

# NOVEMBER 2019 FEATURE RELEASE FOR WESHARE

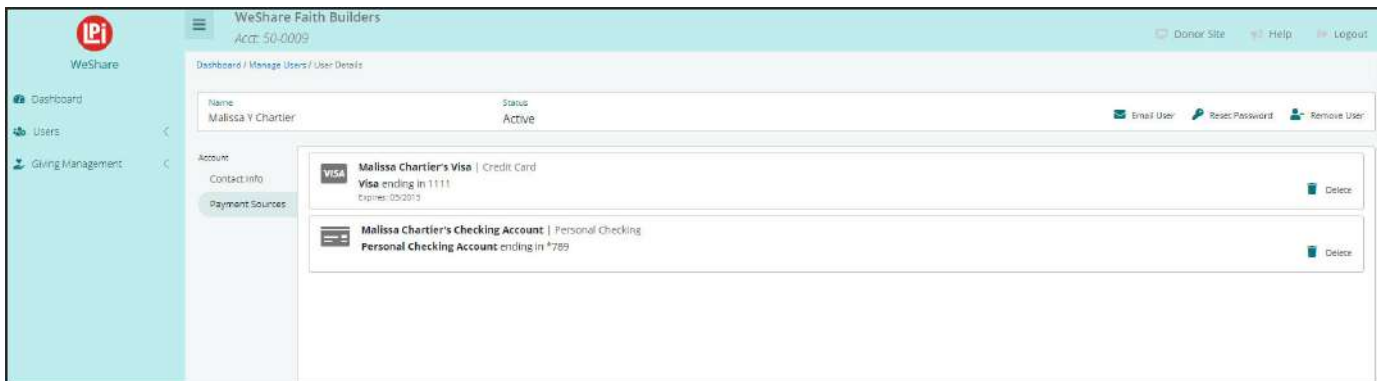
## Payments with WeShare Just Got Easier

The WeShare team is excited to announce two new features to the WeShare Admin Panel, along with a customer request update.

## View a Saved Payment Source

As an administrator, you can now view a member's saved payment source within the Admin Panel.

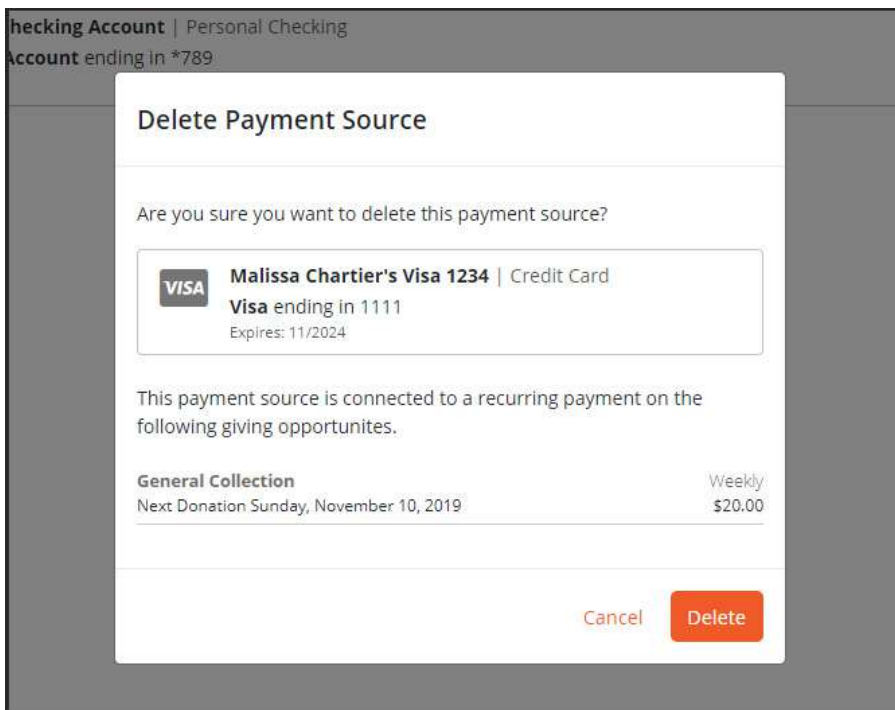
1. Go to Manage Users.
2. Search for member by first name, last name, or email.
3. Click on their name to open their contact information.
4. Click on Payment Sources.



## Delete a Saved Payment Source

Another new addition is the ability for an administrator to delete an existing payment source on behalf of a member.

1. Go to the Payment Source. (See the steps above.)
2. On the right side of the payment name, click Delete.

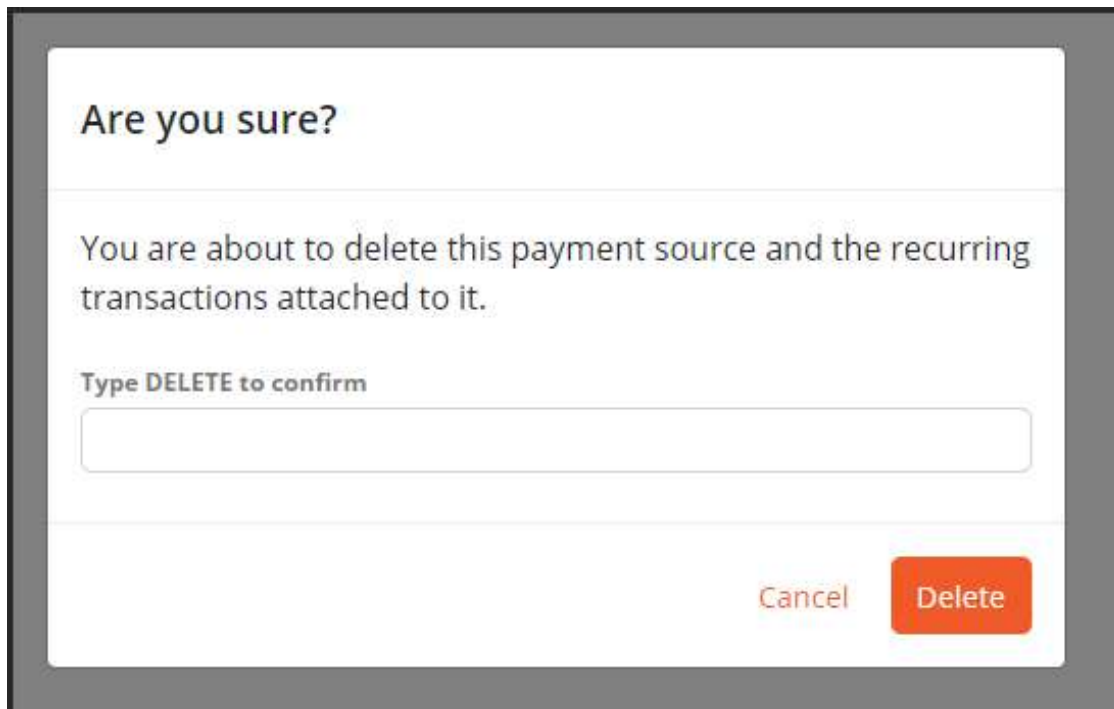


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3. If the payment source is attached to a recurring opportunity, WeShare will indicate:

- The name of the opportunity
- The next scheduled draft date
- The donation amount

4. Verify the deletion by typing DELETE in the box.



The image shows a confirmation dialog box with a white background and a grey border. At the top, it asks "Are you sure?". Below this, it states "You are about to delete this payment source and the recurring transactions attached to it." There is a text input field with the placeholder text "Type DELETE to confirm". At the bottom right, there are two buttons: "Cancel" and "Delete". The "Delete" button is highlighted in orange.

## Customer Request Update

The Event and Collection Type icons were the same within Giving Management. This has been corrected so that the event type icon is now a raffle ticket and the collection type icon is now a gift box.

## Upcoming Features:

- Edit Saved Payment Sources
- View Scheduled Transactions