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## **How do I setup Paypal Pro in ShopFactory?**

Elenor A. - 2021-12-08 - Payment Settings

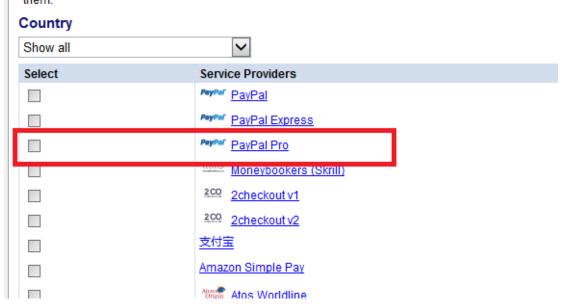
To accept PayPal Pro payments, you need a paid SF Cloud Total Care/GlobeCharge account, because you will need to upload your PayPal API Credentials Certificate to a secure server.

## How do I download my PayPal Pro API?

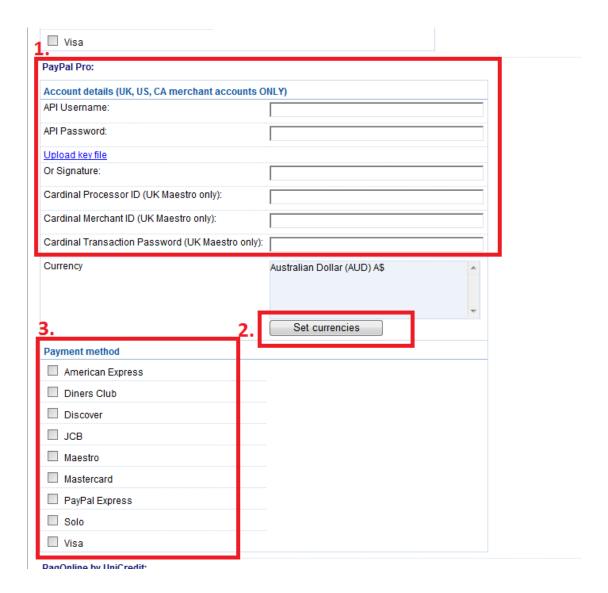
- 1. Login your your PayPal account.
- 2. Click on Profile in the menu
- 3. Under Account Information, Click on the link API Access
- 4. You will see a box Request API Credentials, click on the link View or Remove Credentials
- 5. Click on View or Remove Credentials
- 6. Click on Download certificate and save the file to your computer. You will need to upload this file into GlobeCharge.

## In ShopFactory

- Open shop in ShopFactory
- Click Central dropdown -> Payment methods accepted
- From the list of payment methods, tick <u>PayPal Pro</u>
  The partner companies listed below can approve payments made to you. You must have an account w them.



- Click Next
- In the next page, you must enter your PayPal Pro details.



a) Enter your API Signature details from your Paypal Pro Account.

## How do I obtain an API Signature?

- 1. Firstly you must have a valid Verified Paypal Business Account, if not go to <a href="https://www.paypal.com">www.paypal.com</a> and signup
- 2. Login to your paypal account at <a href="www.paypal.com">www.paypal.com</a>
- 3. Select the tab Profile
- 4. From the window above click on API Access
- 5. If you have not done so already click on Request API Creditentials
- 6. On the next window choose the API Signature Option and Submit
- b) Click on Set Currencies to choose currencies accepted in your Shop
- c) Select the Payment method you want to accept under PayPal Pro
- Click the Next button
- Click Finish