

Credit Card Systems for Extension Offices – A Comparison

<http://extension.missouri.edu/staff/adminmgmt/creditcard/options.html> Compare the two Credit Card systems

<https://bblearn.missouri.edu/webapps/portal/frameset.jsp> Security awareness training

<http://extension.missouri.edu/acctmanual/credit.shtml> Main page. Procedures for both systems.

<http://extension.missouri.edu/staff/adminmgmt/creditcard/index.html> MU web site. Also, includes cost comparison, frequently-asked questions

https://extweb.missouri.edu/ccc_test/ - test site for MU credit card system

<http://payments.intuit.com/quickbooks-merchant-services-pc/> - QuickBooks Demonstration site

http://extension.missouri.edu/acctmanual/policy/Fiscal_Policies_and_Procedures.pdf - page 5, Credit Cards

<p>Compare the 2 Credit Card Systems</p> <ul style="list-style-type: none"> • MU Off-Campus Credit Card • QuickBooks Merchant Service 	
<p>Credit Card Selection Form Frequently-asked questions Security Awareness Training</p>	
<p>Compare Fees Example of Costs</p>	
<p>Create Sales Items</p>	
<p>Fiscal Policy & Procedures for Council See page 5 regarding credit card receipts</p>	
<p>MU Credit Card System</p> <ul style="list-style-type: none"> • Test site and actual site • Info.Technology Confidentiality Agreement form. • Direct Deposit from university. 	
<p>MU Online Demonstration</p> <ul style="list-style-type: none"> • Receipts • Email report from university • Posting method in QuickBooks <ul style="list-style-type: none"> ○ Cash or Accrual ○ Gross sales or Net sales • Sales Receipts for accrual method • QuickBooks Reports 	
<p>QuickBooks Credit Card System</p> <ul style="list-style-type: none"> • Intuit application form • QuickBooks Merchant Service account • Preferences Setup • QB Demo – Intuit site • Types of credit cards 	

QuickBooks credit card security <ul style="list-style-type: none">• Address Verification• PCI-compliance security protection	
QuickBooks Entry <ul style="list-style-type: none">• Key-entered or card-swiped• Virtual Terminal Plus or enter in QB.	
QuickBooks Transactions <ul style="list-style-type: none">• Sales items• Invoice or Sales Receipts• Download QB Merchant Payments & match to invoice or sales receipt• Move payment to Deposit• Fees• Reports in Quickbooks• Reports from Merchant Service Ctr	