

**MANUAL GUIDE DOCUMENTATION**  
**3DOLPHIN SRM OMNI CHANNELS**

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**PAYMENT LIBRARY V4.9.1**



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## APPLICATION CHANGE CONTROL

Version	Date	Authors	Summary of Changes
1.0	13/06/2019	<i>InMotion</i>	<i>Original Document</i>
2.0	26/02/2020	<i>InMotion</i>	<i>Payment Library v4.8.2</i>
3.0	22/02/2020	<i>InMotion</i>	<i>Payment Library v4.9.0</i>
4.0	13/05/2020	<i>InMotion</i>	<i>Payment Library v4.9.1</i>

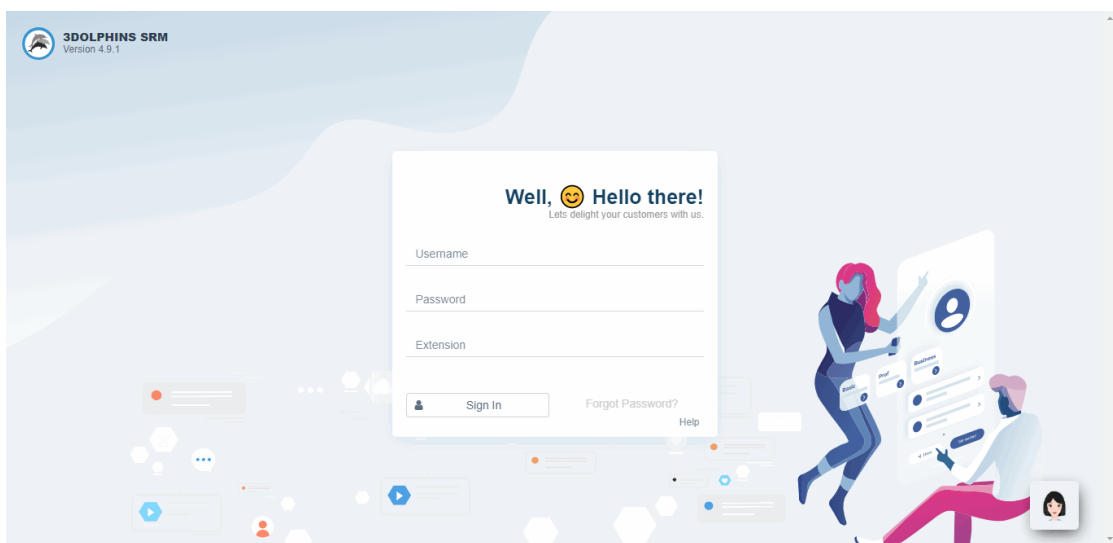
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## I. LOGIN

The mechanism for using Omni Channel SRM 3Dolphins v4.9.1 is as follows :

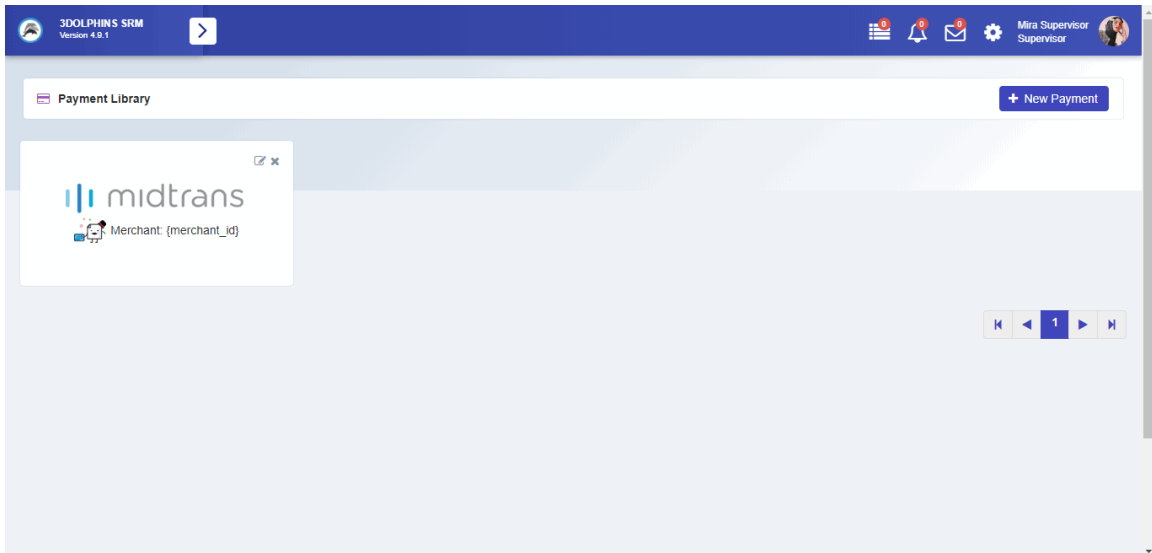
- Open the Web Browser on the computer.
- Enter the URL address in the web browser.
- In the login page of 3Dolphins SRM system, you can login as an '*Supervisor*'.
- Type your '**Username**' (your email address) and '**Password**' in the column provided.  
Note : Password is a combination of capital letters, lowercase letters, numbers, and symbols ,
- Press the '**Sign In**' button.



## II. PAYMENT LIBRARY

Payment library is a module that facilitates online payments or transactions that are integrated with one of the payment gateway services.

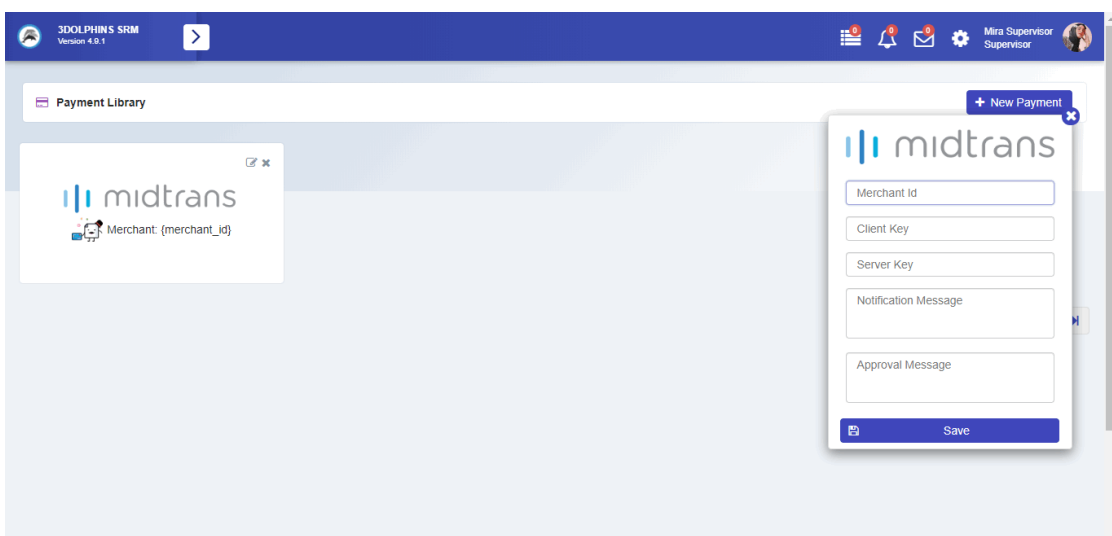
- Select the '**Bot Settings**' menu and then on the dropdown menus select the '**Payment Library**'. Then, you will see a payment library page,



### 2.1 Add New Payment

Before integrating with Midtrans, you need to register an account '*here*'. After signing up, you shall have access to Midtrans development/sandbox environment where you can play out with dummy transactions.

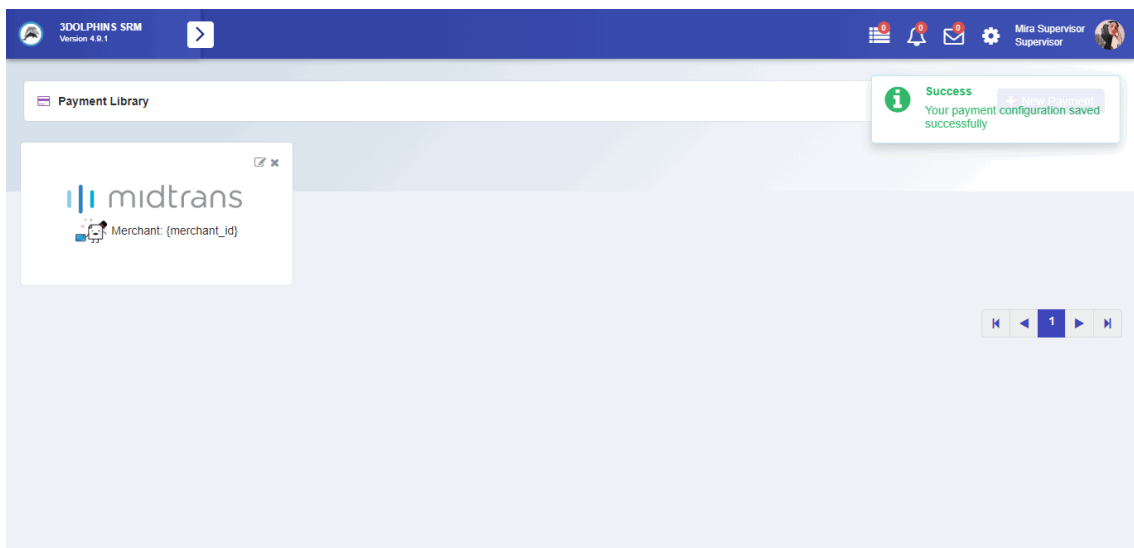
To configure the payment, in the upper right corner, click the '**+New Payment**' button. Then you will see a form new payment library, such as images below.



Field component explanation :

Field Name	Description
Merchant Id, Client Key and Server Key	This key is auto generated by system midtrans. You can see the key in the settings menu > Access Keys.
Notification Message	A <i>notification</i> of an transaction in progress.
Approval Message	Message when an transaction is success.

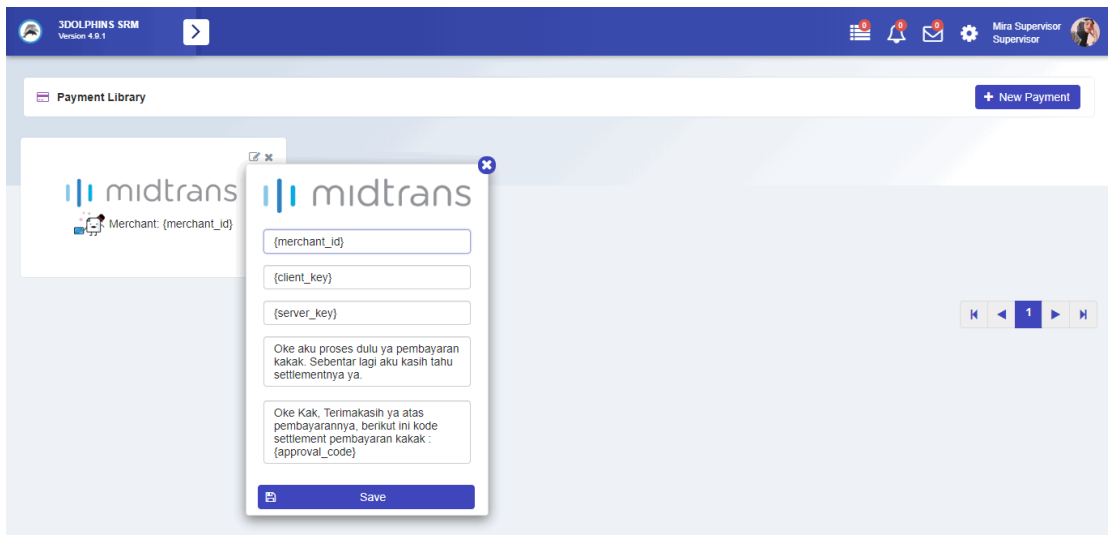
Enter field required, like merchant id, client key, server key, etc. and click '**Save**' button, then you will see a pop-up notification payments configuration saved successfully.



## 2.2 Edit Payment Library

Sometimes, you might need to edit a payment configuration. Maybe it's because you will updated notification message, approval message or other problem.

To edit payment configuration, you can select payment configuration and click the **edit** button. Update payment configuration as needed and then click the **'Save'** button. Then, the payment configuration will updated.



## 2.3 Delete Payment Library

Sometimes you need to remove the payment configuration from a system when it's no longer needed or other problem.

In the payment library page, select payment and click the **remove** icon. Then, you will be prompts to confirm the remove request, click **'Yes'** to proceed remove payment or you can click **'No'** to return to the payment library page.

