



MyGate Markoff File - 2016 ABSA

This document is created for merchants that want to download a
ABSA markoff file.

DTFG
version 2.1

CONTENTS

Table of Contents

Document Overview.....	3
Support	3
Introduction	3
Markoff File Benefits	3
Markoff File Reporting.....	3
User Name and Password	3
How to Login	4
How to Download a Transactional File	4
Download Transaction File Format	5

Document Overview

This document is intended for merchants that want to download an ABSA Markoff file. The document is a guide to show you how to download the file and describe the variables within the file.

Support

Merchants

If you are a merchant that has signed up with MyGate, you will have access to MyGate's Integration Help Desk for telephonic and email support. Telephonic support is available 8am to 5pm GMT +2. Email support is 8am to 5pm GMT + 2 and connects directly to our help desk through our ticketing system.

Email: support@mygateglobal.com

Phone: + 27 21 555 3260

Introduction

MyGate can generate a daily ABSA Markoff file per merchant MID. This file can be accessed from the MyGate Web Console and can be used by the merchant for their reconciliation purposes.

Process:

- Client requests MyGate to enable ABSA Markoff file
- MyGate Customer Support to accept and configure
- Merchant can access and download Markoff file from MyGate Web Console

Markoff File Benefits

- ✓ Reconcile daily payments to transactions processed
- ✓ Identify transactions being held in a suspense state
- ✓ Identify refunds and credits
- ✓ Match paid transactions to MyGate transaction index or merchant reference

Markoff File Reporting

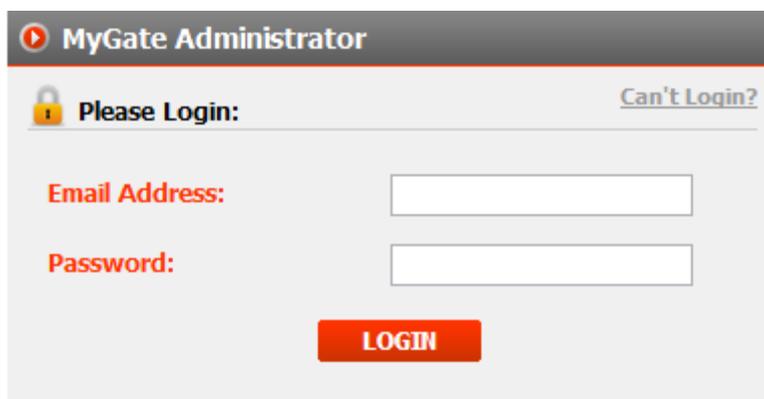
The MyGate Web Console is used for all aspects of reporting. To access the Web Console you are required to have a user name and password.

User Name and Password

Once you have signed up with MyGate, you will be emailed a user name and password. When the user logs into the MyGate Web Console for the first time they will be prompted to change the password that was emailed to them.

How to Login

- Go to <https://console.mygateglobal.com/>
- Enter the email address and password that was emailed to you from MyGate.
- Click the “Login” button



How to Download a Transactional File

1. Click the “My Account” tab on the top menu.
2. Click on “Settlement Report”.
3. Select search criteria and click “Search”.
4. Click the “download” button next to the batch you would like to view.

The download file will be saved to your computer. All transaction download files are automatically named using the format markoff_YYYYMMDDHHMMSS.csv For example, a file that is downloaded on February 10, 2010 at 15:50:30 PM, the file would be named markoff_2010_02_10_155030.csv

Illustration: Download Transaction File

ABSA Markoff File Report			
Settlement Date	MID	Batch Number	Download
12-Mar-2016	000000001539089	073	

Download Transaction File Format

The below describes the file download transaction file format.

Position in File Format	Field Name	Description	Example
1	Batch Number	This is the batch number linked to a specific payment date.	95
2	Merchant Number	This is the merchant number issued to you by ABSA.	1741953
3	Masked PAN	This is the hashed PAN of the card used.	448381*****4030
4	Received Date	This is the date ABSA received the transaction	2/4/2015
5	Settlement Date	This is the date that ABSA has settled the funds into your account	2/4/2015
6	Transaction Time	This is the time that the transaction was processed to ABSA by MyGate.	23:20:00
7	Amount	This is the amount of the transaction.	1936.86
8	Action	This is equal to the transaction state.	Purchase
9	MyGate Transaction Index	The transaction index is a unique identifier created by MyGate for each transaction for tracking and reconciliation purposes.	2eebf983-00b2-4491-855d-65eb847700e4
10	Retrieval Reference Number	A unique identifier created by ABSA for every transaction.	11870209
11	Authorisation Code	This is the authorization code returned by ABSA.	111111
12	Merchant Reference	The merchant can link a unique reference to the transaction for reconciliation purposes.	INV26588
13	Transaction Sequence Number	This will be the sequence number as displayed/printed by the device	123
14	Transaction Suspended	If this is the character "N", it means that the transaction was settled to the merchant's settlement account. If it is a "Y", it means that the transaction was not settled, but posted to an Absa suspense account pending further investigation. Transactions which are in suspense will be repeated daily on the mark off file until they are finally settled or manually removed by Absa	Y
15	Status	This is the current status of the transaction	Settled/Refunded