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Overview

This article walks through the steps to setup Anedot with your **Trail Blazer** database to process money online. You'll first need to **apply** for your Anedot account, here's the link to do that: https://anedot.com/signup/pac03e53fae5cd2145560

Tip: Here's the <u>full list</u> of merchant gateways you can use with your database and <u>this video</u> shows how to get your donation iFrame form setup to put on your website.

Steps



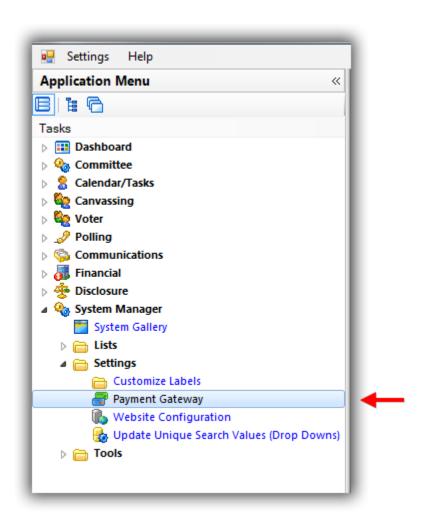
You'll need this information from Anedot:

- 1) Anedot User Email (one that is able to log into the Anedot web client for the Anedot Campaign UID)
- 2) Anedot API Token (more below on how to do this)
- 3) Anedot Campaign UID (more below on where to find this)

Once you have that information (covered below) you'll plug it into the payment gateway area of your Trail Blazer database:

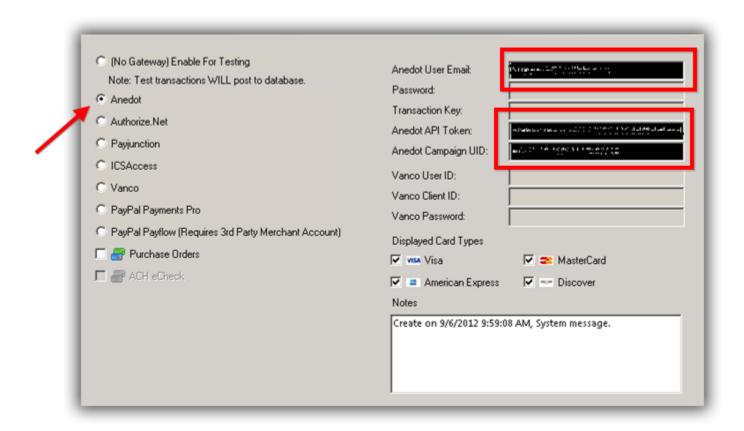
Img 1 of 2 – Navigate to Payment Gateway





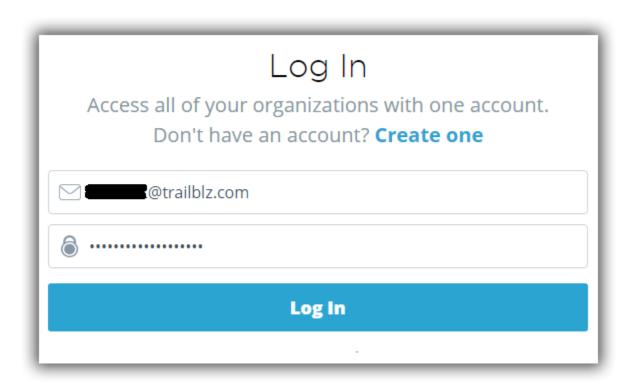
Img 2 of 2 – Example of a Completed Anedot setup



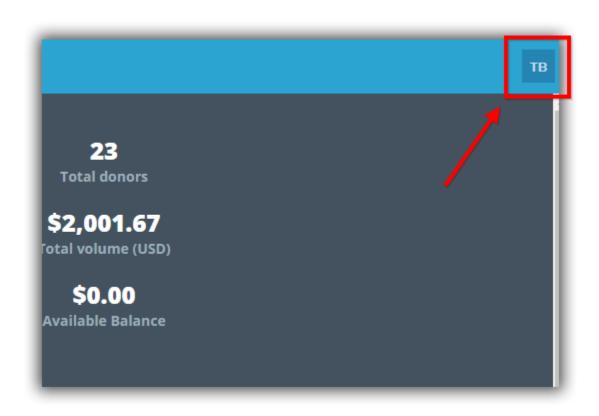


Note: Currently Anedot does not process ACH / e-Checks. For now checks will have to be double entered into TBZ and Anedot. You can use Purchase Orders until they get payment, ditto for cash and in-kind transactions.

Login to your Anedot account at www.anedot.com

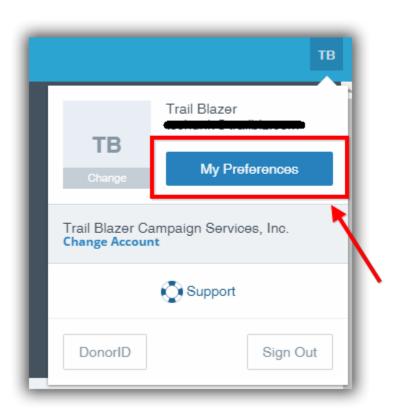


Click on the **square** in the upper right corner (has one or two letters in it):



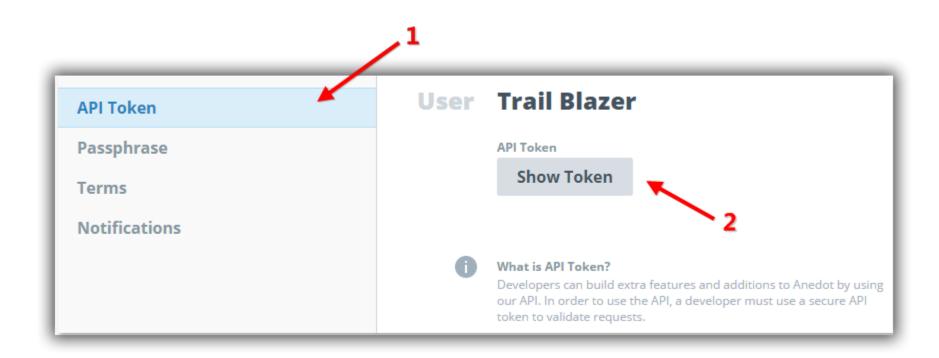
Select My Preferences.





Select API Token.





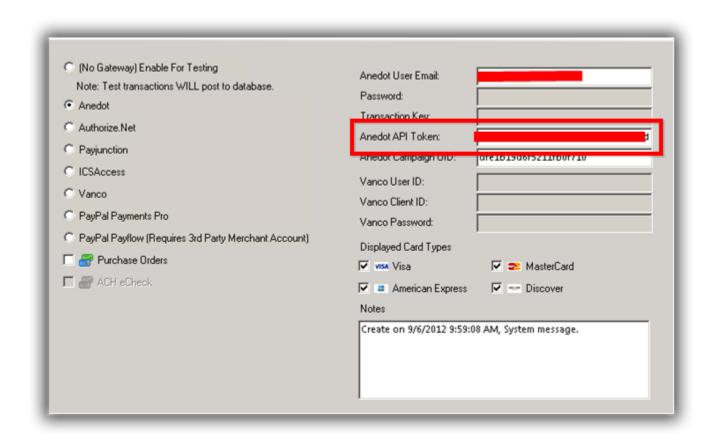
Click on **Show Token**.





Select those letter and numbers in the box. Copy and paste it into the TBZ field called **Anedot API Token** as shown below.





Next, click on the Megaphone icon in the top left to go to the list of **Anedot Campaigns**.



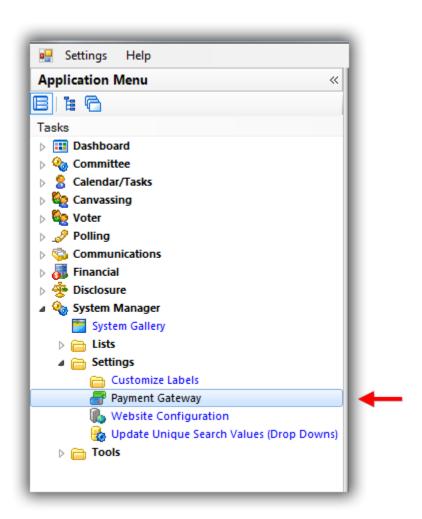


Click on the [View] button on the campaign you wish to use in TBZ. (TBZ will only use one of the campaigns you put money into).



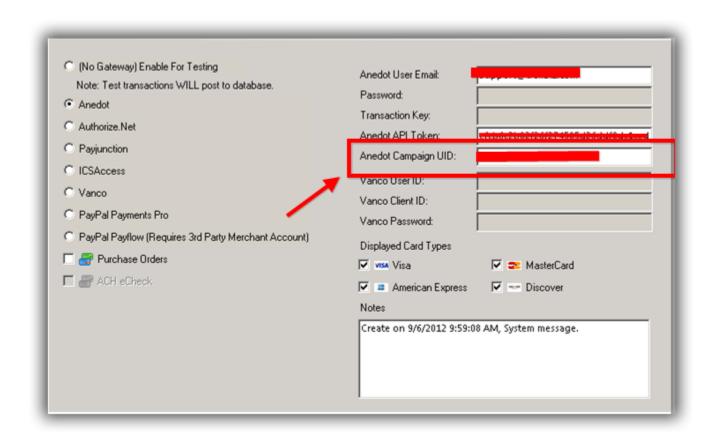
Navigate to the Payment Gateway screen in TBZ.





Copy the **Campaign UID** shown on the left side (the long mixture of numbers and letters). Either paste or manually type it into the TBZ entry that says **ANEDOT CAMPAIGN UID**:

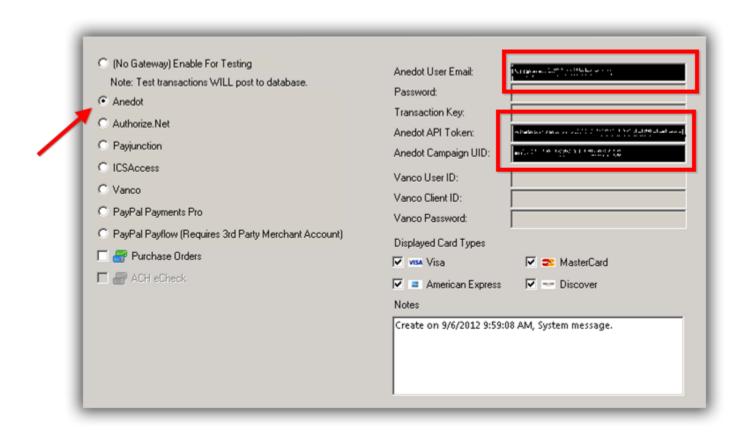




In TBZ click [Save] in the bottom right.

Now you can select the type of **credit cards** you want to accept. For now ACH/echeck is grayed out because Anedot does not provide that functionality.

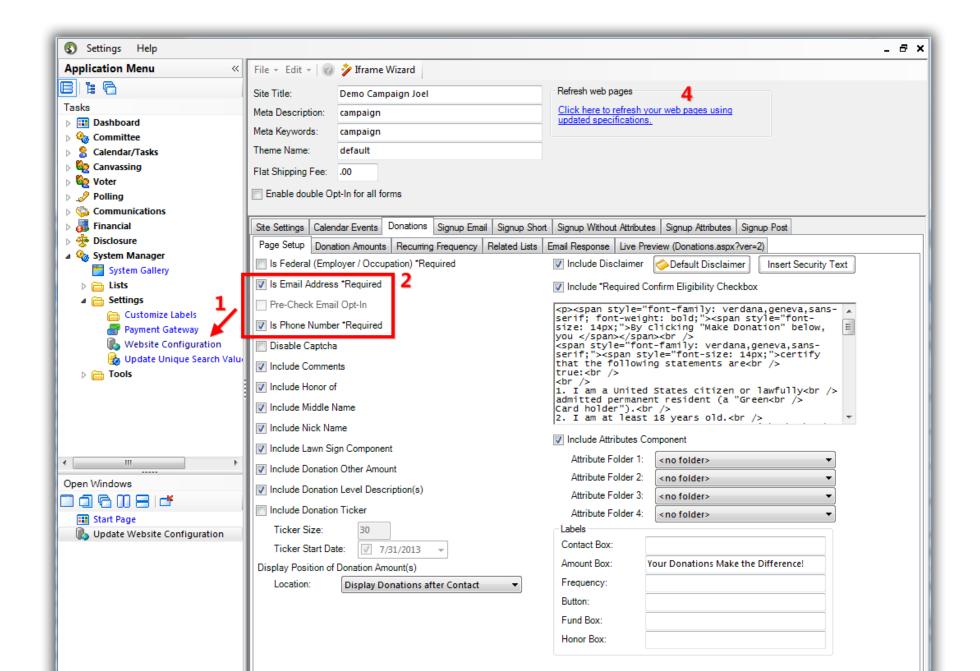




Click [Save] in the bottom right.

Important: Anedot requires that you collect email and phone number through the donation form or it won't work. You can turn those on here:







Note: TBZ does not use (either in the desktop TBZ or in the TBZ IFAMES):

- Anedot campaigns other than the one you specify
- Anedot "Standard Fields"
- Anedot "Custom Fields" of the selected campaign
- Any image(s) from Anedot

Note: TBZ does:

- Recurring payments (credit card only)
 - o Due to API limitations of Anedot these are the only type of recurring transactions allowed to be set up by TBZ for Anedot:
 - One Time
 - Monthly
 - Quarterly
 - Yearly
 - Note: the 2nd and successive contributions are not automatically generated by Anedot as it is for our other payment gateways. No way to query Anedot for original donation and fund recurrences of it.

You can now test a donation of \$5 or more on your donation page located at www.trailblz.info/YourDatabaseName/donations.aspx (you'll replace YourDatabaseName with your actually database name – if you don't know it you can contact tech support).

The **related resources** below link to a variety of similar articles and videos. Don't hesitate to call us if you need a hand getting this setup.



- YouTube Channel
- Knowledge Base Articles
- 3rd Party Resources

Related Resources

Website: List of Available Merchant Gateways that Integrate with Trail Blazer



Article: Purchase Orders - Manually Enter an Order for Tickets, Products, or Memberships from within an Event, and Record the Related

Contribution Record

Article: How to Create a Custom Redirect Thank-You Page for your Donation Form(s) that Automatically Populates the Donor's First Name and the

Donation Amount they Gave – Advanced Feature

Article: Custom Donation Amounts for Non-Primary Donation Pages – List of All Configurable Donation Page URL Options

Article: How to Enable (E-Check) Payments with the Vanco Merchant Gateway on Trail Blazer's Donation Form

Article: Modify your Donation Form - Change the Amounts - Add Descriptions - Add & Remove which Amounts Display

Article: Linking your Website to your Database with Configurable iFrame Forms

Article: Configure Website (iFrames)

Article: How to Put your Trail Blazer Donation Form on your Facebook Page

Article: How to Configure Recurring Donation Options for your Trail Blazer Donation Form (must be using either Vanco Services or Authorize. Net as

your Merchant Gateway)

Article: How to Enable Double Opt-in for All your Trail Blazer Online iFrame Forms

Article: <u>Iframe tags for stylesheets</u>
Article: <u>Web site signup < iframe ></u>

Video: Getting Started 106a – Entering Contributions (NON PROFIT ONLY)

Video: Getting Started 106b – Entering Contributions (POLITICAL ONLY)

Video: Attributes - Add To Donation Page

Video: Contributions Online - Change Default \$ Donation Amounts

Video: Donation Auto Responders with Merge Fields

Video: <u>Iframes</u>



Trail Blazer Live Support

© Phone: 1-866-909-8700

Email: support@trailblz.com

Facebook: https://www.facebook.com/pages/Trail-Blazer-Software/64872951180

Twitter: https://twitter.com/trailblazersoft

* As a policy we require that you have taken our intro training class before calling or emailing our live support team.

Click here to view our calendar for upcoming classes and events. Feel free to sign up other members on your team for the same training.

- * After registering you'll receive a confirmation email with the instructions for how to log into the <u>GoToMeeting</u> session where we host our live interactive trainings.
- * This service is included in your contract.