

## Multi-Selection Maintenance

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## 1. Introduction

The Multi-Selection Maintenance option provides you with an easy way to perform maintenance operations for several transactions simultaneously in your PostFinance account.

Multi-Selection Maintenance is available in the "View transactions" results page.

You can use Multi-Selection Maintenance only for:

- transactions in the Live database, not for archived transactions;
- final maintenance operations (full captures, refunds etc.), not for partial operations.

## 2. Operations on authorisations

The following operation on authorisations is accessible through Multi-Selection Maintenance:

- [SAS: Data capture \(payment demand\)](#)

### 3. Performing maintenance operations

1. Click on the "View transactions" link in your account menu to select the transactions on which you wish to perform maintenance operations.
2. On the "View transactions" result page, select the maintenance operations you wish to perform for the different transactions, either one-by-one or by using the "Select all" box (please note that this feature will not work if JavaScript is disabled).
3. Click the "Process selection" button at the bottom of the transaction list.

Pay ID	REN	SAS	RFS	Merch ref	Orders	Status	Authorisation	Payments	Total	
22035208	<input type="checkbox"/>	<input checked="" type="checkbox"/>		order_1234	2013-06-06 11:50:04	5-Authorised	testoff		125.00 EUR	
22035262				order_5234	2013-06-06 11:55:42	7-Payment deleted	testoff	2013-06-25	125.00 EUR	
22035284			<input checked="" type="checkbox"/>	order_6435	2013-06-06 11:57:41	9-Payment requested	testoff	2013-06-25	125.99 EUR	
22035354				order_123	2013-06-06 12:05:17	95-Payment handled by merchant			40.00 EUR	
22037899				test_order_886	2013-06-06 14:34:28	2-Authorisation declined			10.00 EUR	
22330442	<input checked="" type="checkbox"/>	<input type="checkbox"/>		order0123	2013-06-24 11:16:25	5-Authorised	testoff		125.00 EUR	
22330478			<input type="checkbox"/>	order0123	2013-06-24 11:19:00	9-Payment requested	testoff	2013-06-25	125.00 EUR	
22333347			<input checked="" type="checkbox"/>	order123	2013-06-24 14:00:19	9-Payment requested	testoff	2013-06-25	125.00 EUR	
<b>Select all</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Total</b>						<b>550.99 EUR</b>
<b>PROCESS SELECTION</b>										

We process the maintenance transactions offline, i.e. import the maintenance transactions into our database and send them later to the acquirers/banks. The result of the transaction import into our database is shown on the result page.

On the result page, you will see the following additional information:

- The number of maintenance transactions per operation and the number of 'accepted' maintenance transactions (accepted for processing by our system, not the financial result!). The 'accepted' maintenance transactions will be highlighted in green in the transaction list.
- Maintenance transactions which our system did not process due to validation errors. These maintenance transactions will be highlighted in red and will not be processed. If you still want to process these maintenance transactions, you will need to resolve the listed issues/errors for the transactions and retry the operation.
- Several time indicators, such as the elapsed time, remaining time and the total processing time.

Multi-Selection Maintenance

Send another authorisation request: 1 / 1 (100%) Elapsed time = 0s ; Estimated remaining time = 0s ; Last time = 0.094s.

Confirm payment (data capture): 1 / 1 (100%) Elapsed time = 0s ; Estimated remaining time = 0s ; Last time = 0.093s.

Refund / Delete payment: 2 / 2 (100%) Elapsed time = 0s ; Estimated remaining time = 0s ; Last time = 0.141s.

Total time: 0s

**Orders: Order date from 2013-05-25 to 2013-06-25 included- Status All except Cancelled by customer,Invalid or incomplete**

	Pay ID	REN	SAS	RFS	Merch ref	Orders	Status	Authorisation	Payments	Total
Y	22035208	<input type="checkbox"/>	<input checked="" type="checkbox"/>		order_1234	2013-06-06 11:50:04	91-Payment processing	testoff		125.00 EUR
	22035262				order_5234	2013-06-06 11:55:42	7-Payment deleted	testoff	2013-06-25	125.00 EUR
Y	22035284			<input checked="" type="checkbox"/>	order_6435	2013-06-06 11:57:41	71-Payment deletion pending	testoff	2013-06-25	125.99 EUR
	22035354				order_123	2013-06-06 12:05:17	95-Payment handled by merchant			40.00 EUR
	22037899				test_order_886	2013-06-06 14:34:28	2-Authorisation declined			10.00 EUR
Y	22330442	<input checked="" type="checkbox"/>	<input type="checkbox"/>		order0123	2013-06-24 11:16:25	51-Authorisation waiting	testoff		125.00 EUR
	22330478			<input type="checkbox"/>	order0123	2013-06-24 11:19:00	9-Payment requested	testoff	2013-06-25	125.00 EUR
Y	22333347			<input checked="" type="checkbox"/>	order123	2013-06-24 14:00:19	71-Payment deletion pending	testoff	2013-06-25	125.00 EUR
	Select all	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Total</b>					550.99 EUR
PROCESS SELECTION										