

## A Step-By-Step Guide

**Overview:** Accept customers' credit card payments in your website's WooCommerce shopping cart by connecting it with NMI Payment Gateway to which your new merchant account is already connected.

1

### Welcome Email

Once approved for a merchant account, you'll receive a welcome email with your NMI login, API Login ID Key, and Transaction Key. Save this information.

2

### Purchase and Install Plugin

Purchase and install the NMI WooCommerce Plugin:

<https://wordpress.org/plugins/wp-nmi-gateway-pci-woocommerce>

3

### Add Keys to WooCommerce Plugin

- In your Wordpress Admin, Go to WooCommerce -> Settings -> Payments Tab.
- Under the Payments tab, select 'NMI' from the list.
- Configure the NMI gateway, and it by clicking the checkbox.
- Enter the NMI API keys (Private Key and Public Key) from your Welcome Email.

4

### Start Processing!

You are now ready to start accepting credit cards in your shopping cart via NMI and your new merchant account!

**Need Help?**

Contact Your Customer Success Manager  
**888-959-4205 • [support@altrupay.com](mailto:support@altrupay.com)**

