

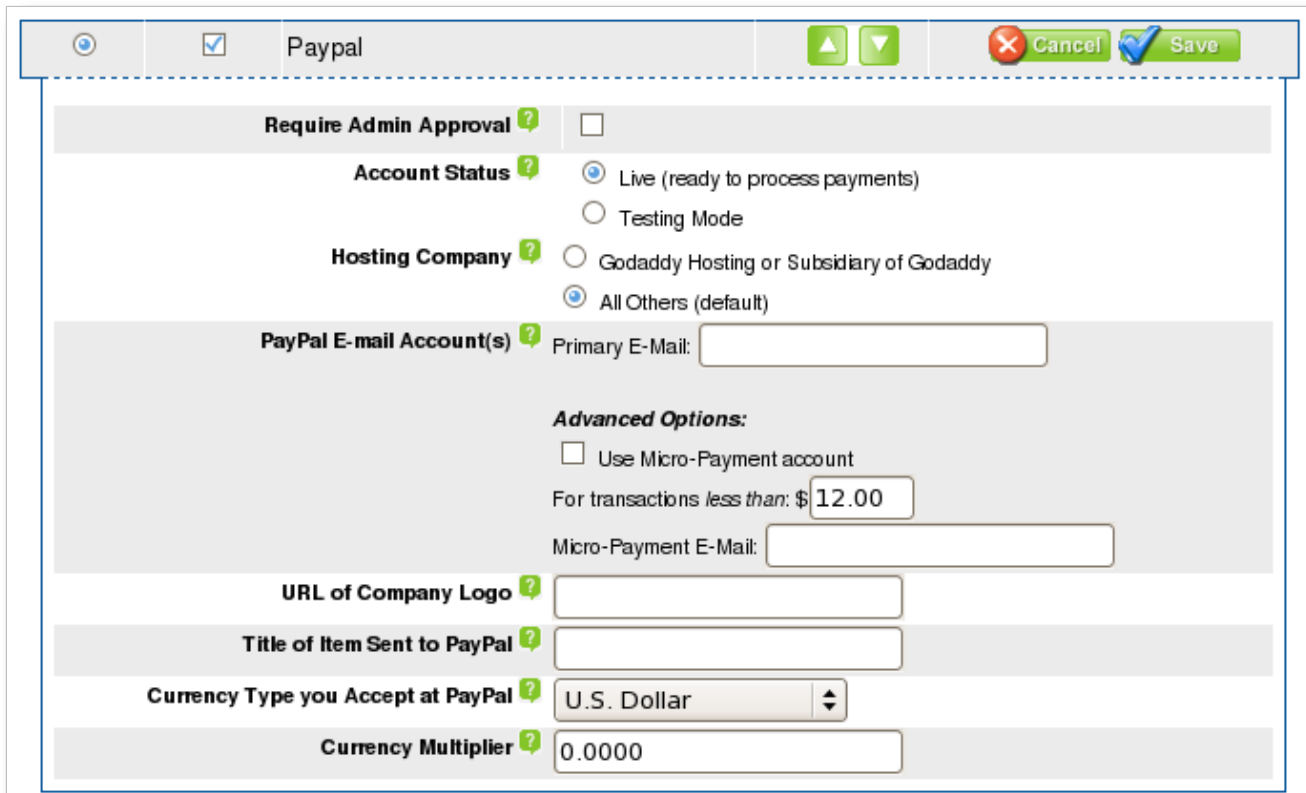
Paypal [S]

Paypal Setup Instructions

To set up PayPal as a payment option for use with this software follow the steps below:

1. Log in to your Business or Premier PayPal account. You must have a Business or Premier account with PayPal to accept payments through PayPal.
2. Go to the 'Profile' subtab.
3. Click on the 'Instant Payment Notification Preferences' link in the 'Selling Preferences' column.
4. Click Edit.
5. Check the box and enter the URL for your site. The URL set here is used as the "default" URL to receive the *IPN Signal*. It needs to be filled in, but it is actually not used by the Geo software, because the software tells Paypal a specific IPN Url to use that over-writes this *default* setting. You do need to make sure that the field is not left blank, however.
6. Click Save
7. In your Geo admin panel, enable the gateway, and click "configure" to make sure the settings are set correctly (see below for the explanation of each setting)

Configure Settings in Geo



The screenshot shows the PayPal configuration settings in the Geo admin panel. The settings are as follows:

- Require Admin Approval**: ☐
- Account Status**: ☒ Live (ready to process payments), ☐ Testing Mode
- Hosting Company**: ☐ Godaddy Hosting or Subsidiary of Godaddy, ☒ All Others (default)
- PayPal E-mail Account(s)**: Primary E-Mail:
- Advanced Options**:
 - ☐ Use Micro-Payment account
 - For transactions less than: \$
 - Micro-Payment E-Mail:
- URL of Company Logo**:
- Title of Item Sent to PayPal**:
- Currency Type you Accept at PayPal**:
- Currency Multiplier**:

These settings are set by clicking **configure** next to Paypal in the Geo admin panel, on the page [Payments > Payment Gateways](#)

Require Admin Approval

See: [Require Admin Approval](#)

Account Status

See: [Account Status](#)

Hosting Company

This is the hosting company the Geo software is installed on. If your hosting company is Godaddy, or a subsidiary of Godaddy, you will need to select Godaddy, otherwise select "All Others".

This setting will determine the method that the software uses to communicate with Paypal, because communications with Paypal are done differently on Godaddy servers.

If you are not sure, select "All Others".

Paypal E-Mail Account(s)

Primary E-Mail

This is the email address id of your main PayPal business or Premier PayPal account.

Use Micro-Payment account

Check this box to enable the ability to use a different e-mail account for orders under a certain amount.

Using a separate account for Micropayments is a way to use a different account which is specifically set up in Paypal with different merchant fees and rates that are more desirable for small payments.

See https://www.paypal.com/IntegrationCenter/ic_micropayments.html on the paypal.com site for more information.

For transactions less than

This is the dollar amount, for how low an order total must be before it is considered a micro payment, and thus uses the micro payment Paypal account. We recommend leaving at the default of \$12 unless using a different currency.

Micro-Payment E-Mail

Only used when [Use Micro-Payment account](#) is checked. This is the e-mail account to use when processing orders that fall under the [For transactions less than](#) setting.

URL Of Company Logo

This image will appear on the paypal payment form as your company logo. The url you enter must be an absolute https url, e.g. <https://www.yoursite.com/image/someimage.jpg>. It cannot be a relative url. Make sure the url is https so your users will not receive the non-secure page error while at paypal.com.

Title of Item Sent to PayPal

This is the title that will be sent to Paypal, and displayed on Paypal when the user is paying for anything using Paypal.

Currency Type you Accept at PayPal

This is the currency you accept at PayPal. PayPal only accepts certain currencies (found in the drop-down) at this time. Specify which one of those you accept here.

Currency Multiplier

This is the multiplier your total will be multiplied by to get the PayPal Currency Total for the current transaction. For example, if your site accepts Mexican Pesos, but you can only accept US Dollars through your PayPal account¹⁾, you must enter a rate multiplier to find the cost of the listing in US dollars. Round the exchange multiplier to 4 decimal places (e.g. 11.1111).

¹⁾

Paypal actually now accepts Mexican Pesos, but for this illustration pretend they do not

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