

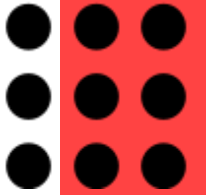
PowerSuite

EASY | ROBUST | PROVEN

BPAY Development



Overview

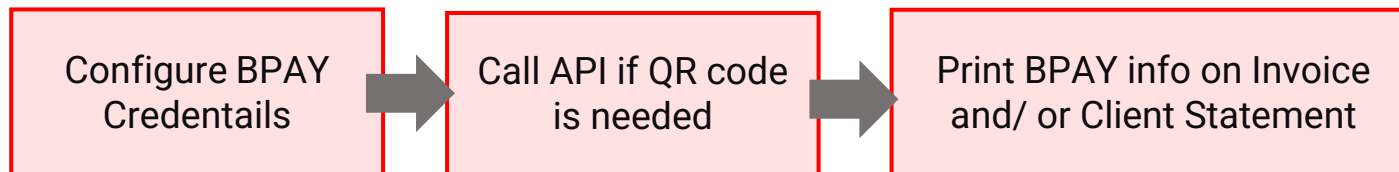


Set-up / Configuration


- Request Account from BPAY
- Login to PowerSuite & Configure BPAY Credentials
- Inform related Bank to change the length of Reference Number to 13



Provide BPAY info on Invoice & Client Statement



BPAY Development on PowerSuite



Set-up & Configuration
(Include Branch Setting)



Print Invoice



Print Client Statement

Set-up & Configuration (Include Branch Setting)



Configure BPAY Credentials in PowerSuite

1

For agencies with BPAY accounts currently, no further sign-up is required. Please prepare the following to complete the BPAY/PowerSuite Integration:

- BPAY Biller Code
- API access key and password if BPAY QR code is required
- Inform the Bank to change the length of Reference Number to 13.

2

For new agencies, please sign-up BPAY account through <https://bpaygroup.com.au/contact-us/>
BPAY support team will provide necessary supports to the agency owner.
After that, inform the Bank to change the length of Reference Number to 13.

Configure BPAY Credentials in PowerSuite (Applies for **ALL** Invoice & Client Statement)

3a

Go to PowerSuite > Setting (Wheel icon at the right-hand corner) > System Table > Payment Gateway Maintenance. Click on the **[Payment Gateway Maintenance]**:

The screenshot displays the 'System Table Search' interface in PowerSuite. At the top, there is a search bar with the text 'System Table Search' and a 'Booking No.' field. Below this, a blue header bar contains the text 'System Table Search'. The main area features a search form with a 'Category' dropdown set to 'All' and a search input field containing the placeholder text 'Please input system table name for searching'. To the right of the search input are 'Search' and 'Reset' buttons. Below the search form, there is a 'Show 15 entries' indicator and a 'Filter' dropdown. The search results are displayed in a table with two columns: 'System Table' and 'Category'. The first entry is 'Payment Gateway Maintenance' under the 'Back Office' category, and this entry is highlighted with a red border. At the bottom left, it says 'Showing 1 to 1 of 1 entries'. At the bottom right, there are navigation buttons: 'FIRST', 'PREV', '1' (selected), 'NEXT', and 'LAST'.

System Table	Category
Payment Gateway Maintenance	Back Office

Configure BPAY Credentials as per Branch Level (Applies for **Specific Branch** Invoice & Client Statement)

3b

Go to PowerSuite > Setting (Wheel icon at the right-hand corner) > Branch. Click on the **[Branch Code]**
Go to Payment Gateway section.

Branch

Please input the branch code or branch name

Show 15 entries

	Branch Code	Branch Name	Type	Document Prefix	Location	IATA No.	PCC	City Code	Create Date
1	AD		Branch	AD					

Go to Payment Gateway section. Click on the **[BPAY]**

Payment Gateway


BPay

Configure BPAY Credentials in PowerSuite

Provide BPAY information with QR code

4a

- Select “BPAY” as the Name of the payment gateway
 - Input the following that from BPAY
 - Input agency’s Biller Code, API Access Key, and Password
 - Include QR code [checkbox] –
 - Check if user would like to have BPAY information with QR code.
 - Activation Date – Start date that bpay information is printed on document.
 - Apply To – BPAY information applies to document
 - Instruction – BPAY pay and receive details
- Click on **[Save]** to complete the configuration

Name	BPAY	Biller Code	1234	
Include QR Code	<input checked="" type="checkbox"/>			
API URL	https://api.bpaygroup.com.au			
API Access Key		Password		
Activation Date	18FEB21	Apply To	Invoice and Client Statement	
Instruction	Telephone & Internet Banking - BPAY® Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. To use the QR code, use the reader within your mobile banking group. More info: www.bpay.com.au			


For further assistance on integration, please send a request to PowerSuite Support Team anzsupport@xmlhk.com

Configure BPAY Credentials in PowerSuite

Provide BPAY information without QR code

4b

- Select “BPAY” as the Name of the payment gateway
 - Input the following that from BPAY
 - Input agency’s Biller Code
 - Include QR code [checkbox] –
 - Uncheck if user would like to BPAY information without QR code.
 - Activation Date – Start date that bpay information is printed on document.
 - Apply To – BPAY information applies to document
 - Instruction – BPAY pay and receive details
- Click on **[Save]** to complete the configuration

Name	BPAY	Biller Code	1234	
Include QR Code	<input type="checkbox"/>			
Activation Date	18FEB21	Apply To	Invoice and Client Statement	
Instruction	Telephone & Internet Banking - BPAY® Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: www.bpay.com.au			

For further assistance on integration, please send a request to PowerSuite Support Team

anzsupport@xmlhk.com

Print Invoice



via 'Order' Module in PowerSuite

Print Invoice for customer

The screenshot displays the Powersuite software interface. On the left is a navigation sidebar with a red header 'PS POWERSUITE' and a dark grey menu containing 'Dashboard', 'Task', 'Booking' (highlighted in green), 'Document', 'Customer', 'Campaign', 'Supplier', and 'Receipt'. The main area is titled 'Order' and shows details for 'Order - SO0000004264 (purma) - ABC RETAIL PROFILE - Balance'. A blue header bar contains 'Options' and 'Save' buttons. A dropdown menu is open from the 'Options' button, listing 'Options', 'Deposit', 'Balance', 'Quotation', 'Client Statement', 'Itinerary', 'Prepayment', and 'Invoice'. The 'Invoice' option is highlighted with a red box. A dark grey callout box at the top right contains the text 'Click on [Options] and select [Invoice]' with arrows pointing to the 'Options' button and the 'Invoice' option. At the bottom, there are icons for 'REMARKS', 'BILLING INFO.', 'CREDIT CARD', and 'UPLOAD FILES', along with a 'SK' label.

PS POWERSUITE

Order

Click on [Options] and select [Invoice]

Order - SO0000004264 (purma) - ABC RETAIL PROFILE - Balance

Options Save

Options

Deposit

Balance

Quotation

Client Statement

Itinerary

Prepayment

Invoice

REMARKS BILLING INFO. CREDIT CARD UPLOAD FILES SK

Order Type	Sales Order	Trip Date	23OCT20	Trip Deadline	
Booking Type	Retail	Customer No.	RETAIL	Name	ABC RETAIL
Sales ID	mary/Mary	Your Ref.		Our Ref.	
Campaign					
Contact					
Name	Surname	Given Name	Title	Email	Tel. Tel. A

Invoice – Show BPAY information with QR code

TAX INVOICE
ABC RETAIL PROFILE

ABN# 1286222133
No. INV000004514
Booking No. SO0000005995
Date 22-FEB-2021
Cust No. RETAIL
Consultant Tung Wong
Email tung.wong@xmlhk.com

Attn

Passenger(s):
B/C


Departure Date: 25-JAN-2022

Description	Currency	Unit Fare	Tax	GST	Qty	Amount	
1 Flight	AUD	\$52.00	\$0.00	\$0.00	1	\$52.00	
Routing	Dep. Date	Dep. Time	Arr. Date	Arr. Time	Airline	Flight No.	Class
HONG KONG/TAIPEI TAOYUAN AIRPORT	25JAN22	1000	25JAN22	1400	CX	001	K


This is an invoice remark
INV item Invoice Remarks

E. & O.E.

GST	AUD	\$0.00
Total Includes GST	AUD	\$52.00
Less Amount Received	AUD	\$52.00
Balance		\$0.00



Biller Code: 1234
Ref: 0200000045134



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Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. To use the QR code, use the reader within your mobile banking group.
More info: www.bpay.com.au

INV footer header

Payment Summary

FOP	Description	Currency	Amount	Drawer
Cash		AUD	\$52.00	ABC RETAIL PROFILE

BPAY biller code

Ref- Payment Gateway Reference Number
Format: 02 + <Invoice no. with numbers only> + <check digit no.>

QR Code

Instruction – Pay and receive details

Invoice – Show BPAY information without QR code


TAX INVOICE
ABC RETAIL PROFILE

Attn

Passenger(s):
B/C

Departure Date: 25-JAN-2022

Description	Currency	Unit Fare	Tax	GST	Qty	Amount	
1 Flight	AUD	\$52.00	\$0.00	\$0.00	1	\$52.00	
Routing	Dep. Date	Dep. Time	Arr. Date	Arr. Time	Airline	Flight No.	Class
HONG KONG/TAIPEI TAOYUAN AIRPORT	25JAN22	1000	25JAN22	1400	CX	001	K
This is an invoice remark INV itemInvoice Remarks							
E. & O.E.			GST	AUD		\$0.00	
			Total Includes GST	AUD		\$52.00	
			Less Amount Received	AUD		\$52.00	
			Balance			\$0.00	



Billers Code: 1234
Ref: 0200000045142

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 More info: www.bpay.com.au

INV footer header

Payment Summary

FOP	Description	Currency	Amount	Drawer
Cash		AUD	\$52.00	ABC RETAIL PROFILE

BPAY biller code

Ref- Payment Gateway Reference Number
Format: 02 + <Invoice no. with numbers only> + <check digit no.>

Instruction – Pay and receive details

Print Client Statement



via 'Order' Module in PowerSuite

Print Client Statement for customer

The screenshot displays the Powersuite software interface. On the left is a dark sidebar with navigation icons and labels: Dashboard, Task, Booking (highlighted in green), Document, Customer, Campaign, Supplier, and Receipt. The main area is titled 'Order' and shows details for 'Order - SO0000004264 (purma) - ABC RETAIL PROFILE - Balanced'. A blue 'Options' button is visible, with a dropdown menu open. The dropdown menu contains the following items: Options, Deposit, Balance, Quotation, Client Statement (highlighted with a red box), Itinerary, Prepayment, and Invoice. A black callout box at the top right contains the text 'Click on [Options] and select [Client Statement]', with arrows pointing to the 'Options' button and the 'Client Statement' menu item. At the bottom of the main area, there are several icons and labels: REMARKS, BILLING INFO., CREDIT CARD, and UPLOAD FILES.

Client Statement – Show BPAY information with QR code

CLIENT STATEMENT
ABC RETAIL PROFILE

ABN# 1266222133
Booking No. SO0000004264
Date 23-OCT-2020
Cust No. RETAIL
Consultant Purma Rf
Email purma.rifatika@applied-biz.com


Attn
CLIENT STATEMENT PREPARED FOR: NINA/ARINI MR

CS header
Friday 23 October 2020 - Misc. Product


0900 Description: Singapore 1 Day City Tour ADT
Start Date: 23OCT20 0900
End Date: 23OCT20 1200

Cost

Description	Currency	Unit Fare	Tax	Qty	GST	Amount
1 Misc. Product	AUD	\$1,000.00	\$0.00	1	\$0.00	\$1,000.00
Singapore 1 Day City Tour ADT ORDER						
GST						AUD \$0.00
Total Includes GST						AUD \$1,000.00
Less Amount Received						AUD \$1,000.00
Balance						\$0.00



Biller Code: 1234
Ref: 0100000042646



Telephone & Internet Banking - BPAY®
Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. To use the QR code, use the reader within your mobile banking group.
More info: www.bpay.com.au

Remarks
Booking Terms and Conditions
Please read the following terms and conditions carefully. You must not make any booking unless you understand and agree

Page 1 of 1

BPAY biller code

Ref- Payment Gateway Reference Number
Format: 01 + <Order no. with numbers only> + <check digit no.>

QR Code

Instruction – Pay and receive details

Client Statement – Show BPAY information without QR code

CLIENT STATEMENT
ABC RETAIL PROFILE

ABN# 1266222133
Booking No. SO0000004264
Date 23-OCT-2020
Cust No. RETAIL
Consultant Purma Rf
Email purma.rifatika@applied-biz.com

Attn
CLIENT STATEMENT PREPARED FOR: NINA/ARINI MR


CS header
Friday 23 October 2020 - Misc. Product

0900 Description: Singapore 1 Day City Tour ADT
Start Date: 23OCT20 0900
End Date: 23OCT20 1200

Cost

Description	Currency	Unit Fare	Tax	Qty	GST	Amount
1 Misc. Product	AUD	\$1,000.00	\$0.00	1	\$0.00	\$1,000.00
Singapore 1 Day City Tour ADT ORDER						

GST	AUD	\$0.00
Total Includes GST	AUD	\$1,000.00
Less Amount Received	AUD	\$1,000.00
Balance		\$0.00



Biller Code: 1234
Ref: 0100000042646

Telephone & Internet Banking - BPAY®
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Page 1 of 1

BPAY biller code

Ref- Payment Gateway Reference Number
Format: 01 + <Order no. with numbers only> + <check digit no.>

Instruction – Pay and receive details

Q&A

Q. What would happen if 'Activation Date' is empty?

A. In PowerSuite, the system would remove the BPAY information from ALL document, i.e. previous document and newly created document. This action is to maintain the consistency of document.

Q. What would the differences between Include QR code or not ?

A. In PowerSuite, system updates QR code and the instruction based on the Include QR code [checkbox].

- If the include QR code [checkbox] is checked, QR code is available in document and the below instruction is captured.

Telephone & Internet Banking - BPAY®

Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. To use the QR code, use the reader within your mobile banking group.

More info: www.bpay.com.au

- If the include QR code [checkbox] is unchecked, QR code is not available in document and the below instruction is captured.

Telephone & Internet Banking - BPAY®

Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account.

More info: www.bpay.com.au

Q&A

Q. When do we need to maintain BPAY as per Branch Level?

- A. In PowerSuite, system applies the general BPAY maintenance for ALL invoice and/ or Client Statement. As a result, user are suggested to maintain BPAY as per branch level if the either one below condition is met.
- Each branch has its own BPAY account.
 - Required to show different BPAY information in invoice and/ or Client Statement template

Q. Why does BPAY fail with message 'length of reference code is too long' ?

- A. Please inform your related Bank to change the length of Reference Number to 13. Then, it takes around 3 working days for the BPAY system to get ready once the Bank updated.

Need Help?

The logo for PowerSuite, featuring the word "PowerSuite" in a bold, red, sans-serif font on a white rectangular background.

PowerSuite

PowerSuite Support Team

E: anzsupport@xmlhk.com

Graham Whyte

Business Development Manager (AU/NZ)
PowerSuite

PH: 0407 752 086

E: gwbusinesssolutions.com

The logo for BPAY, featuring the letters "BPAY" in a bold, white, sans-serif font inside a black rectangular box with a white border.

BPAY

BPAY Group Support Team

<https://bpay.com.au/contactus>

<https://bpaygroup.com.au/contact-us/>