GEMSPAY COLLECTION INTEGRATION USER'S GUIDE

Prepared by



Gems Consulting Company Ltd.

Plot 2D Obasa Close, Off Oba Akran, Ikeja, Lagos

March 2024

Contents

| General | 2 |
|---------------------------|---|
| | |
| Customer reserved account | 3 |
| | |
| Payment link | 5 |
| | |

General

The Gemspay collection is enabled and setup by configuring a few items.

The number sequence is first set up in the **Organisation Administration** module. The number sequence that is set up here is then selected in the **Gemspay**. To set up number sequence follow the below steps.

| Fi | nance and Operations Gemspa | ay 📏 Gemspay parameters 📏 Ger | nspay parameters | | USM | ИF , | ρ | Q | ٢ | ŵ | ? | AD |
|----|-------------------------------------------------|-------------------------------|------------------|--------------|---------------------------------|-------|---------------|--------|------|--------------|---|----|
| < | - Save Options \mathcal{P} | | | | | | | | | ⊗ 0 | Ö | ы |
| \$ | ^{itandard view∨} Gemspay parameters | 5 | | | | | | | | | | |
| | General | General setup | | | | | | | | | | |
| | Virtual bank | Use Gemspay | Gems secret key | Bank account | Auto post customer payment jou. | . Nan | ne | | | | | |
| | Get virtual providers | Yes Yes | | USMF OPER 🗸 | No | Ge | nJrn hod o | f payn | nent | \sim | | |
| | Create customers | | | | | CA | SH | | | \checkmark | | |
| | Create customer reserved account | | | | | | | | | | | |
| | Validate customer account | | | | | | | | | | | |
| | Payment | | | | | | | | | | | |
| | Number sequences | | | | | | | | | | | |
| | | | | | | | | | | | | |

Navigation: Modules => Gemspay => Setup => Gemspay parameters

Use Gemspay

The use Gemspay switchbox enables, the use of Gemspay for collection.

Gemspay secret key

The Gemspay secret key integrates Gemspay solutions with Dynamics 365 Finance. It is available on the merchant account.

Auto post customer payment journal

This parameter automatically posts a customer payment journal when a customer pays via Gemspay virtual account or via Gemspay payment link.

Bank account.

This parameter specifies the Subledger bank account to be used while creating customer payment journal.

Journal name.

This parameter lets you choose the journal batch to use for customer journal creation.

Customer reserved account

Customer virtual account is dedicated bank account assigned to individual customer for payment.





To create a virtual account:

Gemspay -> Common -> Customer reserved account

- On the action pane, click the **New** button.
- In the customer account field, select a customer.
- The customer details such as name, email address, bank account number are automatically populated.
- On the action pane, under the **Account** button group, click on the **Create customer** to generate a Gemspay customer account (customer reference)
- On the action pane, under the **Account** button group, click on the **Create reserved account** to generate a virtual account for the customer.

The virtual account created is reserved and dedicated to the customer for payment. This account would display on invoices.

Payment link

Payment link makes collection easy for one payment.

A payment link can be created on Gemspay platform and used on customer invoices.

| Finance and Operations Gen | nspay 〉 Gemspay parameters 〉 Invoice type | | | | | | |
|-------------------------------------------------------------------------------|-------------------------------------------|--|--|--|--|--|--|
| \leftarrow \square Save $+$ New $\boxed{10}$ Delete Options \sim | | | | | | | |
| Invoice type | | | | | | | |
| Standard view~ | | | | | | | |
| P Filter | | | | | | | |
| ○ C Invoice type | Payment link | | | | | | |
| D365FO training | https://pay-dev.gemspays | | | | | | |
| Consulting fees | https://pay-dev.gemspaysol | | | | | | |
| | | | | | | | |