

# API Security Key for Payments from other integrations

Last Modified on 02/02/2024 11:54 am CST

Exciting news! Our ConnectBooster Support documentation is moving to a new location. Be sure to bookmark the new link below.

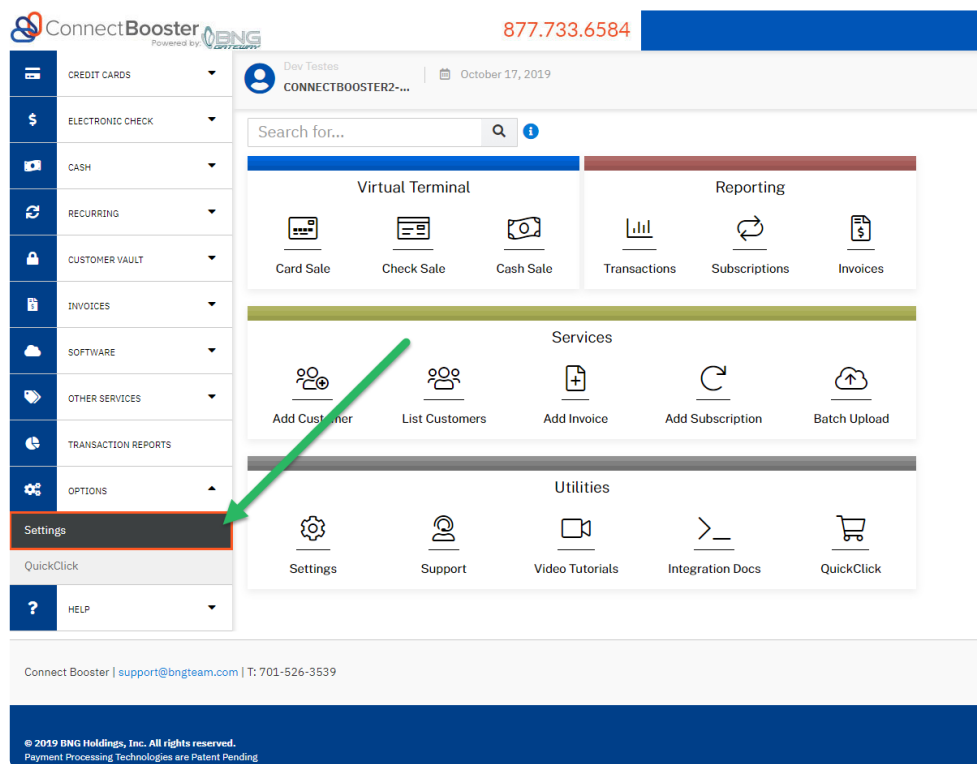
<https://help.cb.kaseya.com/help/Content/0-HOME/Home.htm>

## Part 1: Creating A New BNG Gateway User

Login to your BNG Gateway portal. This can be accessed here:

<https://secure.bngpaymentgateway.com/>

Navigate to **Options --> Settings**



Under General Options --> **User Accounts**

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Home / Gateway Options

**General Options**

- Account Information: Edit your account preferences.
- User Accounts**: Add, update, and delete users.
- Two-Factor Authentication: Add extra security to prevent unwanted logins.
- License Manager: Card readers, computers, and mobile devices.
- Look and Feel: Add a custom logo to your invoices (if applicable).

**Transaction Options**

- Settlement Schedule: Choose when your transactions are settled.
- Transaction Routing: Configure how transactions route across multiple processors.
- Merchant Defined Fields: Add your own custom fields.
- Test Mode: Toggle test mode.
- Webhooks: Configure your webhooks.
- API Configuration: Configure what variables return in the Direct Post API.

**Security Options**

- Security Keys: Add and remove your security keys.
- IP Restrictions: Control who can access your control panel and API.
- Address Verification: Choose when to reject transactions based on AVS results.
- Card ID Verification: Choose when to reject transactions based on CVV/CVC results.
- Apple Pay: Configure your Apple Pay merchant ID and download certificate.

Select the button to "Add A New User"

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Home / Gateway Options / User Accounts

**User Accounts**

Username	Name	Permissions	Notifications	Actions
admin@connectbooster.com	Admin	VUKIT A O L P D M W B	S K I L U D A N C P	

**Add A New User**

**Permissions**

- V Virtual Terminal
- U Upload Transactions
- K Access API
- I Recurring/Installment Billing
- T Transaction Reports
- A Administrative Options
- O Access Other Users' Transactions
- L Access the Customer Vault
- P Access All Processors
- D Unlock Payment Data
- R FTP Access
- M Product Manager Admin
- W Manage Webhook Configuration
- B Access Invoice

**Notifications**

- T Transaction Receipts
- S Settlement Reports
- K Electronic Check Notifications
- I Recurring Reports
- L Customer Vault Reports
- U Upload Summaries
- D Developer Updates
- A Administrative Updates
- N Information Newsletter
- C Accounting Notifications
- P Automatic Card Updater Notifications

Complete the required fields to generate the account.

The BNG Gateway system can deliver payment notifications done by this account. Use an email address that makes sense with your workflow. Example, [accounting@mscopyz.com](mailto:accounting@mscopyz.com).

Home / Gateway Options / User Accounts / Add

### Add Account

Complete the information below to create the user.

#### User Information

First Name *	Last Name *	Title
<input type="text"/>	<input type="text"/>	<input type="text"/>

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Language ✓	Email Address *	Username *
<input type="text" value="English"/>	<input type="text"/>	<input type="text"/>

Home / Gateway Options / User Accounts / Add

### Add Account

Complete the information below to create the user.

#### User Information

First Name ✓	Last Name ✓	Title
<input type="text" value="Integration"/>	<input type="text" value="ToolName"/>	<input type="text"/>

---

Language ✓	Email Address ✓	Username ✓
<input type="text" value="English"/>	<input type="text" value="inbox@mycompany.com"/>	<input type="text" value="MyCompany+ToolName"/>

Set User Permissions as Shown.

Be sure "**Access Other Users' Transactions**" permission is UN-checked. Forgetting this step can cause excessive payment notifications to the email address tied to this user account.

## Permissions

<input type="checkbox"/> Virtual Terminal Access	<input type="checkbox"/>
<input checked="" type="checkbox"/> API Access	<input checked="" type="checkbox"/>
<input type="checkbox"/> iProcess Mobile Payments Access	<input type="checkbox"/>
<input type="checkbox"/> QuickBooks SyncPay Access	<input type="checkbox"/>
<input type="checkbox"/> SwIPe Access	<input type="checkbox"/>
<input type="checkbox"/> Batch Access	<input type="checkbox"/>
<input checked="" type="checkbox"/> Processors	<input checked="" type="checkbox"/>

- |   |   |
|---|---|
| <input type="checkbox"/> Access Recurring/Installment         | <input type="checkbox"/> Access Transaction Reports       |
| <input type="checkbox"/> Access FTP                           | <input type="checkbox"/> Product Manager Admin            |
| <input type="checkbox"/> Access Administrative Options        | <input type="checkbox"/> Access Other Users' Transactions |
| <input checked="" type="checkbox"/> Access the Customer Vault | <input type="checkbox"/> Unlock Payment Data              |
| <input type="checkbox"/> Manage Webhook Configuration         | <input type="checkbox"/> Access Invoice                   |

**Optional:** If you would like to have a copy of transaction receipts sent to the email in the user profile when a payment is triggered through the software integration, check the notification preference "**Receive Transaction Receipts**".

This can be extra useful if you have a workflow or need to immediately know when payments are received. This transaction receipt email will **ONLY** be for transactions done via this user account. Leaving the "**Access Other User's Transactions**" box **UN-CHECKED** is important, so you are not flooded with standard ConnectBooster transactions (which could get overwhelming).

## Notifications

### If Email Address is Provided

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Receive Transaction Receipts | <input type="checkbox"/> Receive Upload Summaries |
|--|---|

Click "Create User" to finalize user setup.

## Notifications

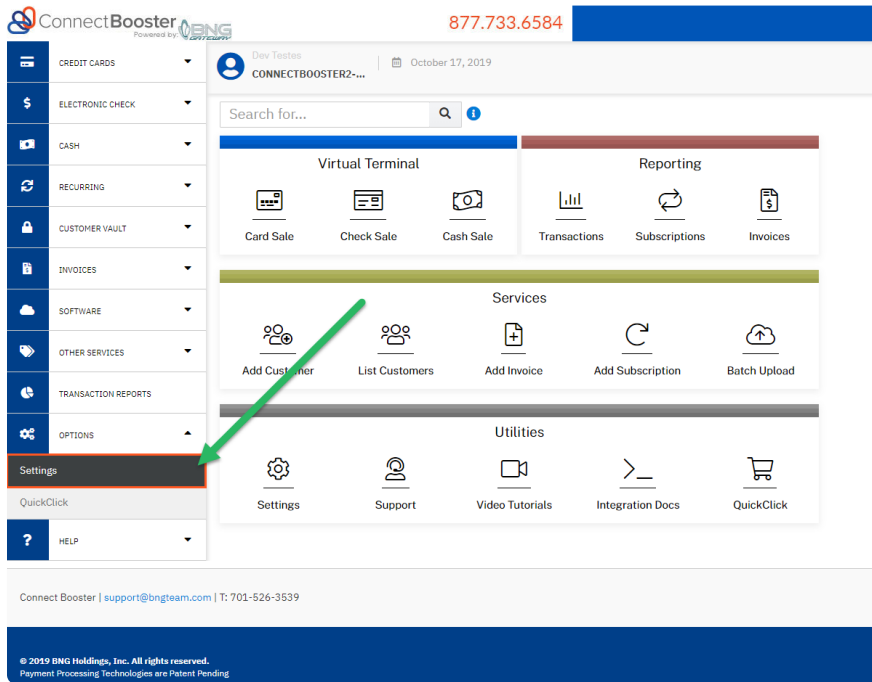
### If Email Address is Provided

- Receive Transaction Receipts
- Receive Settlement Summaries
- Receive Customer Vault Reports
- Receive Developer Notifications
- Receive Regular Newsletters
- Receive Automatic Card Updater Notifications
- Receive Upload Summaries
- Receive Recurring Reports
- Receive E-Check Notifications
- Receive Admin. Notifications
- Receive Accounting Notifications

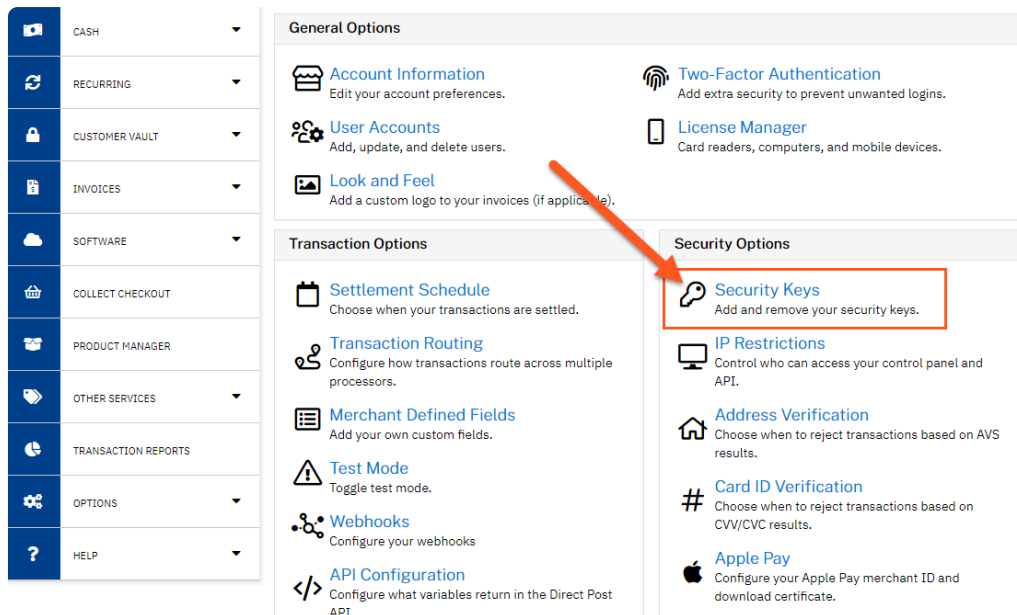


## Part 2: API Security Key Creation

Navigate back to **Options** --> **Settings**



Navigate to Security Options --> **Security Keys**



Select the "Add a New Private Key" button

Home / Gateway Options / Security Keys

Security keys allow you to authenticate your account in numerous products and features in the gateway. You can create public or private keys and each type is for different functionality, so make sure to select the key type that aligns with the features you plan on using.

## Private Security Keys

Private keys should only be used in parts of your software that are inaccessible to outside parties like your customers. These keys allow for processing transactions and querying on account data, so make sure these are kept secret.

**API:** Used with Direct Post, Three Step Redirect, and Query APIs.

**Cart:** Used with QuickClick.

Description	User	Source	Key ID	Key
[Redacted]	[Redacted]	API	13830157	J9 [Redacted] Ma5
XeroTestColton	[Redacted]	API	13833708	Y5€ [Redacted] gJJ2

[Add a New Private Key](#)

1. Enter a description for the Key Name
2. Assign the User you created in Part 1 above

3. Enable the Key Permission for use with the Gateway API

4. Select the Create button to finish

**New Private Key**

Key Name: ✓ 1

IntegrationName

Username Associated with key: ✓ 2

Key Permission

API  Cart

3

4

Close Create

Lastly, copy the newly created API Key and paste it into the software you are integrating.

Description	User	Source	Key ID	Key
CB Key	connectbooster2-dev	API	8007637	BKqqnE [redacted] 48Vg58t
MyIntegrationName	MyCompanyToolName	API	13779475	q5Rq: [redacted] Expm4

Add a New Private Key