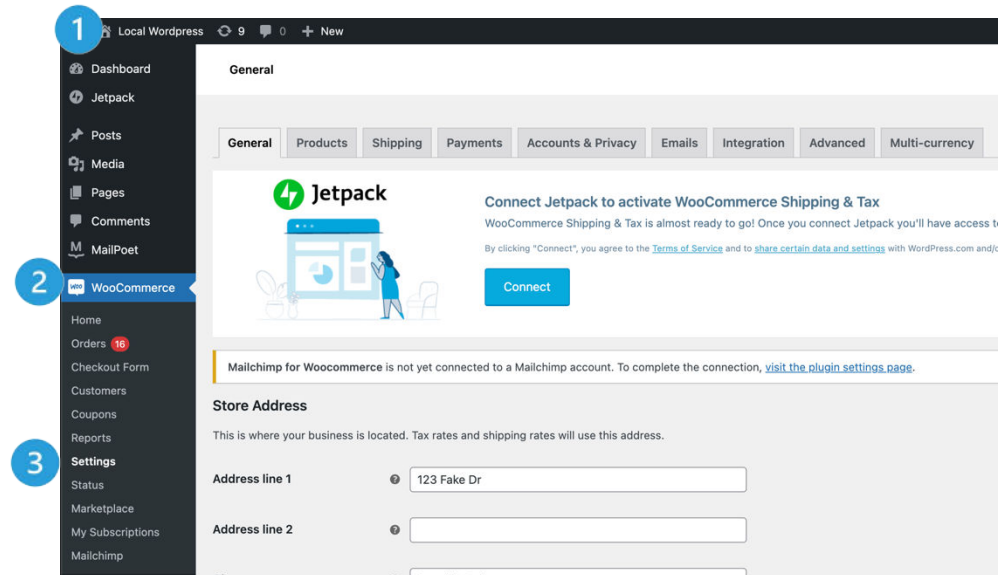

7. Click on the Install Now button.
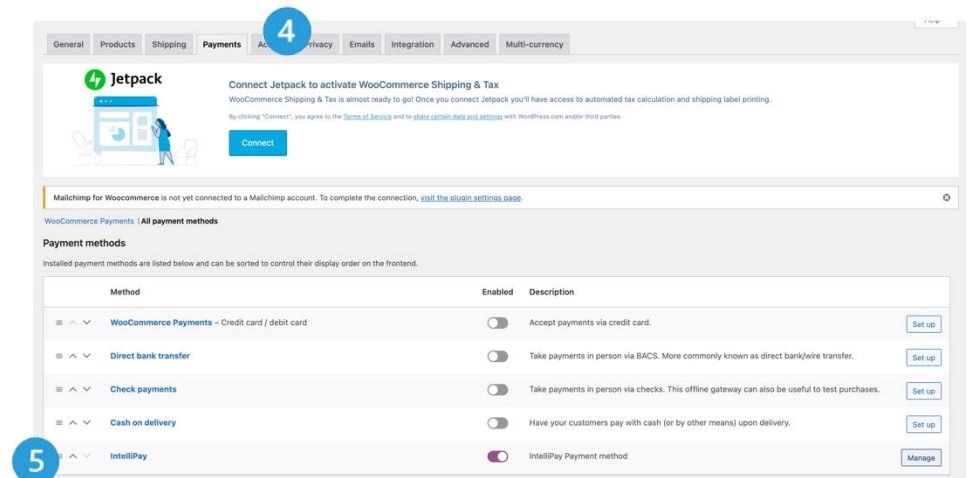

8. Click on the Activate Plugin button.

Configuring the plugin.

There are two things you will need ahead of time to make the plugin work, and that is your Merchant Key and your API key. You can get these by reaching out to support (Need to add more details here.)
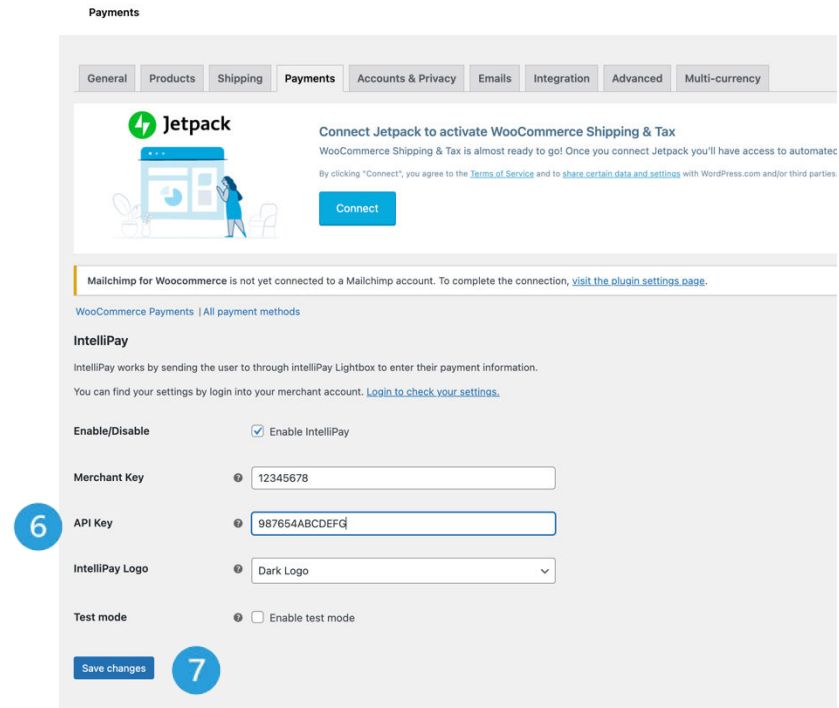
1. Log into the WordPress backend.

2. Click the WooCommerce tab
(Located on the left had side of the screen)

3. Click on the WooCommerce Settings.

4. Click on the Payment tab
(Located on the top of the screen)

5. Click on IntelliPay in the method list.
(Or the Manage button)

6. Enter in your Merchant Key and API Key.

7. Click the save changes.

8. You are now ready to start accepting payments

Additional Options

You have the option of enabling test mode to process a test transaction that will not process.

You have some options with the IntelliPay logo on the checkout screen. You can pick from a Light Logo, Dark Logo, and None. Simple pick from the dropdown list and click on the save changes button.