EBusiness Development Requirements

Set Up Departmental Web Page(s)

The department website will be required to pass the following six parameters to the initial EBusiness page via an http post. The parameter names are in blue.

1) Local Merchant ID: **LMID** – 6 characters *(the LMID is provided by ITS)*

The LMID is a unique six digit number that is used to identify each EBusiness departmental account. A department may have multiple EBusiness accounts for different purposes. Each account is associated with a specific PeopleSoft Financials speedtype and account number.

The department contact will be notified of their test LMID when the account has been set up and approved by the Comptroller's office. Once the department is finished testing their application with EBusiness, a request should be made to ITS for the production LMID.

HTML Example: `<INPUT TYPE="hidden" NAME="LMID" VALUE="000026">`

2) Unique Transaction ID: **unique_id** – up to 200 characters

This is the unique identifier assigned by the department website that will be used to trace the transaction from the client machine to the server and back.

One example of a unique identifier can be the site name or department name in combination with a sequential or randomly-generated number, such as shown in the HTML Example below. There are many departments utilizing EBusiness so please keep this field as unique as possible. Also, please avoid using special characters in the unique identifier (allowable characters are letters, numbers, underscores and dashes).

HTML Example: `<INPUT TYPE="hidden" NAME="unique_id" VALUE="745GradApp">`

3) Amount to Bill: **sTotal** – up to 15 characters

This is the total amount for the transaction that is to be sent to CyberSource for authorization/capture.

The department can utilize the optional Comments parameter if they want to specify a breakdown of the total; alternatively, utilize the optional Item Detail feature (see below).

HTML Example: `<INPUT TYPE="hidden" NAME="sTotal" VALUE="25.00">  (post unformatted value - i.e., no $)`

4) Title/Website Name: **webTitle** – up to 40 characters

This is the name that will appear at the top of all of the EBusiness form web pages.

HTML Example: `<INPUT TYPE="hidden" NAME="webTitle" VALUE="Graduate Admissions">`
5) **Transaction Description:**  
Trans_Desc – up to 150 characters. See Item Detail below if multiple line items will be passed!

This description of what was purchased will be displayed on the EBusiness confirmation and receipt web pages as well as the receipt that is emailed to the purchaser.

HTML Example: `<INPUT TYPE="hidden" NAME="Trans_Desc" VALUE="NAU Graduate College application fee">`

6) **Contact Information:** contact_info – up to 500 characters

This information will be displayed on the EBusiness receipt that is emailed to the customer, embedded in this sentence: “If you have any questions regarding this transaction, please contact webTitle at: contact_info.”

HTML Example: `<INPUT TYPE="hidden" NAME="contact_info" VALUE="(928)523-0000 or email at GraduateCollege@nau.edu">`

### OPTIONAL FIELDS to post

1) **Return URL (OPTIONAL):** return_url

This allows you to provide a dynamic URL to display at the bottom of the receipt web page. The customer can select this link after the payment has been submitted and approved. If this option is not used, the static department URL submitted on the account request will be used. The text for the return URL will be: “Return to webTitle”

HTML Example: `<INPUT TYPE="hidden" NAME="return_url" VALUE="http://www.nau.edu">`

2) **Return Html (OPTIONAL):** return_html

Another option is to send HTML with an embedded URL to provide instructions to the customer once they have successfully paid. This HTML will display at the bottom of the receipt web page once the payment has been successfully processed.

An example of the hidden field with HTML that includes an embedded URL:

```
<INPUT TYPE="hidden" NAME="return_html" VALUE="<p>Please click <a href='http://www.nau.edu'>here</a> to continue with the Online Training Course.</p>">
```

3) **Billing Address Information (OPTIONAL):**

The department can pass the billing address to EBusiness so the customer doesn't have to type it in when they get to the first EBusiness page (billing input form). This address/information should be the same as the information on the credit card holder’s statement.

- `BILL_CUSTOMER_FIRSTNAME` up to 60 characters
- `BILL_CUSTOMER_LASTNAME` up to 60 characters
- `BILL_ADDRESS1` up to 60 characters
4) Item Detail (OPTIONAL):

If customers might be purchasing multiple items in a single transaction, the department can pass
an “array” of the detailed information for the items purchased. This detailed information will
display on the confirmation web page, the receipt web page and also on the customer’s emailed receipt.

You can visualize the structure of the array as two-dimensional, with the first index representing
the specific type of data, and the second index representing the item number. Note that both
indices are zero-based, meaning they start at 0 rather than 1.

arrayName(x,y) where x ranges from 0 to 5 or 6, and y ranges from 0 to (the number of items
purchased, minus one).

arrayName(0,y) = item description (up to 150 characters)
arrayName(1,y) = quantity (up to 5 characters)
arrayName(2,y) = item price (up to 10 characters)
arrayName(3,y) = item total (up to 15 characters)
arrayName(4,y) = department’s PSF (PeopleSoft Financials) speedtype (10 characters)
arrayName(5,y) = department’s PSF account number (6 characters)
arrayName(6,y) = department’s PSF subdept (if any; can be left off if no subdept) (4 characters)

The array name and array elements are passed as individual hidden inputs. The name of the
array is up to you (in the example below, it is “myData”), but the format of the element names
must be as shown below (arrayName_item_x,y).

<input type="hidden" name="arrayname" value="myData">

<input type="hidden" name="myData_item_0,0" value="Adobe Writer CD">
<input type="hidden" name="myData_item_1,0" value="1">
<input type="hidden" name="myData_item_2,0" value="50.00">
<input type="hidden" name="myData_item_3,0" value="50.00">
<input type="hidden" name="myData_item_4,0" value="6000010F25">
<input type="hidden" name="myData_item_5,0" value="551000">
<input type="hidden" name="myData_item_6,0" value="SCAN">

<input type="hidden" name="myData_item_0,1" value="MS Office CD">
<input type="hidden" name="myData_item_1,1" value="2">
<input type="hidden" name="myData_item_2,1" value="10.00">
<input type="hidden" name="myData_item_3,1" value="20.00">
<input type="hidden" name="myData_item_4,1" value="6000090F25">
<input type="hidden" name="myData_item_5,1" value="551035">
We will be comparing the total amount parameter that is passed to EBusiness ("sTotal") to the detailed item totals. If the two amounts do not agree, the customer receives an error message and cannot proceed with the online payment. Also, please be sure to use your own department’s PSF speedtype, account and subdept values, rather than those shown in the example above.

There is no longer any need to pass the "arrayname_Size_y" parameter for the number of items purchased. This is inferred from the number of data items in the array.

5) Conf ID (OPTIONAL): conf_id – up to 50 characters

This field can be used for any additional (brief) information for the transaction that would be helpful to see on the daily emailed PS Financials report. It is added to the end of the unique_id for that report only. For example, this field might hold the institution or company of the purchaser.

HTML Example: <INPUT TYPE="hidden" NAME="conf_id" VALUE="Texas A&M University">

6) Additional Note (OPTIONAL): note

This is used to provide additional instructions or information to the purchaser. It is included as a “Please Note: " sentence near the bottom of the receipt web page, and also near the top of the emailed receipt.

HTML Example: <INPUT TYPE="hidden" NAME="note" VALUE="Please pick up your item at the front desk.">

7) Comments (OPTIONAL): Comments – up to 2000 characters

Departments may want to use this field to document how the fee is to be applied, although this is only stored in the EBusiness database. The comments do not appear on the daily emailed reports, nor do they appear on the receipt web page or receipt email.

HTML Example: <INPUT TYPE="hidden" NAME="Comments" VALUE="Client: Johnny Doe; Payer: Jane Doe">