

Connecting payment with Authorize.net

To accept payments via Authorize in pickAtime, follow the steps below.

Instructions for Setting Up **Authorize**:

1. Sign in to Authorize.
2. On the sidebar, navigate to Account / Account & API Settings.
3. Select API Credentials and Keys. Here you can see the API Login ID and Transaction Key sections.
4. If you do not have a Transaction Key, you need to select the Generate New Transaction Key button.



NOTE that if you already have a Transaction Key, you can use it.

1. Copy the API Login ID and Transaction Key.
2. Configure pickAtime:
 - In pickAtime, go to Admin UI / Event Management / Settings / Credit Card Setup.
 - From the dropdown menu, select Authorize.net.
 - Paste the API Login ID and Transaction Key into the corresponding fields.
 - Click the "Check Credentials" button.
 - If successful, your Authorize integration is now active.

You are now ready to begin accepting payments via Authorize through your pickAtime scheduling system.

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