Reporting (EN)

Axepta reporting tools give access to the payment data.

Axepta Online Back-Office provides real-time access to transactions.

The 'Settlement File' centralizes the final status of the transactions and gather inputs provided by the acquiring or payment methods reconciliation files.

Axepta Online Back-Office

Axepta Online Back-Office is a web-based application that provides an overview and control over all transactions of a merchant. To access it, the merchant must use his access data (login, password) received in an encrypted email.

The main features of the backoffice:

- View all transactions in detail (date and time, status, amount, currency, etc.) and export them in CSV
- Refund, cancel, capture transactions
- Create transactions in Mo/To (batch transfer also possible)
- View the reconciliation file and export it to CSV
- View KPIs in dynamic charts
- Managing Blacklists and Whitelists
- Create users and assign rights to them

The Axepta backoffice is available via this link: https://backoffice.axepta.bnpparibas/

The technical documentation of the backoffice is available via this link: Backoffice

Additional information on 3DS transactions is described in the following documentation: 3DS Back office details

Settlement File - CTSF

What's the point ?

The reconciliation file (Settlement File) gathers the reconciliation data provided by the payment methods used by the merchant. Clearing and settlement information are collected from the various payment service providers and acquirers.

How do I get it? (Conditions / Technical Configurations)

The reconciliation file can be requested from the subscription phase. It is available every day at 3pm :

- From the AXEPTA BNP Paribas backoffice in the "reconciliation file" section (the file is available for up to 60 days on the Backofice).
- Via an SFTP connection in pull mode (for configuration and account identification information such as the SSH key and the PGP key, you will be contacted by the BNP Paribas support service).
- By email (not recommended because the size is often limited in case of large transaction volume).

What methods of payment are available.

Cards (CB/VISA/MASTERCARD/AMEX), PayPal and all means of payment available via PPRO. The full list is available through this link: https://docs.axepta.bnpparibas/pages/viewpage.action?pageId=4653275

How to use the file?

The file is in a Comma Separated Values (CSV) format. The structure and content of the file are described in the following documentation: Settlement File

Smart Data

What's the point ?

This is a transaction log in CSV format that contains 41 data fields from the payment acceptance.

The merchant can use it for different purposes, to analyze his payments, to feed his internal device (ERP, CRM), to carry out reports, etc.

How do I get it? (Conditions / Technical Configurations)

The file is made available on the merchant's SFTP account. For security reasons, it is encrypted (PGP encryption).

Merchant will contact bnpparibas@computop.com support and indicate their options for frequency and field customization (if they wish to restrict the number of data in the file).

1. Frequency

The merchant may schedule the file to be made available :

- Daily
- Weekly (Merchant Selected Shipping Day)
- Monthly (shipping day chosen by merchant)

2. Customizing Fields

The merchant may request to receive a custom file, containing only a part of the fields, to be specified when registering.

NB: some fields are not completed when the data is not available (for example for some payment methods).

What methods of payment are available.

Information is provided for all payment methods accepted in the AXEPTA ONLINE offer.

How to use the file?

Link to online technical documentation : https://docs.axepta.bnpparibas/display/DOCBNP/Smart+Data