



Till Gateway API Credentials Retrieval

User Guide

Overview.

This document explains how you can access your API credentials by logging in to **Till Gateway**.

Intended Audience:

It is assumed that you are set up in **Till Gateway**.

What's Inside.

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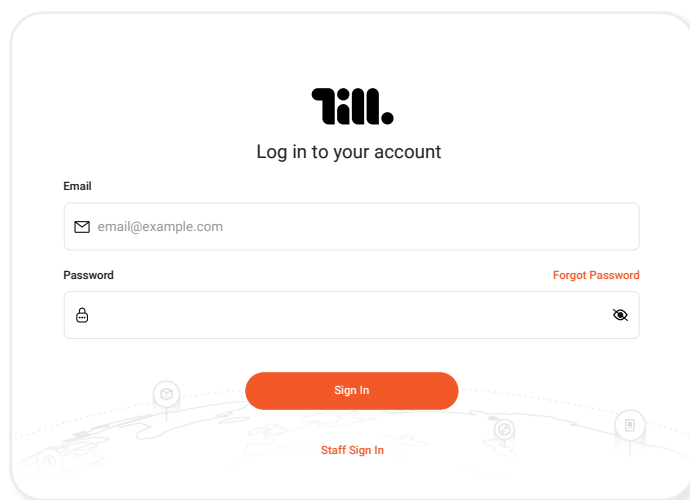
API Credentials Retrieval Guide

01 Pre-requisite

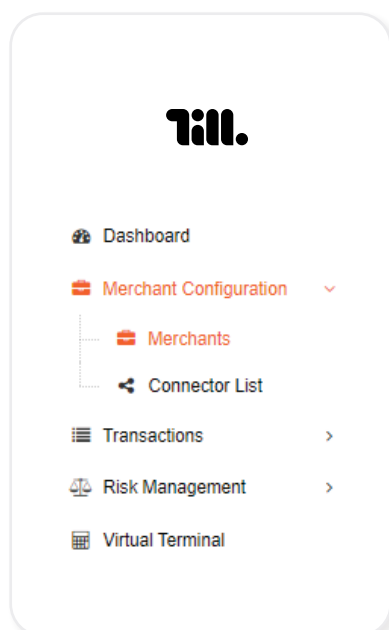
- You must be granted access to Till Gateway. Once you are set up in Till Gateway, your credentials will be sent via email.

02 Sign in to Till Gateway

- Open the following link: <https://gateway.tillpayments.com/en/login>
- Sign in with the credentials sent by Till Payments.

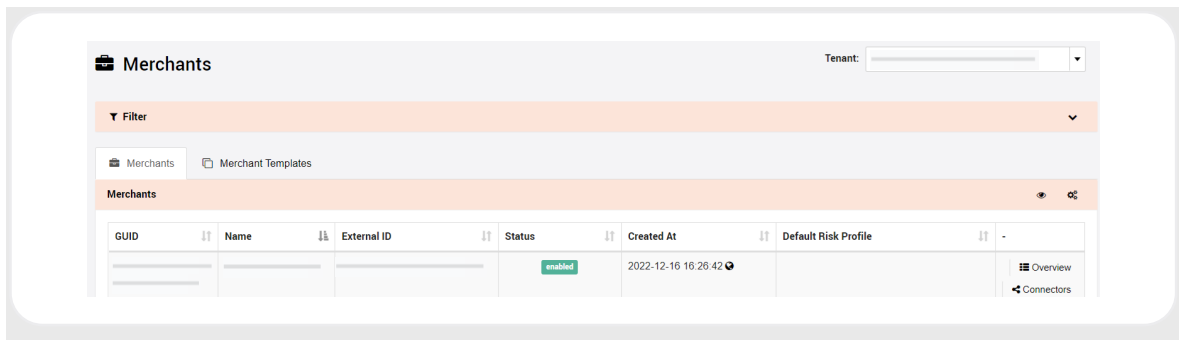
The image shows the Till Gateway login page. At the top is the Till logo. Below it is the text "Log in to your account". There are two input fields: "Email" with a placeholder "email@example.com" and "Password" with a placeholder "Password". To the right of the password field is a link "Forgot Password". Below the input fields is a large orange "Sign In" button. At the bottom, there is a "Staff Sign In" link. The background features a stylized map with location pins.

03 Find your merchant account

The image shows the Till Gateway navigation panel. At the top is the Till logo. Below it is a list of menu items: "Dashboard", "Merchant Configuration" (with a dropdown arrow), "Merchants" (with a dropdown arrow), "Connector List", "Transactions" (with a dropdown arrow), "Risk Management" (with a dropdown arrow), and "Virtual Terminal".

- Click '**Merchants**' under Merchant Configuration in the Navigation panel.

- Find the merchant in the Merchants table – External ID is Merchant ID.

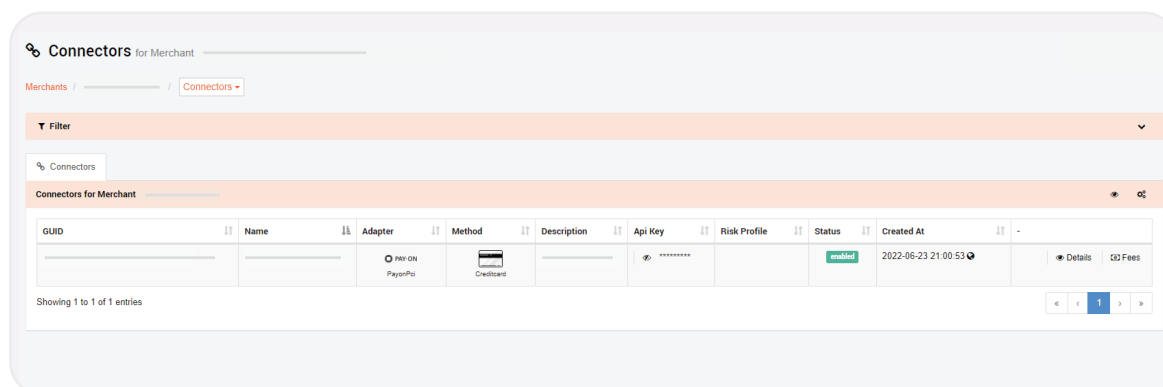


04 Find API Credentials

- These are your API Key, Shared Secret, and Public Integration Key (Public Integration Key is required if applicable).
- Click **'Connectors'** for the merchant.

Please note: Most merchants have one connector. If you have two connectors, you need API credentials for both connectors.

- Click **'Details'**



- Click on the eye icon to reveal the values for:
 - API Key
 - Shared Secret
 - Public Integration Key (if applicable)

- Key these values into the POS configuration for this merchant.

Edit Connector: [redacted]

Connector

Merchants / Connectors

Processing Post-Processing

☒ **Edit Connector:** [redacted]

Status

Status **enabled**

Base Data

GUID [redacted]

Name [redacted]

Description [redacted]

Provider [redacted]

Country of business [redacted]

API Key [redacted]

05 Set up API Username and Password

- Click **'Details'**

Connectors for Merchant [redacted]

Merchants / Connectors

Filter

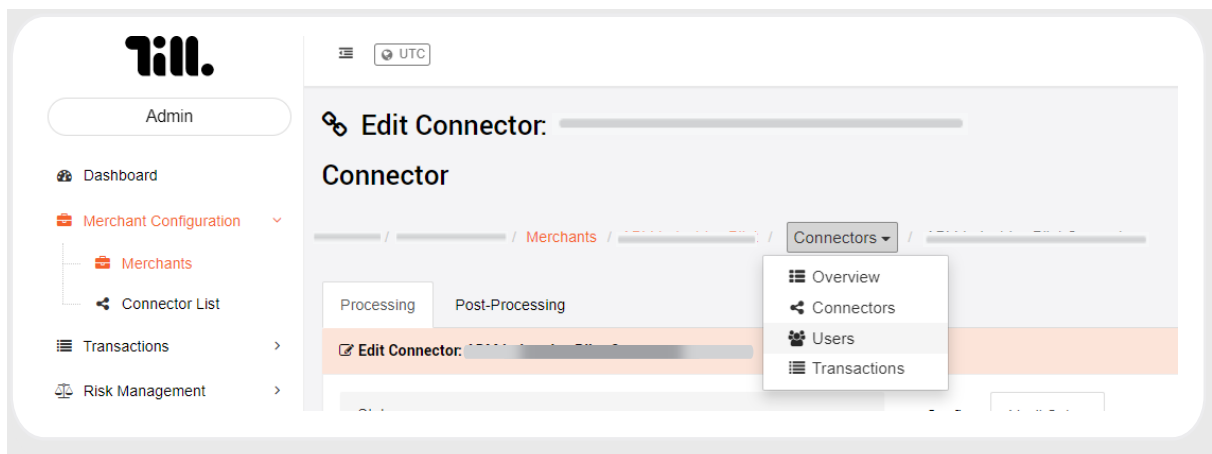
Connectors

Connectors for Merchant [redacted]

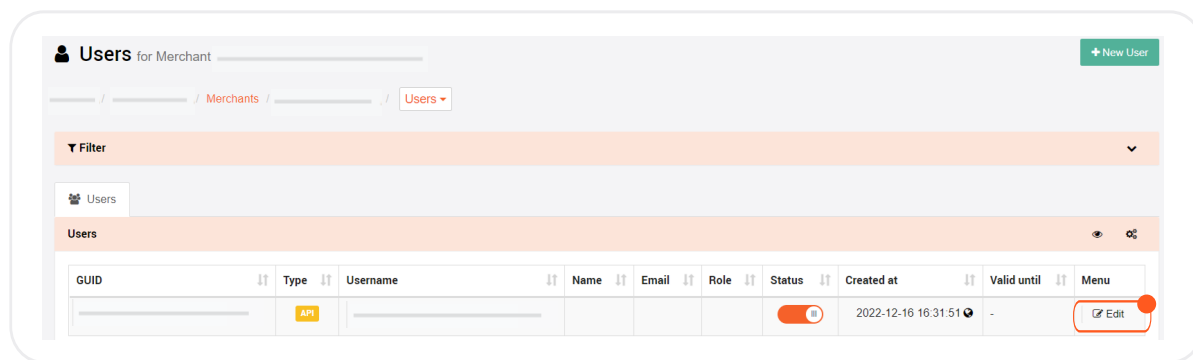
GUID	Name	Adapter	Method	Description	API Key	Risk Profile	Status	Created At	
[redacted]	[redacted]	PSP-GN PayPal	Creditcard	[redacted]	[redacted]	[redacted]	enabled	2022-06-23 21:00:53	Details GB Fees

Showing 1 to 1 of 1 entries

- Click 'Connectors' and 'Users'.



- Click 'Edit'



- Generate Password by clicking 'Generate'.

Type

api

User validity

☐ Disabled

Password

Password

[Generate](#)
[Show/hide Password](#)

- Copy the Username and Password and click **'Save User'** (Make sure to copy the Password before clicking **'Save User'**, as clicking **'Save User'** will clear the Password.)

Edit User

Merchants / Users

Base Data

Username

First name

Last name

Email

Type
api

User validity

☐ Disabled

Password

Generate Show/Hide Password

Settings

Enable Fees API

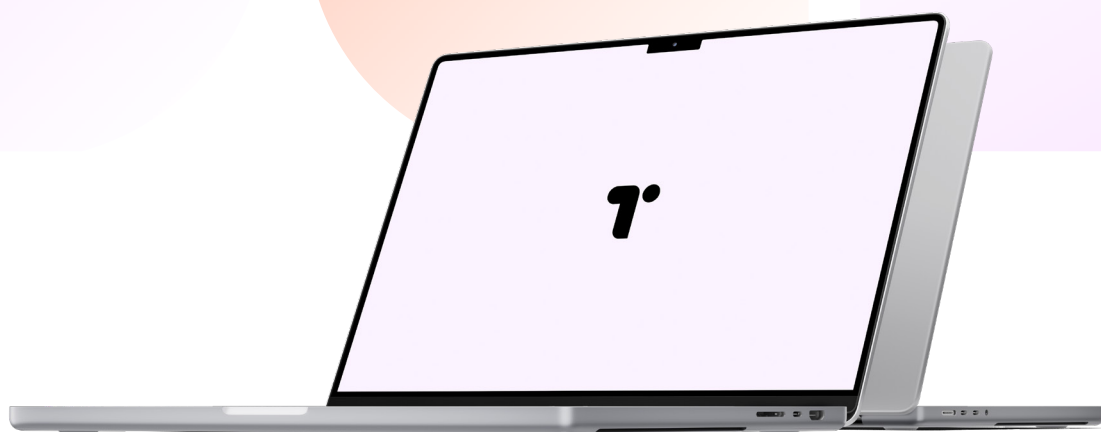
Two-Factor Authentication

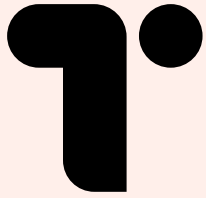
Info: The user has disabled Two-Factor Authentication

Dashboard

Reset Dashboard

Save User





Need a bit of help?

Contact us



Call **347 991 5997**



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Our dedicated team of experts can assist you over the phone 24/7 with questions, problem resolution and extra training. Keep your merchant ID number handy when you call, this will help speed up your inquiry.

For online reports and statements please visit **us.merchant.tillpayments.com**

