



ClientLine[®] Actualización 2023



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Introducción

En el siguiente manual encontrarás los pasos a seguir para obtener los reportes que con más frecuencia solicitan los clientes en el aplicativo **ClientLine®**.

Conocerás las nuevas funciones y cómo cada una de ellas tiene un **objetivo que beneficiara a los clientes**, a continuación se mencionan algunas funciones y beneficios:



Permitirá rastrear, analizar y monitorear transacciones durante el ciclo de vida del pago con tarjeta.



Podrás consultar autorizaciones en tiempo real, así como monitorear los niveles de aceptación con los que opera tu negocio.



Flexible en la extracción de información y configuración de reportes.



Permitirá consulta, descarga y programación de reportes para entrega en correo electrónico y dentro del portal.

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Business Track[®]

A web tool for tracking, analyzing, and monitoring payment processing information



Have an Account?

- Merchant Login
- Non-Merchant Login
- Omaha Client Login

Ingresa a la opción de **“Merchant login”**.

Create an Account

Analyze payment processing with an easy-to-use suite of online tools, gaining greater insight to quickly and effectively manage your electronic transactions.

Your future success requires that you have the business insight today to make informed business decisions tomorrow.

Enroll



Tax Information Update

Access tools and resources to assist in validating and/or updating your tax information.

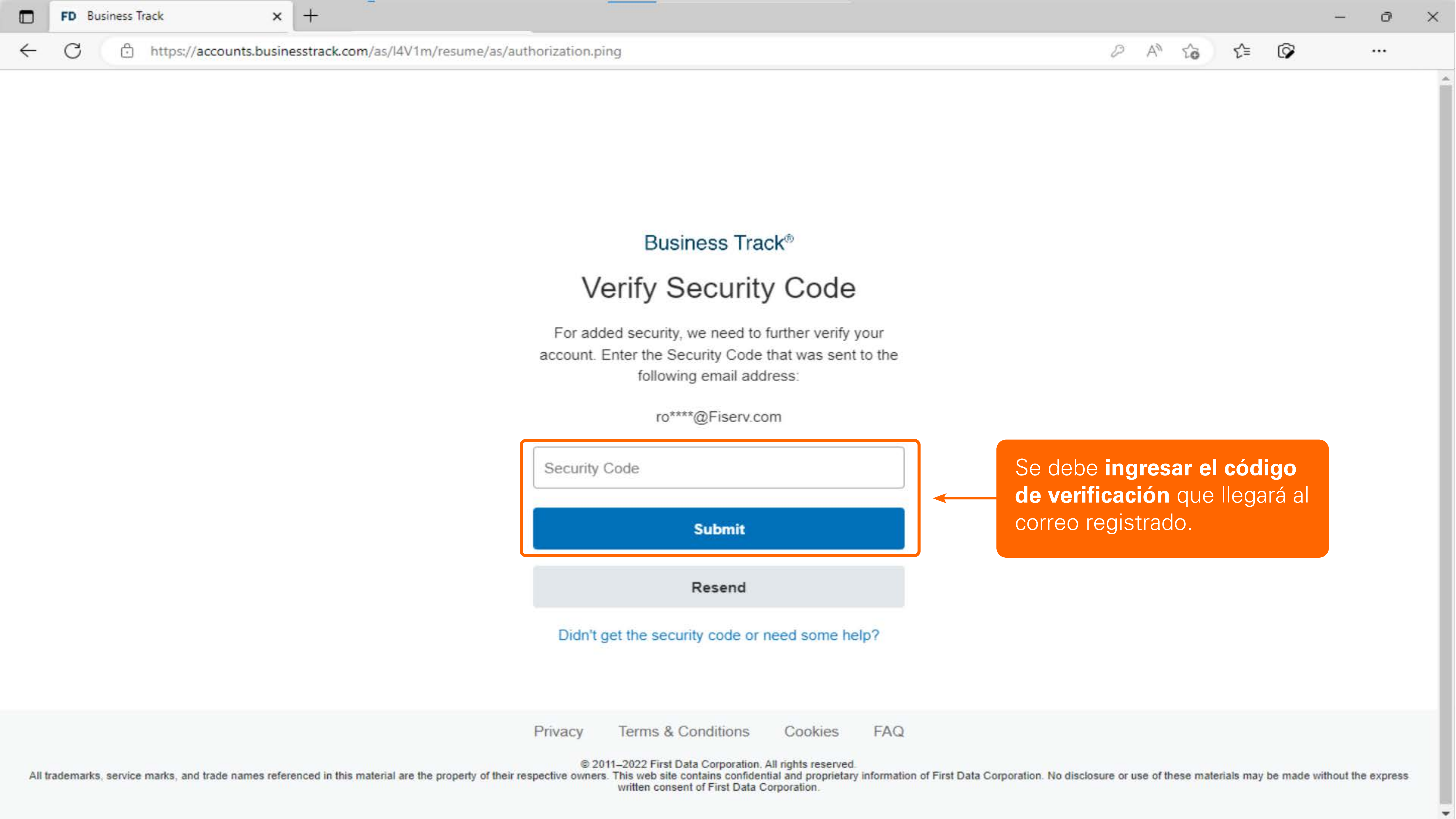
Business Track®
Sign in to Business Track

[Show](#)

[Sign In](#)

[Having trouble signing in?](#)

Agrega tu usuario y contraseña,
el usuario inicia con: **cl.**
Ejemplo: **cl.rodmen4678**



Business Track®

Verify Security Code

For added security, we need to further verify your account. Enter the Security Code that was sent to the following email address:

ro****@Fiserv.com

Submit

Resend

[Didn't get the security code or need some help?](#)

Se debe **ingresar el código de verificación** que llegará al correo registrado.

[Privacy](#)

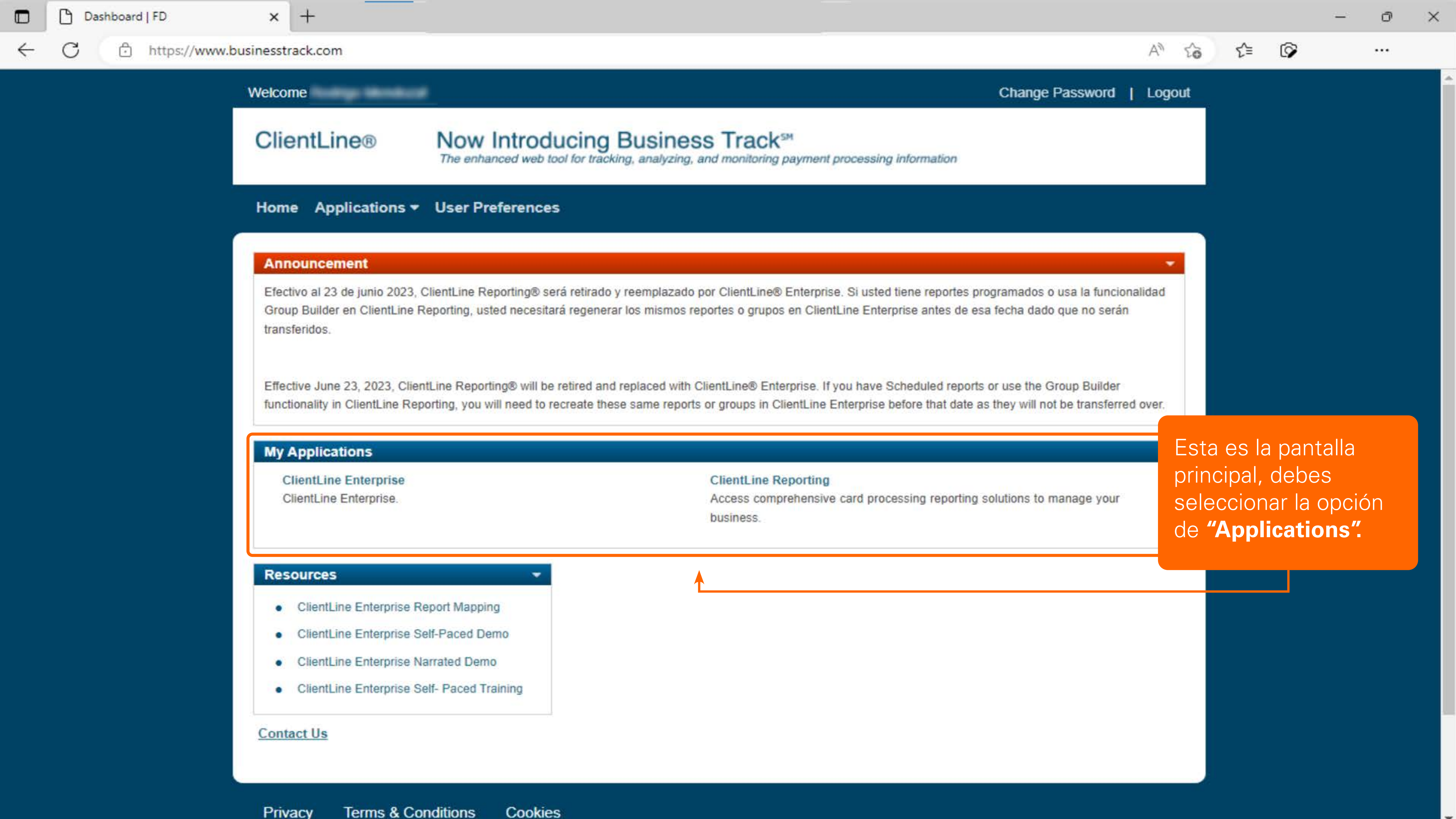
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Welcome [Settings](#) [Account](#)

[Change Password](#) | [Logout](#)

ClientLine®

Now Introducing Business Track™

The enhanced web tool for tracking, analyzing, and monitoring payment processing information

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Announcement

Efectivo al 23 de junio 2023, ClientLine Reporting® será retirado y reemplazado por ClientLine® Enterprise. Si usted tiene reportes programados o usa la funcionalidad Group Builder en ClientLine Reporting, usted necesitará regenerar los mismos reportes o grupos en ClientLine Enterprise antes de esa fecha dado que no serán transferidos.

Effective June 23, 2023, ClientLine Reporting® will be retired and replaced with ClientLine® Enterprise. If you have Scheduled reports or use the Group Builder functionality in ClientLine Reporting, you will need to recreate these same reports or groups in ClientLine Enterprise before that date as they will not be transferred over.

My Applications

ClientLine Enterprise
ClientLine Enterprise.

ClientLine Reporting
Access comprehensive card processing reporting solutions to manage your business.

Resources

- [ClientLine Enterprise Report Mapping](#)
- [ClientLine Enterprise Self-Paced Demo](#)
- [ClientLine Enterprise Narrated Demo](#)
- [ClientLine Enterprise Self- Paced Training](#)

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Esta es la pantalla principal, debes seleccionar la opción de “Applications”.

Welcome Rodrigo Mendoza!

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The enhanced web tool for tracking, analyzing, and monitoring payment processing information

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ClientLine Enterprise

Announcement

Efectivo al 23 de junio 2023, ClientLine Reporting Group Builder en ClientLine Reporting serán transferidos.

Selecciona la opción de
"ClientLine Enterprise".

Si usted tiene reportes programados o usa la funcionalidad de ClientLine Enterprise antes de esa fecha dado que no serán transferidos.

Effective June 23, 2023, ClientLine Reporting® will be retired and replaced with ClientLine® Enterprise. If you have Scheduled reports or use the Group Builder functionality in ClientLine Reporting, you will need to recreate these same reports or groups in ClientLine Enterprise before that date as they will not be transferred over.

My Applications

ClientLine Enterprise
ClientLine Enterprise.

Resources

- [ClientLine Enterprise Report Mapping](#)
- [ClientLine Enterprise Self-Paced Demo](#)
- [ClientLine Enterprise Narrated Demo](#)
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Overview

Authorizations

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What's new...



v3.7.6.0 - May 23rd, 2023

New Features

Reports

- PaySecure / Search:** Clients that use our PaySecure platform for processing transactions, will now be able to see native PaySecure transactions right from the source. Prior to this PaySecure transactions were part of the Authorizations / Search, which is still maintained.

Enhancements

Reports

- Settlement /Qualification / Generic Analysis & Funding /Adjustments / Generic Analysis:** Site Name added under pivot list.
- Settlement / Smart Routing / Generic Analysis:** Added filter for Transaction Status.
- All Search Excel Report:** Added Request Detail tab for Excel based schedule reports. Just like the summary based Excel reports, this tab will contain the details of the report like the

My Saved Reports

401 rod

Funding
GenericAnalysis

101 R

Settlement
Search

401 RCR

Funding
Search

101

Settlement
Search

401 jaime

Funding
GenericAnalysis

Today's Generated Reports

Inbox is empty!

You don't have any generated reports for today

Esta es la pantalla principal, en la opción de "Authorizations" puedes ver el detalle general de la cuenta.

Home

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- Authorizations
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Overview Authorizations Settlement Funding Chargebacks

En esta sección podrás: **consultar autorizaciones en tiempo real, así como monitorear los niveles de aceptación** con los que opera tu negocio, también rastrear, analizar y monitorear transacciones durante el ciclo de vida del pago con tarjeta.

Authorizations

Approved Sales #

152

157 (-3.18%)

Show Details

As Compared To Previous 7 days

Sales (MXN)

206,492.32

190,788.24 (+10.99%)

Show Details

As Compared To Previous 7 days

Average Sale Size (MXN)

1,348.73

1,212.81 (+11.21%)

Show Details

As Compared To Previous 7 days

Top Networks by Amount (MXN)

Visa

137,704.84 (+36.53%)

65.03%

Mastercard

58,122.21 (-23.12%)

27.45%

American Express

15,922.78 (+11.16%)

7.52%

Show Details

As Compared To Previous 7 days

APPROVAL RATE

96.8153

94.0120 (+2.8033%)

As Compared To Previous 7 days

Trend by # of Transactions

52 max

0 min

Show Details

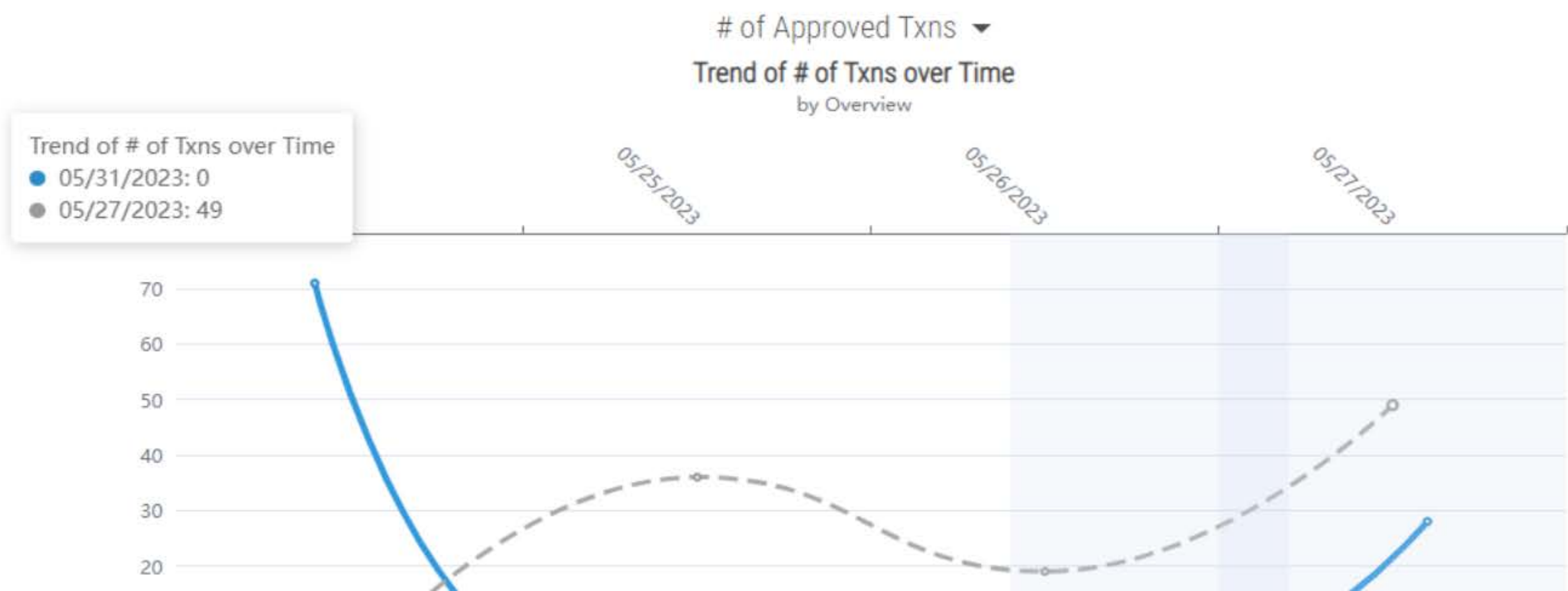
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 - Decline Reasons
 - Decline Details Analysis
 - Retry/Referral Analysis
 - Top Sites
 - Site/Card Activity
 - Amount Distribution
 - Generic Analysis
 - Search
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Authorizations / Overview

Measures # of Txns, ...		as de cuentas y analizar las ventas aprobadas.					GO				
Date Range			Compare With ?								
05/28/2023 - 06/01/2023			05/24/2023 - 05/27/2023								
Type Purchase, Pre Auth Co...	Online Transaction Indicator Online Server Txn							Edit	Print	Save	
# of Txns 99	-5.71%	# of Approved Txns 88	-14.56%	Amount 134,835.62	+0.94%	Approved Amount 127,299.60	-3.59%	Approval Rate 88.8889%	-9.39%	Avg. Ticket Size 1,361.98	+7.06%
105		103		133,580.48		132,037.18		98.0952		1,272.20	

Approved Sales:
Podrás **visualizar,**
descargar y analizar
las ventas aprobadas.

GO



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Authorizations / Generic Analysis

Group By 1
Network

+

Subtotals

Measures
of Txns, ...

GO

Group By - Sort

Compare

Time Trend

Date Range
05/20/2023 - 05/26/2023

From Time
Select

To Time
Select

Auth Currency
MXN

Type
Purchase, Pre Auth Co...

Online Transaction Indicator
Online Server Txn

3 rows fetched

Edit

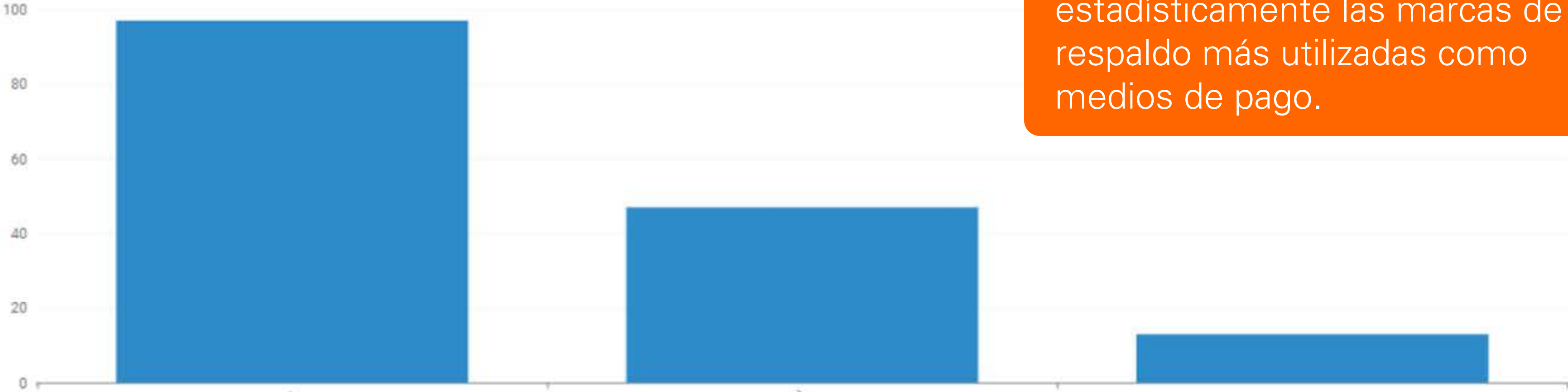
Print

Save

Schedule

Download

of Txns
by Network



Network	# of Txns	# of Approved Txns	Amount	Approved Amount	# of Txns %	Amount %	# of Txns Relative %	Amount Relative %	Approval Rate	Avg. Ticket Size
Visa	97	93	137,704.84	132,734.54	61.78%	65.03%	61.78%	65.03%	95.8763%	1,419.64
Mastercard	47	46	58,122.21	57,835.00	29.94%	27.45%	29.94%	27.45%	97.8723%	1,236.64
American Express	13	13	15,922.78	15,922.78	8.28%	7.52%	8.28%	7.52%	100.0000%	1,224.83
Totals	157	152	211,749.83	206,492.32	100.00%	100.00%	100.00%	100.00%	96.8153%	1,348.73

Top Networks: Podrás visualizar estadísticamente las marcas de respaldo más utilizadas como medios de pago.

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User Preferences

Fiscal Calendar

Report Delivery

Profile

Name

Rodrigo Mendoza

User ID

cl.rodmen4638

Zip Code

44630

Preferred Language

4

English

Email Address

rodrigo.mendozalopez@Fiserv.com

Phone Number

United States

9999999999999999

Name

Rodrigo Mendoza

Email

rodrigo.mendozalopez@Fiserv.com

User ID

cl.rodmen4638

Change Password

Settings

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Toggle Fullscreen

Sign Out

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Se puede realizar el cambio de idioma (la recomendación es que se quede en inglés).

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Report Delivery

EMAIL

Email

AWS S3

AZURE

FDFG

+ Add Email

Status

Verified

Delete

+ Add Config

+ Add Config

Agregar nuevos correos para recibir reportes.

El "Status" del correo debe ser "Verified" para recibir los reportes.

En la opción "Report delivery" puedes agregar correos para que reciban los reportes generados o programados.

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Dashboard en español

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Esta es la pantalla principal, en la opción de “Autorizaciones” puedes **ver el detalle general de las autorizaciones.**

What's new...



v3.7.6.0 - May 23rd, 2023

New Features

Reports

- **PaySecure / Search:** Clients that use our PaySecure platform for processing transactions, will now be able to see native PaySecure transactions right from the source. Prior to this PaySecure transactions were part of the Authorizations / Search, which is still maintained.

Enhancements

Reports

- **Settlement /Qualification / Generic Analysis & Funding /Adjustments / Generic Analysis:** Site Name added under pivot list.
- **Settlement / Smart Routing / Generic Analysis:** Added filter for Transaction Status.
- **All Search Excel Report:** Added Request Detail tab for Excel based schedule reports. Just like the summary based Excel reports, this tab will contain the details of the report like the filters chosen, the fields list, etc.
- **All Search Reports:** Enhanced the error message for PCI/PII encryption requirement while downloading/scheduling search reports.
- **uCom / Search & uCom / Customer / Search & uCom / Account / Search:** New fields added to search transactions by Membership Account Number, Merchant Transaction Id and Sub Merchant Id.
- **Gift Card / Liability / Search:** Activation Date field now shows Time along with Date.

[Click here to view the complete Release Notes](#)

[Subscribe to Release Notes](#)

Mis informes guardados

Search...

Settlement
Search

Informes generados hoy

23

22

[Descargar Todo](#)

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Jerarquía del Sitio (FE)
Select

Rango de Fecha
05/28/2023 - 06/03/2023

Moneda
MXN

Autorizaciones

Número de Ventas Aprobadas

176

152 (+15.79%)

Mostrar Detalles

En Comparación con el Anterior 7 days

Ventas (MXN)

252,296.04

206,492.32 (+28.35%)

Mostrar Detalles

En Comparación con el Anterior 7 days

Tamaño Promedio de Venta (MXN)

1,380.36

1,348.73 (+2.35%)

Mostrar Detalles

En Comparación con el Anterior 7 days

Principales Redes por Cantidad (MXN)

Visa

133,253.77 (+0.39%)

50.28%

Mastercard

84,384.02 (+45.90%)

31.84%

American Express

47,391.87 (+197.64%)

17.88%

Mostrar Detalles

En Comparación con el Anterior 7 days

TASA DE APROBACIÓN

91.6667

96.8153 (-5.1486%)

En Comparación con el Anterior 7 days

Trend por Número de Transacciones

71 max

0 min

Mostrar Detalles

En esta sección podrás: consultar autorizaciones en tiempo real, así como monitorear los niveles de aceptación con los que opera tu negocio, también rastrear, analizar y monitorear transacciones durante el ciclo de vida del pago con tarjeta.

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Análisis de Reintentos/Referencias

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Actividad del Sitio/Tarjeta

Distribución de Cantidades

Análisis Genérico

Buscar

Liquidación

Contracargos

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Referencia

Autorizaciones / Buscar

Seleccionar Campos

Billetera Móvil, ...

Rango de Fechas

06/07/2023 - 06/07/2023

Desde

Select

Hasta

Select

Filtros

Jerarquía del Sitio

Select

Estado del Sitio

Select

Ciudad del Sitio

Select

Código Postal del Sitio

Select

Tarjeta #

Tarjeta #(Primeros 6)

Tarjeta #(Primeros 8)

Tarjeta #(Últimos 4)

ID de Pedido de Socio

ID de Terminal

Código de Autenticación

Estado de Aprobación

Tipo

Subtipo

Grupo de tarjetas

Motivo del Rechazo

Procesador

Indicador de Comercio Electrónico

Billetera Móvil

Respuesta de Ficha

Categoría de Comerciante

Respuesta CAVV

Respuesta AVS

Resultado CVV

Código de Mercancía

Código de Mercancía Nativo

Proveedor de Experiencia

ID de Comerciante Externo

ID de Transacción de Red

ID de Referencia Externa

Respuesta de Asociación Inicial

Tarjeta Vieja #

Código de Rechazo Nativo

Código de Rechazo de Débito Nati...

Acción de Optimización de Autenti...

Respuesta de Enlace

Número de Ficha

Cuenta de Paypal #

ID de Transacción de Paypal

Cantidad Mínima

Cantidad Máxima

Indicador de Autenticación de Red 1

Indicador de Entrada de Red

Indicador de Autenticación de Red 2

Indicador de Autenticación de Red 3

Intento de Autenticación

Tipo de Oferta de Ficha de Red

Asesoramiento al Comerciante

Número de Serie de la Terminal

Indicador de Transacciones En Lin...

Número de Orden

Autor de la Transacción

ID de Subcomerciante

ID de terminal Externo

Nombre del Comerciante

Código de Proveedor

Indicador de Adelanto de Efectivo

Emisor de la Tarjeta

Detalle de Emisión de Tarjeta

Tipo de Emisión de Tarjeta

Emisor de Tarjeta Regulado

Tarjeta Recargable

País Donde Expidió la Tarjeta

Marca de Tarjeta

Clase de Tarjeta

Subtipo de Tarjeta

Estado de Tarjeta EBT

BIN del Emisor de la Tarjeta

Guardar

Cronograma

GO

Ayuda

Para comenzar a generar un reporte debes seleccionar en el menú de la izquierda las opciones "Autorizaciones" y en el menú desplegable "Buscar"

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Autorizaciones / Buscar

Seleccionar Campos

Select

AllFieldsCode

✓ Select All

✗ Deselect All

↺ Reset to default

Select Authorization

Select Additional Fields

Select Network Token Details

Select Lodging Rental Details

Select EMV Details

Select SiteDetails

Select CardIssuer

Search...

Make Selection

Select Order

▶ Additional Fields (0 of 111)

▶ Authorization (0 of 72)

▶ CardIssuer (0 of 46)

▶ EMV Details (0 of 16)

▶ Lodging Rental Details (0 of 26)

▶ Network Token Details (0 of 9)

▶ SiteDetails (0 of 9)

Desde

Select

Hasta

Select

Estado del Sitio

Select

Ciudad del Sitio

Select

Código Postal del Sitio

Select

Zona Horaria

America/New_York

Tarjeta #

Tarjeta # (Primeros 6)

Tarjeta # (Primeros 8)

Tarjeta # (Últimos 4)

Tarjeta de Regalo #

ID de Pedido de Socio

ID de Terminal

Código de Autenticación

Estado de Aprobación

Select

Método de Pago

Select

Tipo

Select

Subtipo

Select

Grupo de tarjetas

Select

Motivo del Rechazo

Select

Modo de Envío

Select

Procesador

Select

Indicador de Comercio Electrónico

Select

Billetera Móvil

Select

Respuesta de Ficha

Select

Respuesta CAVV

Select

Respuesta AVS

Select

Resultado CVV

Select

Código de Mercancía

Select

Código de Mercancía Nativo

ID de Comerciante Externo

ID de Transacción de Red

ID de Referencia Externa

Respuesta de Asociación Inicial

Select

Tarjeta Vieja #

Autenti...

Respuesta de Enlace

Número de Ficha

Cuenta de Paypal #

Indicador de Autenticación de Red 1

Select

Indicador de Entrada de Red

Select

Indicador de Autenticación de Red 2

Select

Asesoramiento al Comerciante

Select

Número de Serie de la Terminal

Indicador de Transacciones En Lin...

Online Server Txn

Autor de la Transacción

ID de Subcomerciante

ID de terminal Externo

Nombre del Comerciante

Código de Proveedor

Emisor de la Tarjeta

Select

Detalle de Emisión de Tarjeta

Select

Tipo de Emisión de Tarjeta

Select

Emisor de Tarjeta Regulado

Select

Tarjeta Recargable

Select

Marca de Tarjeta

Select

Clase de Tarjeta

Select

Subtipo de Tarjeta

Select

Estado de Tarjeta EBT

Select

BIN del Emisor de la Tarjeta

Select

Guardar

Cronograma

GO

Ayuda

Del menú desplegable seleccionaremos 3 opciones "Additional Fields, CardIssuer y Settlement".

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Reporte de ventas



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FANF Summary

Debit Network Summary

APM Billing

Generic Analysis

Search

Settlement / Search

Select Fields
Account #, ...

Date Range
05/29/2023 - 05/30/2023

Filters

Site Hierarchy Select	Site State Select	Site City Select	Site Zip Code Select	Account #	Account #(First 6)
Network State All Transactions	Account # (Last 4)	Order Number	Token Requester ID	Transaction Status Select	Network Select
Acquirer Reference	Product Code Select	Payment Method Select	Transaction Type Select	Processor Select	EC Indicator Select
Merchant Category Select	Reclass Indicator Select	Plan Code	Plan Code Validation Select	Transaction Mode Select	Mobile Wallet Select
Foreign Curr Amt Min	Foreign Curr Amt Max	File Type Select	AirLine Ticket Number	Batch UID	Batch Sequence ID
Tran UID	Expanded Terminal ID	Terminal Batch Number	DDA #	DDA # (Last4)	Pinless Flag Select
Pinless Indicator Select	Visa Transaction ID	Bank Net Reference Nu...	Card Usage Select	Token Requestor Flag Select	Downgrade Reject Rea... Select
Downgrade Reject Des...	Non Augment Plan Flag	Augment Net Sales Am...	Augment Net Sales Am...	Real Time Clearing Indi...	Debit Network Id

Save

Schedule

GO

Para comenzar a **generar un reporte** debes seleccionar en el menú de la izquierda las opciones **"Settlement"** y en el menú desplegable **"Search"**.

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Settlement / Search

Select Fields
Select ▾

AllFieldsCode

✓ Select All

✕ Deselect All

↺ Reset to default

Select Settlement

Select Additional Fields

Select Fee Details

Select Lodging Rental Details

Select SiteDetails

Select CardIssuer

Search...

Make SelectionSelect Order

▶ Additional Fields (0 of 121)

▶ CardIssuer (0 of 46)

▶ Fee Details (0 of 79)

▶ Lodging Rental Details (0 of 17)

En la opción de **“Select Fields”** seleccionaremos todas las columnas que necesitamos para los reportes.

Importante asegurarnos que no hay ninguna opción marcada para realizar la selección manual.
Para ello debemos **dar clic en “Deselect All”**.

Importante asegurarnos que no hay ninguna opción marcada para realizar la selección manual.
 Para ello debemos **dar clic en “Deselect All”**.

Account #	Account #(First 6)
Order Number	Token Requester ID
Network Select	Product Code Select
Transaction Mode Select	Mobile Wallet Select
Processed Amount Min...	Processed Amount Ma...
Batch UID	Batch Sequence ID
DDA # (Last4)	Pinless Flag Select
Token Requestor Flag Select	Downgrade Reject Rea... Select
Real Time Clearing Indi...	Debit Network Id

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AllFieldsCode

✓ Select All

✗ Deselect All

↺ Reset to default

Select Settlement

Select Additional Fields

Select Fee Details

Select Lodging Rental Details

Select SiteDetails

Select CardIssuer

Search...

Make Selection

Select Order

▶ Additional Fields (0 of 121)

▶ CardIssuer (0 of 46)

▶ Fee Details (0 of 79)

▶ Lodging Rental Details (0 of 17)

▶ Settlement (0 of 91)

▶ SiteDetails (0 of 10)

Site City	Select	Site Zip Code	Select
Processed Currency	Select	Submitted Currency	Select
Invoice Number		Tracker Number	
Auth Code		Transaction Status	Select
Processor	Select	EC Indicator	Select
Plan Code		Plan Code Validation	Select
File Type	Select	AirLine Ticket Number	
Terminal Batch Number		DDA #	
ACI Indicator	Select	Auth Type	Select
Card Reloadable		Card Issuing Country	

Del menú desplegable seleccionaremos 3 opciones "Additional Fields, CardIssuer y Settlement".

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Deselect All

Reset to default

Deselect Settlement

Deselect Additional Fields

Select Fee Details

Select Lodging Rental Details

Select SiteDetails

Deselect CardIssuer

Search...

Make Selection

Select Order

Additional Fields (2 of 121)

CardIssuer (3 of 46)

Fee Details (0 of 79)

Lodging Rental Details (0 of 17)

Settlement (14 of 91)

SiteDetails (0 of 10)

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date ?	Processed Currency	Submitted Currency	Account #	Account #(First 6)
Date	Select	Select		
No.	Invoice Number	Tracker Number	Order Number	Token Requester ID
D ?	Auth Code ?	Transaction Status	Network	Product Code
		Select	Select	Select
n Type	Processor	EC Indicator	Transaction Mode	Mobile Wallet
	Select	Select	Select	Select
icator	Plan Code	Plan Code Validation	Processed Amount Min...	Processed Amount Ma...
		Select		
Amt Max	File Type	AirLine Ticket Number	Batch UID	Batch Sequence ID
	Select			
rminal ID	Terminal Batch Number	DDA #	DDA # (Last4)	Pinless Flag
				Select
ctio			Token Requestor Flag	Downgrade Reject Rea...
			Select	Select
Pl			Real Time Clearing Indi...	Debit Network Id
			Select	Select
mp			Card Issuer	Card Issue Detail
			Select	Select
gula			Card Brand	Card Class
			Select	Select
	Card Sub Type	Card EBT State	Card Product SubType	Card Processing Indica...
	Select	Select	Select	Select
	Card B2B Program	Card Debit Network Pa...	Card Billing Currency	Card Money Send Indic...
	Select	Select	Select	Select
			Card Money Transfer In...	Card Online Gambling I...
			Select	Select

Una vez realizada la selección manual, las categorías deben quedar con las siguientes opciones:

• Additional Fields (2 of 121)

• CardIssuer (3 of 46)

• Settlement (14 of 91)

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Deselect All

Reset to default

Deselect Settlement

Select Additional Fields

Select Fee Details

Select Lodging Rental Details

Select SiteDetails

Select CardIssuer

Search...

✓ Account #

Account #(First 6)

Account #(Last 4)

ACI Indicator

ACI Indicator Code

Acquirer

Acquirer Code

Acquirer Reference Number

✓ Auth Code

Auth Type

Auth Type Code

AVS Description

Card B2B Program

Card Debit Network Pa...

Card Billing Currency

Card Money Send Indic...

Card Money Transfer In...

Card Online Gambling I...

Processed Currency

Submitted Currency

Account #

Account #(First 6)

Invoice Number

Tracker Number

Order Number

Token Requester ID

Auth Code

Transaction Status

Network

Product Code

Transaction Mode

Mobile Wallet

Processed Amount Min...

Processed Amount Ma...

Batch UID

Batch Sequence ID

DDA # (Last4)

Pinless Flag

Token Requestor Flag

Downgrade Reject Rea...

Real Time Clearing Indi...

Debit Network Id

Card Issuer

Card Issue Detail

Card Brand

Card Class

Card Processing Indica...

Card Fund Source

Card B2B Program

Card Debit Network Pa...

Card Billing Currency

Card Money Send Indic...

Card Money Transfer In...

Card Online Gambling I...

Para la categoría "Settlement" debes seleccionar las siguientes opciones:

• Site ID (BE)

• Site Name

• Processed Currency Code

• Batch No.

• Batch Date

• Product Code

• Account #

• Processed Sales Amount

• Txn Date

• Transaction Time

• Auth Code

• Transaction Status

• Payment Method

• Network

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Settlement / Search

Select Fields

POS Entry Mode, ...

AllFieldsCode

✓ Select All

✗ Deselect All

↺ Reset to default

Deselect Settlement

Deselect Additional Fields

Select Fee Details

Select Lodging Rental Details

Select SiteDetails

Deselect CardIssuer

Search...

Make Selection

Select Order

▶ Additional Fields (2 of 121)

▶ CardIssuer (3 of 46)

▶ Fee Details (0 of 79)

▶ Lodging Rental Details (0 of 17)

Additional Fields

- Terminal ID
- POS Entry Mode

CardIssuer

- Card fund source
- Card Brand
- Card Issuer

Save

Schedule

GO

Site City	Select	Site Zip Code	Select		
Processed Currency	Select	Submitted Currency	Select	Account #	Account #(First 6)
Invoice Number		Tracker Number		Order Number	Token Requester ID
Transaction Status	Select	Network	Select	Product Code	Select
EC Indicator	Select	Transaction Mode	Select	Mobile Wallet	Select
Plan Code Validation	Select	Processed Amount Min...		Processed Amount Ma...	
AirLine Ticket Number		Batch UID		Batch Sequence ID	
DDA #		DDA # (Last4)		Pinless Flag	Select
Card Usage	Select	Token Requestor Flag	Select	Downgrade Reject Rea...	Select
Augment Net Sales Am...		Augment Net Sales Am...		Real Time Clearing Indi...	
				Debit Network Id	

Categorías en español

Reporte de ventas

Liquidación

Numero de Comercio (BE)
Nombre del Comercio
Moneda Procesada
Número de Lote
Fecha del Lote
Código de Producto
Tarjeta #
Cantidad de Ventas Procesadas
Fecha de Transacción
Hora de Transacción
Código de Autenticación
Estado de la Transacción
Método de pago
Red

Campos Adicionales

ID de Terminal
Modo de Ingreso POS

Emisor de la tarjeta

Marca de Tarjeta
Tipo de Emisión de Tarjeta

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Help

Select Fields
POS Entry Mode, ...

Save

Schedule

GO

Date Range
05/23/2023 - 05/29/2023

Options: Range

From Date

May 2023

Cancel

Apply

To Date

May 2023

Site Zip Code
Select

Submitted Currency
Select

Account #

Account #(First 6)

Requester ID

Product Code
Select

EC Indicator
Select

Transaction Mode
Select

Mobile Wallet
Select

Plan Code Validation
Select

Processed Amount Min...

Processed Amount Ma...

AirLine Ticket Number

Batch UID

Batch Sequence ID

DDA #

DDA # (Last4)

Pinless Flag
Select

Token Requestor Flag
Select

Downgrade Reject Rea...
Select

Real Time Clearing Indi...

Debit Network Id

Seleccionamos el rango de fechas para contemplar en el reporte y damos clic en la opción "Save".

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Help

Select Fields
POS Entry Mode, ...

Date Range
05/29/2023 - 05/30/2023

Filters

Site Hierarchy Select	Site State Select	Site City Select	Select		
Network Status All Transactions	Analysis Date Settlement Date	Processed Currency Select	Submitted C Select	#(First 6)	
Account #(Last 4)	Batch No.	Invoice Number	Tracker Number	Order Number	Token Requester ID
Acquirer Reference Nu...	Terminal ID	Auth Code	Transaction Status Select	Network Select	Product Code Select
Payment Method Select	Transaction Type Select	Processor Select	EC Indicator Select	Transaction Mode Select	Mobile Wallet Select
Merchant Category Select	Reclass Indicator Select	Plan Code	Plan Code Validation Select	Processed Amount Min...	Processed Amount Ma...
Foreign Curr Amt Min	Foreign Curr Amt Max	File Type Select	AirLine Ticket Number	Batch UID	Batch Sequence ID
Tran UID	Expanded Terminal ID	Terminal Batch Number	DDA #	DDA # (Last4)	Pinless Flag Select
Pinless Indicator Select	Visa Transaction ID	Bank Net Reference Nu...	Card Usage Select	Token Requestor Flag Select	Downgrade Reject Rea... Select
Downgrade Reject Des...	Non Augment Plan Flag	Augment Net Sales Am...	Augment Net Sales Am...	Real Time Clearing Indi...	Debit Network Id

Save Report

Report Name101 ventas TP

Close

Save

Agrega un nombre al reporte.

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[illegible]

Una vez guardado el reporte en la opción **"Site Hierarchy"** al seleccionarlo desplegará un menú, en "Search" **agregamos el MID o corporate** y lo seleccionamos en el resultado de la sección **"corporate"**.

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Select Fields

POS Entry Mode, ...

Save

Schedule

GO

Date Range

05/22/2023 - 05/29/2023

Filters

Site Hierarchy

Corporate: SPEAKEAS...

Site State

Select

Network Status

All Transactions

Analysis Date

Settlement Date

Account #(Last 4)

Batch No.

Invoice Number

Tracker Number

Order Number

Token Requester ID

Acquirer Reference Nu...

Terminal ID

Auth Code

Transaction Status

Network

Product Code

Payment Method

Select

Transaction Type

Select

Processor

Select

EC Indicator

Select

Transaction Mode

Select

Mobile Wallet

Select

Merchant Category

Select

Reclass Indicator

Select

Plan Code

Plan Code Validation

Select

Processed Amount Min...

Processed Amount Ma...

Foreign Curr Amt Min

Foreign Curr Amt Max

File Type

Select

AirLine Ticket Number

Batch UID

Batch Sequence ID

Tran UID

Expanded Terminal ID

Terminal Batch Number

DDA #

DDA # (Last4)

Pinless Flag

Select

Pinless Indicator

Select

Visa Transaction ID

Bank Net Reference Nu...

Card Usage

Select

Token Requestor Flag

Select

Downgrade Reject Rea...

Select

Downgrade Reject Des...

Non Augment Plan Flag

Augment Net Sales Am...

Augment Net Sales Am...

Real Time Clearing Indi...

Debit Network Id

Una vez agregado y
seleccionado el Corporate o
MID damos clic en la opción
"GO" para generar el reporte.

Changhacks

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Select Fields
POS Entry Mode, ...

Date Range
05/22/2023 - 05/29/2023

Hierarchy Level
Corporate: SPEAKEASY GLG ...

Network Status
All Transactions

Analysis Date
Settlement Date

162 rows fetched

Edit

Save

Schedule

Download

[illegible]

Quando se genere el reporte **nos mostrará esta pantalla con toda la información** para descargarlo, damos clic en **“Download”**.

Site ID (BE)	Site Name	Processed Currency Code	Batch No.	Batch Date	Product Code	Account #	Processed Sales Amou
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	Flow local paper debit	401136600000000776	206.00
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	Weather and local trans	526777600000000416	349.00
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	Weather and local trans	556079600000000575	1493.00
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	Weather and local trans	556079600000000575	954.00
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	Flow local trans	4011372000000004049	2096.40
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	Flow local trans	4772140000000002149	1044.20
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	Flow local trans	4772140000000004027	184.20
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	AAER	3796650000000000008	196.00
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	AAER	3796650000000001001	2144.00
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	AAER	3796650000000002960	198.20
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	Flow int debit	4744000000000000131	1182.50
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	Flow local paper debit	4100140000000000900	8226.27
862744030010	WEST SPEARHEAD QLD	90	111467	05/06/2020	Weather and local trans	4011366000000005000	100.00

También se descargará dentro del aplicativo, en la sección de **“Inbox”**.

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Reports Inbox

Filter Text

Report Name	Size	Created On	Expires On	File
101_ventas	32 KB	05/31/2023 12:47 PM	06/01/2023 12:47 AM	📄 CSV ⋮

En el apartado "Inbox" también podremos **descargar el documento** seleccionando el hipervínculo de su nombre.

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Group By 1

All

+

Group By - Sort

Group By - Sort

Filters

Site Hierarchy

Select

Site State

Select

Site City

Select

Site Zip Code

Select

Analysis Date

Funded Date

Processed Currency

Select

Processor

Select

DDA # (Last4)

Major Category

Select

Minor Category

Select

Batch No.

Bank Reference Number.

Reference Number.

Product Code

Select

ABA

Save

Schedule

GO

En la opción "Group By 1" seleccionamos el botón de lado derecho con el símbolo de "+" para agregar 3 grupos en total.

En el menú de lado izquierdo selecciona la opción "Funding" y en el menú desplegable "Generic Analysis".

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Group By 1

All

Group By 2

Select

Group By 3

Select

Search...

✓ All

ABA

Agent ID

Bank Reference Number.

Batch Date

Batch No.

Corp ID

DDA #

DDA # (Last4)

Funded Date

Funding Type

Lead ID

Major Category

Site State

Select

Site City

Select

Site Zip Code

Select

Processed Currency

Select

Processor

Select

DDA # (Last4)

Major Category

Select

Minor Category

Select

Reference Number.

Reference Number.

Product Code

Select

ABA

Group By 1

All

Group By 2

Select

Group By 3

Select

Selecciona las opciones que corresponden en cada grupo:

- Group By 1 Site ID (BE)
- Group By 2 Site Name
- Group By 3 Funded Date

Debes asegurarte no tener seleccionada la opción de "All".

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Measures

Item Count, ...

AllFieldsCode

Select All

Deselect All

Reset to default

Deselect All

Search...

Make SelectionSelect Order

All (9 of 10)

Item Count

Processed Net Sales

Processed Paid by Others

Processed Adjustments

Processed I/C Charges

Processed Service Charges

Processed Fees

Processed Chargebacks Reversals

Processed Deposit

Processed Amount Paid

Date Range

05/20/2023 - 05/27/2023

Site City

Select

Site Zip Code

Select

Processor

Select

DDA # (Last4)

Major Category

Select

Minor Category

Select

En la sección “Measures” debes solamente de tener seleccionadas las opciones:

Item Count

Processed Net Sales

Processed Adjustments

Processed I/C Charges

Processed Service Charges

Processed Fees

Processed Chargebacks Reversals

Processed Deposit

Processed Amount Paid

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Numero de Comercio (BE)
Nombre del Comercio
Fecha de Financiamiento

Recuento de elementos
Cantidad de Elementos
Ventas Netas Procesadas
Ajustes Procesados
Cargos I/C Procesados
Cargos por Servicios Procesados
Tarifas Procesadas
Reversiones de Contracargos Procesadas
Depósito Procesado
Monto Pagado Procesado

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Group By 1

Site ID (BE)

Measures

Item Count, ...

Group By 2

Site Name

Group By 3

Funded Date

Subtotals

Save

Schedule

GO

Group By - Sort

Compare

Date Range

05/23/2023 - 05/30/2023

Filters

Site Hierarchy

Select

Site Sta

Select

Analysis Date

Funded Date

Processed C

Select

Batch No.

Bank Referenc

Major Category

Select

Minor Category

Select

Options: Range

From Date

To Date

<

May 2023

>

<

May 2023

>

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	01	02	03	04	05	06	07	08	09	10	11	12	13
14	15	16	17	18	19	20	21	22	23	24	25	26	27
28	29	30	31	01	02	03	28	29	30	31	01	02	03
04	05	06	07	08	09	10	04	05	06	07	08	09	10

Cancel

Apply

Seleccionamos el rango de fechas que debe contemplar el reporte.

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Group By 1

Site ID (BE)

Measures

Item Count, ...

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Group By 3

Funded Date

Subtotals

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Group By - Sort

Compare

Date Range

05/22/2023 - 05/30/2023

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Site Hierarchy

Corporate: SPEAKEAS...

Current selections (1)

Corporate: SPEAKEAS...

Clear All

Create Group

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Groups

Lead

Show All (1)

Corporate

Show All (1)

Location

Show All (3)

Processor

Select

Reference Number.

DDA # (Last4)

Product Code

Select

Major Category

Select

ABA

Minor Category

Select

En la sección de "Site Hierarchy" agregamos el MID o Corporate y lo seleccionamos en la opción de "Corporate".

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Group By 1
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🗑️

Group By 2
Site Name ▾

↺
🗑️

Group By 3
Funded Date ▾

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🗑️

Subtotals

🔴

Measures
Item Count, ... ▾

▶️
GO

🔴

Group By - Sort ?

🔴

Compare

Date Range

05/22/2023 - 05/30/2023 📅

Analysis Date
Funded Date ▾

3 rows fetched

✎
Edit

🖨️
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💾
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Processed Currency 1 ↑	Site ID (BE) 2 ↑	Site Name 3 ↑	Funded Date 4 ↑	Item Count	Processed Net Sales
USD	SPENCER 015 04 174 ADDRESS: CALLE PABLO NERUDA 2000 SANTIAGO DE LOS RIOS 04 01 000000 04 01	SPENCER 015 04 174	04 01 2023	81	140,000.00
USD	SPENCER 015 04 174 ADDRESS: CALLE PABLO NERUDA 2000 SANTIAGO DE LOS RIOS 04 01 000000 04 01	SPENCER 015 04 174	04 01 2023	81	140,000.00
USD	SPENCER 015 04 174 ADDRESS: CALLE PABLO NERUDA 2000 SANTIAGO DE LOS RIOS 04 01 000000 04 01	SPENCER 015 04 174	04 01 2023	81	140,000.00
Totals				243	420,000.00

Una vez generado el reporte lo visualizaremos de esta manera y para exportarlo **damos clic en el botón de "Download"**.

Una vez generado el reporte lo visualizaremos de esta manera y para exportarlo **damos clic en el botón de “Download”**.

Funding / Generic Analysis

Group By 1
Site ID (BE) ▾

Group By 2
Site Name ▾

Group By 3
Funded Date ▾

Date Range
05/22/2023 - 05/30/2023

Analysis Date
Funded Date ▾

Processed Currency 1 ↑
Site ID (BE) 2 ↑

File Setup

Name
401 depositos 401

File Type
☒ CSV ☐ XLSX

Compression ? ☐

Close Download

El sistema **solicitará el nombre** con el que descargará el documento.

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Group By 1
Site ID (BE) ▾

Group By 2
Site Name ▾

Group By 3
Funded Date ▾

+

Measures
Item Count, ... ▾

Group By - Sort ?

Compare

Date Range
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Filters

Site Hierarchy Select ▾	Site State Select ▾	Site City Select ▾	Site Zip Code Select ▾		
Analysis Date Funded Date ▾	Processed Currency Select ▾	Processor Select ▾	DDA # (Last4)	Major Category Select ▾	Minor Category Select ▾
Batch No.	Bank Reference Number.	Reference Number.	Product Code Select ▾	ABA	

Descargas

401_depositos_401.csv
Abrir archivo

101_ventas.csv
Abrir archivo

Más información

Se realizará la descarga del documento.

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Select Fields

POS Entry Mode, ...

Date Range

05/30/2023 - 05/31/2023

Filters

Site Hierarchy Select	Site State Select	Site City Select			
Network Status All Transactions	Analysis Date Settlement Date	Processed Currency Select			
Account #(Last 4)	Batch No.	Invoice Number			
Acquirer Reference Nu...	Terminal ID	Auth Code			
Payment Method Select	Transaction Type Select	Processor Select	EC Indicator Select	Transaction Mode Select	Mobile Wallet Select
Merchant Category Select	Reclass Indicator Select	Plan Code	Plan Code Validation Select	Processed Amount Min...	Processed Amount Ma...
Foreign Curr Amt Min	Foreign Curr Amt Max	File Type Select	AirLine Ticket Number	Batch UID	Batch Sequence ID
Tran UID	Expanded Terminal ID	Terminal Batch Number	DDA #	DDA # (Last4)	Pinless Flag Select
Pinless Indicator Select	Visa Transaction ID	Bank Net Reference Nu...	Card Usage Select	Token Requestor Flag Select	Downgrade Reject Rea... Select
Downgrade Reject Des...	Non Augment Plan Flag	Augment Net Sales Am...	Augment Net Sales Am...	Real Time Clearing Indi...	Debit Network Id

Delete Report

Schedule

GO

Para programar el envío de un reporte de manera frecuente, seleccionamos "Schedule" y se puede programar el envío de las siguientes maneras:

• En este momento

• Diario

• Semanal

• Mensual

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Select Fields

POS Entry Mode, ...

Date Range

05/30/2023 - 05/31/2023

Frequency

OneTime

Daily

Weekly

Monthly

Network Status

Analysis Date

Processed Currer

Frequency

OneTime

Daily

Weekly

Monthly

Day Of Week

S

M

T

W

T

F

S

Payment Method

Transaction Type

Processor

Frequency

OneTime

Daily

Weekly

Monthly

Day Of Month

1

Tran UID

Expanded Terminal ID

Terminal Batch Number

Pinless Indicator

Downgrade Reject Des...

Visa Transaction ID

Non Augment Plan Flag

Bank Net Reference Nu...

Augment Net Sales Am...

Card Usage

Augment Net Sales Am...

Token Requestor Flag

Real Time Clearing Indi...

Batch UID

DDA # (Last4)

Downgrade Reject Rea...

Debit Network Id

AirLine Ticket Number

DDA #

Pinless Flag

Select

Schedule Setup

Frequency

OneTime

Daily

Weekly

Monthly

Deliver To

INBOX

Encrypt

File Setup

File Name

File Type

Compression

Include Summary File

Close

Schedule

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POS Entry Mode, ...

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📅

Filters

Site Hierarchy

Select

Site State

Select

Site City

Select

Network Status

Analysis Date

?

Processed Curr

Merchant Category

Select

Reclass Indicator

Select

Plan Code

Foreign Curr Amt Min

Foreign Curr Amt Max

File Type

Select

Tran UID

Expanded Terminal ID

Terminal Batch Nu

Pinless Indicator

Select

Visa Transaction ID

Bank Net Reference Nu...

Card Usage

Select

Token Requestor Flag

Select

Downgrade Reject Rea...

Select

Downgrade Reject Des...

Non Augment Plan Flag

Augment Net Sales Am...

Augment Net Sales Am...

Real Time Clearing Indi...

Debit Network Id

Schedule Setup

Schedule Name

Frequency

OneTime

Daily

Weekly

Monthly

Day Of Month

1

↕

Deliver To

?

INBOX

▼

Encrypt

?

SEARCH...

File Setup

✓ INBOX

EMAIL

File Type

📄

📄

📄

📄

Compression

?

🔴

Include Summary File

?

🔴

Close

Schedule

Para terminar el proceso de programación de un reporte, **selecciona a dónde se enviará, correo o inbox interno del aplicativo.**

Por último **selecciona el nombre del documento y el formato.**

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