How to Put your Database Merchant Gateway into 'TEST MODE' for Testing Donations, Selling Memberships, and Product Sales

Author: Kristenson, Joel
Last Updated: 2017-02-15

Overview

This article walks through the steps to put your database **merchant gateway** into **TEST MODE** so that you can run **test** donations, memberships, and ticket/product sales with a **fake credit card number** to **verify** everything is in place i.e. auto-responder emails, redirect pages, email notifications, etc.

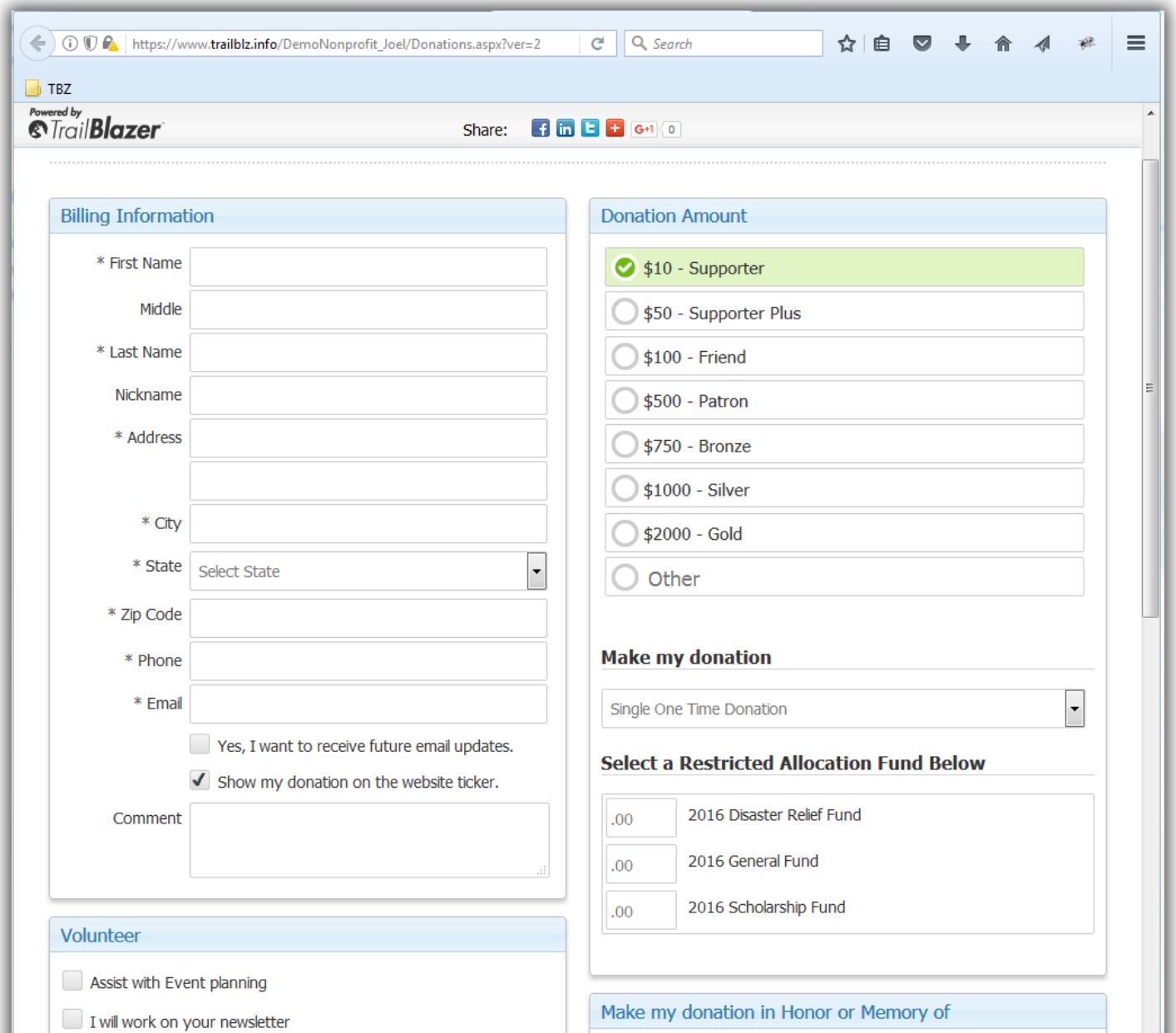
Tip: Don't have a merchant gateway setup yet with your **Trail Blazer** database? Click here to view the **full list** of **merchants** that we **integrate** with. Contact us if you have questions on which one will best suit your organizations needs and budget (1-866-909-8700).

Steps

Here's an *example* of a **donation page** that's currently **active** (no red warning at the top):

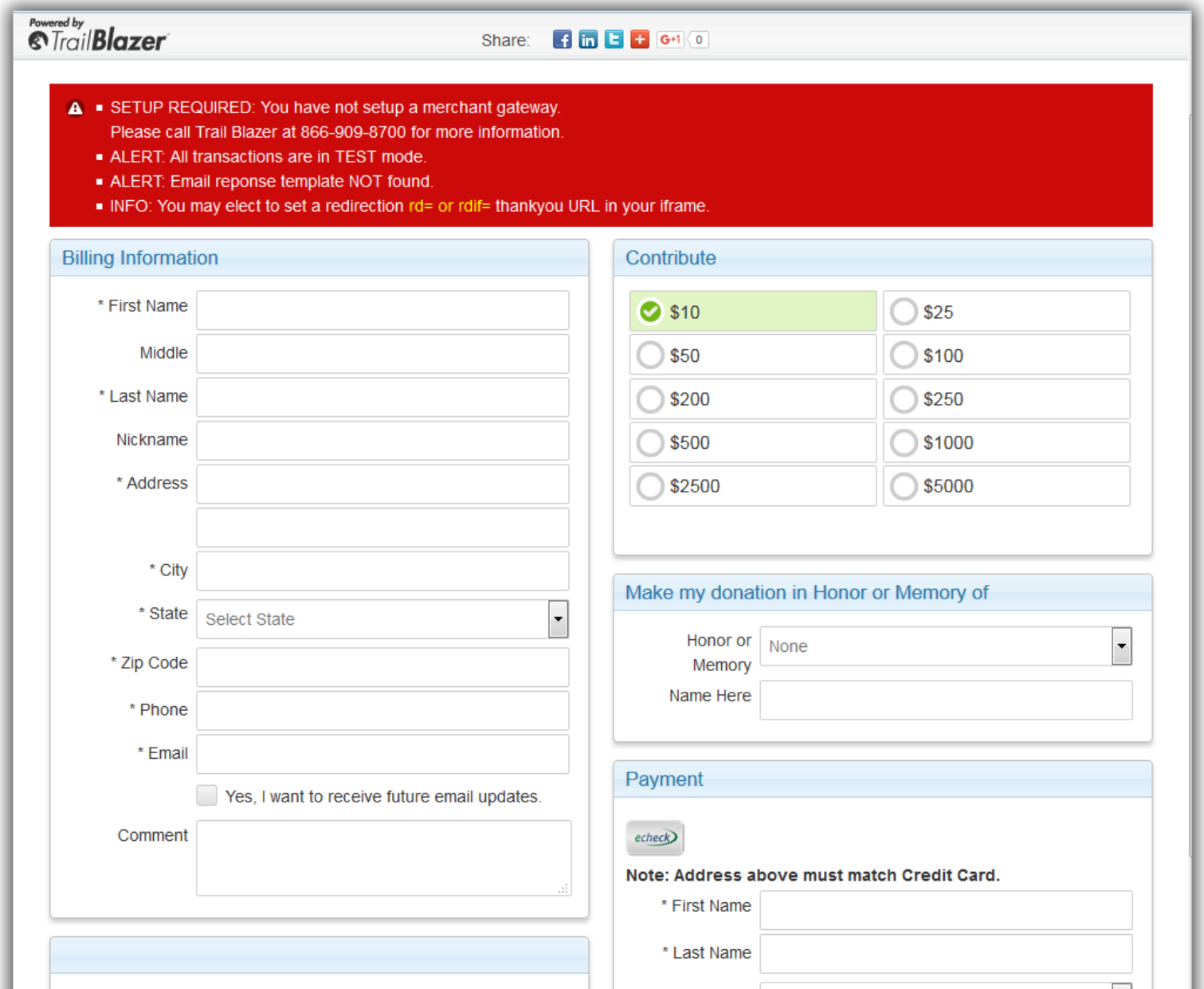
How to Put your Database Merchant Gateway into 'TEST MODE' for Testing Donations, Selling Memberships, and Product Sales

Example donation page that is *not* in test mode.



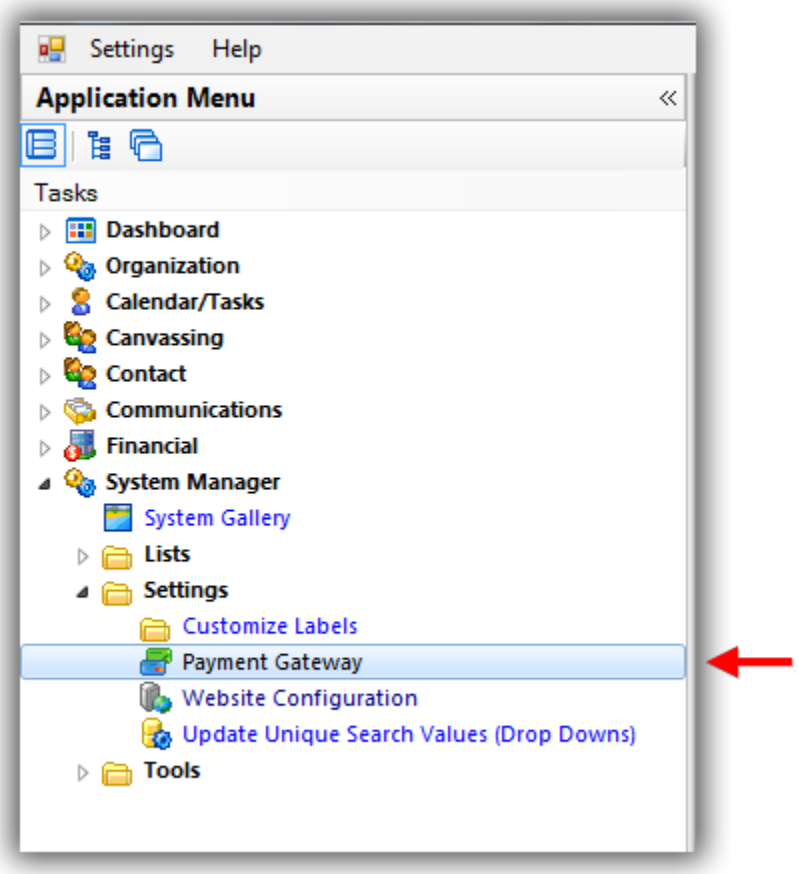
Here's an *example* donation page in **test mode** (**red** warning text at the top):

Example donation page in 'Test Mode'.



How to Put your Database Merchant Gateway into 'TEST MODE' for Testing Donations, Selling Memberships, and Product Sales

To put your merchant gateway into **test mode** you'll start by navigating **Payment Gateway** under the **Application Menu**. *This requires security clearance*.

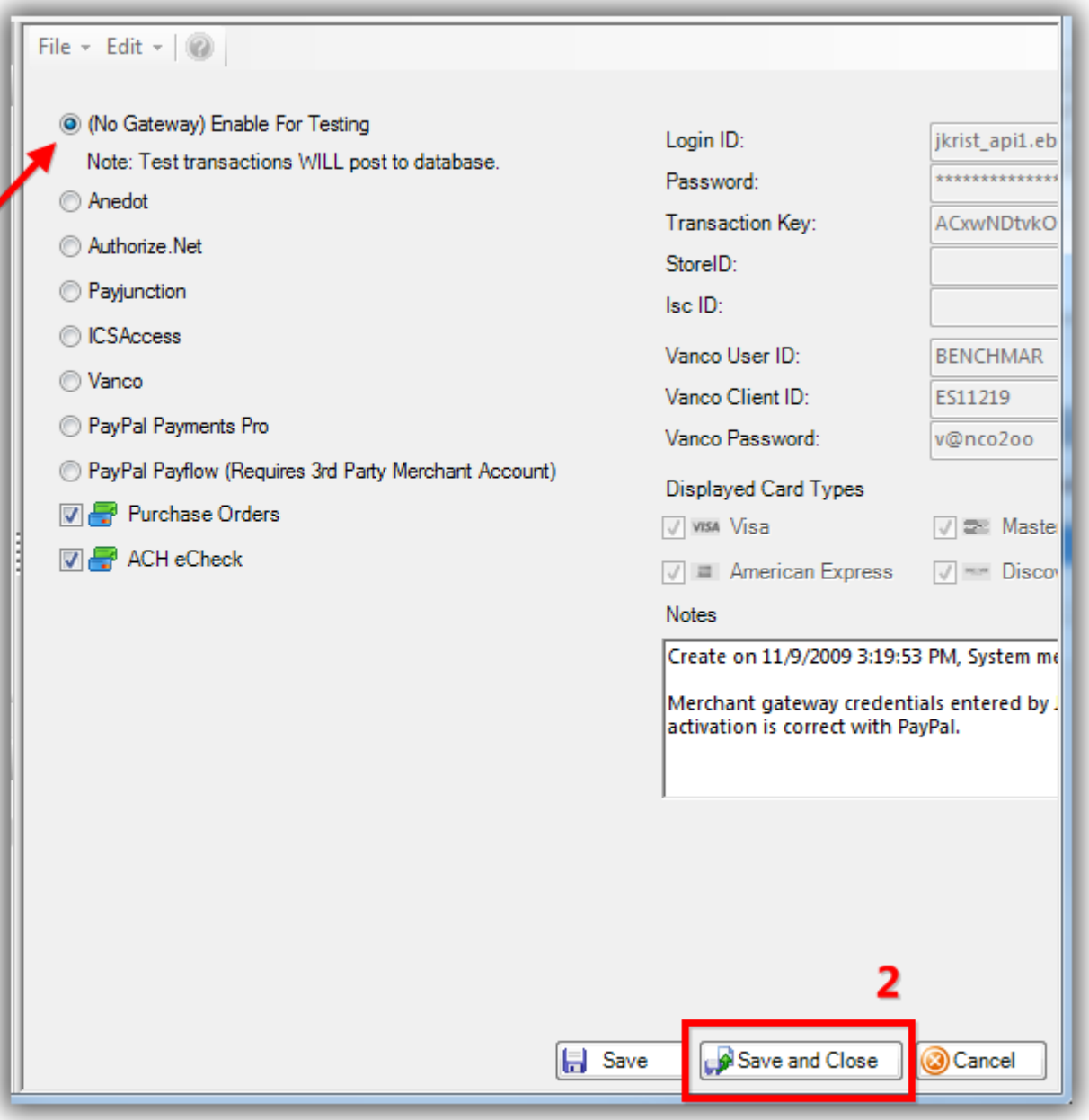


Select the radio button for **(No Gateway) Enable For Testing** and then **[Save and Close]**.

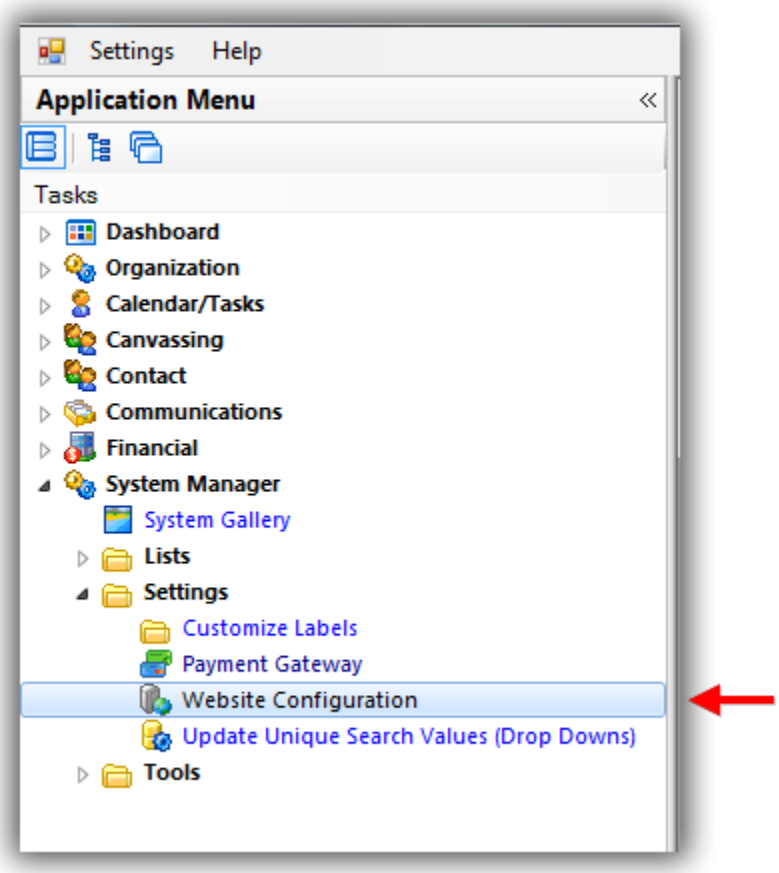
TrailBlazer™
Organize. Leverage. Succeed.

How to Put your Database Merchant Gateway into 'TEST MODE' for Testing Donations, Selling Memberships, and Product Sales

1. Click this radio button to put the merchant gateway in test mode.

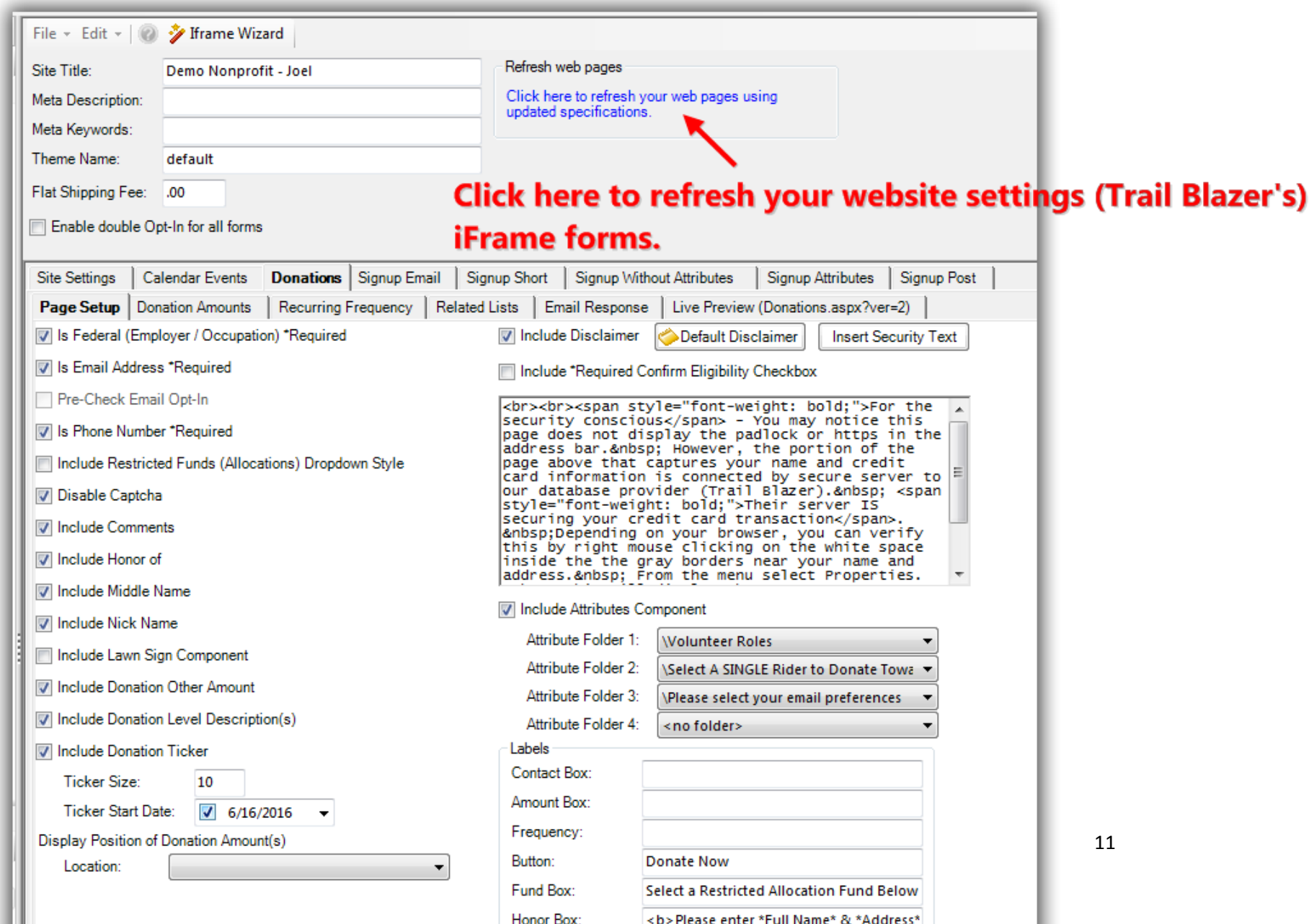


Navigate to **Website Configuration** under the **Application Menu**.

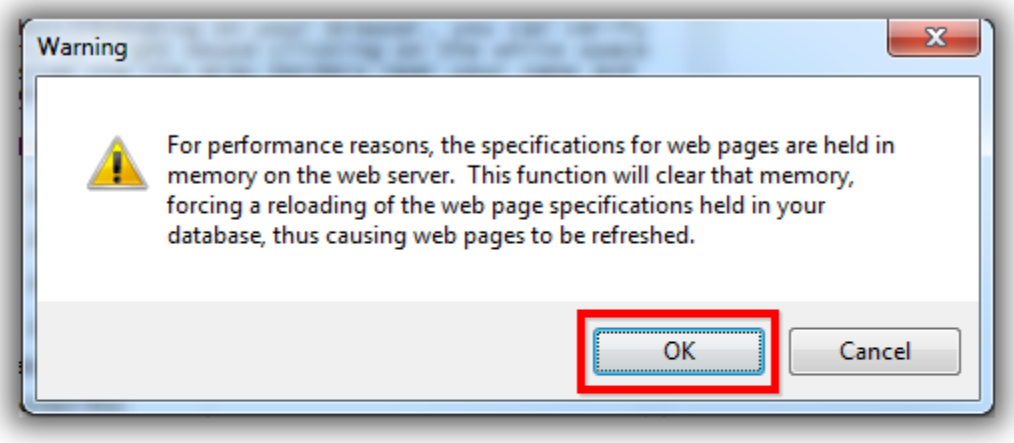


Click the **blue** link in the upper-right for **'Click here to refresh your web pages using updated specifications'**.

How to Put your Database Merchant Gateway into 'TEST MODE' for Testing Donations, Selling Memberships, and Product Sales

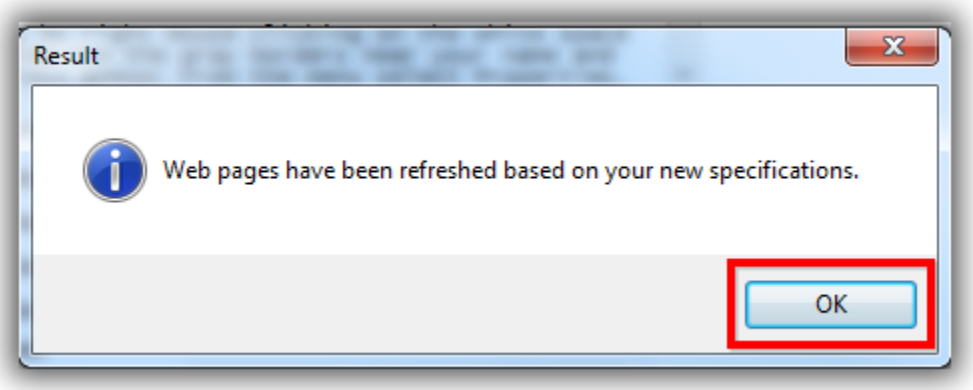


Click **[OK]** to proceed if you're **%100** sure you want to put your merchant gateway into test mode.



Click [OK] if you're 100% sure you want to put your merchant gateway into test mode.

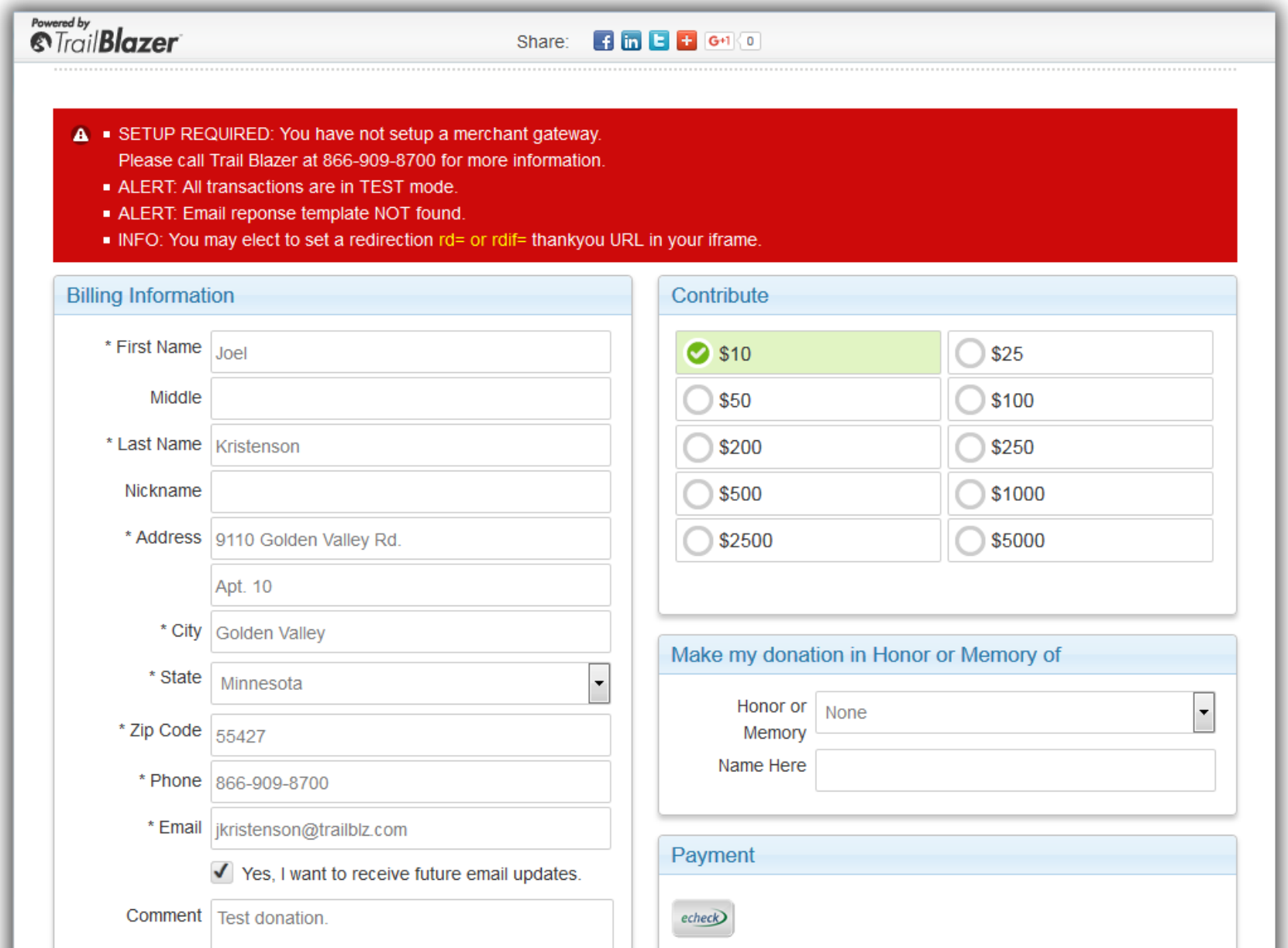
Click **[OK]** again once you're prompted.



You can now **run a test** donation or membership/event purchase with a **fake credit card**. *In my example I ran a test donation as shown below.*

How to Put your Database Merchant Gateway into 'TEST MODE' for Testing Donations, Selling Memberships, and Product Sales

Run a test transaction for (donations, events, or memberships) using a fake credit card.



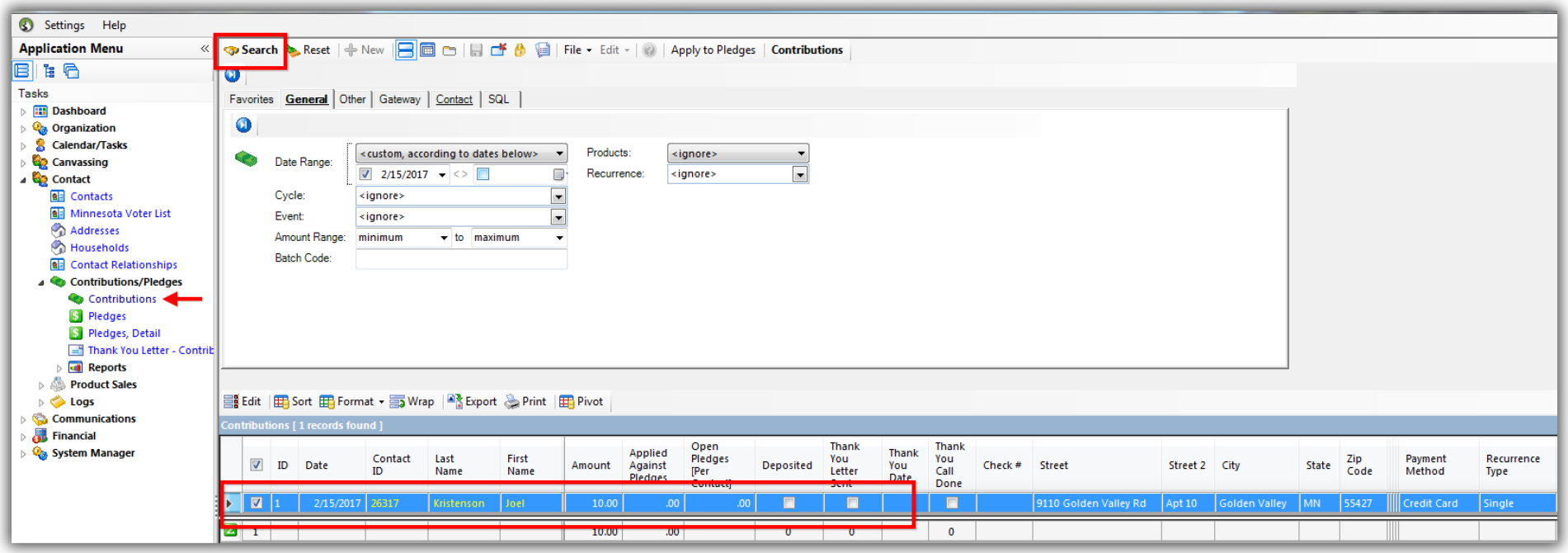
Some of things you can verify through this process are:

- The **redirect page**
- Email notifications to your database users
- That the email auto-responder looks how you want
- That data **posts** your database correctly
- The auto-responder email and receipt are coming from the email address that you want

The *example* donation I did is below after it posted to the database:

How to Put your Database Merchant Gateway into 'TEST MODE' for Testing Donations, Selling Memberships, and Product Sales

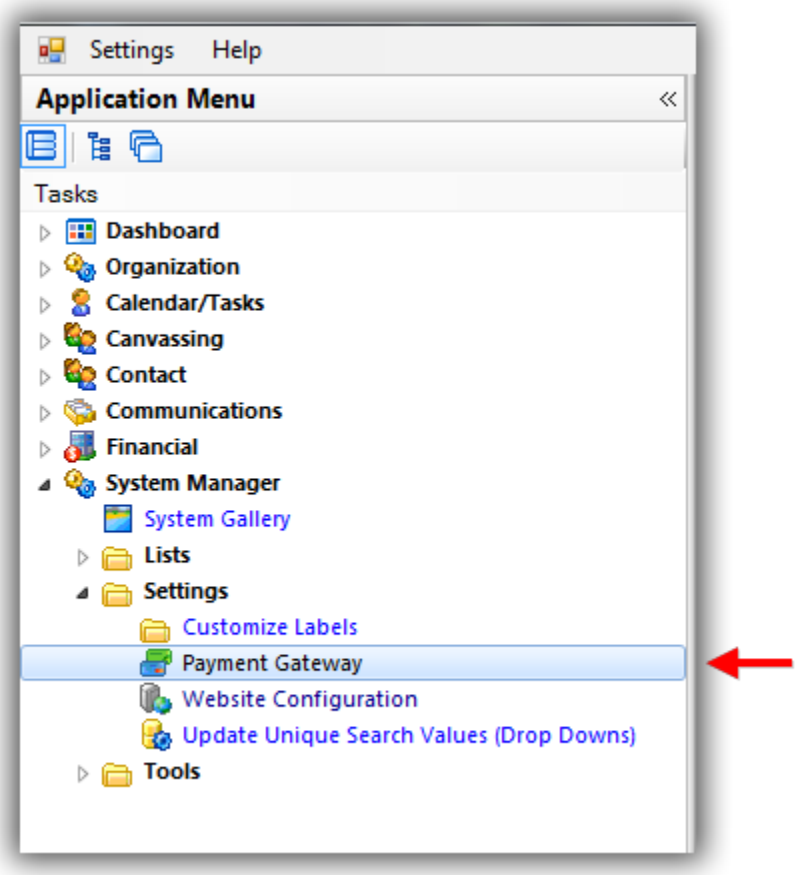
You can view the test transaction in your database (you'll likely want to purge it after running your test).



Whether you tested a purchase on the event/membership system or a test donation you'll likely want to **purge** the data afterwards:

- Delete a purchase order
- To delete a donation, open it and click the red **[x]** at the top (if using the nonprofit version) OR highlight the row within the contributor's record card and click the **[Delete]** button (if using the political version)

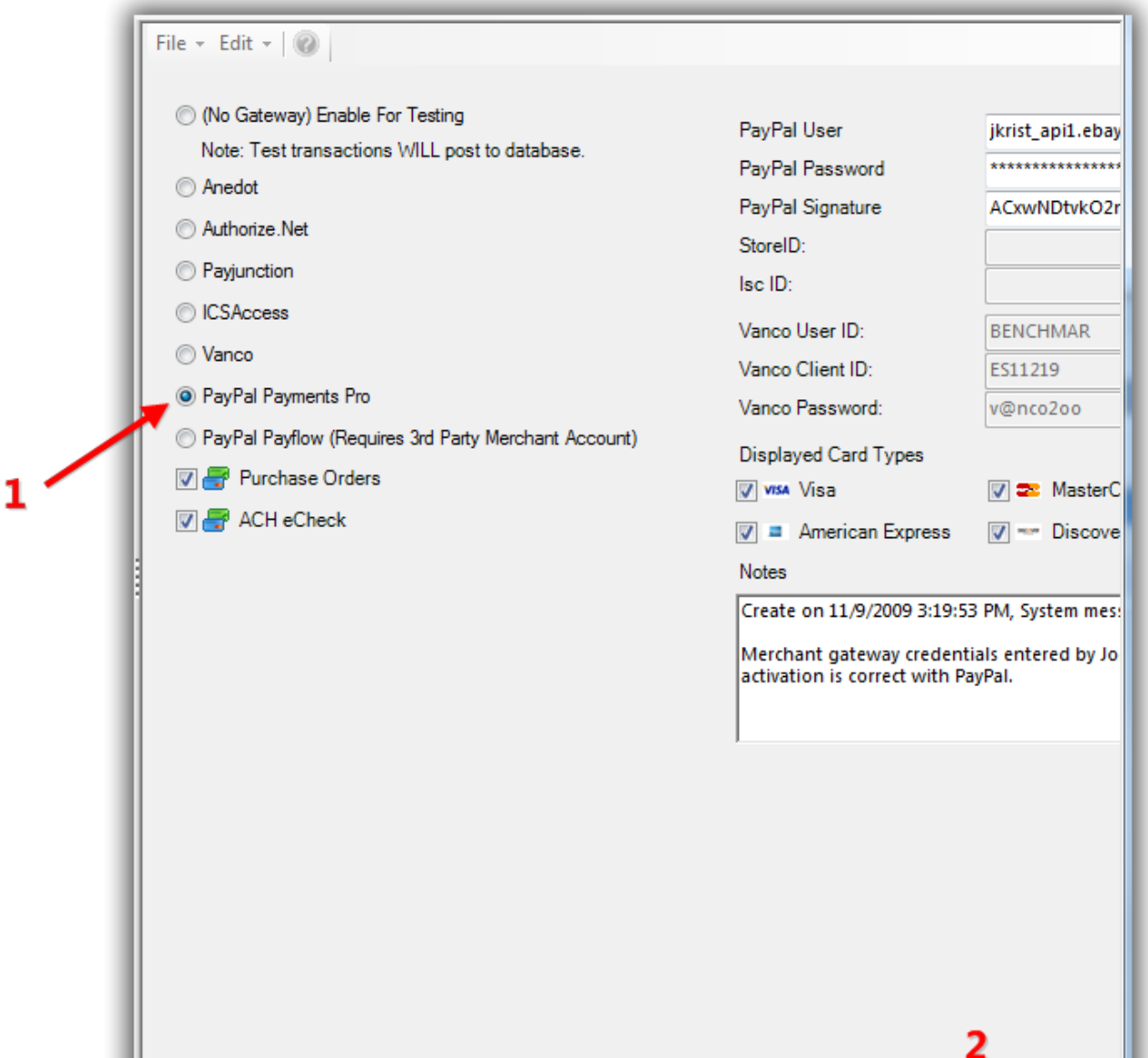
Once you've thoroughly tested your transactions you can turn the merchant gateway back on in the **Payment Gateway** area.



Select your merchant option and save-and-close.

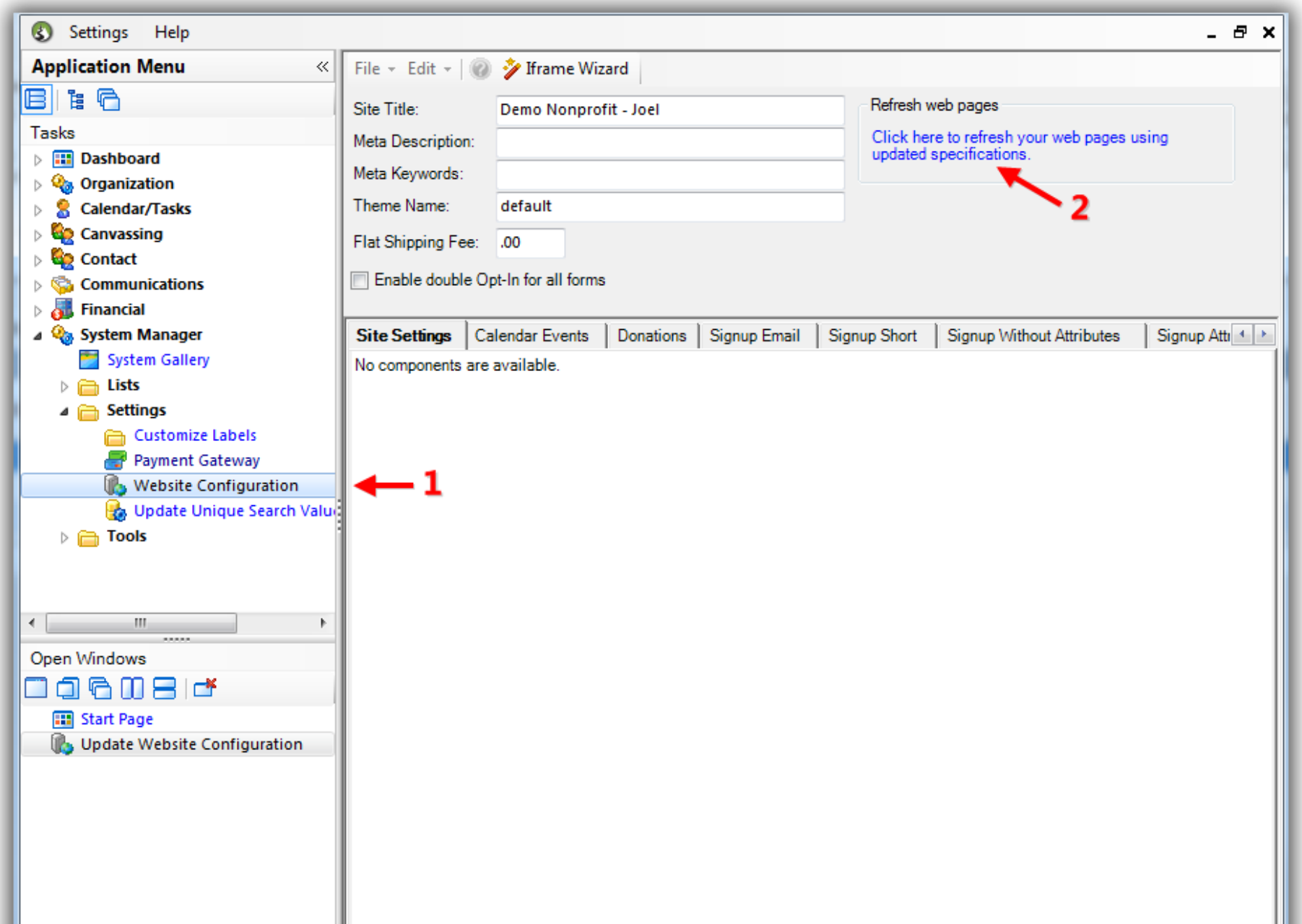
How to Put your Database Merchant Gateway into 'TEST MODE' for Testing Donations, Selling Memberships, and Product Sales

You can turn the merchant gateway back on after you run your tests.



Navigate to **Website Configuration** and click the blue hyperlink in the top-right to refresh your settings.

How to Put your Database Merchant Gateway into 'TEST MODE' for Testing Donations, Selling Memberships, and Product Sales



The **related resources** below provide links to many other articles and videos related to this topic.

Related Resources

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 Configure Recurring Donation Options for your Trail Blazer Donation Form (must be using either Vanco Services or Authorize.Net as your Merchant Gateway)
Article:
Article: How to Enable ACH (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: Email Notification of Web Occurrences
Article: Iframe tags for stylesheets
Article: Web site signup < iframe >
Article: Configure Website – Legacy Article
Article: How to Activate your Anedot Merchant Gateway with Trail Blazer – Configuring the API Credentials Correctly
Video: Donation Auto Responders with Merge Fields
Video: iFrames
Video: Contribution Online – Change Default $ Donation Amounts
Video: Attributes – Add To Donation Page
Website: List of Trail Blazer Merchant Gateway Options

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 GoToMeeting session where we host our live interactive trainings.*

** This service is included in your contract.*