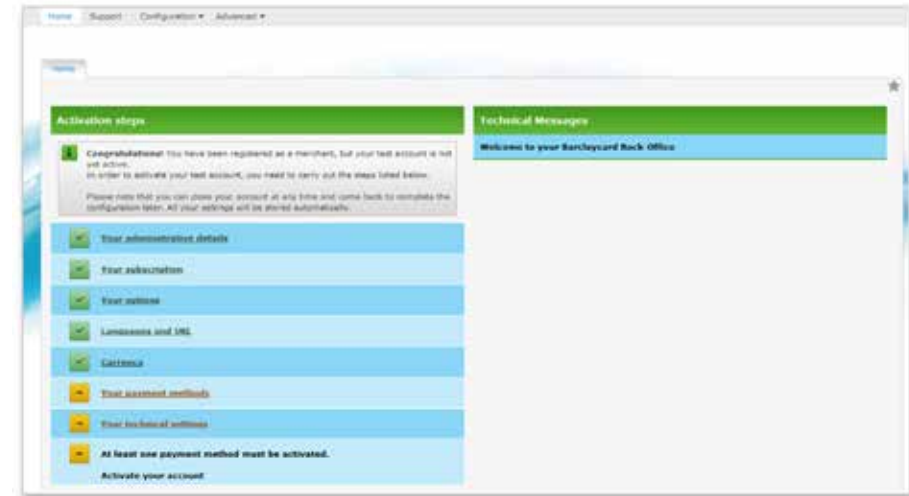


» Quick start guide to configuring your trial account

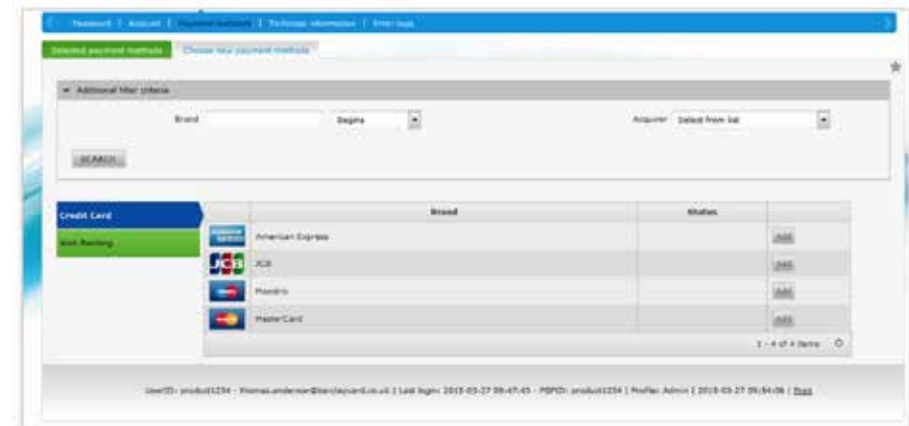
Getting started

When you first sign into your trial account select 'Home'. You will then be presented with your 'Activation steps'.



Select 'Your payment methods' and then 'Choose new payment methods'.

With a trial account you can include a variety of payment methods, not just Visa and Mastercard. To add a payment method, please select 'Add'.



Leave the radio button and the 'Select an acquirer' drop-down as is. With the 'Affiliation number' field you can supply whatever value you wish although we recommend simply using '1234567' and then select 'Submit'.

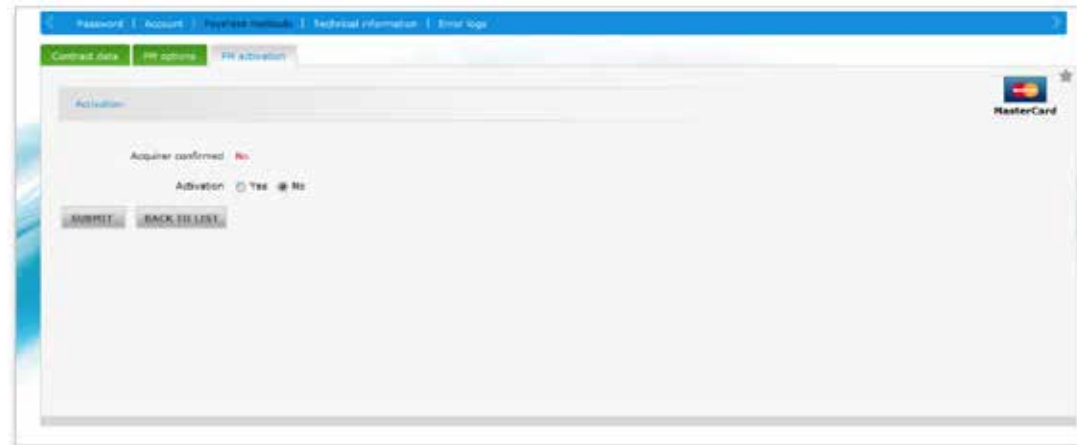
The screenshot shows a web form titled "Contract 202" with a MasterCard logo in the top right corner. The form has a "Do you have a contract?" section with two radio buttons. The first radio button is selected and is labeled "I have not yet signed a contract for distance selling with an acquiring bank, but I would like to activate this payment method now in test with a test affiliation number." Below this is a text box with a green "1" icon and the text: "However, in order to be able to accept the payment method when you transfer your test account to production, you need to sign a specific affiliation contract for distance selling with an acquiring bank." The second radio button is labeled "I have already signed a contract for distance selling with an acquiring partner." Below it is another text box with a green "1" icon and the text: "A.S. A contract for direct selling (not physical terminal or a store) does not allow you to accept online payments. Please ensure that you have a specific contract for distance selling. Please contact your acquiring bank for more information." Below the radio buttons is a "Select an acquirer" section with a dropdown menu showing "Barclayscard (GBP)". Below that is an "Acquirer specific data" section with a text box for "Affiliation number (USD/Finch ID/VF number)" which is currently empty. At the bottom are "SUBMIT" and "BACK TO LIST" buttons.

Once the data has been added select 'PM activation' in the green navigation bar.

The screenshot shows the same "Contract 202" form, but now with a green navigation bar at the top containing "Payment", "Account", "Payment methods", "Technical information", and "Test logs". The "Payment" button is highlighted in green. A green banner at the top says "Contract data successfully added." The "Select an acquirer" dropdown still shows "Barclayscard (GBP)". The "Affiliation number (USD/Finch ID/VF number)" field is now filled with "1234567". Below this is a "TID" field with the value "75298100". Below that is an "Acquirer specific data" section with a green "1" icon and the text: "The UID is given by the acquirer and is mentioned in the contract that you have signed with him. It is a numeric ID, generally between 4 and 11 digits. When you have entered and confirmed your UID, we will give you a TID. This TID will be sent together with your UID for confirmation to your acquirer, who will activate your UID in his clearing system. You will then be able to accept payments. The whole activation process can last from a couple hours to a couple of days, depending on the acquirer." Below this is another text box with a green "1" icon and the text: "Your test account has been configured with the payment method MasterCard. However, in order to be able to accept the payment method when you transfer your test account to production, you need to sign a specific affiliation contract for distance selling with an acquiring bank. An acquiring bank is a bank or a financial institution that gives you authorization to accept online payments." At the bottom are "SUBMIT" and "BACK TO LIST" buttons.

Change the radio button to 'Yes' and select 'Submit' – repeat the process as necessary for the remaining payment methods you wish to have.

If you would like to simulate 3-D Secure please go to the 3-D Secure 'Activation' tab and select 'Activate full 3-D' and then press 'Submit'.

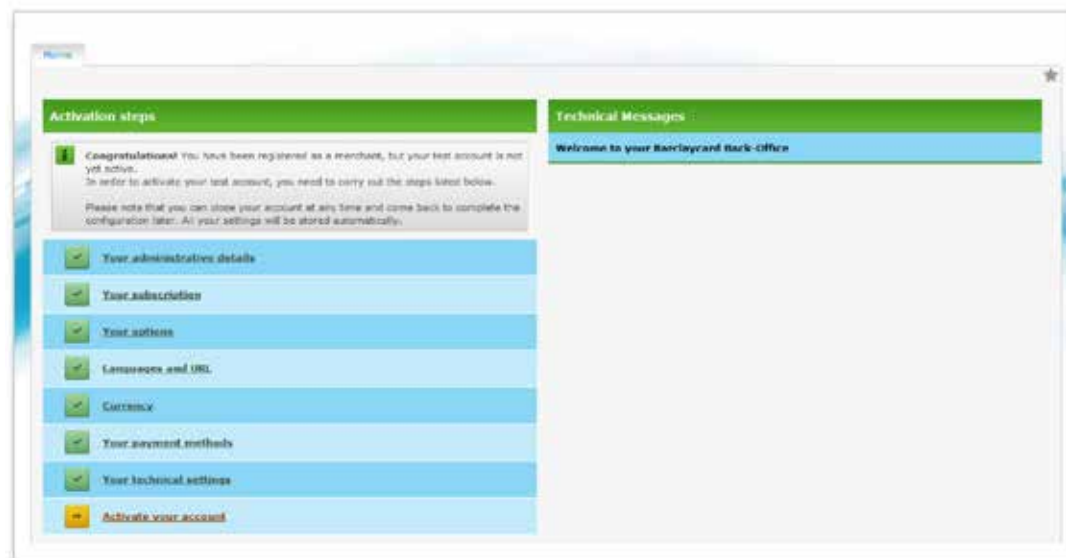
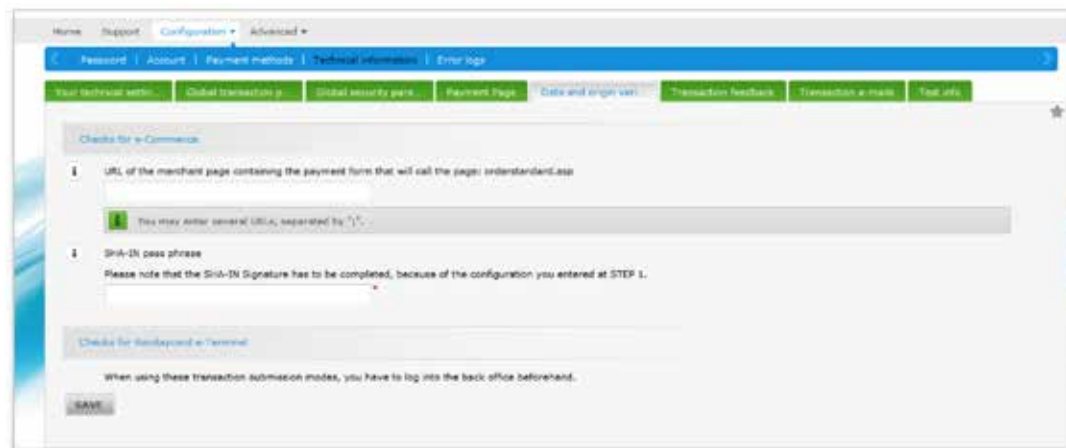


Once your payment methods have been configured select 'Home' again and then go to 'Your technical settings'.



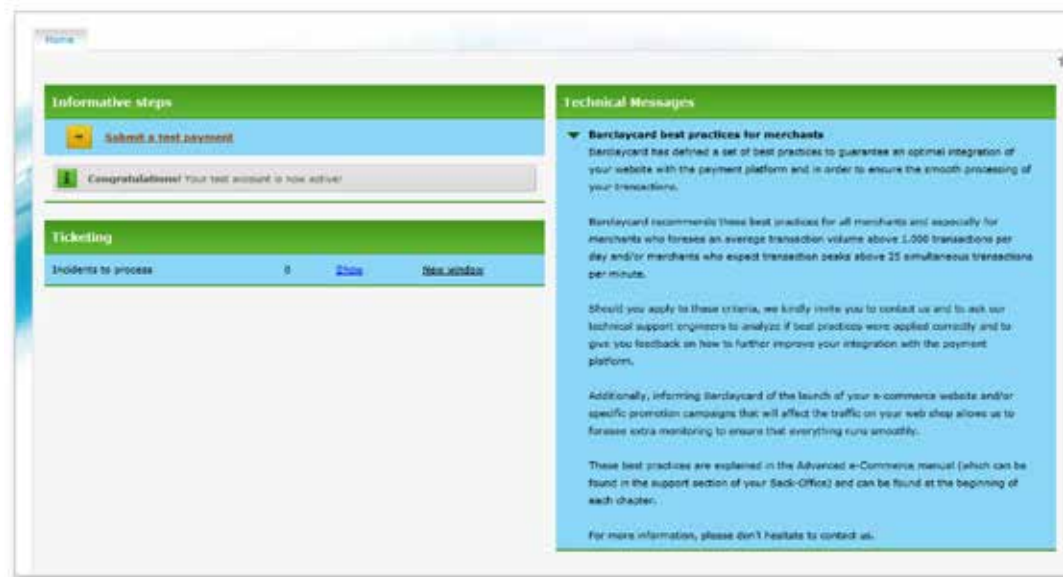
Initially all you need to do to get the account activated is to configure the SHA-IN pass phrase located in the 'Data and origin verification' tab. This pass phrase must be alphanumeric and at least 16 characters long. This can be changed if required at a later point.

Once you have added a SHA-IN pass phrase please select 'Save'. At this point you can either configure the remaining tabs within 'Technical information' or go back to the 'Home' page.



Your final step is to activate your account – please select 'Activate your account' and your account will be activated ready for you to use.

Don't forget your ePDQ options. You can add or remove desired ePDQ options (add-ons) by going to 'Configuration' located in the grey, top navigation bar, then 'Account' in the blue navigation bar and then 'Your options'.



More information

For more information please see the 'Guides' tab in the developer resource page or go to the 'Support' tab and select 'Integration and user manuals' in your ePDQ back office.

What to do if you need assistance

You can find plenty of answers to commonly asked questions under the 'Support' tab on the back office site or on the developer resource page.

You can also ask for help using the back office ticket system to send a request to our team. You will find the link in your ePDQ back office.

Alternatively please email us at
epdqsupport@barclaycard.co.uk
or call us on 0333 202 7930.*

This information is available in large print, Braille and audio by calling your Acquirer on either 0800 1615350 (Barclaycard Payment Solutions) or 1800 812700 (Barclaycard International Payments).

*Calls to 03 numbers use free plan minutes if available; otherwise they cost the same as calls to 01/02 prefix numbers. Please check with your service provider.

Calls to 0800 numbers are free from UK landlines and personal mobiles otherwise call charges may apply. Calls to 1800 numbers are free from ROI landlines and personal mobiles otherwise call charges may apply. Calls may be monitored or recorded in order to maintain high levels of security and quality of service.

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