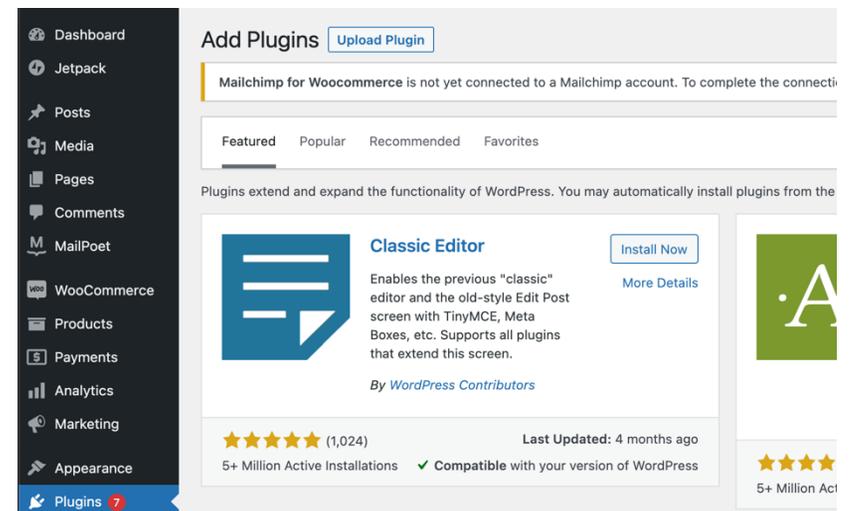
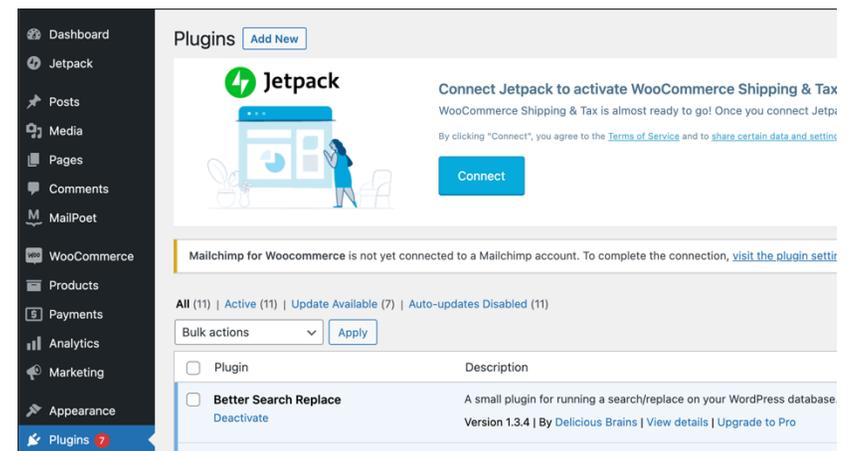


WooCommerce IntelliPay Plugin

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.

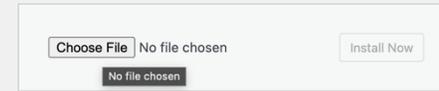
Installing the plugin.

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)

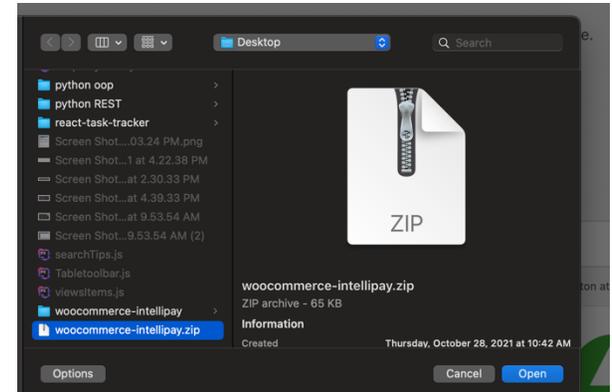


5. Click on the Choose File button.

If you have a plugin in a .zip format, you may install or update it by uploading it here.



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



7. Click on the Install Now button.



8. Click on the Activate Plugin button.

Installing plugin from uploaded file: woocommerce-intellipay.zip

Mailchimp for Woocommerce is not yet connected to a Mailchimp account. To complete the connection, [visit the plugin settings page.](#)

Unpacking the package...

Installing the plugin...

Plugin installed successfully.

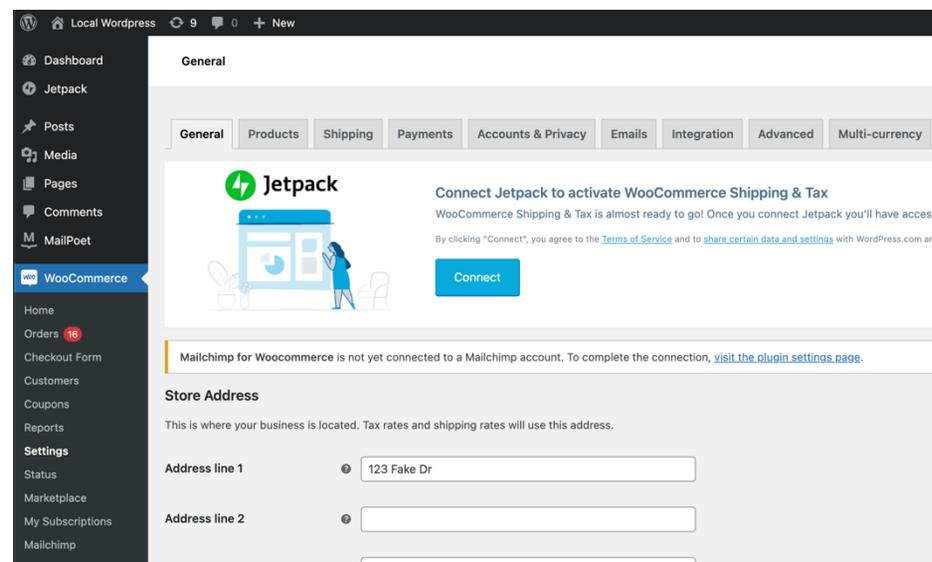
[Activate Plugin](#)

[Go to Plugin Installer](#)

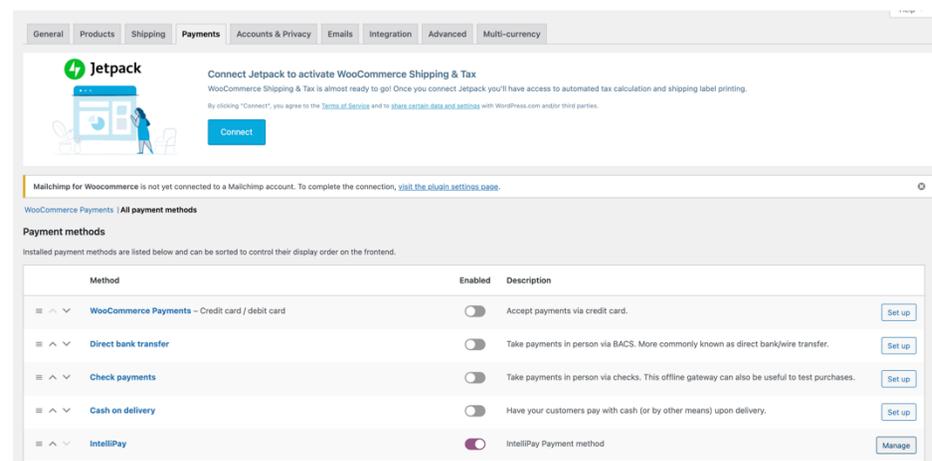
Configuring the plugin.

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.)

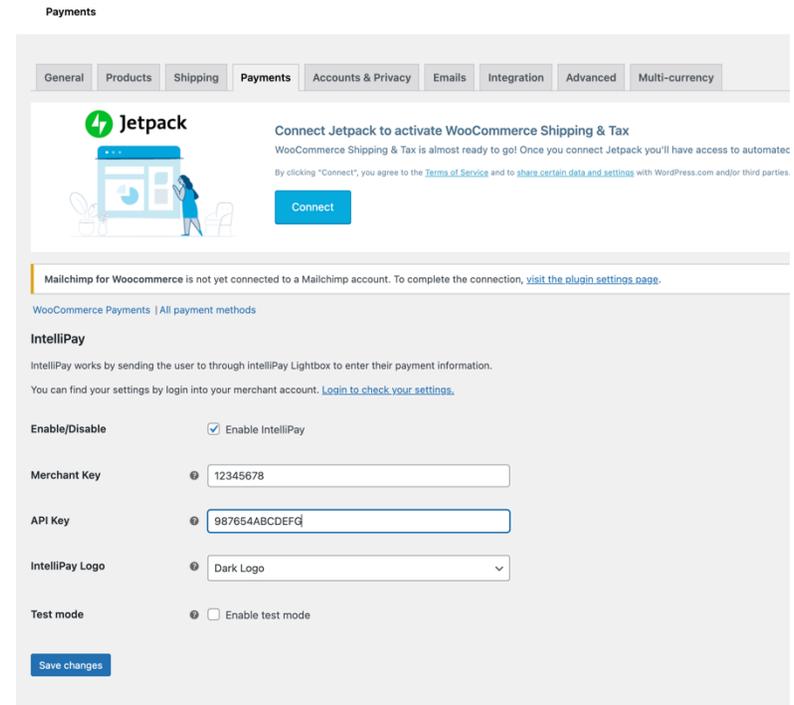
1. Log into the WordPress backend.
2. Click the WooCommerce tab
(Located on the left hand side of the screen)
3. Click on the WooCommerce Settings.



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. And click the save changes.
7. You are now ready to start accepting payments



The screenshot shows the 'Payments' settings page in a WordPress dashboard. At the top, there are tabs for 'General', 'Products', 'Shipping', 'Payments', 'Accounts & Privacy', 'Emails', 'Integration', 'Advanced', and 'Multi-currency'. The 'Payments' tab is active. Below the tabs, there is a 'Jetpack' section with a 'Connect' button and a message: 'Connect Jetpack to activate WooCommerce Shipping & Tax. WooCommerce Shipping & Tax is almost ready to go! Once you connect Jetpack you'll have access to automate. By clicking "Connect", you agree to the Terms of Service and to share certain data and settings with WordPress.com and/or third parties.' Below this, there is a message: 'Mailchimp for WooCommerce is not yet connected to a Mailchimp account. To complete the connection, visit the plugin settings page.' Underneath, there is a link for 'WooCommerce Payments | All payment methods'. The 'IntelliPay' section is expanded, showing the following options: 'Enable/Disable' with a checked checkbox for 'Enable IntelliPay'; 'Merchant Key' with a text input field containing '12345678'; 'API Key' with a text input field containing '987654ABCDEFQ'; 'IntelliPay Logo' with a dropdown menu set to 'Dark Logo'; and 'Test mode' with an unchecked checkbox for 'Enable test mode'. A 'Save changes' button is located at the bottom of the section.

Additional Options.

You have the option of enabling test mode to process a test transaction that won't really 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.