

**Woo** **COMMERCE**

# ValorPay Installation Guide



# GENERATING API KEYS

## OBJECTIVE

To perform any request on Valor virtual terminal, one should have the following credentials:

## API ID (APP ID)

- API ID represents the merchant API; A merchant can create an API ID using the Valor portal

## API KEY

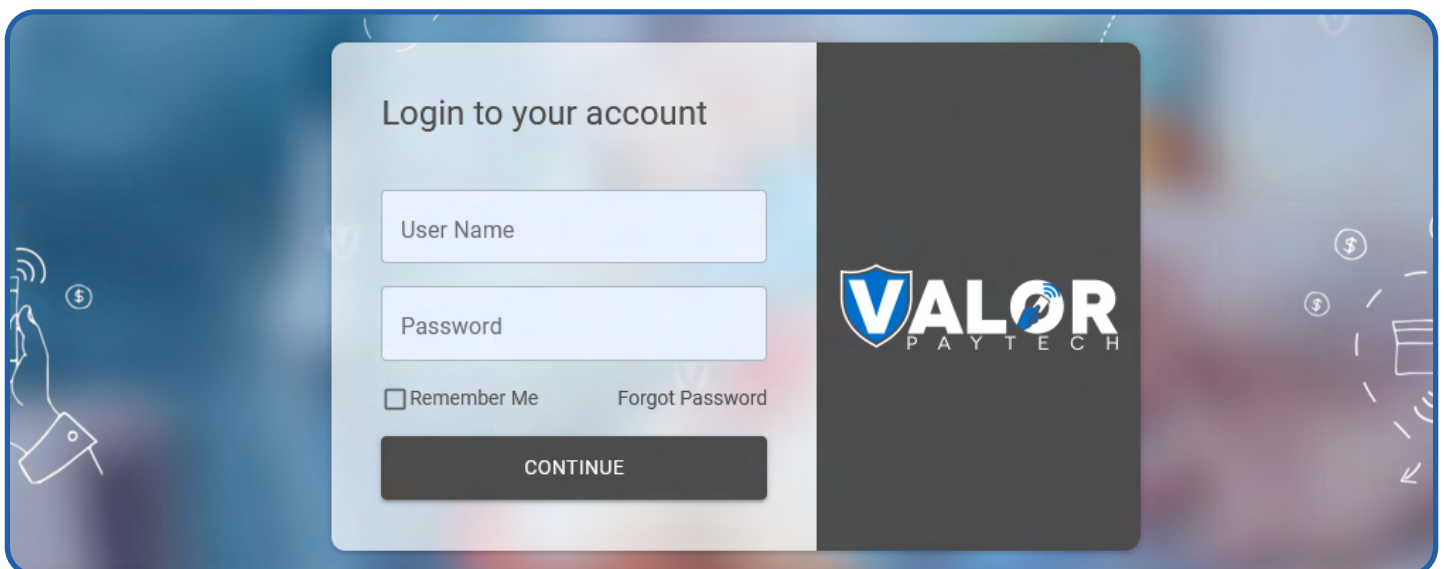
- API KEY represents the EPI of the merchant, technically a merchant can have only one API ID but based on the count of the API KEY, a merchant can have several API KEYS
- Merchant can create their own API KEY using the Valor portal

## EPI

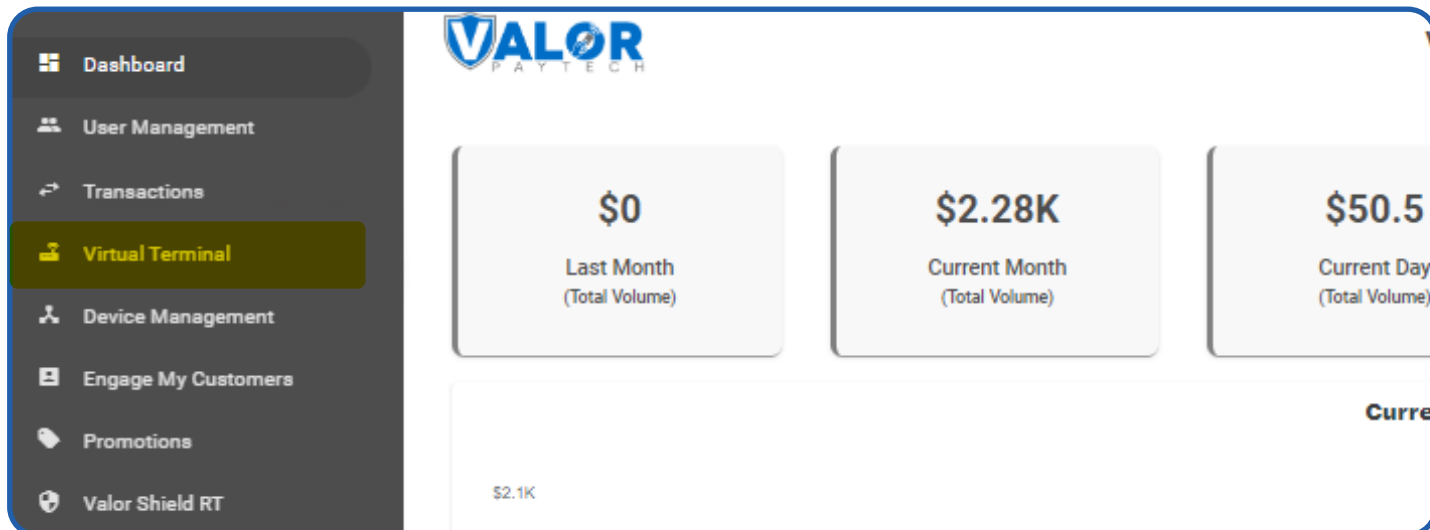
- Basically EPI is an End Point Identifier, Identify the device on valor infrastructure, any devices including virtual terminal will be identified as an EPI, typically its a 10 digit number start with 2.

## STEPS TO CREATE API ID AND API KEY

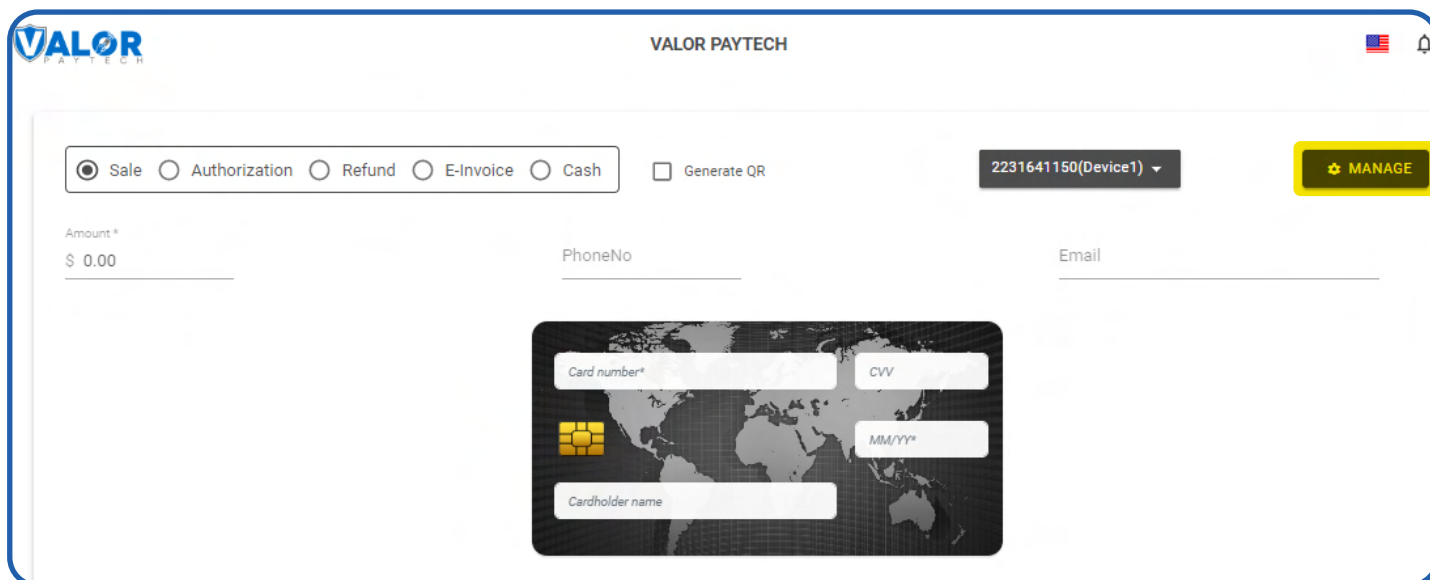
### STEP 1 - Log Into The Valor Portal



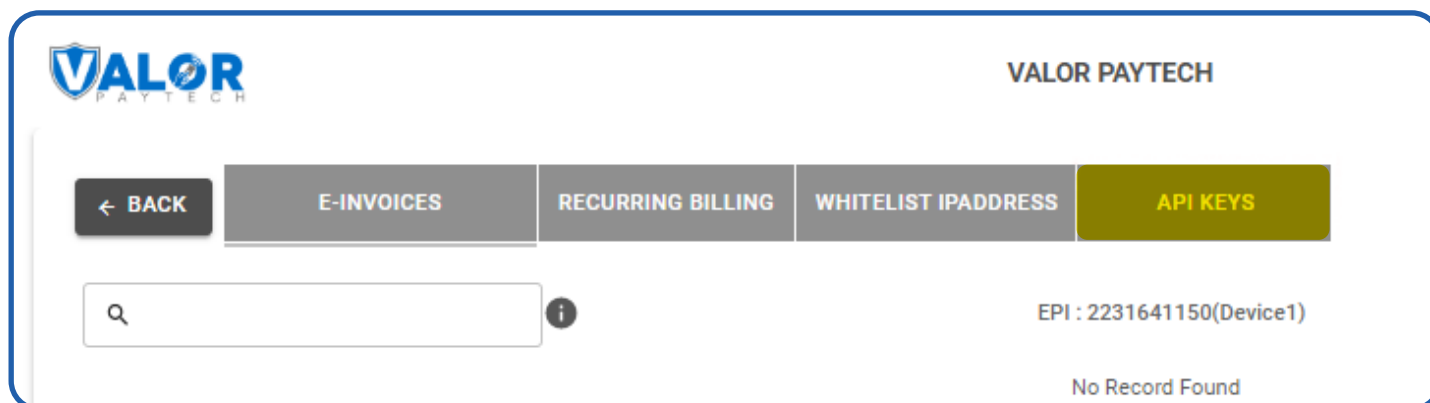
## STEP 2 - Click Virtual Terminal in menu



## STEP 3 - Click Manage Button



## STEP 4 - Select API KEYS Tab



**STEP 5** - Here you need to select the EPI to generate API Key.

VALOR PAYTECH

← BACK E-INVOICES RECURRING BILLING WHITELIST IPADDRESS API KEYS

App Id:  
9MVSArvOvUJoK9eOdj5Vx5r

2FA Required

EPI  
2231641150  
2232957159  
2307284375

Api Key

CANCEL SAVE

**STEP 6** - Press **Save** after generating API Key.

VALOR PAYTECH

← BACK E-INVOICES RECURRING BILLING WHITELIST IPADDRESS API KEYS

App Id:  
9MVSArvOvUJoK9eOdj5Vx5r

2FA Required

EPI  
2231641150

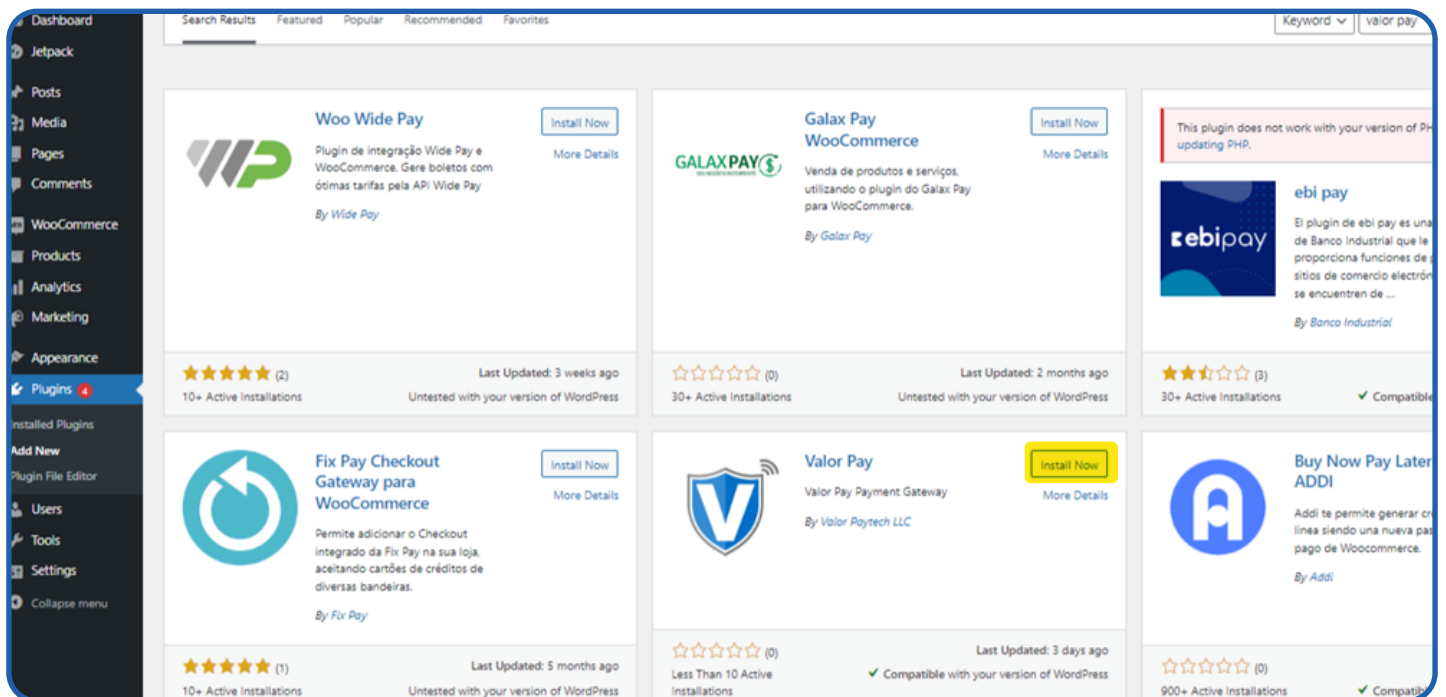
Api Key  
L5nVz18uf2VSKwODQjb63Lj

CANCEL SAVE

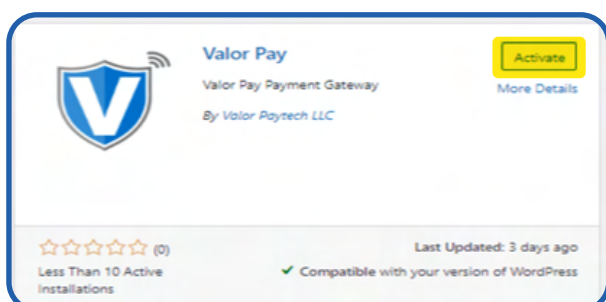
Once you installed WordPress extension use this credentials in the payment gateway configuration

# Install a Plugin using WordPress Plugin Search

1. Log in to your WordPress dashboard by going to your website's domain followed by "/wp-admin". For example, "www.yourwebsite.com/wp-admin".
2. From the left-hand menu, click on "Plugins" and then click on **Add New**.
3. In the search bar at the top-right corner, type in the name plugin **"valor pay"**.
4. Browse through the search results to find the **Valor Pay** you want to install. You can click on the **More Details** button to learn more about the plugin, including its features and compatibility.
5. Click on the **Install Now** button next to the plugin you want to install.



6. Wait for the installation process to finish. It usually takes a few seconds.
7. Once the installation is complete, click on the **Activate** button to activate the plugin.
8. In the **Installed Plugin** you can find the **Valor Pay** plugin.

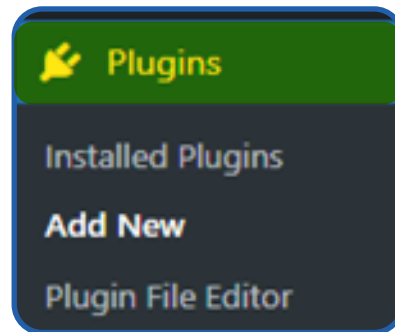


# To manually add a plugin to your WordPress website

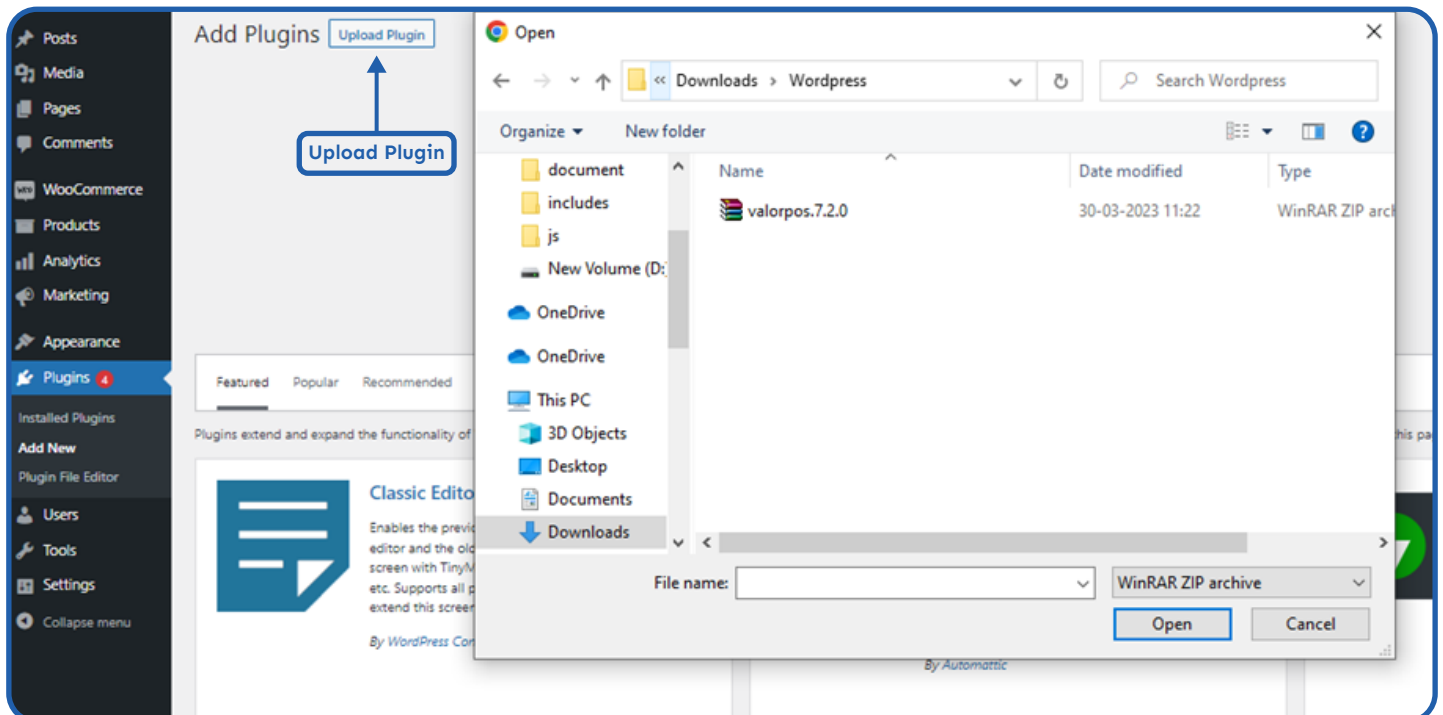
Once you have downloaded the plugin from [Valor Pay Plugin](#) . There are two methods to install a plugin in Wordpress, one using WordPress Admin Plugin Upload and another using FTP client.

## Upload From Admin

1. Once you logged into your wordpress admin, Go to **Plugins > Add New**



2. Then click **Upload Plugin** and **Choose File**, Upload the plugin zip downloaded from the Wordpress plugin Marketplace.



3. Once file uploaded click **Install Now** and **Activate Plugin**

## Installing plugin from uploaded file: wc-valorpay.7.0.1.zip

Unpacking the package...

Installing the plugin...

Plugin installed successfully.

**Activate Plugin**

[Go to Plugin Installer](#)

## Upload From FTP

1. Go to your wordpress root directory **<Wordpress Root Dir>/wp-content/plugins**
2. Upload the unzip Valor Pay plugin folder.
3. To activate the plugin go to wordpress admin panel **Plugins > Installed Plugins** and click **Activate**.

<input type="checkbox"/>	<b>Valor Pay</b>	Adds the Valor Payment Gateway to WooCommerce.
	<b>Activate</b> Delete	Version 7.0.1   By Valor Paytech LLC   <a href="#">Visit plugin site</a>

## Plugin Configuration

To configure the Valor Pay plugin use any one of the below options.

- 1.To configure the Valor Pay plugin go to Settings from the plugin link

<input type="checkbox"/>	<b>Valor Pay</b>	Adds the Valor Payment Gateway to WooCommerce.
	<b>Settings</b> Deactivate	Version 7.0.1   By Valor Paytech LLC   <a href="#">Visit plugin site</a>

- 2.Or go to **Woocommerce > Settings > "Payments" tab > Valor Pay**

Here you need to configure the APP ID, APP KEY and EPI. Refer to the **Generating API Keys** section to get APP ID, APP KEY and EPI from the valor portal.



### Valor Pay - we have got u cover [?](#)

Take payments via Valorpay.

Enable/Disable  Enable Valor Pay

Title  Valor Pay

Use Sandbox  Enable sandbox mode - live payments will not be taken if enabled.

APP ID   
Please email support@valorpaytech.com to get to know about your APP ID. ( In demo mode APP ID is not needed )

APP KEY   
Please email support@valorpaytech.com to get to know about your APP KEY. ( In demo mode APP KEY is not needed )

EPI   
Please email support@valorpaytech.com to get to know about your EPI ID. ( In demo mode EPI ID is not needed )

Payment Method

Surcharge Mode  Enable Surcharge Mode

## Surcharge Mode

Enable only if you want all transactions to fall on surcharge mode, Merchant must have got an Surcharge MID inorder to work.

## Address Verification System (AVS)

The AVS configuration should be matched with the portal AVS configuration in your **Device Management**. Allowed options are **None**, **Zip Only**, **Address Only** and **Zip & Address**. Based on the payment method configuration Zip and address fields are displayed in the checkout page.

## Payment Failed Tracker

To block Valor Pay payment method after a specific number of failed transactions. We use the Payment Failed Tracker. In the **Decline Transaction Count** we have a number of failed payment counts and in the **Block Payment For** we set the time to block the payment method.



### Payment Failed Tracker

Enable Protection

Disable the payment method in the checkout page for failed transactions. [Unblock IP](#)

Declined Transaction Count

3

Block Payment For

1 min

You can also manually unblock an IP by deleting the IP from the list. You can find the Blocked IPs list at the end of the Valor Pay settings page or Click the **Unblock IP** link below the Payment Failed Tracker to scroll down to the payment failed tracker.

### Payment Failed Tracker

IP	Failed Date	Failed Count	Blocked	Action
No failed payment				

# Payment Method Frontend

Once the ValorPay Enabled and Configured we can view the payment Gateway in the checkout page. To process transactions we need to enter the Card information.

The screenshot displays a checkout page with the following sections:

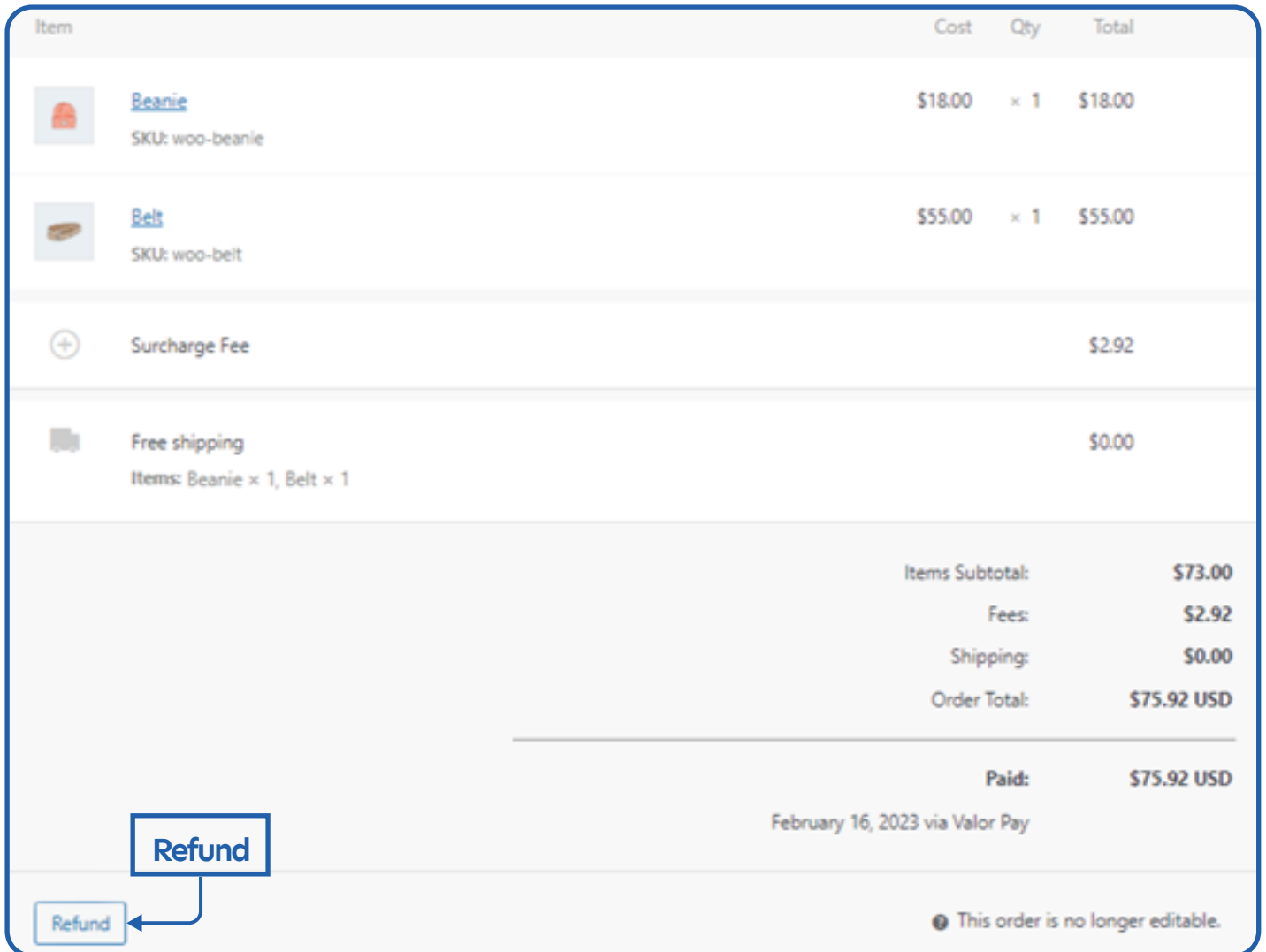
- Billing details:** Includes fields for First name (Valor), Last name (Test), Company name (optional), Country / Region (United States (US)), Street address (9th Avenue), Apartment, suite, unit, etc. (optional), Town / City (New York City), State (New York), ZIP Code (10001), Phone (9876543210), and Email address (support@valorpaytech.com).
- Your order:** A table showing the product (Test product x 1) with a subtotal of \$1.00. A Surcharge Fee of \$0.05 is highlighted in yellow, resulting in a Total of \$1.05.
- Payment options:** Valor Pay is selected, along with logos for American Express, Mastercard, Visa, Discover, and iDEAL.
- Card information:** Fields for Card number (masked with asterisks), Expiry (MM/YY), and Card code (CVC).
- AVS Fields:** Fields for Zip Code and Street No. are highlighted in yellow.
- Additional information:** A section for Order notes (optional) with a placeholder text: "Notes about your order, e.g. special notes for delivery."
- Privacy notice:** A text block stating: "Your personal data will be used to process your order, support your experience throughout this website, and for other purposes described in our [privacy policy](#)."
- Place order:** A prominent black button with white text.

Based on the Surcharge configurations fee is displayed in the frontend checkout page.





# Refund Using Valor Pay

Follow below steps to refund an order

1. Login into Wordpress Admin.
2. In admin menu select **Woocommerce** > **Orders** and select the order which you want to refund.
3. Click the refund button in the left below corner of the order items section.



The screenshot displays a WooCommerce order summary. The items listed are:


Item	Cost	Qty	Total
 <b>Beanie</b> SKU: woo-beanie	\$18.00	× 1	\$18.00
 <b>Belt</b> SKU: woo-belt	\$55.00	× 1	\$55.00
 Surcharge Fee			\$2.92
 Free shipping Items: Beanie × 1, Belt × 1			\$0.00

Summary:

Items Subtotal:	\$73.00
Fees:	\$2.92
Shipping:	\$0.00
Order Total:	\$75.92 USD
Paid:	\$75.92 USD

February 16, 2023 via Valor Pay

**Refund** (highlighted in a red box with an arrow pointing to the 'Refund' button in the bottom left corner)

 This order is no longer editable.

4. Enter the Refund Amount or use the Qty to refund a specific amount of item.

Item	Cost	Qty	Total
Cap SKU: woo-cap	\$16.00	<input type="text" value="3"/> <input type="text" value="1"/>	\$48.00 <input type="text" value="16"/>
Belt SKU: woo-belt	\$55.00	<input type="text" value="1"/> <input type="text" value="0"/>	\$55.00 <input type="text" value="0"/>
<input type="checkbox"/> Surcharge Fee			\$4.12 <input type="text" value="0"/>
<input type="checkbox"/> Free shipping Items: Cap x 3, Belt x 1			\$0.00 <input type="text" value="0"/>

Restock refunded items:   
 Amount already refunded: -\$0.00  
 Total available to refund: \$107.12

Cancel

5. Then Click the **Refund via Valor Pay** and it will show you a popup to enter the OTP for refund. **Note:** OTP sent to merchant email and phone number.

### Two Factor Authentication ✕

Enter OTP 
OTP Expires in 00m : 39s

OTP sent to your registered Email Address `supp***@valorpaytech.com` and Mobile Number `*****3210`

6. Once the OTP entered and submitted, based on the response Success or Failure message is shown.

T H A N K Y O U

2 Jericho Plaza, Suite 304,  
Jericho, NY 11753, United States

[valorpaytech.com](http://valorpaytech.com)



Copyright © 2023, Valor PayTech, LLC. All rights reserved.

This document is protected by U.S. and International copyright laws. Reproduction and/or distribution of the contents of this publication without the express written consent of the owner is prohibited.



Scan to contact  
Sales Team.

THE FUTURE OF PAYMENT TECHNOLOGY



1.800.615.8755

[sales@valorpaytech.com](mailto:sales@valorpaytech.com)