Website – Digital Wallet Guide

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DICKER DATA LTD



Contents

What is a Digital Wallet?	. 2
How does it work?	
Setting up a New Digital Wallet payment method	.3
Using the Digital Wallet	.6
At Checkout	.6
Microsoft CSP Account Tenant Digital Wallet payment method	.7
Setting up a Digital Wallet for an Existing Tenant	.7
Setting up a Digital Wallet for a New Tenant	.9



Digital Wallet

What is a Digital Wallet?

Digital Wallet is an alternate payment method allowing resellers to store the transactional information required to pay orders and invoices with Dicker Data.

How does it work?

A reseller first sets up the Digital Wallet via the DD website. This information is stored as a unique token for later use.

Once setup the digital token will be offered as a payment option during the checkout process and is also available to configure the payment options for some subscription transactions.



Setting up a New Digital Wallet payment method

	KER					Q. Search keywords
	*	Home > Account				
Ŕ	Dashboard	Account				×
۵	Search Products					quick links below that you can use to setup more re you keep this section up to date so we can make sure
ē	Catalogues	we're doing everything we can to look after	you.			
Я	Carts					
8	Financing	DICKER DATA STAFF PURCHASES	PHONE		TRANSACTIONAL SUMM	
	Orders	128427	02-9589 8400		2019	2018 2017
8	Quotes	ADDRESS 230 captain cook drive. KURNELL NSW 2231	MAIN CONTACT DD			
٣	Subscriptions				***	
ာ	Renewals					
	Account					
6	Reporting	Company Information		Finance		Portal Access
Ø	Promotions	Keep all of the information we store about your company up to date her		Check your account sta payment methods to me ordering faster		Control who from your company can access our website and place orders with us
G	Events	Company Information		Account Ledger		Add New User
e	кв	2 End-User Information		Digital Wallet		🔊 Manage Existing Users

Select the Digital Wallet option from the Account menu option

Select Create New at the Digital Wallet set up blade.

	«	Home > Account > Digital Wallet				
反 Dashb	oard	Account	Digital Wallet +	×		
🗂 Search	Products	COMPANY INFORMATION				
🖶 Catalo	gues	Company Information				
🙀 Carts		Delivery Locations	£-0			
🔚 Financ	ing	2 End-User Information				
Crders		FINANCE	L'S			
🔜 Quotes	5	Account Ledger	Your digital wallet is empty.			
ි Subsci	riptions	ৰ Digital Wallet	Create New			
C Renew		Make a Payment				
Accou	nt	PORTAL ACCESS				
🗐 Report	ling	2+ Add New User				
		A				



At the New Digital Wallet blade, enter the following details:

- **Name your Payment Option** Enter a name to be used for the Payment Option.
- Payment Method select whether it is a Credit Card or Bank Account
- **Max Authorised AMT** Enter the maximum amount that can be used to make automatic payments.

Cl	ick	Save
-		

			Q Search keywords
«	Home > Account > Digital Wallet		
🛒 Dashboard	Account	X Digital Wallet +	New Digital Wallet
🖞 Search Products	COMPANY INFORMATION		Name Your Payment Option *
🖻 Catalogues	Company Information		Ian's Corporate Credit card
ដ្អ Carts	Delivery Locations	E D	Credit Card X 👻
🕅 Orders	A End-User Information		Company wide use
€ Subscriptions	FINANCE		Max Authorised AMT (1)
C Renewals	Account Ledger	Your digital wallet is empty.	10000
Account	📴 Digital Wallet	Create New	Save
Reporting	Make a Payment		
Promotions	PORTAL ACCESS		
	오+ Add New User		
🛱 Events	Anage Existing Users		

Select the Payment method to be used

			Q Search keywords
«	Home > Account > Digital Wallet		
反 Dashboard	Account	× Digital Wallet +	× New Digital Wallet
Search Products	COMPANY INFORMATION		The information you provide here is stored directly with Westpac Banking Corporation to ensure all PCI standards
😇 Catalogues	Company Information		complied with.
몇 Carts	C Delivery Locations	a de la companya de l	CREDIT CARD SANK ACCOUNT
Crders	2 End-User Information		
၍ Subscriptions	FINANCE		
C Renewals	Account Ledger	Your digital wallet is empty.	
Account	🖻 Digital Wallet	Create New	
Reporting	📰 Make a Payment		
Promotions	PORTAL ACCESS		
Events	온+ Add New User		
L <u>R</u>	🖉 Manage Existing Users		



The following blade will be displayed if the Credit Card payment method was chosen

Enter the Credit Card details and click on Register

			Q Search keywords		
«	Home > Account > Digital Wallet				
反 Dashboard	Account	X Digital Wallet +	× New Digital Wallet		
Search Products	COMPANY INFORMATION		The information you provide here is stored directly with Westpac Banking Corporation to ensure all PCI standards		
🖶 Catalogues	0 Company Information		complied with.		
ੇਸ਼ੂ Carts	Delivery Locations	e e	CREDIT CARD BANK ACCOUNT		
Orders	2 End-User Information		Card Number Security Code		
M Subscriptions	FINANCE		Name on Card Expiration		
C Renewals	Account Ledger	Your digital wallet is empty.			
Account	ਤਿ Digital Wallet	Create New			
a Reporting	💼 Make a Payment		Register		
Promotions	PORTAL ACCESS		Previous		
Events	Add New User				
	All Manage Existing Users				

The following blade will be displayed if the Bank Account payment method was chosen

DICKER Q. Search keywords						
«	Home > Account > Digital Wallet					
反 Dashboard	Account	× Digital Wallet +	New Digital Wallet			
Search Products	COMPANY INFORMATION		The information you provide here is stored directly with Westpac Banking Corporation to ensure all PCI standards			
😇 Catalogues	Company Information					
ੇਂਦ੍ਰ Carts	Delivery Locations	60	CREDIT CARD BANK ACCOUNT			
Orders	2 End-User Information		Account Name			
Subscriptions	FINANCE		SMITH, JOHN			
C Renewals	Account Ledger	Your digital wallet is empty.	BSB Account Number 999-999 999999999			
Account	📑 Digital Wallet	Create New				
a Reporting	📰 Make a Payment		Register			
Promotions	PORTAL ACCESS		Previous			
Events	2+ Add New User					
	20 Manage Existing Users					
AT Microsites						

Enter the Bank Account details and click on Register



Using the Digital Wallet

The Digital Wallet can be used in two instances:

- At **Checkout** as one of the Payment Methods for Cash Accounts.
- Pre-configured on some subscription programs specifically Microsoft CSP accounts.

At Checkout

Clicking **Checkout** from a **Cart** will start the order placement process and take you to the **Payment blade**.

Click on **SELECT PAYMENT METHOD** to display the list of payment methods and select **Digital Wallet** as your payment method.

	Home > My Carts > Cart B > Payment	
反 Dashboard	× Checkout	Payment
🖞 Search Products		
🚊 Catalogues	Delivery Location	Prices quoted are for cash, direct deposit and Bpay PO NUMBER / REFERENCE
🕁 Carts	Payment	
🗑 Financing	Summary & Order	SELECT PAYMENT METHOD CHOOSE A PAYMENT METHOD × ~
Crders		CHOOSE A PAYMENT METHOD
🗟 Quotes		BPAY MONEY TECH
Subscriptions		Credit Card
C Renewals		Digital Wallet Direct Deposit

If the message **Your digital wallet is empty** is displayed after selecting **Digital Wallet**, you can click on **Add New Payment Method** from the **Payment** Blade, which will take you to the Digital Wallet Set up screen.



Microsoft CSP Account Tenant Digital Wallet payment method

The Digital Wallet is set up tenant by tenant regardless if they are a cash account.

Setting up a Digital Wallet for an Existing Tenant

To set up a Digital Wallet Payment method for a Tenant, select the **Subscription** and click on **Manage** for the End User you want to set up

DICKER				<u>(</u>	Search keywords	×
	Home > Subscriptions > Micro	osoft CSP				
딙 Dashboard	Subscriptions	×	Microsoft CSP 보 &	~°°		×
C Search Products	(= Filter		The Microsoft Cloud Solution Provider (0	SP) program allows partners to sell Microsoft Cloud Serv		Microsoft
Catalogues	Microsoft CSP	Ø	Partners own the complete customer life	cycle through direct billing, provisioning, management an	d support.	Court Solution Priorities (CIP)
🛱 Carts	Autodesk Auto-Renew Monthly	Ø				
Financing	Autodesk Auto-Renew Yearly	D	(= Filter)			
Crders	Citrix CSP	Ø	END USER NAME	CUSTOMER REF	AMOUNT(Ex)*	
Quotes	Kaspersky MSP	D	Google	Google	\$0.00	Manage
Subscriptions	Microsoft ISV	Ø	Test	asdasd	\$0.00	Manage
C Renewals	Microsoft SPLA	D				

Select the *to open the* **Edit Tenant Details** blade.

	KER				Q Search keywords
		Home > Subscriptions > Microso	ft CSP 🔸	F4167C52-9231-4211-87A9-5A6F4CDD809A	
函	Dashboard	Microsoft CSP 요+	×	Test Details	
Ô	Search Products	(≡ Filter),↓,			
ō	Catalogues	Google Sent Association Amount: \$0.00	D	END USER DETAILS	NAME: Test TENANT ID
卢	Carts			TENANT MANAGEMENT	
	Financing	Test Active Amount: \$0.00	٥	SUBSCRIPTION	
	Orders				
	Quotes			PERPETUAL SOFTWARE	
٣	Subscriptions			AZURE RESERVED INSTANCE	
C	Renewals			SOFTWARE	
-					



At the Edit Tenant Details screen you can select the Digital Wallet as a Payment Method.

• If Your **digital wallet is empty** message is displayed you can click on **Create New** from the **Payment Method** Blade, which will take you to the Digital Wallet Set up screen.

	KER		
	ĸ	Home > Subscriptions > Microsoft CSP > F4167C52-9231-4211-87A9-5A6F4CDD8	09A > Edit Tenant Details
	Dashboard	Edit Tenant Details	
۵	Search Producta	Tenant Name Test	Address Line 1 sadasd
	Catalogues	Tenant ID	Address Line 2
R	Carta	Tenant Description asclasd	Address Line 3
8	Financing	First Name asdas	SUBURB *
	Orders	Lest Name dand	State * NSW
8	Quotes	Emell aad@ad.ad	POST CODE *
۳	Subscriptions	199(j.t.r.	2231 Phone Number 34324234234
c	Renewals	Usage Alert Settings	
Ø	Account	To receive data usage notifications via email when the tenant exceeds an usage limit please set a dollar value below.	
	Reporting	\$ 0.00	
	Promotions	\$ 0.00	
t;	Events	Payment Method	
٥	кв		
0	Microsites		0
	About		
	Admin		$ \rightarrow $
		Your digital v	vallet is empty.
		Crea	te New
			ave



Setting up a Digital Wallet for a New Tenant

You can select the Digital Wallet as a Payment Method when creating a New Tenant or Associating an Existing Tenant.

Create New End User

Click on the **Create New End User** Arrow the **Subscriptions** Blade

				C, Search Asymothe X			
		Home > Subscriptions > Microsoft CSP					
Ŕ	Dashboard	Subscriptions	×	Microsoft CSP 🕹 🕾	oç)
۵	Search Products	्रः Filter			SP) program allows partners to sell Microsoft Cloud Ser cycle through direct billing, provisioning, management ar		Microsoft
ê		Microsoft CSP	ø				soons areas dil Printed [C27]
	Carts Financing	Autodesk Auto-Renew Monthly	۵				
	Orders	Autodesk Auto-Renew Yearly	۵	(# Filter			
	Quotes	Citrix CSP	Ø	END USER NAME	CUSTOMER REF	AMOUNT(Ex)*	
_	Subscriptions	Kaspersky MSP	۵	Google google.com	Google google.com	\$0.00	Manage
0	Renewals	Microsoft ISV	۵	Test	asdasd	50.00	Manage
		Microsoft SPLA	۵				

At the New Tenant blade, once you enter the details and click on Create, the Payment Method option will be displayed where you can select the Digital Wallet.

> o If Your digital wallet is empty message is displayed you can click on Create New from the Payment Method Blade, which will take you to the Digital Wallet Set up screen.

DICKER			Q. Search keywords X	
4	Home + Subscriptions + Microsoft CSP	> Create New End User		
C Deshboard	× Microsoft CSP &+	New Tenant		×
Search Products	(I Filter	BOMUNI PEED *	ADDIENTINE 1*	
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₩ Cents	Sent Association Amount: \$0.00	AUTON HIRCI NAME *	1006311.NE 1	_
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Crolens	Test D	COMPANY HAME *		_
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C Renewals			Prime *	
g]] Account				_
[] Reporting			sale	



Associate Existing End User

Click on the Associate Existing End User similar from the Subscriptions Blade

At the Associate Existing End User blade, once you enter the details and click on Associate, the Payment Method option will be displayed where you can select the Digital Wallet.

DICKER						
	4	Home > Subscriptions > Microsoft 0	SP > Associate Existing End User			
ଜ	Dashboard	Microsoft CSP 요*	X Associate Existing End User			
۵	Search Products	(= Fitter) +				
ē	Catalogues		DIMAN			
ਸ	Carls	Sent Association Amount: \$3.00	0			
8	Financing	Test 0 Active (Amount: \$0.00				
0	Orders		EAAL.*			
à	Subscriptions		CANCEL MY CREDIT CARD ASSOCIATED WITH MICROSOFT			
0	Renewals		Associate			

If Your digital wallet is empty message is displayed you can click on Create New from the Payment Method Blade, which will take you to the Digital Wallet Set up screen.

