

Barcode Payments FAQ

What sort of barcode scanner should I buy?

You should ensure that the barcode scanner purchased scans Code-128 out of the box. This is a fairly standard code that most barcode scanners sold in Australia will be able to read and translate into text.



Where do I buy a barcode scanner and how much will it cost?

A handheld barcode scanner can be purchased for as little as \$80 but the price can go higher for models with more features. Barcode scanners can be purchased from the [myConsole online shop](#), your local Computing and Electronics department store or via Online Shopping. Simply type *Barcode Scanner Code 128* into your web search engine.

What sort of bills will I be able to pay with the barcode scanning feature?

The barcode payments feature has been designed to use the POSTBillpay barcodes found on many common bills. Bills such as water rates, strata payments and city council rates should have these barcodes.

How do I set up Gateway to pay invoices using my new barcode scanner?

Easy! Watch our [Using the Barcode Feature](#) video located in the [online myConsole video library](#)

You can also try going to the Help Menu within Gateway Live; Hit *Search* then type in 'Barcode' which will return a few topics which covers the setup and operation of the barcode payment feature.

An in depth **Knowledge Base article** can be found via my.Console click [here](#)

When scanning how do I attach a copy of the account so that the landlord receives a copy?

Adding a scanned bill works the same way in the Barcode Payment screen as adding a scanned invoice in the Payment screen. The Barcode Payment screen has a space for the insertion of scanned invoices. Click on this space to browse to a file location for the invoice and add the invoice accordingly.

If one of my creditors wishes to put a barcode on their accounts what would they need to do?

Your creditor needs to have a method of printing Code-128 barcodes on their bills. In the same way that you defined barcodes for other creditors in the Barcode Definition screen of a Creditor file, the creditor should create their own biller reference, customer reference and bill amount. The biller reference should be unique to the Creditor, the customer reference should be unique to the property and the bill amount should be specific to a particular bill.

You must ensure that your creditor does not use a biller code that is already being used in Gateway. Gateway is not referencing the POSTBillpay system to verify biller codes so there is a chance that an established POSTBillpay company may be using the same biller code.

Will it invoice my tenants?

No, at this stage Barcoding functionality has been developed for ease of processing bulk payments to third party creditors.