CyberSource
Business Center

CS3-609-06-16-09

Table of Contents

Introduction

Welcome to the CyberSource Business Center — your complete resource for payment management. In this CyberSource Business Center manual, you will be able to:

- Access CyberSource
- Search Transactions
- Export Search Results
- Capture Failed Reply Messages
- Credit a Transaction
- View Report Subscriptions
- Download Reports
- Use Report Consolidator
- Search for Subscriptions
- Modify and Cancel Subscriptions

CyberSource provides fast, reliable, and secure electronic credit card processing.

Access CyberSource Business Center

1. Go to **CyberSource Business Center**:
   https://ebc.cybersource.com/
   The login page will display. *See figure 1*.

2. Enter your **Merchant ID**, **User Name**, and **Password**.

Note: *Your Merchant ID may be pre-populated. Click the change link to enter a new Merchant ID. See figure 2.*

3. Click the **Login** button.

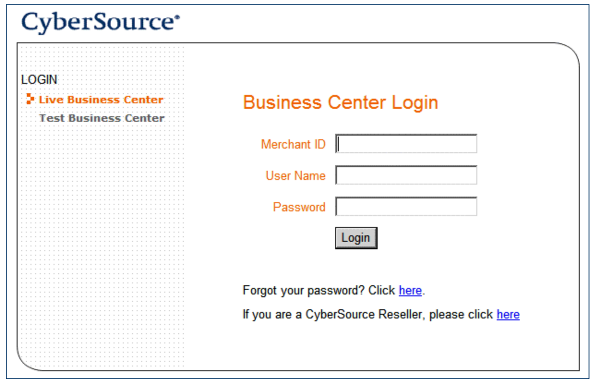


Figure 1

Figure 2

Note: *For most users, your Merchant ID and User Name are the same.*

Transaction Search

Transaction Search allows administrators to search through large numbers of transactions so they can review the details and perform many follow-on tasks. Data in the orders is stored for 6 months from the date of authorization. The results also show the current status of each order.

1. Login to the **CyberSource Business Center**.

2. Click **Transaction Search** in the left navigation. The Transaction Search menu will display in the left navigation.

3. Select **General Search**. *See figure 3*. The General Search form will display. *See figure 4*.

Figure 3

4. To select an **option**, click one of the radio buttons:

   When you select an option, the appropriate field(s) becomes active; the others remain gray.

   Note: Not all the search options listed below may apply to you or be located in the same menu options.

   If you choose a field and value, the date range will be automatically set to the last six months. If you choose an application or a type of reply, the date range will be automatically set to today.

5. Select the **date and time** interval for your search, from transactions processed during the last hour to those from the previous 1-6 months or a custom range that you define.

   The search results include transactions requested between midnight on the start date and 11:59 P.M. on the end date. If you select a custom range, a special date and time menu appears with a calendar for easier selection.

   To open the calendar, click the calendar icon and select the dates that you want by dragging your mouse over the days and the controls at the top.

   To close the calendar, click the page outside of the calendar or the X at the top right of the calendar.

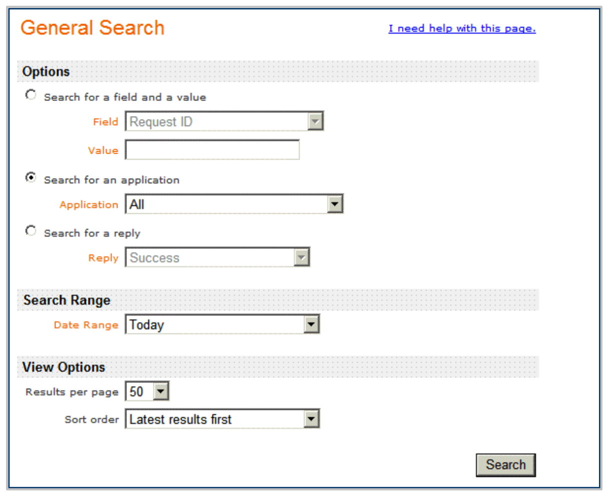


Figure 4

6. Select from 50 to 100 transactions to display under **View Options**.

7. Select the **sort order** (most recent or oldest results displayed first).

8. Click **Search**.
   The Transaction Search Results will display. *See figure 5*.

Transaction Search Results

This page shows your search results in table format, with the headings appropriate to your search criteria listed alphabetically.

If you search results contain more than the number of entries that you selected in the search page, you see links to the other results pages. Use the pagination arrows to navigate faster between pages:

>	The single arrow takes you to the next page.
>>	The double arrow takes you to the 10th next page.
>|	The arrow with a bar takes you to the last page.

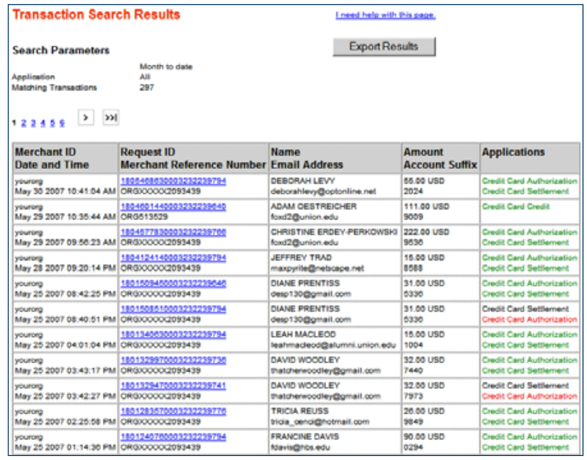


Figure 5

Data available for export is stored for 6 months from the date of authorization, and you can export up to 2,000 entries from any transaction search results. An entry can be an authorization or a capture. A sale is entered twice: first as an authorization, second as a capture. Therefore, 2000 entries may include 2000 authorizations, 2000 captures, 1000 sales, or any combination of these events that totals 2000 entries.

Amount & Account Suffix	Amount of the transaction with the currency. Account Suffix refers to the customer's payment account number with all but the last four digits hidden.
Applications	Categories that fit your search criteria: **green** indicates *Success*, **red** indicates *Failure*, and **black** indicates *Did not run*. The list can also include applications that you did not request.
Date & Time **Transaction Date**	Date and time of the transaction.
Name & Email Address	Name and the email address of the customer
Merchant ID	Name of the merchant who performed the transaction.
Merchant Reference Number **Merchant Ref No**	Identifier that you assigned to the order.
Payment Information	Combined amount, currency, and payment type for the order.
Processor	Payment processor used for the transaction.
Request ID	Identifier generated by CyberSource that is a link to the transaction details for this failed request.

If you searched for errors or exceptions, this page reports errors found during the processing of your follow-on requests by CyberSource or by the processor. For some of the searches, you can click the column headings to arrange the rows in ascending or descending order.

When you search for related information in the details page, such as name, email address, account number, or payer authentication history, this page shows events that are related to the same transaction or to the same customer.

Exporting Search Results

The Exportable Search Results feature allows you to save the results of a transaction search as a report that you download and save in CSV format. The following fields are always exported:

Merchant ID	Name of the merchant who processed the transaction
Date and Time	Complete date and time of the transaction, for example: `Aug 30 2006 11:15:17 AM`
Request ID	CyberSource identifier for the transaction
Merchant Reference Number	Your order or reference number for the transaction **Events** — The first 3-4 characters will be your organization code (ORG Code) followed by a series of X's with the Event ID number next. For example: ORGXXXXX234567 **Donation/Membership Forms** — The first 3-4 characters will be your organization code (ORG Code) – Form ID – Order ID For example: ORG-215-94831
Last Name	Customer's last name
First Name	Customer's first name
Email Address	Customer's email address
Amount	Amount of the transaction
Currency	Currency used for the transaction
Account Suffix	Last four digits of the customer's account number
Applications	Comma-separated list of the services that you requested with the result for each service, for example: • `Credit Card Authorization (Accept), Credit Card Settlement (Accept)` • `Tax Calculation (Accept), Credit Card Authorization (Accept), Credit Card Settlement (Accept), Advanced Fraud Screen (Accept)`

How to export Transaction Search Results:

1. Click **Export Results**.
   A browser download window appears. You can view the report online, or you can download it as a text file.

2. Name and save the file to your computer.

3. To import the text file into a spreadsheet, see **Importing Reports into a Spreadsheet**.

Transaction Search Details

This page shows all the information that pertains to the transaction that you selected.

- Request Information
- Customer Information
- Payment Information
- Offer-Line Details

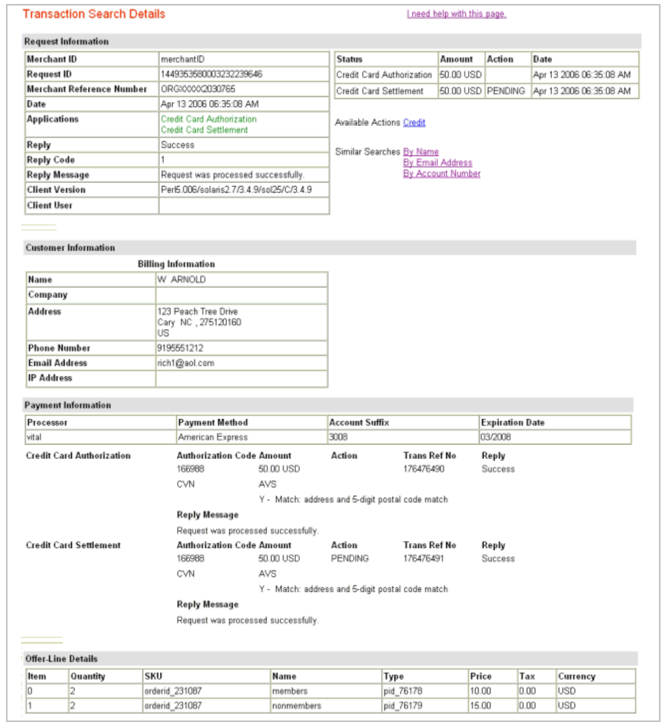


Figure 6

How to access the Transaction Search Details:

1. Login to the **CyberSource Business Center**.
2. Click **Transaction Search** in the left navigation.
3. Click **General Search**.
4. Search for the transaction.
5. Click the **Request ID** link.
   The **Transaction Search Details** page will display. *See figure 6*.

Request Information

This section details the reasons for including this transaction in the search results:

- The **Applications** line shows the categories that fit your search criteria: **green** indicates Success, **red** indicates Failure, and **black** indicates Did not run. The search criteria represent the applications that you requested either through the Business Center. This line can also include applications that you did not request.

- The **Reply Message** explains the reply codes. The lines Reply and Reply Code also explain the result of the transaction.

Sample Reply Messages and Administration Actions

AVS Mismatch - AVS check failed	Have the registrant review the billing address used.
Invalid Credit Card - We encountered a Vital problem: VITAL reason: Invalid card number.	Have the registrant review the CC type and CC number being used.
Refused Credit Card - We encountered a Vital problem: Insufficient funds	Have the registrant try a new credit card.
Refused Credit Card - We encountered a Vital problem: Transaction not permitted-Card	Have the registrant attempt to register later or use another credit card.
Refused Credit Card - We encountered a Vital problem: Pick up card - Stolen	Have the registrant try a new credit card.
Processor Error - The payment processor returned an unexpected result: Connection refused: Vital	Have the registrant attempt to register later.

Important!
Administrators do <u>NOT</u> have the authority to settle failed transactions.

Customer Information

This section contains the customer's billing information, the shipping information, and email address.

Payment Information

This section shows the customer's complete payment information consistent with the payment type, including inconsistencies, such as a partially matched postal code associated with the customer's credit card.

Payment Information

Processor	Payment Method	Account Suffix	Expiration Date
smartfdc	Visa	1111	01/2008

Credit Card Authorization

Authorization Code	Amount	Action	Trans Ref No	Reason Code
123456	1.00 USD		4316668906	100

CVN	AVS
	1 - Not supported by processor or card type

Reply Message

Request was processed successfully.

Credit Card Settlement

Authorization Code	Amount	Action	Trans Ref No	Reason Code
123456	1.00 USD	PENDING	4316668950	100

CVN	AVS
	1 - Not supported by processor or card type

Reply Message

Request was processed successfully.

How to capture the Reply Message for a Failed Transaction

1. Login to the **CyberSource Business Center**.
2. Click **Transaction Search** in the left navigation.
3. Click **General Search**.
4. Search for the failed transaction.
5. Click the **Request ID** link.
   The Transaction Search Details page will display.
6. View the **Reply Message** under **Request Information** and **Payment Information**.

Off-Line Details

This section shows you the detailed contents of the transaction, such as item, quantity, SKU, price, tax, currency, and any other element that applies to the item ordered or the services requested. Each line represents one item.

Offer-Line Details

Item	Quantity	SKU	Name	Type	Price	Tax	Currency
0	1	orderid_536649	Registration	pid_133112	25.00	0.00	USD
1	1	orderid_536649	Donation	pid_133117	5.00	0.00	USD

Note: *For events, the order ID is located in the SKU field behind "orderid_". The event item ID is located in the Type field after "pid_".*

Crediting a Transaction

Under certain conditions, you may wish to credit a transaction. The basic information about the transaction and the maximum amount that you may credit is displayed. 60 days after a transaction, a credit becomes a stand-alone credit. This credit does not require the Request ID.

IMPORTANT!
You can issue an **unlimited** number of follow-on credits for an unlimited amount, regardless of the amount of the original settlement. Before you submit the credit request, you will see a warning message to give you a chance to confirm that the amount entered for the credit is correct. To ensure the safety of your business, make sure to assign the permission to issue credits only to users that you trust and to review your assignments periodically.

1. Login to the **CyberSource Business Center**.
2. Click **Transaction Search** in the left navigation.
3. Search for the transaction.
4. Click the **Request ID** link.
   The Transaction Search Details page will display.
5. Click the **Credit** link. *See figure 7*.
   The Credit Card Credit page will display. *See figure 8*.
6. Enter the amount that you wish to credit in the Credit Amount box.
7. Click the **Credit** button.
   A warning message appears asking you to confirm the amount you would like to credit.
8. Click **OK** to credit for the amount that you entered; otherwise, click **Cancel**.
   The Transaction Search Details page reappears with a success message.

Figure 7

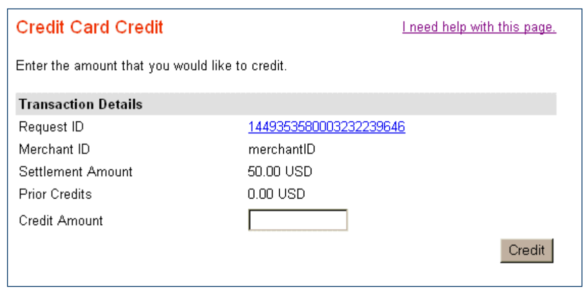


Figure 8

Note: *To view more details of the original transaction, click the link next to Request ID.*

Reports

You can use the Business Center to download the following detail reports:

- Payment Batch Detail Report (see example in Appendix A)
- Payment Submission Detail Report
- Payment Events Report
- Transaction Exception Detail Report

How to view your report subscriptions:

1. Login to the **CyberSource Business Center**.
2. Click **Account Management** in the left navigation.
3. Click **Report Subscriptions** under **Account Management**.
   The Report Subscriptions page will display. *See figure 9.*
4. Click the **Edit** link to modify the format for each report.

Note: *Forward the reports to which you want to subscribe to your Client Relations Manager.*

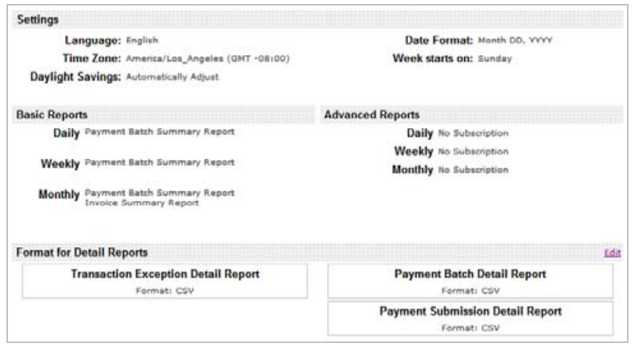


Figure 9

Basic Reports and Advanced Reports

Basic summary reports are available to all. Advanced summary reports are available for an additional fee. Contact your Client Relations Manager for more information. Summary reports provide high-level information about your transactions, such as the number of payments you have processed successfully and the distribution of the risk scores. You can use these reports to manage your business. The Invoice Summary Report is generated by default.

Detail Reports

These reports contain specific information about each transaction. You can use these reports to reconcile processor and bank statements.

Payment Batch Detail Report (see Appendix A)	Shows information about credit card and electronic check transactions. Used to reconcile with a bank statement.
Payment Submission Detail Report	Provides information about payment transactions that have been submitted to the processor. Identical to Payment Batch Detail Report except this report includes the payment processor as an additional column.
Payment Events Report	Shows payment notifications received from the processor for these types of transactions that you submitted to CyberSource: credit card transactions (CyberSource Global Payment Services).
Transaction Exception Detail Report	Shows detailed information about transactions that were flagged by CyberSource or by the processor because of errors sent in the request data of follow-on requests. For the Global Payment Services, this report applies to all primary and follow-on service requests.

These reports are available for download in XML or CSV formats. You cannot combine more than one daily report into a single report or create a report for a date range that you specify. However, you can download detail reports and use them to create your own custom reports. To choose the format for these reports, click **Edit**.

How to download a report:

1. Choose how you want to use the report.

   You may **click** or **right-click** (or Ctrl-click on a Mac OS) a file. In either case, your options are to open the file immediately or to save it to your computer.

   - If you click **Open**, the report opens in Excel (CSV) or in the browser (XML). However, some values may not be displayed correctly.
   - If you click **Save** or **Save Target As** (the recommended option), the Save As box opens.

2. Choose a location for your file:

   Important!
   When you download a CSV report, you must change the file extension .csv to .txt. If you do not, the file may become corrupted when you import the report into a spreadsheet.

   A box shows the progress of the download.

3. Click **Close** when the download is complete.
4. For text files, import the report into a spreadsheet.

   See **Importing Reports into a Spreadsheet** for more information. Screen captures show you the detailed process.

   For XML files, click the link of the appropriate DTD and copy the DTD to a text file on your computer.

Report Search

Many different types of reports are available daily, weekly, monthly, and/or on demand. The dropdown list shows all the reports for which you are subscribed.

1. Login to the **CyberSource Business Center**.
2. Click **Reports** in the left navigation.
3. Click **Report Search** under Reports.
   The Report Search page will display. *See figure 10.*
4. Select the report and the type that you want to see if appropriate.
   a. Standard reports: The type of reports that you choose (daily, weekly, or monthly) determines the date or time range that appears below.
   b. On-demand reports: If the services to which you are subscribed include on-demand reports, the report is a month-to-date statement that does not require a date or time range.
5. Select the appropriate date or time range
   a. Standard reports: If reports are available, a list of reports appears. If no reports are available, you receive an appropriate message
   b. On-demand reports: Because generating the report takes time, while the report is being generated, the name of the report initially appears in the Scheduled Reports section. When the report is ready, a link appears under Available Reports.
6. Click **Submit**.

Figure 10

Importing Reports into a Spreadsheet

To import a report into Microsoft Excel for Windows, follow these steps.

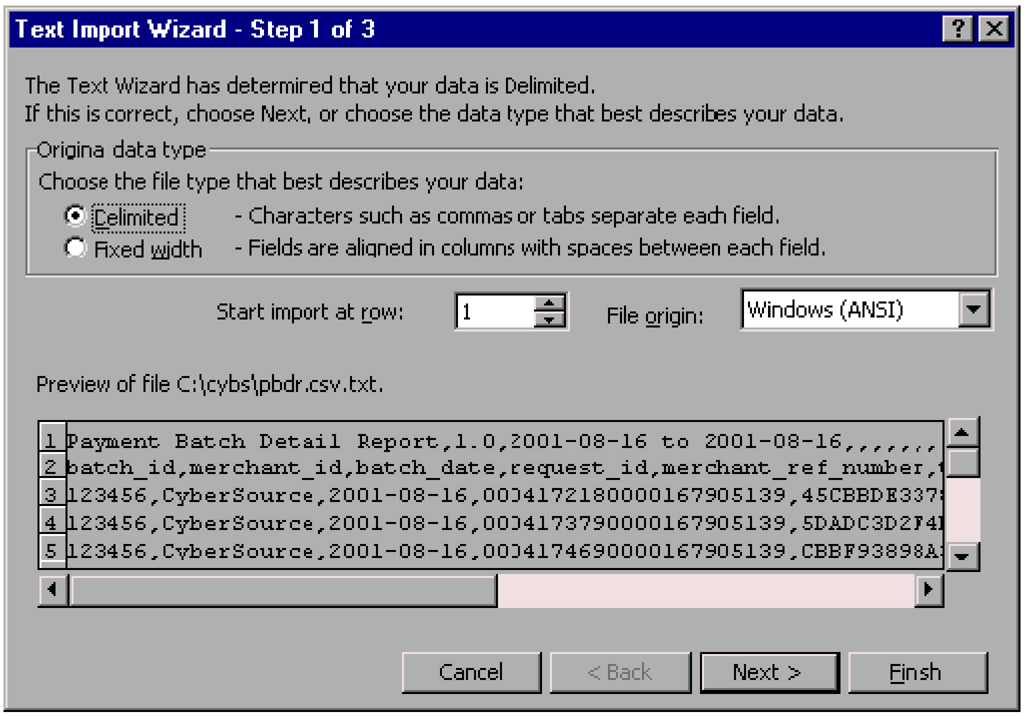
1. Open **Microsoft Excel**.

2. Click **File** > **Open**.
   The Open dialog box appears.

3. In the Files of type list, select **All Files** (*.*).

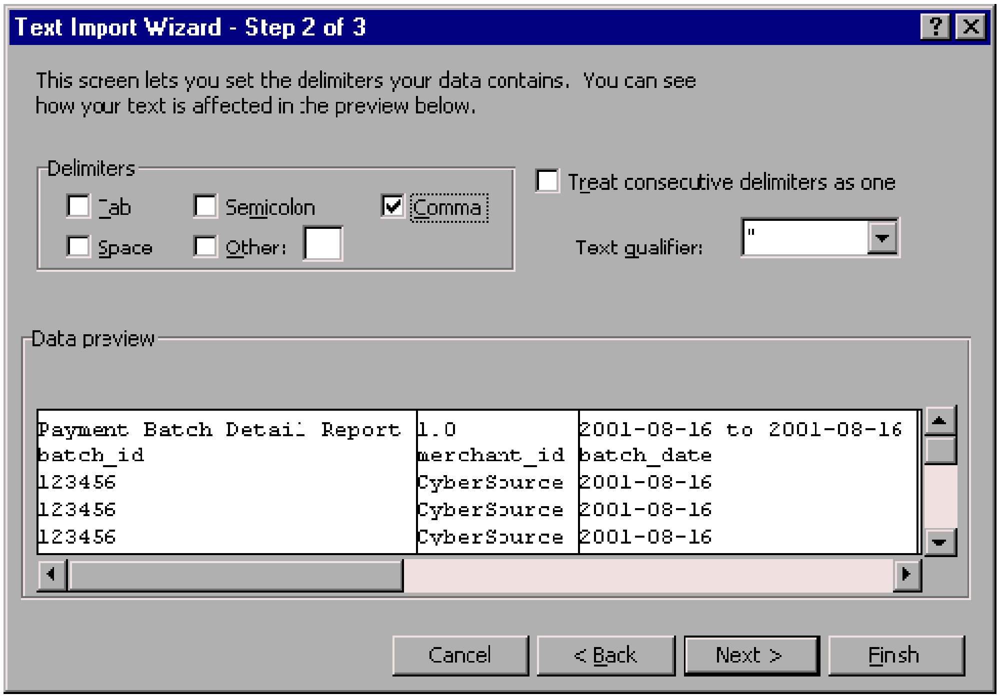
4. Select the report file to import.

5. Click **Open**.
   The Text Import Wizard dialog box appears:



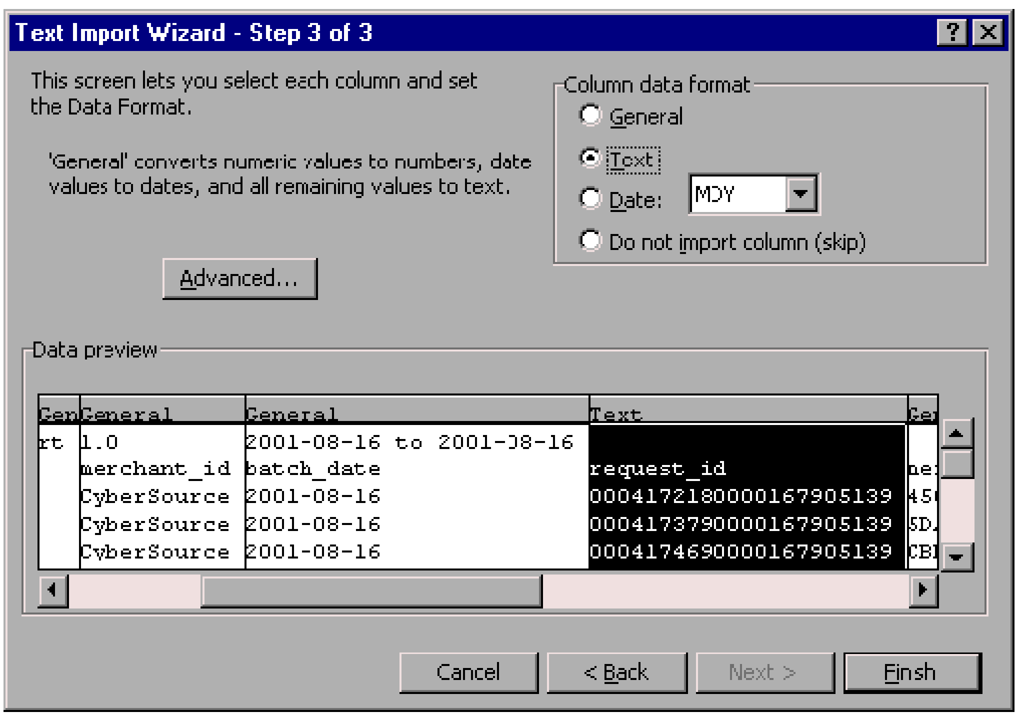
6. Select **Delimited** if not already selected.

7. Click **Next**.
   Excel displays step 2 of the Text Import Wizard:



8. In the Delimiters section, un-check **Tab** and check **Comma**.
   In the Data preview section, Excel shows how it will import your data.

9. Click **Next**.
   Excel displays step 3 of the Text Import Wizard:

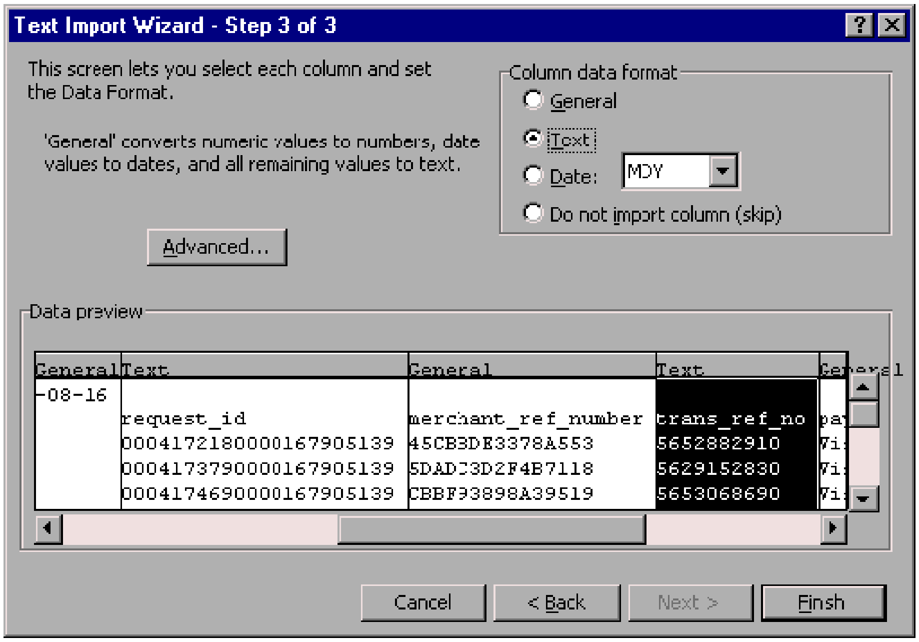


10. In the Data preview section, click the column of the report that shows the request ID, and select **Text** in the Column data format section (top right):

IMPORTANT!
If you do not click Text, Excel deletes part of the request ID from the report.

For the Payment Batch Detail Report or the Payment Submission Detail Report, it is the fourth column of the report as in the screen capture above.

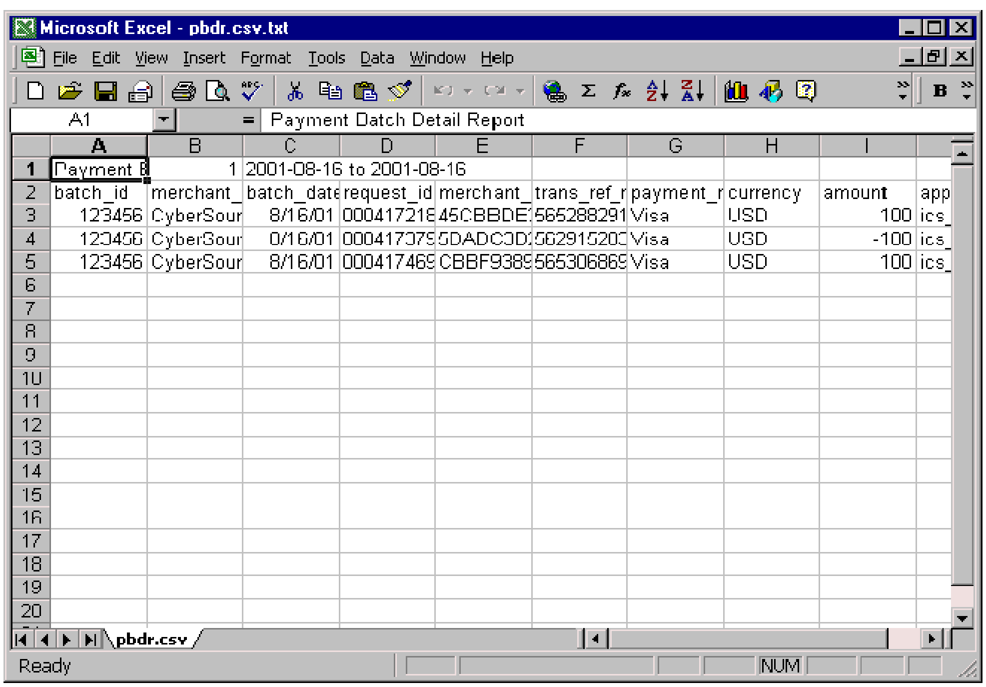
11. If you are importing the Payment Batch Detail Report or the Payment Submission Detail Report, click the column of the report that shows the transaction reference number for each transaction, which is the sixth column of the report, and select Text in the Column data format section:



12. Repeat Step 10 for any other column that includes a number longer than eight digits, such as the merchant reference number.

13. Click **Finish**.
    Excel imports the report.

***Note:** The request IDs in the report should not contain any decimal places. If they appear as numbers with decimal places and exponents, such as 4.22353E+18, import the report again, and make sure to complete Step 10.*

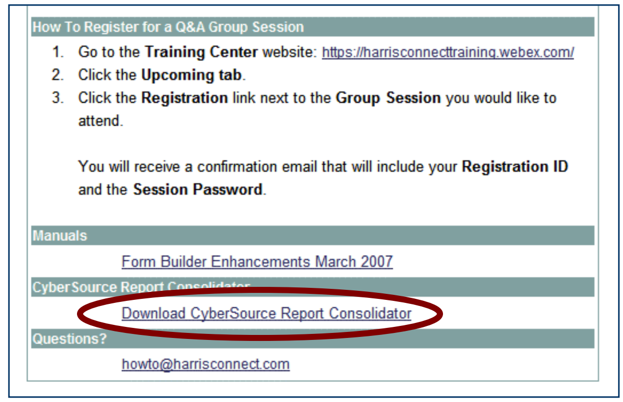


Report Consolidator

IMPORTANT!
CyberSource Report Consolidator needs to be installed on your computer, and the Payment Batch Reports must be turned on in the CyberSource Business Center.

How to download Report Consolidator:

1. Go the **Harris Connect Client Community Training Center**: http://www.alumniconnections.com/olc/pub/COLC/
2. Click the **Resource Center** link in the left navigation.
3. Click the **Training Center** link.
4. Scroll down to the **CyberSource Report Consolidator**.
5. Click the link to download.



Create A Report

1. Open **CyberSource Report Consolidator**
   The Report Consolidator will display. *See figure 11*.
2. Enter the **Login Information**, the Merchant ID and Password.
3. Enter the **Report Range**, the Start Date and End Date.

   Click the dropdown arrow (▼) next to the appropriate date to view the calendar graphic. *See figure 12*.

Figure 12

4. Enter the **Output File**. Click the browse button (...) to locate the appropriate folder/directory.
5. Enter the Output File name.
6. Click **Go!** to download the report, click **Clear** to clear the form, click **Quit** to abort and close CyberSource Report Consolidator. Done! Will display once the report is complete.

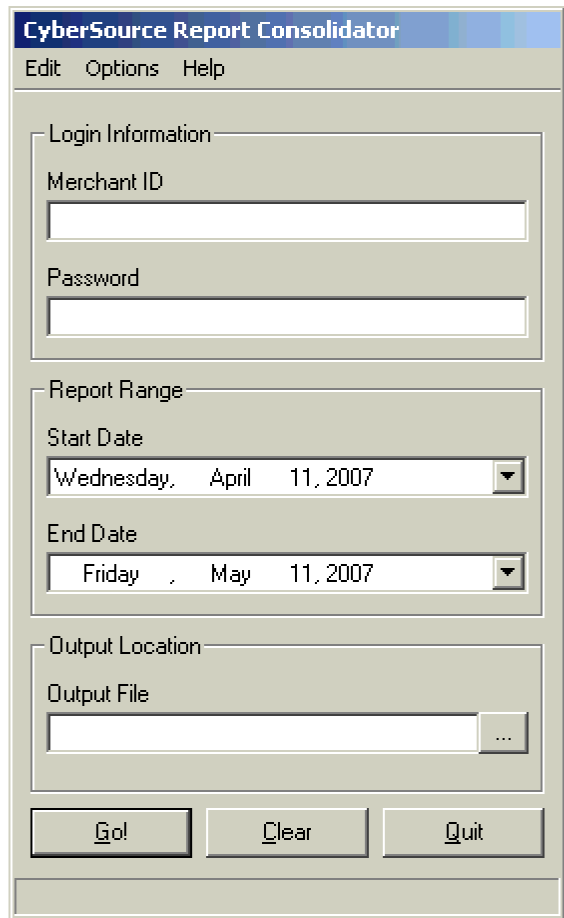
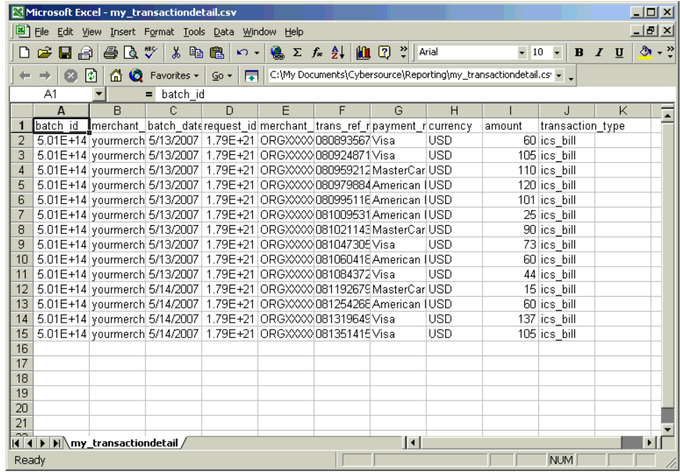


Figure 11

How to open a report:

1. Go to the folder where you saved the report.
2. Double click on the report name.
   The report will display as a .csv in Microsoft Excel. *See figure 13*.

   See **Importing Reports into a Spreadsheet** for more information on how to format the report.



	A	B	C	D	E	F	G	H	I	J	K
1	batch_id	merchant_	batch_date	request_id	merchant_	trans_ref_r	payment_r	currency	amount	transaction_type	
2	5.01E+14	yourmerch	5/13/2007	1.79E+21	ORGXXXX	080893567	Visa	USD	60	ics_bill	
3	5.01E+14	yourmerch	5/13/2007	1.79E+21	ORGXXXX	080924871	Visa	USD	105	ics_bill	
4	5.01E+14	yourmerch	5/13/2007	1.79E+21	ORGXXXX	080959212	MasterCar	USD	110	ics_bill	
5	5.01E+14	yourmerch	5/13/2007	1.79E+21	ORGXXXX	080979884	American I	USD	120	ics_bill	
6	5.01E+14	yourmerch	5/13/2007	1.79E+21	ORGXXXX	08099511E	American I	USD	101	ics_bill	
7	5.01E+14	yourmerch	5/13/2007	1.79E+21	ORGXXXX	081009531	American I	USD	25	ics_bill	
8	5.01E+14	yourmerch	5/13/2007	1.79E+21	ORGXXXX	08102114З	MasterCar	USD	90	ics_bill	
9	5.01E+14	yourmerch	5/13/2007	1.79E+21	ORGXXXX	08104730E	Visa	USD	73	ics_bill	
10	5.01E+14	yourmerch	5/13/2007	1.79E+21	ORGXXXX	08106041E	American I	USD	60	ics_bill	
11	5.01E+14	yourmerch	5/13/2007	1.79E+21	ORGXXXX	081084372	Visa	USD	44	ics_bill	
12	5.01E+14	yourmerch	5/14/2007	1.79E+21	ORGXXXX	08119267S	MasterCar	USD	15	ics_bill	
13	5.01E+14	yourmerch	5/14/2007	1.79E+21	ORGXXXX	08125426E	American I	USD	60	ics_bill	
14	5.01E+14	yourmerch	5/14/2007	1.79E+21	ORGXXXX	08131964S	Visa	USD	137	ics_bill	
15	5.01E+14	yourmerch	5/14/2007	1.79E+21	ORGXXXX	08135141E	Visa	USD	105	ics_bill	
16											
17											
18											
19											
20											
21											

Figure 13

IMPORTANT!
Under the **Options** tab be sure to select **Use Payment Batch Reports**. They **Transaction Reports** are no longer available. An administrator will need to pull specific Transaction Reports using the **CyberSource Business Center** Tool.

Subscriptions

Institutions/associations using the Recurring Payment feature with the Donation/Membership Forms or the new Event Registration application will use the Subscription feature to search for subscriptions and subscription payments.

Searching for Subscriptions and Subscription Payments

With the subscription search feature, you can conduct a narrow search (a subscription associated with a specific credit card) or a broad search (all subscriptions that end before a certain date, for example). In many cases, the subscription ID or the credit card number is more likely to identify the subscription that you want than any of the other options. After you find a list of results, you can view the details of the subscriptions and perform many actions on the subscriptions. The results also show the current status of each subscription.

When searching for subscriptions, you can narrow your search to active, on hold, or canceled subscriptions, date of creation or of expiration, card expiration date, or a specific field or value. When searching for future payment events, you can narrow your search to payments that are scheduled, require approval, or have been skipped. After you select one of the options, the appropriate sub-menu appears below.

How to search for a subscription or subscription payments:

1. Login to the **CyberSource Business Center**.

2. Click **Tools & Settings** in the left navigation. The Subscription menu will display in the left navigation.

3. Click **Search**. The Subscription Search page will display. *See figure 14.*

4. Select the type of search: subscriptions or payments.

Figure 14

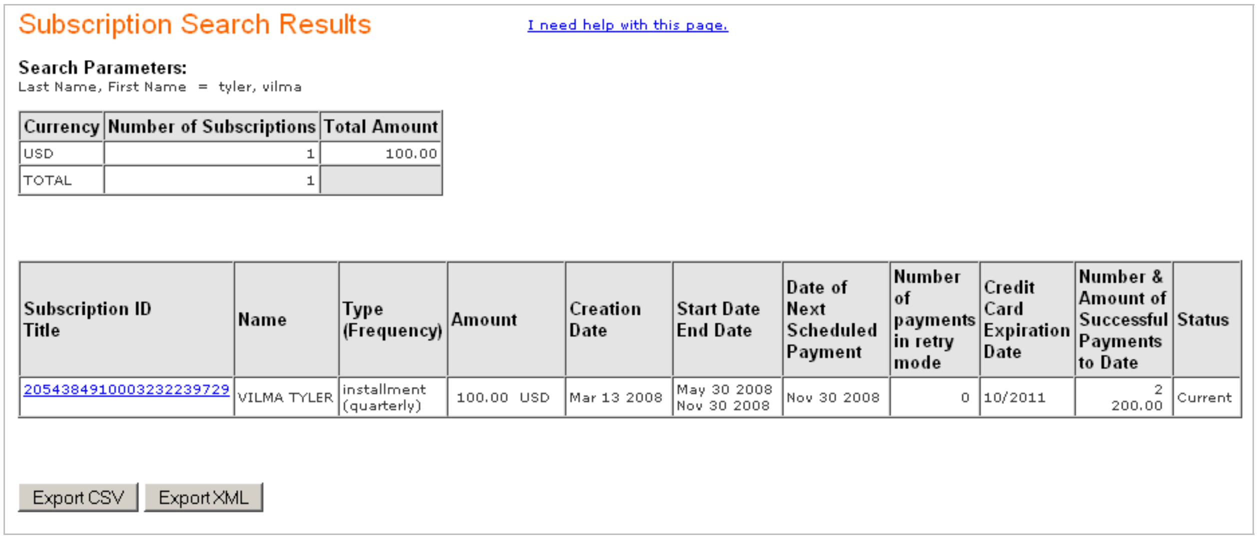
- **Subscriptions**: subscriptions or credit cards that expire before a certain date or subscriptions that have been canceled or put on hold. After the approval or due date for a payment has passed, you can search for the subscription only in this section as described in the note above. From the list of subscriptions that you receive, you can click the subscription ID to see the details and perform a one-time payment or credit, approve or skip a payment, and modify or cancel a subscription.

- **Subscription Payments**: future payments scheduled before a certain date, future payments that require prior approval, or past and future payments skipped or scheduled to be skipped before a certain date. From the list of subscriptions that you receive, you can skip or un-skip, approve, and modify the amount of a payment. In addition, you can click the subscription ID to see the details and perform the same actions as described above.

5. Choose the scope for your search: broad or narrow (field and value):

Subscriptions	Subscription Payments (date range)	Field and Value (both)
All Subscriptions Active Subscriptions On-Hold Subscriptions Canceled Subscriptions Creation Date of Subscriptions Expiration Date of Subscriptions Expiration Date of Payment Cards	Payments Scheduled Payments Requiring Approval Payments Skipped	Credit card number Last name Last name and first name Order number Subscription ID Subscription title

6. The search results will include transactions requested between midnight on the start date and 11:59 P.M. on the end date.
7. Choose the number of transactions that you want to display on each page of results (20–100).
8. Click **Submit**. The **Subscription Search Results** will display. *See figure 15.*
9. Click the **Subscription ID** link to view the details page for the subscription where you will always have these options (except for canceled subscriptions): One-time Payment, Modify Subscription, and Cancel Subscription.



Subscription Search Results

I need help with this page.

Search Parameters:
Last Name, First Name = tyler, vilma

Currency	Number of Subscriptions	Total Amount
USD	1	100.00
TOTAL	1	

Subscription ID Title	Name	Type (Frequency)	Amount	Creation Date	Start Date End Date	Date of Next Scheduled Payment	Number of payments in retry mode	Credit Card Expiration Date	Number & Amount of Successful Payments to Date	Status
2054384910003232239729	VILMA TYLER	installment (quarterly)	100.00 USD	Mar 13 2008	May 30 2008 Nov 30 2008	Nov 30 2008	0	10/2011	2 200.00	Current

Export CSV Export XML

Modifying a Subscription

Administrators can modify most of the information for a subscription, except for the order or reference number, the type of subscription, the start date, the billing frequency, and the number of payments. If you change the amount of one or more payments, all future payments that have already been approved are automatically un-approved. To modify a subscription, click the Modify Subscription button at the bottom of the page and edit the form.

How to modify a subscription:

1. Login to the **CyberSource Business Center**.
2. Click **Tools & Settings** in the left navigation. The Subscription menu will display in the left navigation.
3. Click **Search**. The Subscription Search page will display.
4. Search for the appropriate subscription.
5. Click **Submit**. The **Subscription Search Results** will display.
6. Click the **Subscription ID** link to view the **Subscription Transaction Details** page. *See figure 16.*
7. Click the **Modify Subscription** button at the bottom of the page. The Edit Subscription page will display. *See figure 17.*

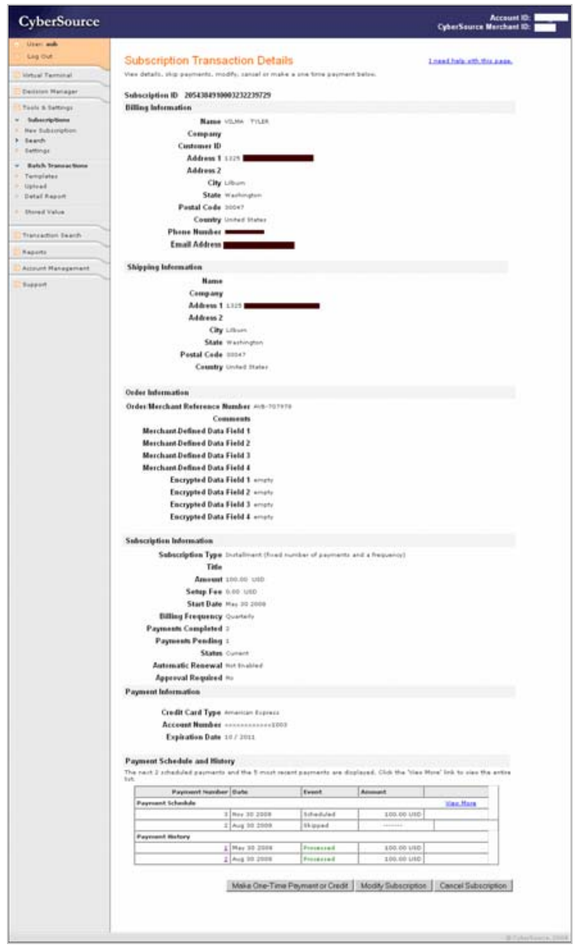


Figure 16

8. Make all the necessary changes to the subscription. All fields shown in **color** are required.

9. Click **Submit**.

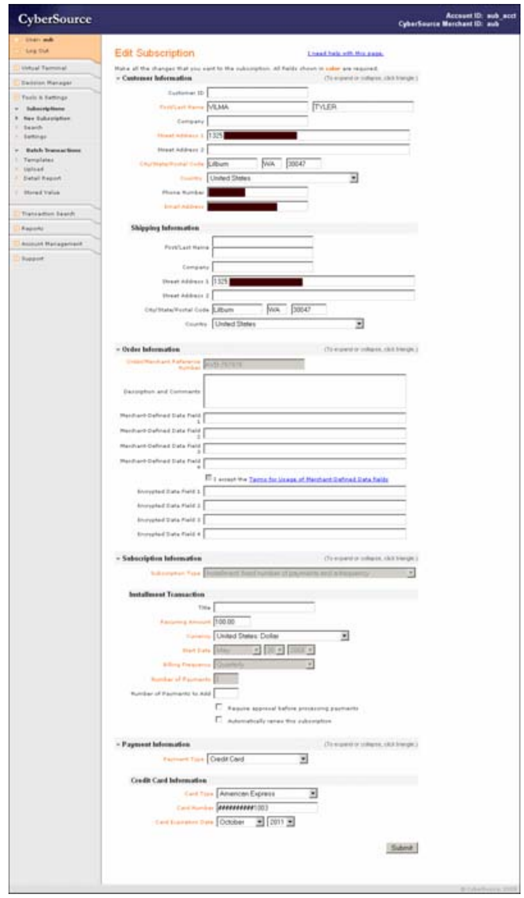


Figure 17

Cancel Subscription

You can cancel a subscription at any time. After you do so, you can still find the subscription if you search for canceled subscription.

How to cancel a subscription:

1. Login to the **CyberSource Business Center**.

2. Click **Tools & Settings** in the left navigation. The Subscription menu will display in the left navigation.

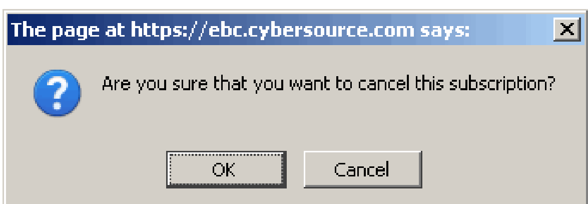
3. Click **Search**. The Subscription Search page will display.

4. Search for the appropriate subscription.

5. Click **Submit**. The **Subscription Search Results** will display.

6. Click the **Subscription ID** link to view the **Subscription Transaction Details** page. *See figure 18.*

7. Click the **Cancel Subscription** button at the bottom of the page. A verification message will appear. See figure below.



8. Click **OK**. The **Subscription Transaction Details** page refreshes with a with a success message. *See figure 19.*

IMPORTANT!
You cannot reinstate a canceled subscription. Instead, you must create a new one.

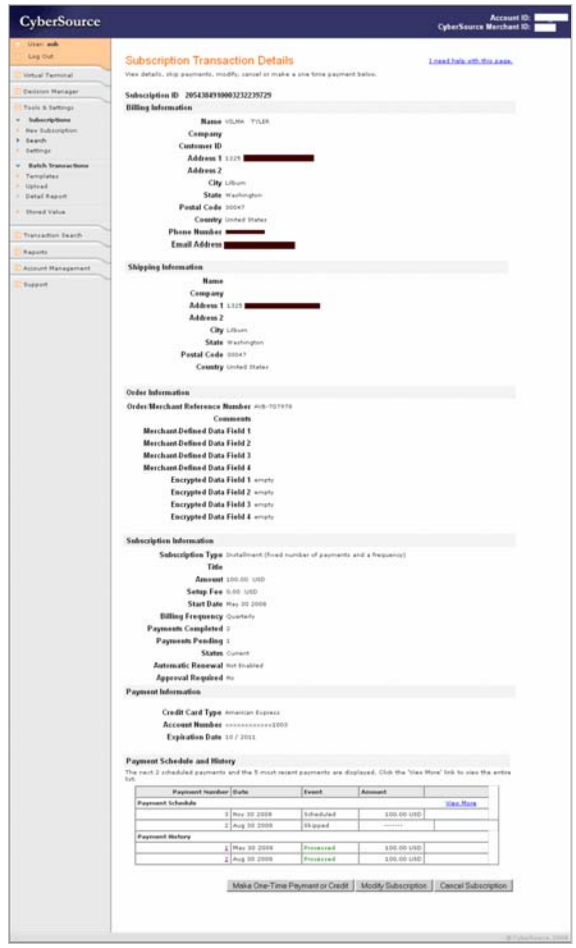


Figure 18

Figure 19

Appendix A: Payment Batch Detail Report

This report contains summary information about credit card transactions. The report includes only transactions that CyberSource has sent to the payment processor. The following fields are exported:

Batch ID	CyberSource batch in which the transaction was sent.
Merchant ID	CyberSource merchant ID used for the transactions in the report.
Batch Date	Date when the batch was sent to the processor.
Request ID	CyberSource identifier for the transaction.
Merchant Reference Number	Merchant-generated order reference or tracking number.
Transaction Reference Number	Reference number that you use to reconcile your CyberSource reports with your processor reports
Payment Method	Type of card or bank account.
Currency	ISO currency code used for the transaction.
Amount	Amount of the transaction.
Transaction Type	CyberSource payment application processed for the transaction.