Layaway Payment Gateway Extension



WooCommerce Extension User Guide

User Guide: Layaway Payment Gateway Extension for WooCommerce Support: http://lay-buys.com

Page 1

Table of contents:

1.	How to Install
2.	<u>General Settings</u>
3.	Use as Payment option
4.	Layaway Instalment Reports15
5.	Fetch Updates17
	View Transaction Details
7.	Cancel Transaction
8.	Revise Instalment Plan
9.	Customer Account Section
10.	Transaction Statuses



Layaway payment solution is easy to install on Wordpress framework. Merchants have to perform following Steps:

- 1. Download "WooCommerce excelling ecommerce"
- 2. Install "WooCommerce excelling ecommerce"
- 3. Download "PUT IT ON LAYAWAY (powered by PayPal)"
- 4. Register at <u>https://lay-buys.com/</u> as merchant
- 5. Install "Layaway Payment Gateway Extension for WooCommerce"

Step 1: Download "PUT IT ON LAYAWAY (powered by PayPal)"

• Download the latest package

Step 2: Register at lay-buys.com as merchant

• Sign-up on https://lay-buys.com/vtmob/register.php

• Then fill your PayPal credentials (see account page)

Virtual term		Rent Ballen with the state
Enter Sale as the Seller	Member ID	00000
Enter Sale as the Buyer		
/iew Payments In	Paypal API Username	
/iew Payments Out	Paypal API Password	
Ipdate Your Details	Paypal API Signature	
our PayPal Details		
Change Password		UPDATE
	Please go into your PayPal ac	count and follow following process:
	Click on "PROFILE", then click Signature",	on "MY SELLING TOOLS" then click on "API ACCESS", then click on "View API
	Then simply copy and paste in	nto the VT section of "Your PayPal Details" the following:
	API Username, API Password us}	and Signature. (If you do not have a Signature and only a certificate, please contact
Copyright LAY-BUYS (2	011-2012) <u>Terms & Conditions -</u>	Lac-Bux Terma.&Conditiona.=Escrow Privacy.Policy Security

1. How To Install

Step 3: Installing and Activating "PUT IT ON LAYAWAY (powered by PayPal)"

- Upload plugin folder to your server e.g. /public_html/wp-content/plugins/
- Now go through admin panel and activate the plugin Step 1 - Go through menu "Admin >> Plugins ", Step 2 - Click on [Activate] link under "Layaway Payment Gateway Extension for WooCommerce",

User Guide: Layaway Payment Gateway Extension for WooCommerce Support: http://lay-buys.com

Page 4

	Akismet Activate Edit Delete	Used by millions, Akismet is quite possibly the best way in the world to protect your blog from comment and trackback spam. It keeps your site protected from spam even while you sleep. To get started: 1) Click the "Activate" link to the left of this description, 2) Sign up for a Akismet API key, and 3) Go to your Akismet configuration page, and save your API key. Version 2.6.0 By Automattic Visit plugin site
Ð	There is a new version of Akismet available. View version 3.0.0	details or update now.
	Hello Dolly Activate Edit Delete	This is not just a plugin, it symbolizes the hope and enthusiasm of an entire generation summed up in two words sung most famously by Louis Armstrong: Hello, Dolly. When activated you will randomly see a lyric from Hello, Dolly in the upper right of your admin screen on every page.
		Version 1.6 By Matt Mullenweg Visit plugin site
	PUT IT ON LAYAWAY powered by PayPal for WooCommerce	Layaway is an affordable payment plan option that allows you to pay-off a product or servic via one down payment, with the balance paid over 1, 2 or 3 monthly instalments. Your purchase is delivered to you after the final instalment payment is completed.
	Activate Layaway Payemnet C	Version 1.0 (Compatible with WooCommerce Version 2.1.2 or above) By Layaway Financial Gateway Extension Plugin
1	WooCommerce	An e-commerce toolkit that helps you sell anything. Beautifully.

User Guide: Layaway Payment Gateway Extension for WooCommerce

Page 5 |

OR

You can also install the extension as shown below:

Step 1: Please go to Admin Panel -> Plugins -> Add New

Directory Script	🔁 2 🌻 🕂 New			
Custom	Welcome to WordPress!			
ট্যি Media	We've assembled some links to get	you started:		
Pages	Get Started	Next Steps		More Actions
Comments		S Write your first blog	, post	Manage <u>widgets</u> o
Appearance	Customize Your Site			Rainage <u>widgets</u> (Turn comments o
Ø Plugins 1	Installed Plugins	Add an About page		
용 Users	Add New eme completely	View your site		<u>Learn more about</u>
T'i Tools	Editor			
IT Settings	Right Now		QuickPress	
Collapse menu	Content	Discussion	Enter title here	
	O Posts	O Comments		
	2 Pages	O Approved	Add Media	
	1 Category	O Pending		
	O Tags	O Spam		
	Theme new Directory Script with 0 Widgets		Tags (separate with commas)	
	You are using WordPress 3.7.1.	Update to 3.8.1	Save Draft Reset	
localhost/directoryScript/we	ordpress/wp-admin/plugin-install.php		Gave Brait Reset	

User Guide: Layaway Payment Gateway Extension for WooCommerce

Page 6

Step 2: Browse and upload plugin in .zip format

🛞 🖀 Layaway 😋 7	🛡 0 🕂 New	Howdy, admin 📃
	WordPress 3.9.1 is available! <u>Please update now</u> .	
🖈 Posts		
9] Media	Install Plugins	
📕 Pages	Search Upload Featured Popular Newest Favorites	
Comments	Install a plugin in .zip format	
Appearance	If you have a plugin in a .zip format, you may install it by uploading it here.	
😒 Plugins 😗 🛛 🧹	Browse No file selected. Install Now Upload the "Layaway Payment Gateway" Extension in .zip format	
Installed Plugins		
Add New		
Editor		

Step 3: Activate Plugin

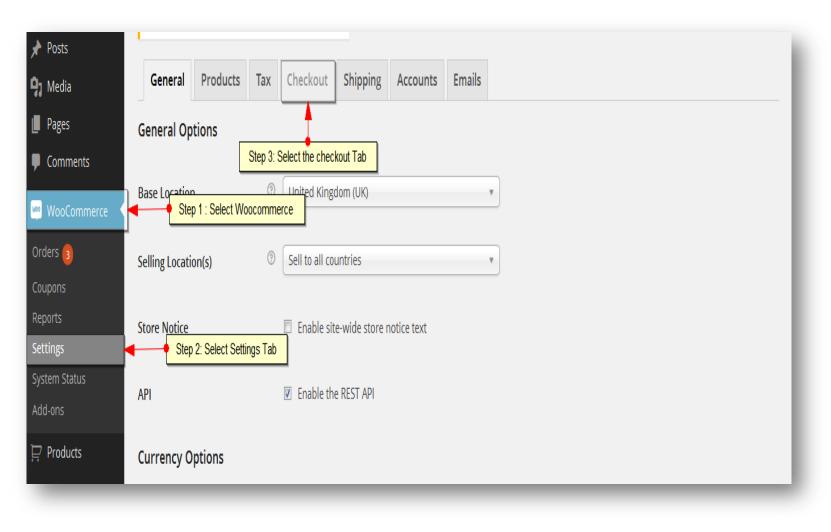
🔌 Plugins 🕦	Unpacking the package
Installed Plugins	Installing the plugin
Add New Editor	Plugin installed successfully.
🖑 Users	Activate Plugin Return to Plugins page
TI Tools	
IT Settings	Activate Plugin
Collanse menu	

User Guide: Layaway Payment Gateway Extension for WooCommerce

Page 7

2. General Settings

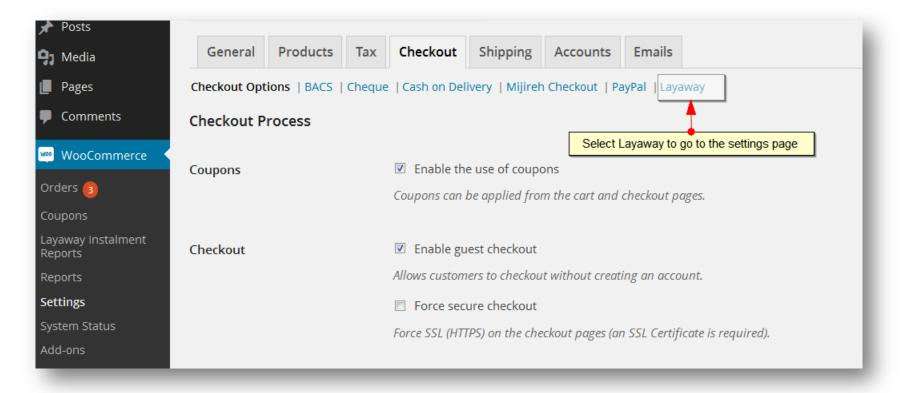
For 'General Settings' page: Please go to admin panel -> WooCommerce -> Settings -> Checkout



User Guide: Layaway Payment Gateway Extension for WooCommerce

Page 8

2. General Settings



Settings page for Layaway:

2. General Settings

Layaway standard	
	nent plan option that allows you to pay-off a product or service via one down payment, with the delivered to you after the final instalment payment is completed.A 0.9% admin fee is payable t
Enable/Disable	Enable Layaway standard
Title	PUT IT ON LAYAWAY powered by PayPal
	This controls the title which the user sees during checkout.
Description	Please select the instalment plan:
	This controls the description which the user sees during checkout.
New Order Status	processing -
	This controls status of the transaction.
Gateway URL	http://lay-buys.com/gateway/
-	This is the url to post request to Layaway.
Layaway Membership	•••••
Number	This is the Layaway member ID.
Minimum	20%
	Minimum deposit amount(default is 20%)
Maximum	50%
	Maximum deposit amount(defaults to 50%)

User Guide: Layaway Payment Gateway Extension for WooCommerce

Page 10

2. General Settings

Maximum number of months to pay balance(defaults to 3) Total Allowed Customer Groups Addministration Editor Author Contributor It checkout customer must be in these customer groups before this payment method becomes active. Allowed Categories Excluded Product IDs Add product ids separated by comma() for which method will not be available. Layaway Instalment Report		
Total The checkout total an order must reach before this payment method becomes active. Allowed Customer Groups Image: Contributor Image: Contribute: Contributor Image: Contreport Image: Contreport: Contributor Image: Contributor Image: Cont	Months	3
Allowed Customer Groups Intercheckout total an order must reach before this payment method becomes active. Allowed Customer Groups Intercheckout customer must be in these customer groups before this payment method becomes active. Allowed Categories Image: Imag		Maximum number of months to pay balance(defaults to 3)
Allowed Customer Groups Administrator Allowed Customer Groups Administrator Description Description Allowed Categories Ites: Ites: Description The checkout customer must be in these customer groups before this payment method becomes active. Allowed Categories Ites: Description The checkout products of the orders must be in these categories before this payment method becomes active. Excluded Product IDs Add product ids separated by comma() for which method will not be available. Layaway Instalment Report https://lay-buys.com/report/ Settings (Api IP-Address) By default it is "https://localhost/Work/layaway?cron_action=fetch_updates"		
Allowed Customer Groups Allowed Customer Groups The checkout customer must be in these customer groups before this payment method becomes active. Allowed Categories Image: Contributor The checkout products of the orders must be in these categories before this payment method becomes active. Excluded Product IDs Add product ids separated by comma() for which method will not be available. Layaway Instalment Report Settings (Api IP-Address) by default it is "https://lay-buys.com/report/" By default it is "https://lay-buys.com/report/"	Total	
Allowed Customer Groups Editor Editor Image: Contributor The checkout customer must be in these customer groups before this payment method becomes active. Allowed Categories Image: Contributor The checkout products of the orders must be in these categories before this payment method becomes active. Excluded Product IDs Image: Contributor Add product ids separated by comma(,) for which method will not be available. Layaway Instalment Report https://lay-buys.com/report/ By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "https://localhost/Work/layaway?cron_action=fetch_updates"		The checkout total an order must reach before this payment method becomes active.
Allowed Customer Groups Editor Editor Image: Contributor The checkout customer must be in these customer groups before this payment method becomes active. Allowed Categories Image: Contributor The checkout products of the orders must be in these categories before this payment method becomes active. Excluded Product IDs Image: Contributor Add product ids separated by comma(,) for which method will not be available. Layaway Instalment Report https://lay-buys.com/report/ By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "https://localhost/Work/layaway?cron_action=fetch_updates"		
Editor Author Contributor The checkout customer must be in these customer groups before this payment method becomes active. Allowed Categories Image: State of the content of the orders must be in these categories before this payment method becomes active. Excluded Product IDs Add product ids separated by comma(,) for which method will not be available. Layaway Instalment Report https://lay-buys.com/report/ Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" By default it is "https://lay-buys.com/report/"	Allowed Customer Groups	
Contributor The checkout customer must be in these customer groups before this payment method becomes active. Allowed Categories Image: Contributor The checkout products of the orders must be in these categories before this payment method becomes active. Excluded Product IDs Add product ids separated by comma() for which method will not be available. Layaway Instalment Report Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" By default it is "https://lay-buys.com/report/"	Allowed Customer Groups	Editor
Allowed Categories Image: Categories <td></td> <td></td>		
Allowed Categories Image: Constraint of the checkout products of the orders must be in these categories before this payment method becomes active. Excluded Product IDs Add product ids separated by comma() for which method will not be available. Layaway Instalment Report Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" By default it is "https://logalhost/Work/layaway?cron_action=fetch_updates"		
The checkout products of the orders must be in these categories before this payment method becomes active. Excluded Product IDs Add product ids separated by comma(.) for which method will not be available. Layaway Instalment Report https://lay-buys.com/report/ Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates		
The checkout products of the orders must be in these categories before this payment method becomes active. Excluded Product IDs Add product ids separated by comma(.) for which method will not be available. Layaway Instalment Report https://lay-buys.com/report/ Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates		
Excluded Product IDs Add product ids separated by comma(,) for which method will not be available. Layaway Instalment Report Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"	Allowed Categories	
Excluded Product IDs Add product ids separated by comma(,) for which method will not be available. Layaway Instalment Report Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"		
Excluded Product IDs Add product ids separated by comma(,) for which method will not be available. Layaway Instalment Report Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"		
Add product ids separated by comma(,) for which method will not be available. Layaway Instalment Report https://lay-buys.com/report/ Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"		The checkout products of the orders must be in these categories before this payment method becomes active.
Add product ids separated by comma(,) for which method will not be available. Layaway Instalment Report https://lay-buys.com/report/ Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"		
Layaway Instalment Report https://lay-buys.com/report/ Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"	Excluded Product IDs	
Layaway Instalment Report https://lay-buys.com/report/ Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"		
Layaway Instalment Report https://lay-buys.com/report/ Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"		
Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"		Add product ids separated by comma(,) for which method will not be available.
Settings (Api IP-Address) By default it is "https://lay-buys.com/report/" Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"		
Cron URL for fetching updates By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"	Layaway Instalment Report	https://lay-buys.com/report/
By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"	Settings (Api IP-Address)	By default it is "https://lay-buys.com/report/"
By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"		
By default it is "http://localhost/Work/layaway?cron_action=fetch_updates"	Cron URL for fetching undates	
	cion one for recently apartes	By default it is "http://localhost/Work/lavaway?cron_action=fetch_updates"
Save changes		
Save changes		
	Save changes	

User Guide: Layaway Payment Gateway Extension for WooCommerce

Page 11

2. General Settings

Field-wise description:

- **Enable/Disable** allows to display or hide Layaway payment gateway option on the checkout page.
- > Title can be set from here that should be displayed on the checkout page.
- > **Description** can be added to the checkout page under Layaway payment gateway option.
- > New Order Status is the order status for newly created order using this payment method.
- Seateway Url is the POSTing url for process order payment, provided with extension kit.
- Layaway Membership Number is a unique id provided from lay-buys.com on a merchant account creation.
- > Minimum is the minimum down payment percentage allowed for a down payment.
- Maximum is the maximum down payment percentage allowed for a down payment.
- > Months field is the maximum cycle for payment instalment.
- > Total The checkout total the order must reach before this payment method becomes active.
- Allowed Customer Groups The checkout customer must be in these customer groups before this payment method becomes active.
- Allowed Categories The checkout products of the orders must be in these categories before this payment method becomes active.
- > Excluded product IDs The checkout product ids must not have these IDs
- Instalment Report Setting
 - Api IP-Address is the url for fetching the instalment report from lay-buys server, provided with this payment extension.
- > Cron URL for fetching updates the cron job for fetching updates can be set using this URL

3. Use as Payment Option

At Checkout Page in Front-end:

Payment Method Step

Layaway Payment method appears on checkout page when a buyer checkout the order.

When a customer choose "PUT IT LAYAWAY powered by PayPal" payment method as their payment option in payment step under checkout page, then customer have to choose the instalment plan for his/her payment by choosing some down payment percentage and choose months for creating instalment payment for 1,2 or 3 months at "Confirm Order" step.

Step 1: Fill in all the billing details:

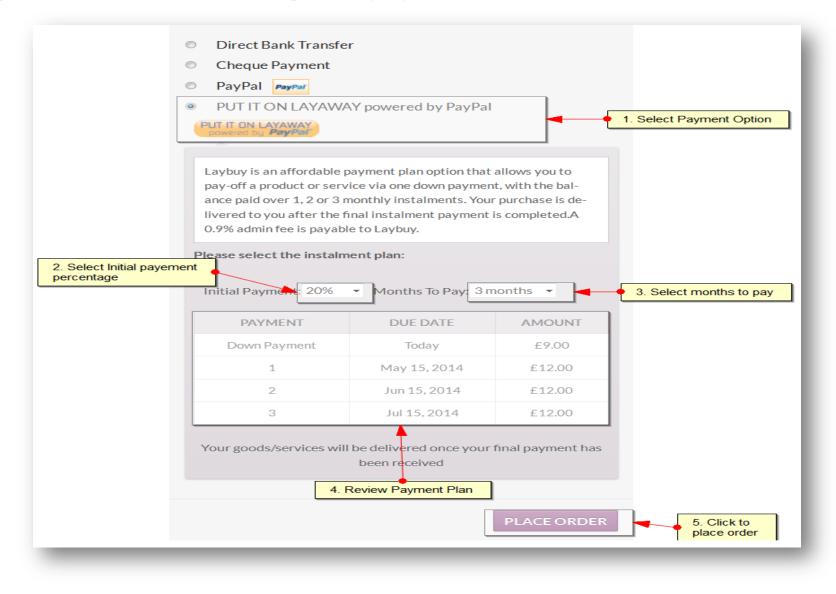
	iter your code	
	Ship to billing address?	
Billing Address	Shipping Address	
United States	Order Notes	
First Name * Last Name *	Notes about your order, e.g. special notes for delivery.	
test test		
Company Name Cedcoss technologies		
Address *		
123 my street	Step 1: Fill th	ie billing or WooCom
Apartment, suite, unit etc. (optional)	records	
Town / City *		
my city		
State* Zip*		
California 91086		
Email Address * Phone *		
upasnaupreti@ce 0987654321		

User Guide: Layaway Payment Gateway Extension for WooCommerce

Page 13

Step 2: Select "PUT IN ON LAYAWAY powered by PayPal"

3. Use as Payment Option



User Guide: Layaway Payment Gateway Extension for WooCommerce

Page 14

3. Use as Payment Option

Here customer can choose any plan for payment by choosing Initial Down payment percentage and Months for next instalments.

After reviewing a plan user clan place order by clicking on "Place Order".

This button places the order on WooCommerce and then redirect to PayPal for payment .

Instead of paying all the amount (grand total of order), customer have to pay the down payment amount and then a recurring profile is created on PayPal for next payments.

On successful payment a success page will appeared at WooCommerce website by showing success information and on failure order will not be placed and show 'My Account' page for retry.

4. Layaway Instalment Reports

Layaway Instalment Reports are the transaction reports which contain all the information related to Layaway detail, PayPal transaction detail, customer detail, order detail and instalment detail. When a customer choose Layaway payment option as their payment method in payment step under checkout page, then customer have to choose the instalment plan for his/her payment by paying some down payment and create instalment payment for 1,2 or 3 months.

So every transaction will be stored in WooCommerce website and can be managed form a panel called "Layaway Instalment Reports".

Please go to admin panel -> WooCommerce -> Layaway Instalment Reports

🍪 Dashboard	Layaway Inst <mark>Set the number o</mark> f						Click to fetch all th	<mark>e updated transactic</mark>	ons	Fetch Updates
🖈 Posts	View 10 - per	r page total 2 r	ecords <mark>f</mark> ound				<mark>Click to reset filte</mark>	rs –		Reset Filter
9 Media Step1: Select					put the value for expective data	r				
Woocommerce	Created At	Order	Amount	Down Payment %	Months	Down Payment Amount	Payment Amount	First Payment Due	Last Payment Due	Status
ᄤ WooCommerce 🤸										Select
Orders ₃	May 08, 2014	Order #26	£45.00	30%	3	£13.50	£10.50	Jun 08, 2014	Aug 08, 2014	Pending
Coupons Layaway Instalment	Apr 29, 2014	Order #22	£90.00	20%	3	£18.00	£24.00	May 29, 2014	Jul 29, 2014	Pending
Reports				<mark>Listing</mark> a	all the Layaway T	Transactions				

User Guide: Layaway Payment Gateway Extension for WooCommerce

Support: http://lay-buys.com

Page 16

4. Layaway Instalment Reports

Column-wise description:

- **Created** At is a date field that stores that date when transaction was created.
- > **Order** is the order id related to the transaction.
- > Amount is the grand total of order.
- > **Down Payment %** is the percentage of down payment.
- > Months is the total no of instalment cycles.
- Downpayment Amount is the down payment amount (calculated from down payment %) paid at time of order placing.
- > **Payment Amounts** is the next instalments amount.
- **First Payment Due** is the date of first payment.
- **Last Payment Due** is the date of last payment.
- Status is the status of transaction. It may be Pending/Completed/Cancelled/Revised Request/Revised

When a transaction have pending instalments then its status will be "Pending", if transaction have no pending instalments means all instalments have been paid then its status will be "Completed". If transaction is cancelled due to some reason then its status will be "Canceled".

Admin can revise the instalment scheme by sending a request mail to buyers, so when a transaction is just requested then its status will be "Revise Requested" when buyers accept and process the transaction then its old transaction get a status that is "Revised" and a new transaction row will appear for same order with a status "Completed/Pending". Detailed explanation about Status is done in next topics.

User Guide: Layaway Payment Gateway Extension for WooCommerce Support: http://lay-buys.com

Page 17

5. Fetch Updates

Fetch Updates is the functionality for fetching the latest report of instalments from <u>http://lay-buys.com</u>. At "Layaway Instalment Reports" panel, there is a button at top-right corner named as "Fetch Updates". Fetch Updated send a request for all transactions which have Pending status.

On success a 'success message' appears with count of total rows fetched in message area as:

Layaway In	stalment Repo	rts							Fetch Updates
ew 5 💽 per	page total 8 record	ts found							Reset Filter
Created At	Order	Amount	Down Payment %	Months	Down Payment Amount	Payment Amount	First Payment Due	Last Payment Due	Status
									Select
	Order #496	20	50%	3	10	2	Feb 15, 2014	Jun 15, 2014	Pending
Jan 28, 2014		20	50%	5	10	2	Feb 15, 2014	Jul 15, 2014	Pending
Jan 28, 2014 Jan 15, 2014	Order #497	20		2	0.20	0.40	Mar 01, 2014	Mar 29, 2014	Revision

6. View Transaction Details

View Transaction Details of a transaction is the detail page of the transaction. If admin want to see the complete detail of transaction then admin have to click on "Order Id" in appropriate row from "Layaway Instalment Report" table , as shown:

Created At	Order	Amount	Down Months Payment %	Down Payment Amount	Payment Amount	First Payment Due	Last Payment Due	Status
								Select
an 28, 2014	Order #496	Clickabl	e links for viewing orders	10	2	Feb 15, 2014	Jun 15, 2014	Pending
an 15, 2014	Order #497	20	50 5	10	2	Feb 15, 2014	Jul 15, 2014	Completed

The detail page is look as shown below:

6. View Transaction Details

iew Transaction Details				
eference Information				
PayPal Profile ID	I-EEJ2702KNDWU			
Lay-Buys Reference ID	58			
Order ID	#496			
ayment Plan				
Status	Revision Requested			
Amount	\$20			
Down Payment %	50			
Months	3			
Downpayment Amount	\$10			
Payment Amount	\$2			
First Payment Due	Feb 15, 2014			
ast Payment Due	Jun 15, 2014			
Payment Record	Installment Date PayPal Transaction ID Status			
	DP: £10 Feb 15, 2014 123456 Completed			
	Month 1: £2 Feb 15, 2014 1234567 Completed			
	Month 2: £2 Feb 15, 2014 1234567 Canceled			
	Month 3: £2 May 15, 2014 Canceled			
ustomer Information				
First Name	upasna			
Last Name	upreti			
Email	upasnaupreti@cedcoss.com			
Address	123 mystreet			
Suburb	suburb			
State	california			
Country	united states			
Postcode	91086			

6. View Transaction Details

Field-wise description:

Reference Information :

- > **PayPal Profile ID** is the recurring profile id from PayPal.
- Layaway Reference ID is unique id from Lay-Buy related to current transaction.
- > Order ID is the order id related to current transaction.

Payment Plan :

- > Status is status of current instalment plan.
- > Amount is the grand total of order.
- > Down Payment % is the percentage of down payment.
- > Months is the total no of instalment cycles.
- Downpayment Amount is the down payment amount (calculated from down payment %) paid at time of order placing.
- > **Payment Amount** is the next instalments amount.
- **First Payment Due** is the date of first payment.
- **Last Payment Due** is the date of last payment.
- Payment Record is a tabular information about down payment and its instalments with date, transaction id and status. Status may be Completed/Pending/Cancelled.

Customer Information :

- **First Name** is first name of customer.
- **Last Name** is last name of customer.
- **Email** is email of customer.
- ➤ Address is address of customer.
- Suburb is suburb of customer.
- **State** is state of customer.
- **Country** is country of customer.
- Postcode is postcode of customer

7. Cancel Transaction

Cancel Transaction is the functionality of cancelling the current recurring profile form Layaway through PayPal as well as cancelling the associated order in WooCommerce.

For "Cancel Transaction", there is a button in "View Transaction Details" page named as "Cancel Transaction". So admin can click on this for cancelling the order and its recurring profile from Layaway and PayPal.

View Transaction Details		Revise Instalment paln Cancel Transaction Back	
PayPal Profile ID	I-EEJ2702KNDWU	↑	
Lay-Buys Reference ID	58	Click to cancel a transaction	
Order ID	#496		
Payment Plan			
Amount	\$20		

Note: Only a Pending Transactions can be canceled.

8. Revise Instalment Plan

Revise Instalment Plan is the process of editing the current instalment plan. This functionality creates a new transaction row with revised plan. For revising you can click on "Revise Instalment Plan" button appeared at "View Transaction Details" page. After clicking on that button a form gets opened with editing options as shown:

Reference Information	Restore previous plan Reset Back Save And Send Email
PayPal Profile ID	I-EE J2702KNDWU
Lay-Buy Reference ID	58 Save transaction and
Order ID	496 send email to notify user about changed
Payment Plan	plan
Total A mount	-4
Payment Type	 ⊘ Lay-Buy ⊘ Buy-Now
Initial Payment	50 %
Months To Pay	3 months
	Payment Due Date Amount Select number of months for insatllments
	Down Pay ment Today £-0
	1 28 Feb, 2014 £-1.33
	2 28 Mar, 2014 £-1.33
	3 28 Apr, 2014 £-1.33
Email	upasnaupreti@cedcoss.com

Note: Only a Pending Transaction can be revised.

8. Revise Instalment Plan

The Revise form contains the some information as editable and some of them read-only. Like, Reference Information doesn't need to be edited so such fields are read-only and are used for reference on revising process.

Total Amount is the amount available for revising process, generally it is calculated by formula

Total Amount = Grand Total of order – Total Paid Amounts

Where, Total Paid Amounts = Down Payment + (no of completed instalment * Payment Amounts)

Payment Type is the method of next payment. It may be Lay-Buy or Buy-Now.

- > Lay-Buy: It create a new recurring profile for balance amounts. And cancel the current profile.
- Buy-Now: It's the method of paying all the balance amount at one time without any instalment plan. So when customer want to pay all the balance amount in one time then admin can choose this method for current customer.

Initial Payment* is the down payment percentage for new plan.

Months to Pay * is the no of instalment cycles for new plan.

Preview* is the preview of your plan depend upon Initial Payment and Months to Pay fields.

Email (*read only*) is the email of customer. It must be same throughout WooCommerce, Lay-Buys and PayPal. And it is an important key for identifying the customer's data on Lay-Buys and PayPal so it can't be changed from here.

*visible on "Lay-Buy" option, if "Buy-Now" is selected these fields get disappeared because Buy-Now is onetime payment method so there is no need of instalment information.

8. Revise Instalment Plan

After choosing new plan click on "Save and Send Email to Buyer" button for submitting the request and send a mail to customer. Also current transaction status becomes "Revise Requested". After success a message will appear with message "Request has been saved and email was sent to <customer_email> for order #<order_id>".

According to "Payment-Type" the process of revision will work.

Progress for "Lay-Buy" Method:

Email Structure: see example format

Layaway Financial solutions Pvt Ltd 15 Corowa Court Eatons Hill Queensland 4037

have requested that you authorize the following transaction

Layaway Payment Plan - 0.56 USD per month for 2 months

Transaction Total : 1.60 USD Applicable currency is American Dollar

Down-Payment : 0.48 Repayments : 0.56 (x2)

To complete this transaction with your PayPal account or credit card, PLEASE CLICK HERE

If the above link did not work, please cut and paste the following internet address into your browser : https://lay-buys.com/vtmob/comptrans.php?tranid=327.4395

8. Revise Instalment Plan

In mail content there will be a link for accepting revise request and pay the new down payment from PayPal. When customers click on the link they will be redirected to PayPal to complete the transaction. After success customer redirect to WooCommerce "My Account Page" and a new transaction row will be added to transaction table with Status "Pending".

Progress for "Buy-Now" Method:

Email Structure: see example format

Layaway Financial Solutions Pvt Ltd 15 Corowa Court Eatons Hill Queensland 4037

have requested that you authorize the following transaction

Layaway Payment Buy-Now Plan

Transaction Total : 1.60 USD Applicable currency is American Dollar

To complete this transaction with your PayPal account or credit card, PLEASE CLICK HERE

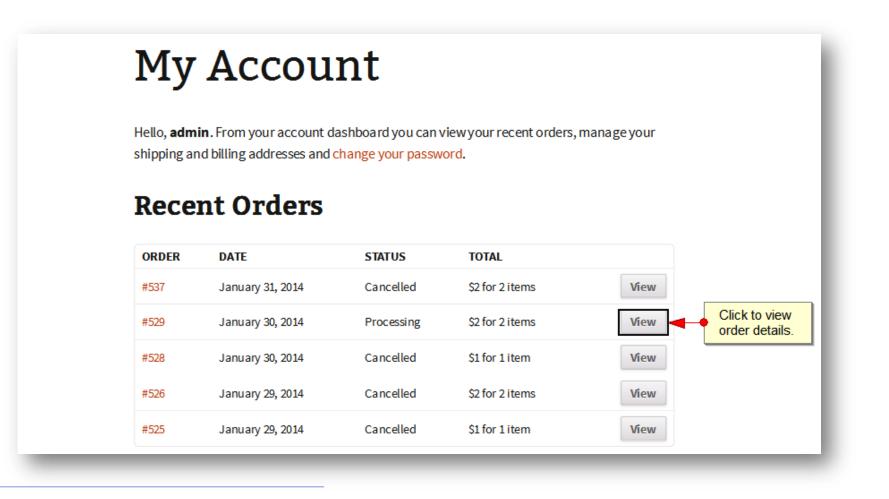
If the above link did not work, please cut and paste the following internet address into your browser :- https://lay-buys.com/vtmob/comptrans.php?tranid=328.5629

8. Revise Instalment Plan

In mail content there will be a link for accepting revise request and paying the balance amount from PayPal at one time. When customer click on the link they will redirected to PayPal and perform the transaction. After success customer is redirected to WooCommerce "My Account" page and a new transaction row will be added to transaction table with Status "Completed".

9. Customer Account Section

In **Customer Account Section** customer can also view their Instalment plans for an order. In "My Account" page logged in customer can view the details of the order by clicking on "View Icon"



9. Customer Account Section

Then a page will open up showing the orders details. Beside "Payment Method" section you can see "PUT IT ON LAYAWAY powered by PayPal" as anchor link.

If customer wants to see the Instalment details then customer have to click on "PUT IT ON LAYAWAY powered by PayPal" link. This link shows all the Instalment plans chosen by customer for the order.

View Order

Order #529 made on January 30, 2014. Order status: processing.

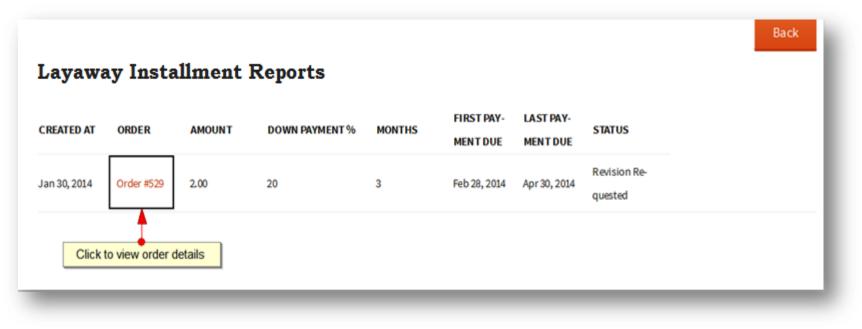
Order Details

PRODUCT	TOTAL	
test product 1×2	\$2	
CART SUBTOTAL:	\$2	
SHIPPING:	Free Shipping	
ORDER TOTAL:	52	
PAYMENT METHOD:	PUT IT ON LAYAWAY powered by PayPal	Click to view report

User Guide: Layaway Payment Gateway Extension for WooCommerce

9. Customer Account Section

Customer also can view the full details of an Instalment plan by clicking on "Order#<id>" link in appropriate row.



When the order link is clicked, a detailed view of order can be seen as shown below:

9. Customer Account Section

Reference Information							
PayPal Profile ID				I-C9JFSK4BHN4Y			
Lay-Buy Reference ID	Jy Reference ID				148		
Order ID				529			
Payment Plan							
Amount	\$2.00						
Down Payment %	20%						
Months	3						
Downpayment Amount	\$0.41						
First Payment Due	Feb 28,2014						
Last Payment Due	Apr 30,2014						
Payment Record	INSTALLMENT DATE		DATE	PAYPAL TRANSACTION ID	STATUS		
	DP:	\$0.41	Jan 30, 2014	5MA52838DB685382U	Completed		
	Month 1:	\$0.53	Feb 28, 2014		Pending		
	Month 2:	\$0.53	Mar 30, 2014		Pending		
	Month 3:	\$0.53	Apr 30, 2014		Pending		
Customer Information							
First Name		warrin					
Last Name		van deventer					
Email	sharonvd@y7mail.com						
Address	15 Corowa CT						
Suburb	Eatons Hill						
State	Queensland						
Country		Australia					
Postcode		1037					

10. Transaction Statuses

There are five kind of transaction statuses as:

- 1. Pending,
- 2. Completed,
- 3. Cancelled,
- 4. Revise Requested, and
- 5. Revised.

Pending when there is at least one instalment is pending or revise by Layaway method.

Completed when all the instalment get paid or revise by Buy-Now method.

Cancelled when instalment is not paid at right time or manually canceled by admin as "Cancel Transaction".

Revision Requested when a transaction gets just revised not completed by customer.

Revised when customer responds for Revise Request transaction then old transaction becomes "Revised".

Thank you!

Should you have any questions or feature suggestions, please contact us at: <u>http://lay-buys.com</u>

Your feedback is absolutely welcome!