

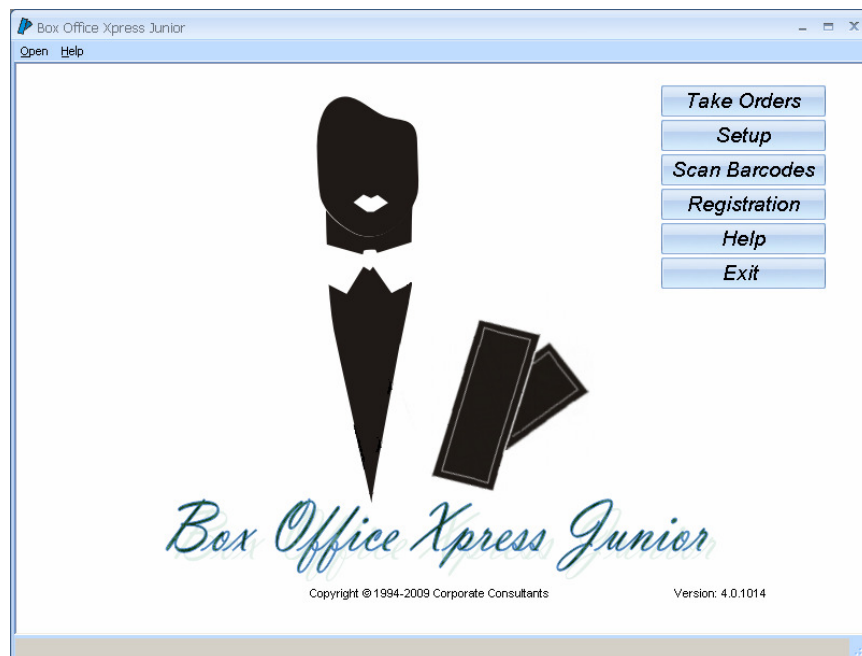


# Corporate Consultants Box Office Xpress Jr. X-Charge Integration Guide

1. Install the X-Charge Server preferably on the Box Office Xpress Jr. server and set it to run as a Windows Service. **This is an XpressLink Secure integration, and it requires X-Charge v7.0 or higher.** The X-Charge Client Software must be installed on all systems processing credit and debit cards. X-Charge prints the signature receipt and must be configured accordingly.

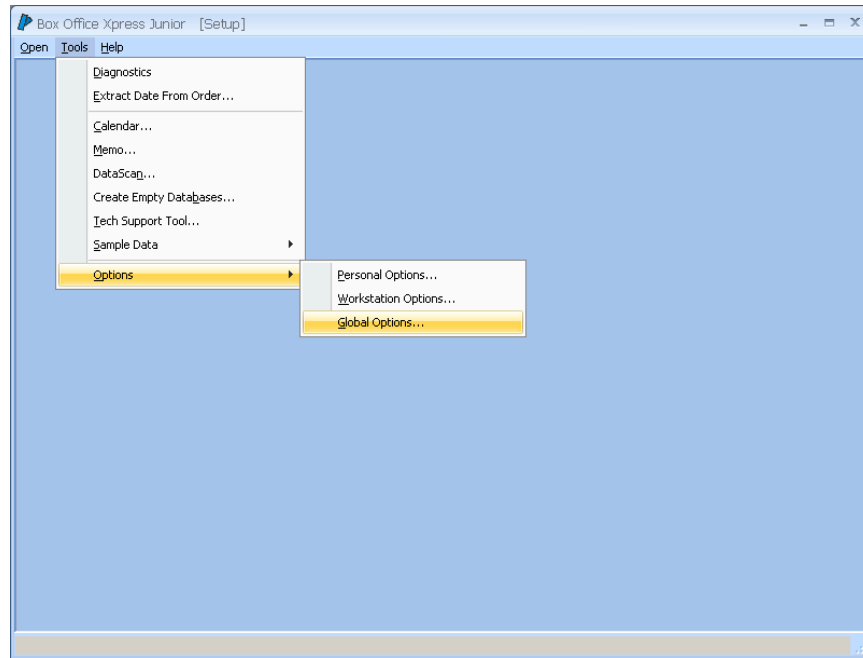
If X-Charge Security is enabled, an X-Charge user must be set up with the same logon credentials defined in Box Office Xpress Jr. The user must be allowed to perform the following functions in **X-Charge Client Options**: Credit Card – Purchase, Credit Card – Return, Credit Card – Debit Purchase, Credit Card – Debit Return, Gift Card – Issue, Gift Card – Redeem, Gift Card – Return.

2. Set up Box Office Xpress Jr. for X-Charge integration.
  - a. Select **Setup**.

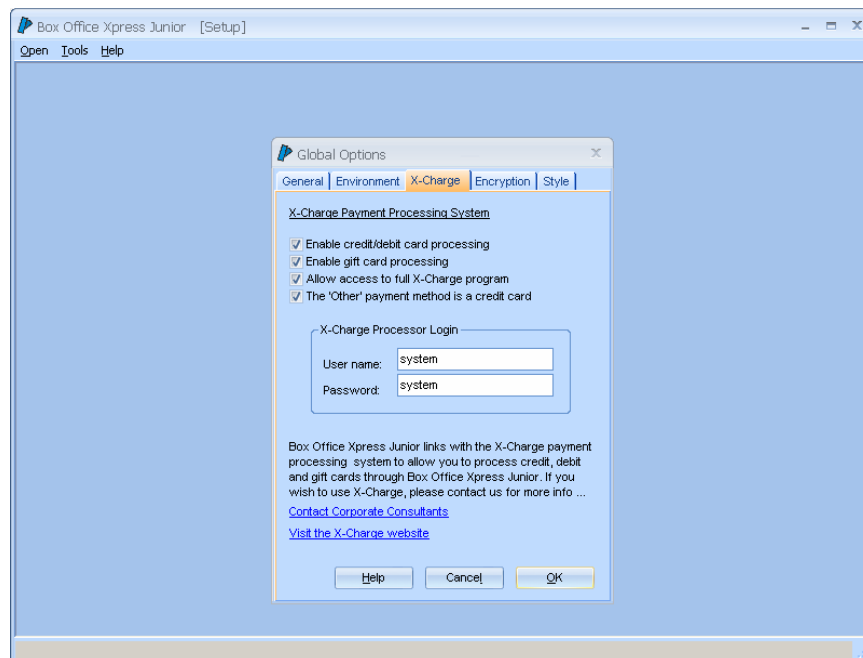




b. Select **Tools, Options, Global Options.**

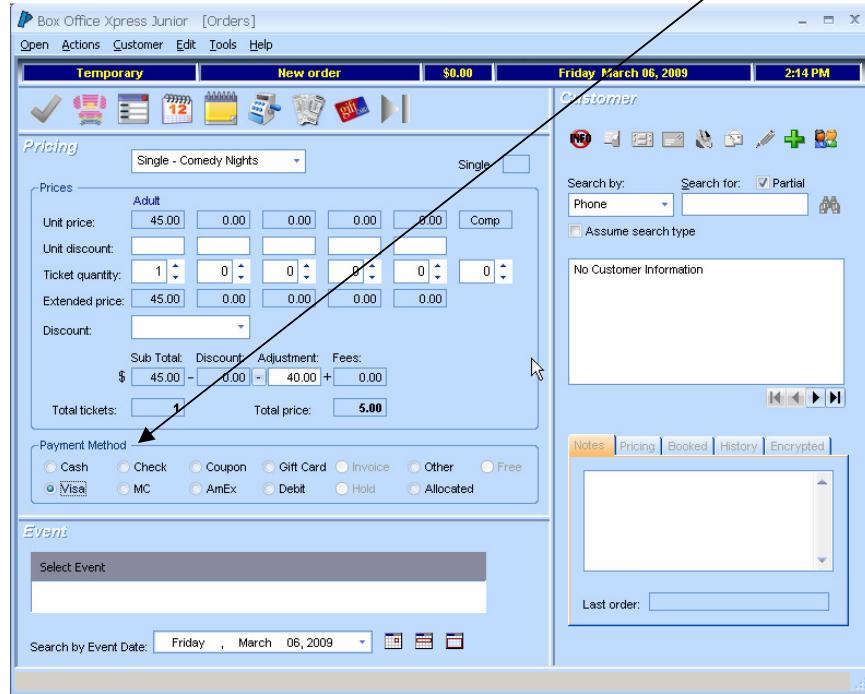


c. Check the appropriate settings per the merchant's needs. **Allow access to full X-Charge program** allows the user to open the X-Charge Client software from Box Office Xpress Jr. **X-Charge Processor Login** must match credentials in the X-Charge Server Security.

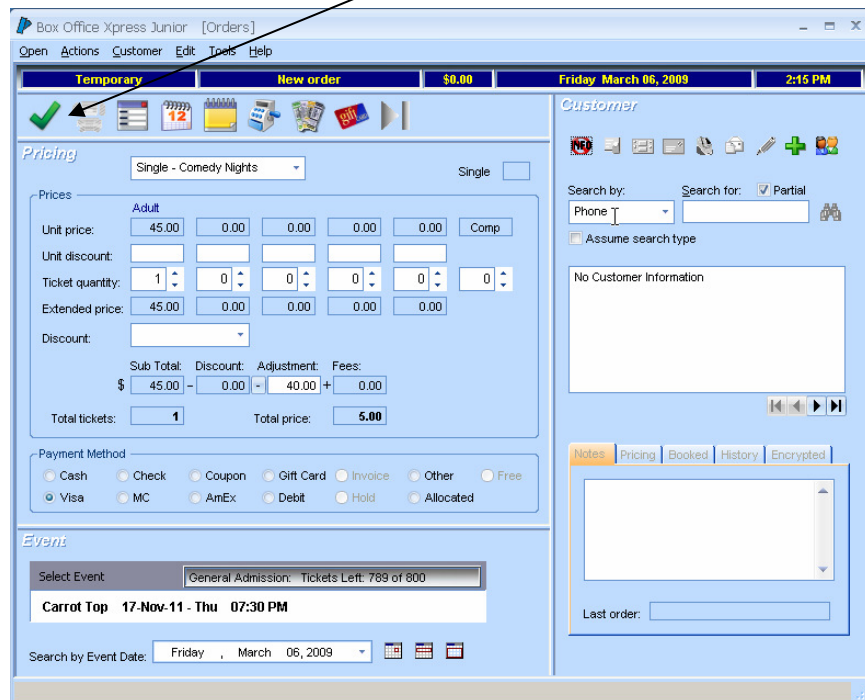




3. Process a test transaction.
  - a. Enter the ticket information and select the proper **Payment Method**.

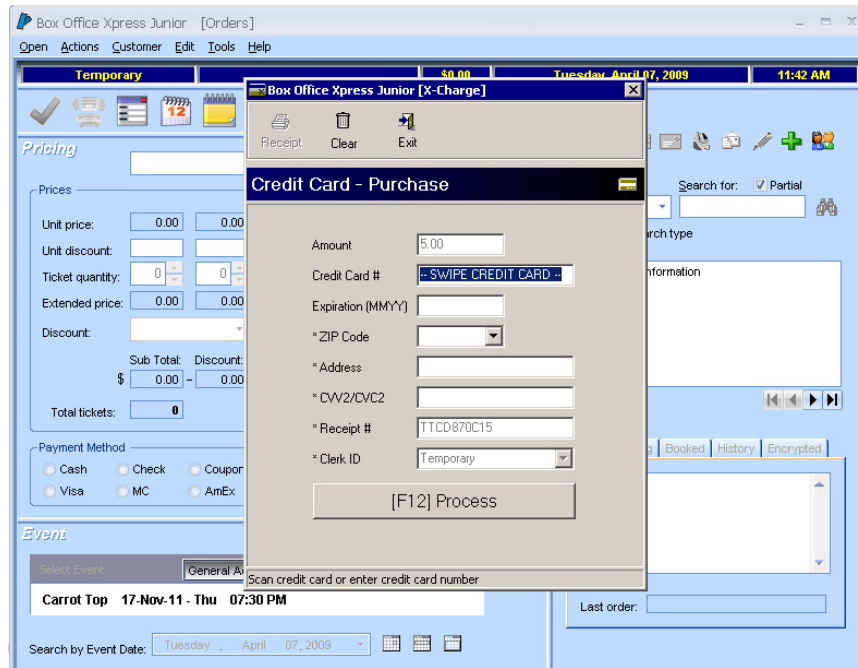


- b. Select the event and click the **Accept Order** icon. If reserved seating, select seats.

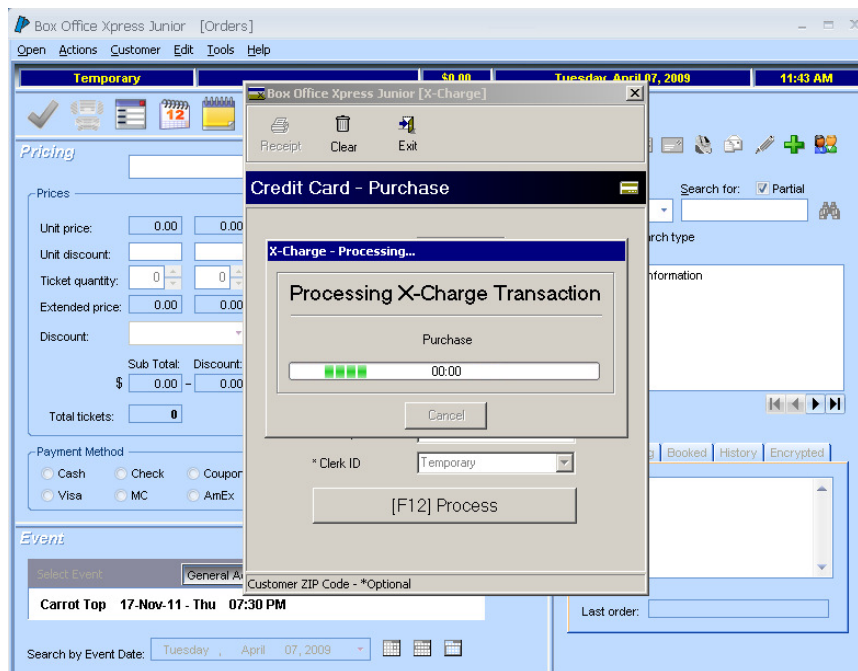




c. X-Charge launches for processing.

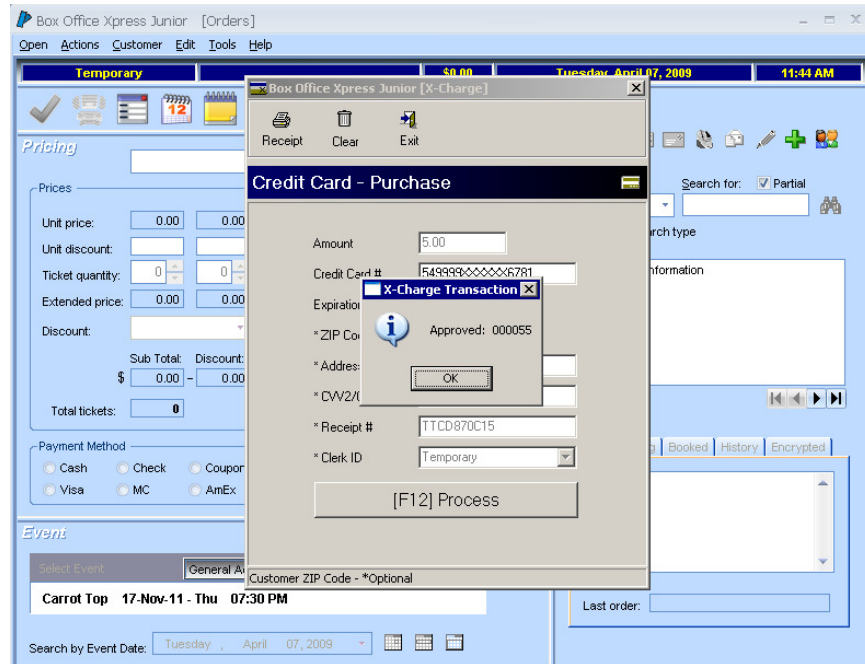


d. Swipe credit card or enter information manually. Select **[F12] Process**.





e. Transaction result displays.

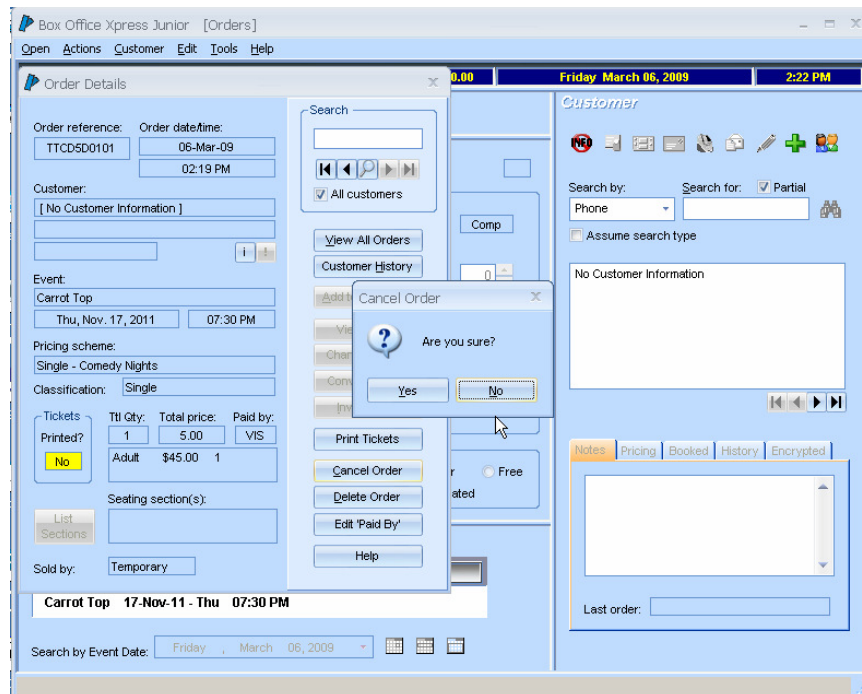
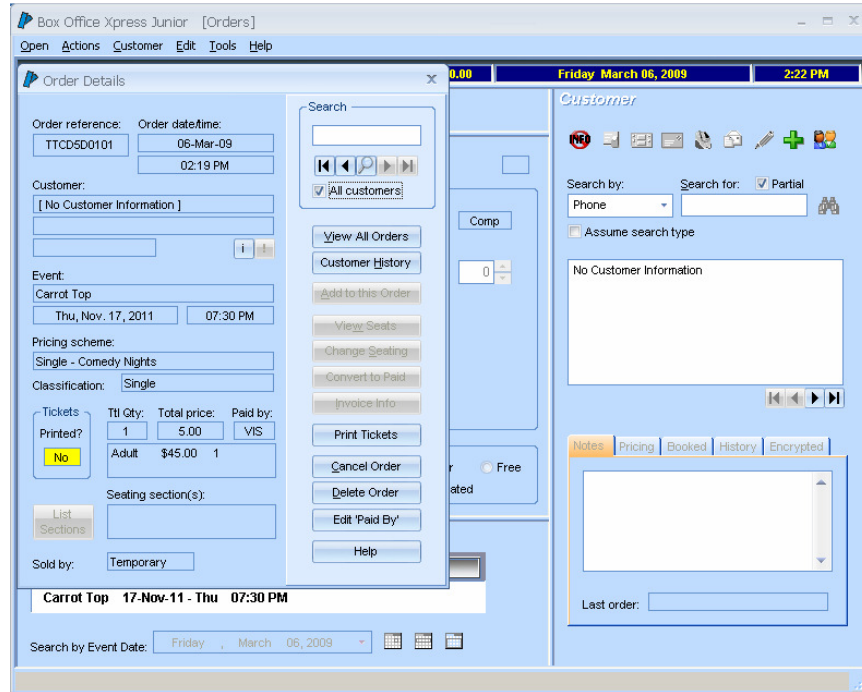


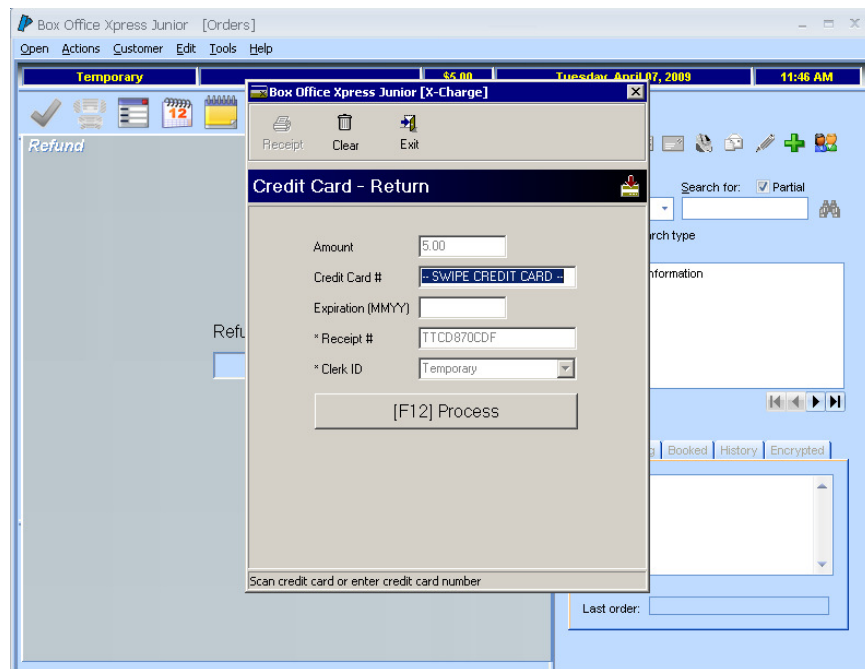
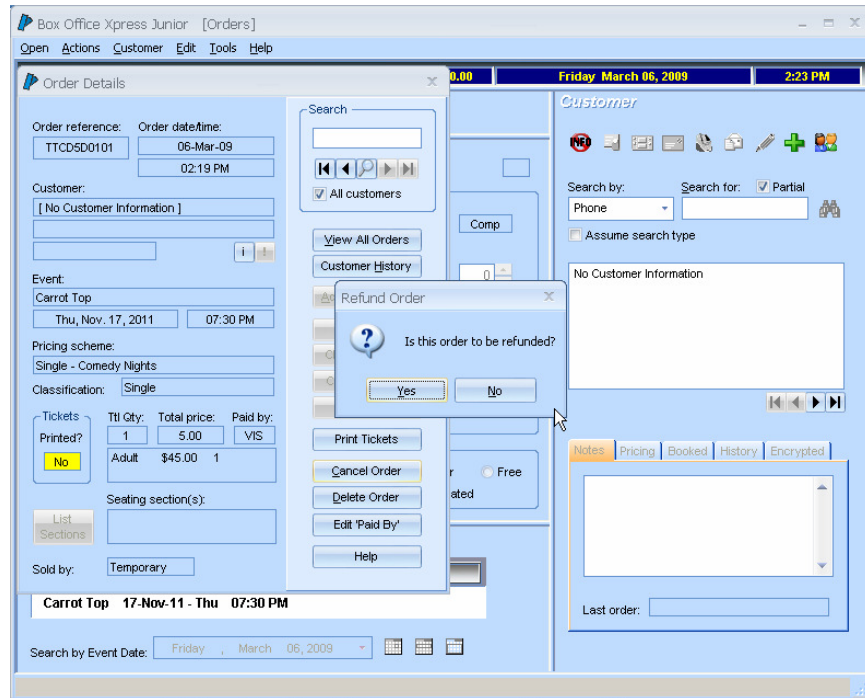
4. Notes.

- a. Integration method is XpressLink Secure.
- b. Integration supports:
  - 1) Credit Card Purchase and Return.
  - 2) Debit Purchase and Return.
  - 3) Gift Card Issue, Redeem and Return.
  - 4) US and Canadian processing.
- c. X-Charge prints the signature receipt and must be configured accordingly.



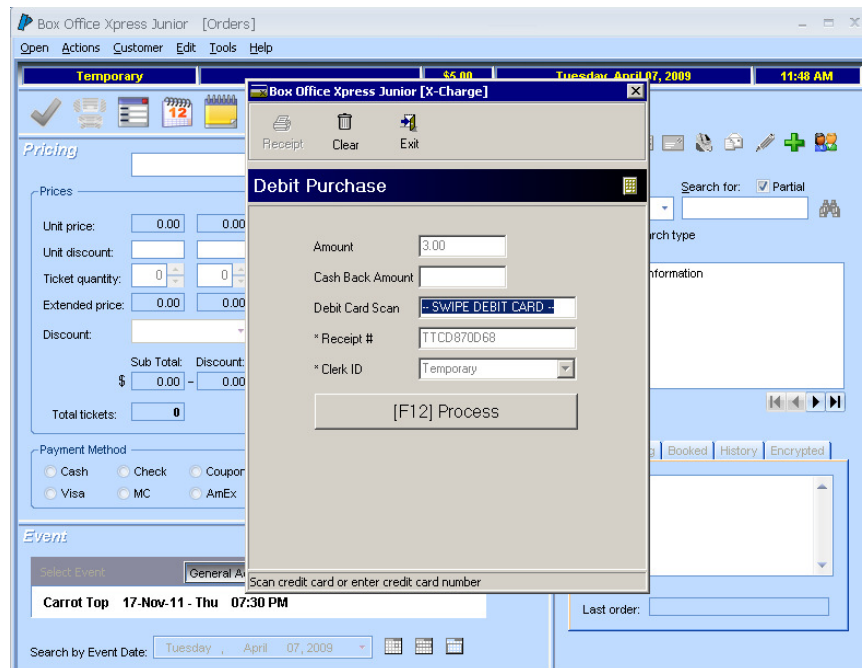
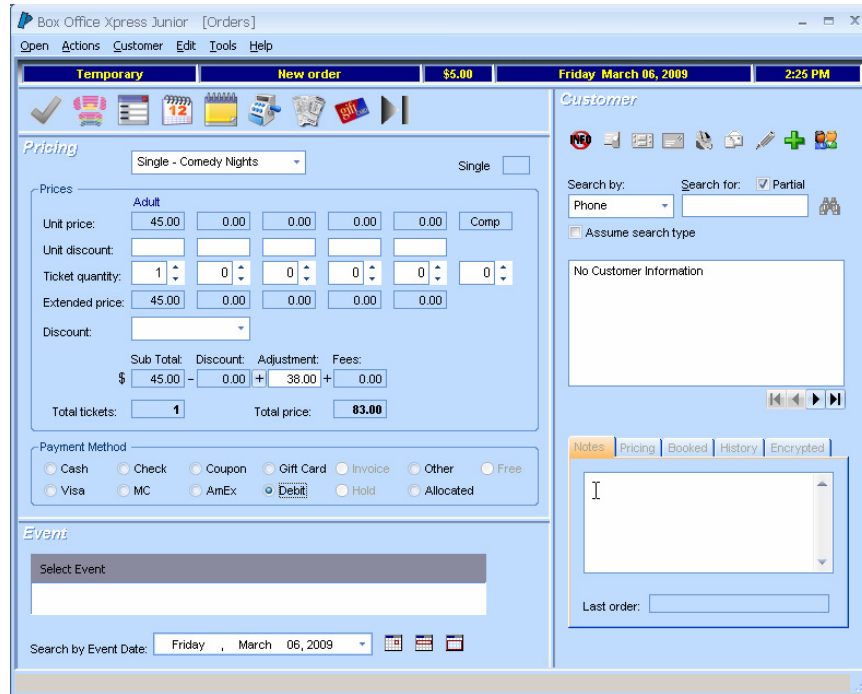
d. Screen shots of a Credit Card Return. Use **Cancel Order** or **Delete Order**.







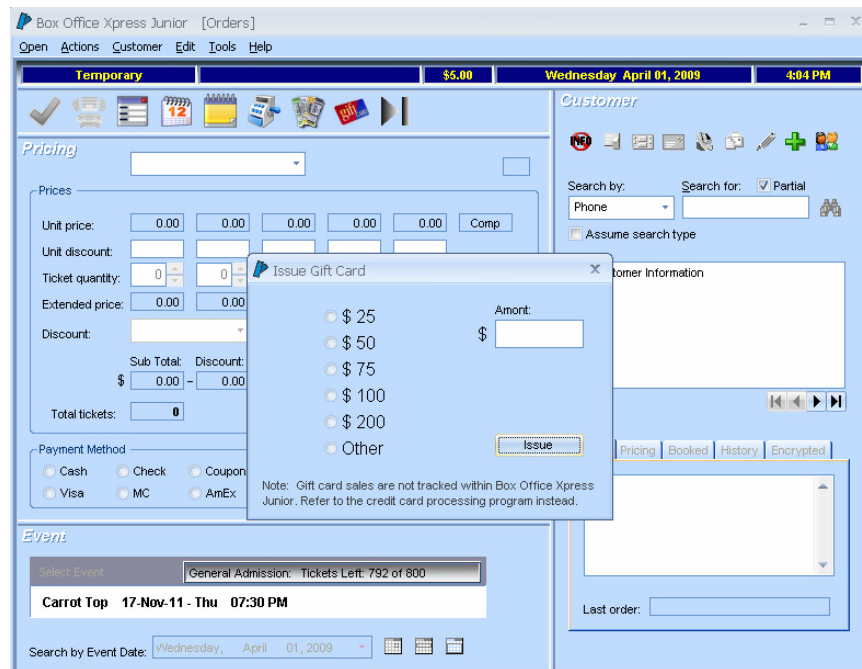
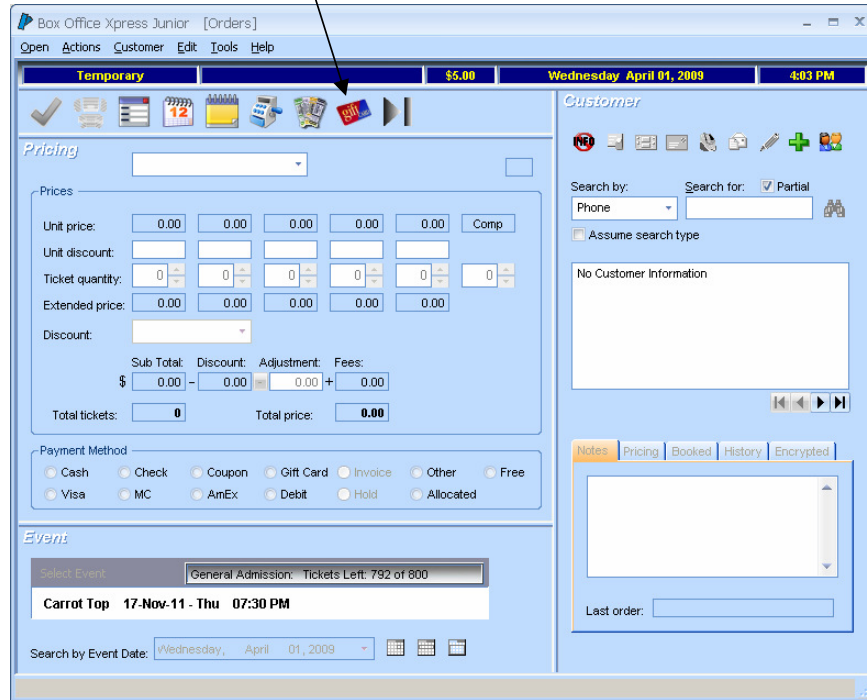
e. Screen shots of a Debit Purchase.

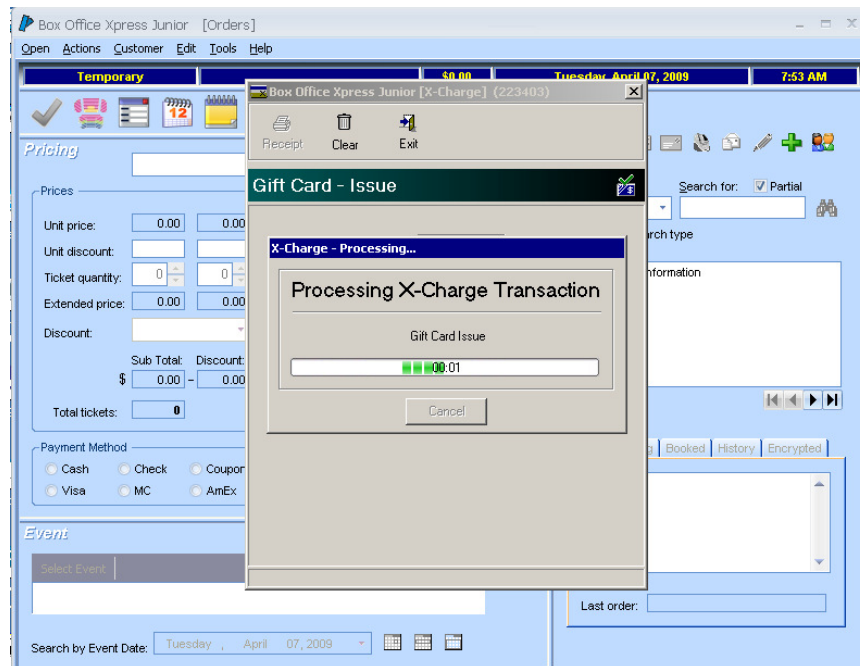
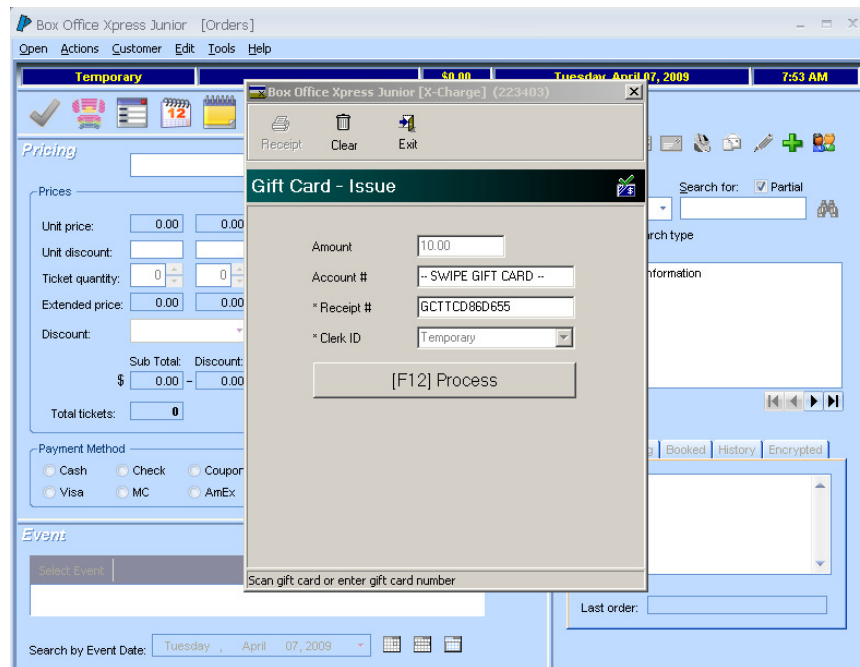






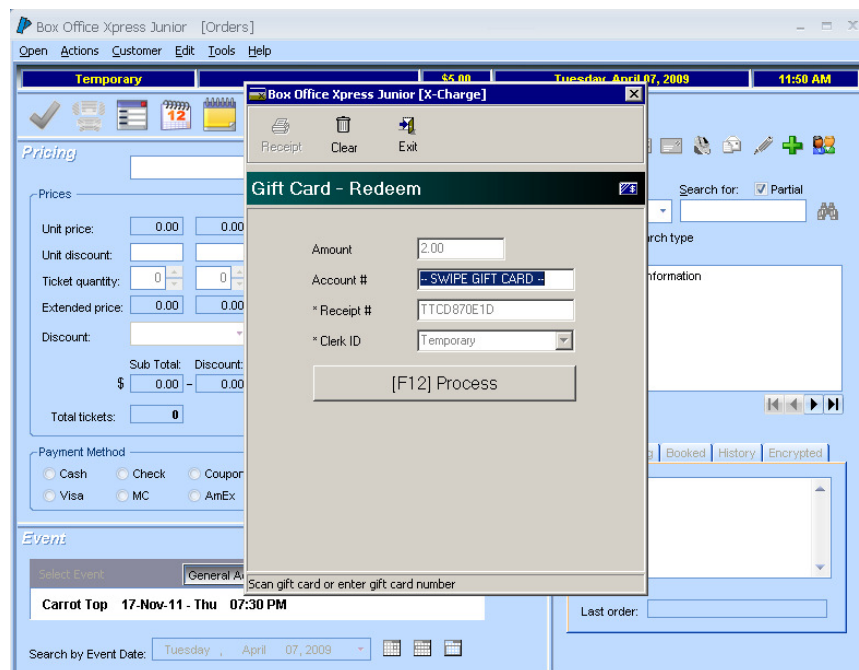
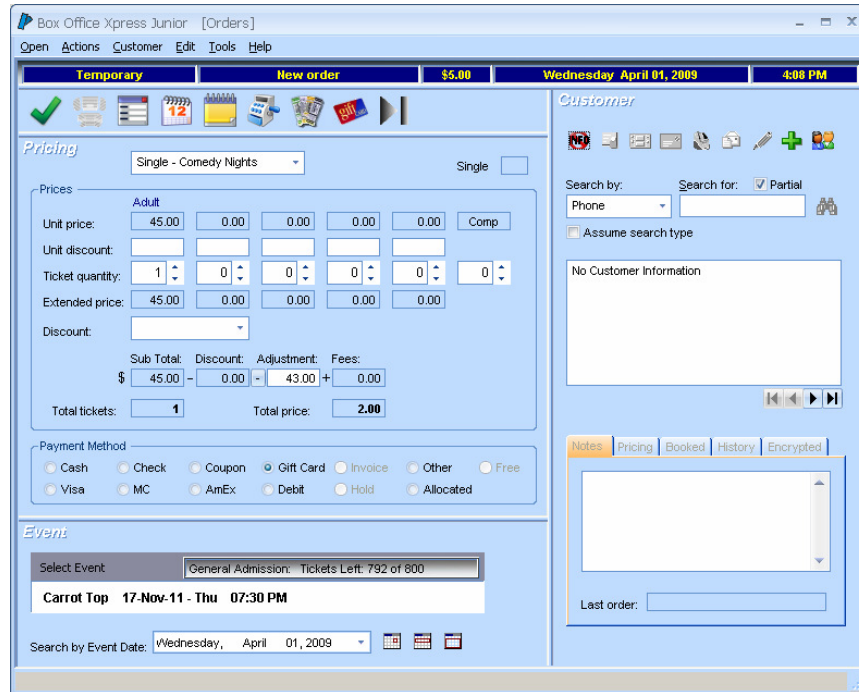
f. Screen shots of a Gift Issue.





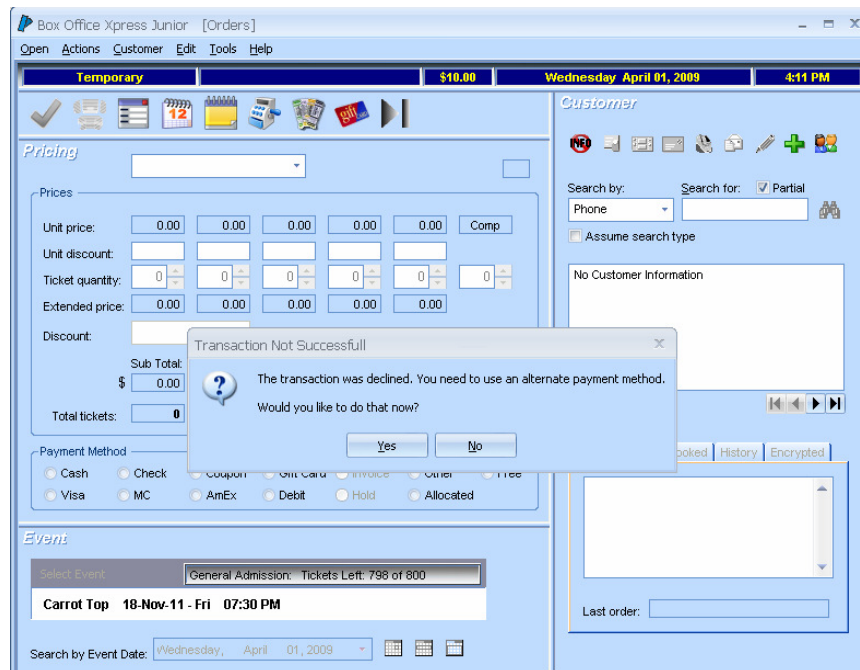
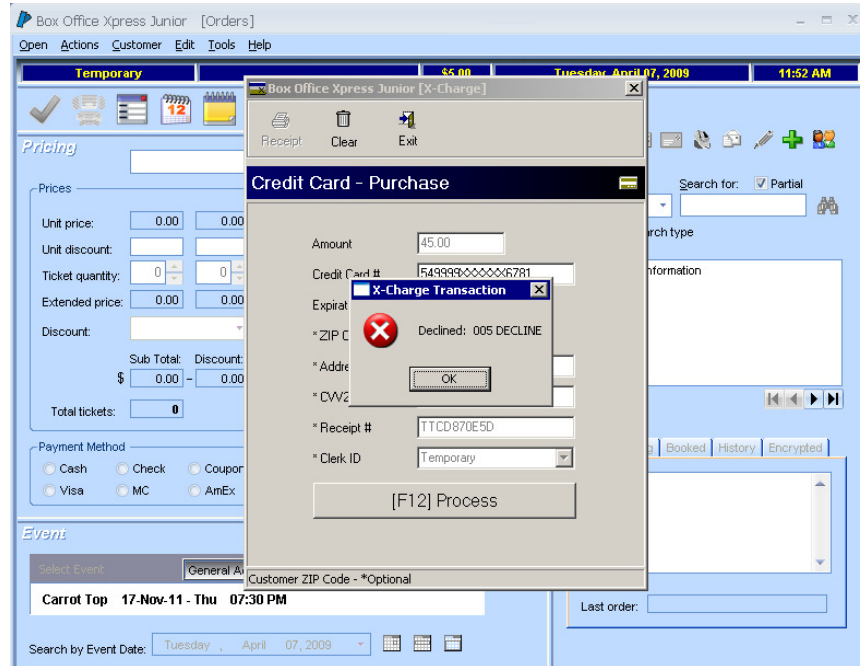


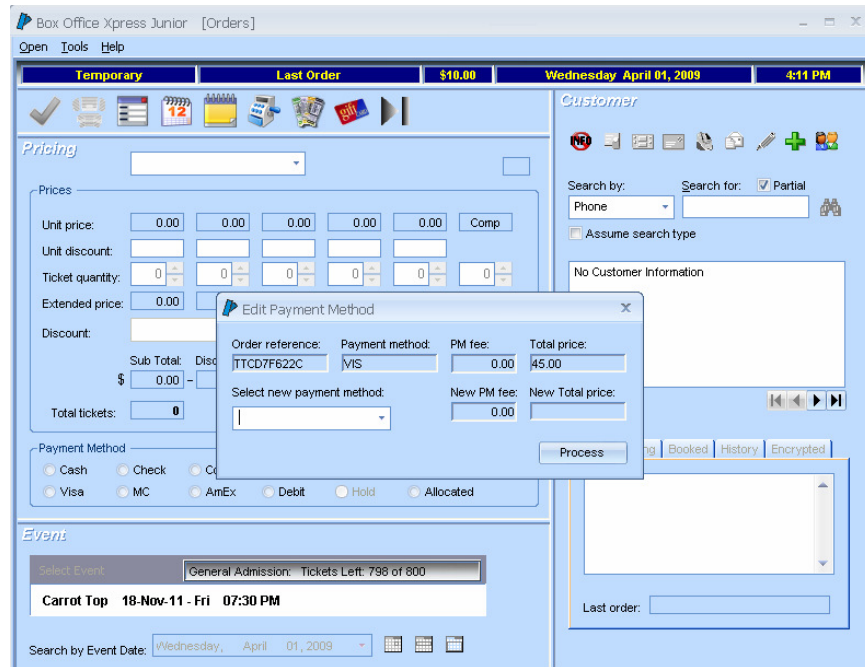
g. Screen shots of a Gift Card Redeem.



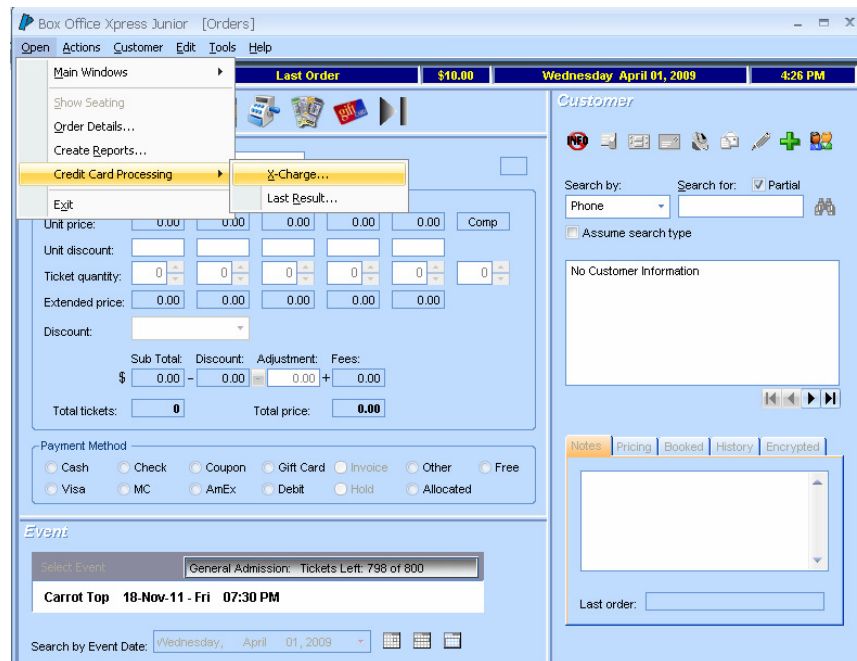


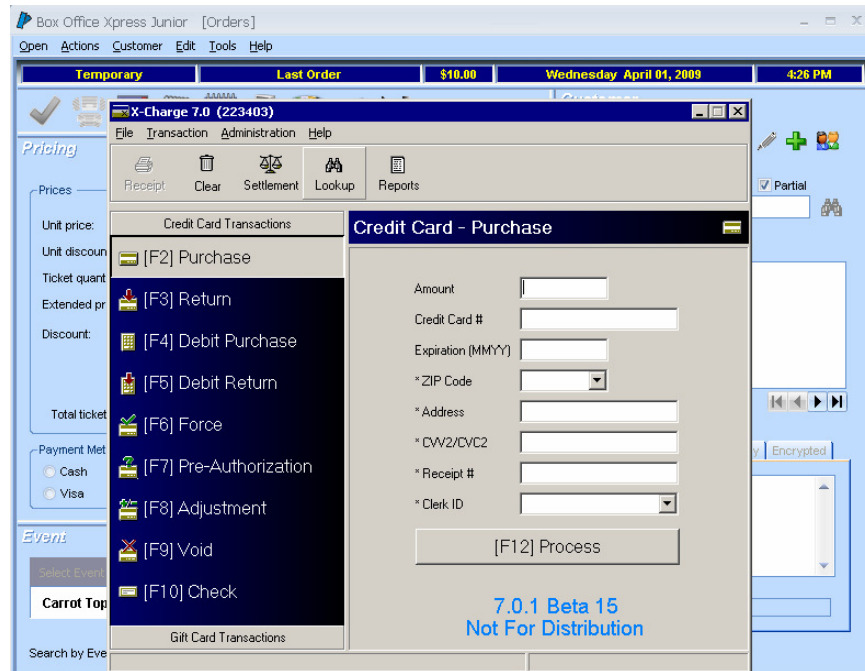
h. Screen shots of a declined transaction.





- i. Accessing the X-Charge program from Box Office Xpress Jr.





- j. The following message displays if X-Charge is already running.

