



PayPal Button Guide

Donate Buttons





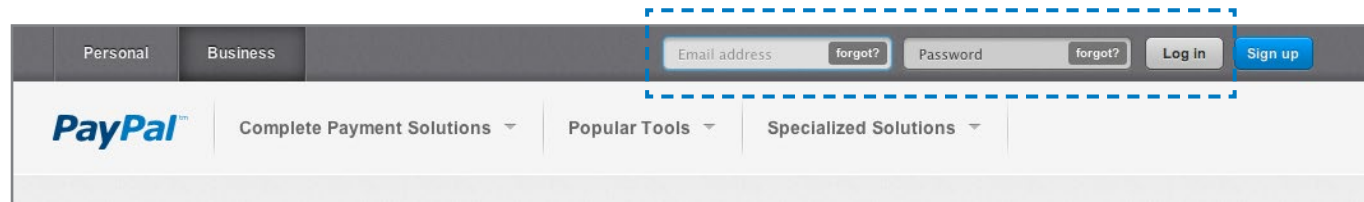
Contents

How to get started	3
PayPal login	3
Email confirmation	4
Button Factory	5
Create your button	8
Standard button	9
Advanced button	10
Copy your button	11
To your website	12
To your email and Facebook	13
Add your button	14
To your website	15
To your email	16
To Facebook	17
To WordPress	18
To Joomla	19
To Yahoo Site Builder	20
FAQs	21
Appendix	24

How to get started

1. Log in to PayPal

Go to PayPal.com and enter your login details at the top of the page. If you don't have a PayPal Payments Standard account, sign up [here](#). It's free to set up, and all your information is securely protected.





2. Check that your email address is confirmed

You probably did this when you first signed up for your account, but it's worth double-checking. After logging in to your account, click **Profile** at the top of the page. Next, click **Update** to the right of **Email**. If your primary email address needs to be confirmed, click **Confirm** and follow the instructions. Once your email is confirmed, you can add your button and start receiving money immediately.

The image shows two screenshots from the PayPal website. The left screenshot displays the 'My Account' page with the 'Email' section selected. It shows a list of email addresses with 'nine-twelve@hotmail.com' selected. Below the list are buttons for 'Make Primary', 'Confirm', and 'Remove'. The right screenshot shows an email from 'service@paypal.com' with the subject 'Activate Your PayPal Account!'. The email body contains instructions to confirm the email address by clicking a link, followed by a 'Click here to activate your account' button. The email also includes a 'Fight fake emails' section with tips on how to identify and report suspicious emails.



3. Go to the Button Factory

Once you've logged in, you'll arrive at the **Account Overview** page. On the right-hand side, click on **My Business Setup**.

Log Out | Help | Security and Protection Search

PayPal English

My Account | Send Money | Request Money | Merchant Services | Products & Services

Overview | Add Money | Withdraw | History | Resolution Center | Profile

Welcome, Ian Baptiste

Business Name: nine-twelve | Account Type: Business | Status: Unverified [Get verified](#) | Last log in nine-twelve@hotmail.com on November 2, 2012 10:28 AM PDT
Account Limits: [View Limits](#)

PayPal Seller Protection is here to keep you covered. [LEARN MORE](#)

PayPal balance: **\$0.00 USD**
Take advantage of all your FREE features on your PayPal account. [LEARN MORE](#)

My recent activity | [Payments received](#) | [Payments sent](#) | [View all of my transactions](#)

My recent activity - Last 7 days (Oct 26, 2012-Nov 2, 2012)

[Archive](#) [What's this](#) [Payment status glossary](#)

<input type="checkbox"/>	Date	Type	Name/Email	Payment status	Details	Order status/Actions	Gross
-No New Items-							

[Archive](#) [What's this](#)

Notifications

- > [Add a mobile phone number](#)
- > [Add a home phone number](#)
- > [Add your bank account](#)
- > [Policy Updates](#)

My account tools

- > [My Business Setup](#)

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[Information about FDIC pass-through insurance](#)



Next, click the **Start Now** button near the top of the **My Business Setup** page.



Next, select the first option, **Create payment buttons for your website**.
 On the next page, click **Create a button**, and you'll arrive at the **Button Factory**, where you can create your button.

Log Out | Help | Security and Protection Search

PayPal

My Account | Send Money | Request Money | Merchant Services | Products & Services

Overview | Add Money | Withdraw | History | Resolution Center | Profile

My Payment Solution: PayPal Payments Standard
 However you do business, PayPal gets you paid. Explore all you can do with your account below.

Accept payments on your website

Create payment buttons for your website

Buy Now | Add to Cart | Subscribe

Connect PayPal to your shopping cart

Quick links

- My saved payment buttons
- Manage my invoices

Tools and settings

- Customize my buyers' experience
- Manage users
- Process orders
- Get PayPal logos for my site
- Set my tax rates

Other popular payment options

Send invoices online

Accept payments on eBay

Swipe cards on your smartphone

Get your PayPal Debit Card

Want more control over your customers' checkout experience?

PayPal Payments Advanced \$5/month

Get everything shown above, plus the added benefit of having your customers check out directly on your website, rather than link to PayPal. [Learn more](#)

PayPal Payments Pro \$30/month

Get everything shown above, plus design/host your own checkout pages for full control and accept credit cards via phone, fax, and mail (Virtual Terminal). [Learn more](#)



Sign Up | Log In | Help | Security and Protection Search

PayPal

Home | Personal | Business

Get to Know PayPal | Pay Online | Send Money | Get Paid | Products & Services

PayPal Payments Standard: Setup

- What is it?** PayPal Payments Standard includes everything you need to accept credit cards on your site.
- How do I use it?** Simply create a payment button from Option 1 and start accepting payments in as little as 15 minutes. If you have a shopping cart or a developer, check out Options 2 or 3.

Choose the option that's right for you:

Option 1
Create payment button

Option 2
Use existing shopping cart

Option 3
Set up custom integration (developers)

Add a PayPal payment button to your site

No matter how you do business, we have a button to suit your business needs. Your customers can pay securely and easily, using PayPal or a credit card.

Create a button

Helpful info:

Did you know?
You can also use your own custom button images to match the look and feel of your website.

Need to edit a button?
If you already made a button and want to update it, go to My Saved Buttons.

Need more help?
Call 1-800-852-1973. Our team is available 6am-7pm PST, Mon-Fri.

Step-by-step guides

Button Type:	I want to:	Your customer sees:	Guides:
Buy Now	Let customers click once and quickly purchase one item at a time.		
Add to Cart	Allow customers to choose one or more items for a single checkout.		
Donate	Let customers choose a fixed or variable donation amount.		
Automatic Payments	Sign customers up for a billing agreement that allows you to charge them a variable amount – up to a mutually agreed upon maximum – each billing cycle. Similar to utility bills.		
Installment Plans	Let customers pay for items using flexible multiple payments.		
Subscription	Offer subscriptions or other recurring payments for items like magazine subscriptions or club memberships.		

Step 1: Create your button

- 1 **Choose a button type**—To begin, choose **Donations** from the dropdown menu.
- 2 **Organization name/service**—Type in the purpose for the donation or the name of your organization.
- 3 **Currency**—Select your currency in which contributions are made.
- 4 **Contribution amount**—Select **Donors enter their own contribution amount** to let them decide how much to contribute. Alternatively, click on **Donors contribute a fixed amount** and enter the amount.

Optional steps for advanced buttons—The other steps on the page are not required for creating your button. But if you're interested in creating an advanced button, follow the instructions on the next page.

- 5 **Create button**—When you're done, click **Create Button**.

The screenshot shows the PayPal 'Create PayPal payment button' interface. At the top, there are navigation links for 'Log Out', 'Help', and 'Security and Protection', along with a search bar. Below this is the PayPal logo and a menu with options: 'My Account', 'Send Money', 'Request Money', 'Merchant Services', and 'Products & Services'. Under 'My Account', there are sub-links: 'Overview', 'Add Money', 'Withdraw', 'History', 'Resolution Center', and 'Profile'.

The main heading is 'Create PayPal payment button'. Below it, there is introductory text: 'PayPal payment buttons are an easy way to accept payments. Check the [PayPal Payments Standard Overview](#) for more information. Use this page to customize your button and create the HTML you'll need to copy and paste into your website. [Learn more](#). [Having trouble viewing this page?](#)'

The main content area is titled 'Step 1: Choose a button type and enter your payment details'. It contains the following elements:

- 1** 'Choose a button type' dropdown menu with 'Donations' selected. A link 'Which button should I choose?' is nearby. A note says: 'Note: [Go to My saved buttons](#) to create a new button similar to an existing one.'
- 2** 'Organization name/service' and 'Donation ID (optional)' input fields. A link 'What's this?' is next to the Donation ID field.
- 3** 'Currency' dropdown menu with 'USD' selected.
- 4** 'Contribution amount' section with two radio buttons: 'Donors enter their own contribution amount.' (selected) and 'Donors contribute a fixed amount.' Below this is a note: 'Note: This button is intended for fundraising. If you are not raising money for a cause, please choose another option. Nonprofits must verify their status to withdraw donations they receive. Users that are not verified nonprofits must demonstrate how their donations will be used, once they raise more than \$10,000.'
- 'Merchant account IDs' section with a link 'Learn more' and two radio buttons: 'Use my secure merchant account ID' (selected) and 'Use my primary email address nine-twelve@hotmail.com'.
- Optional steps: 'Step 2: Save your buttons (optional)' and 'Step 3: Customize advanced features (optional)'.
- 5** 'Create Button' button at the bottom.

On the right side of the 'Contribution amount' section, there is a preview titled 'Your customer's view' showing a 'Donate' button with logos for MasterCard, Visa, and American Express.

Optional steps for advanced buttons

- 1 **Donation ID**—Add a label to help identify different kinds of contributions (e.g., “Holiday Campaign”). Your donors see this label when they pay, and it also shows up in the transaction details that your staff and donors can view on the PayPal website.
- 2 **Customize button**—Customize your button by clicking on any of the options. You can see how your button looks in the **Your customer’s view** window.
- 3 **Save your buttons**—We recommend you keep this selected. But if you wish to change the default setting, click **Step 2** and deselect this option.
- 4 **More advanced button features**—See **Appendix** for instructions on button customization.

The screenshot shows the PayPal 'Create PayPal payment button' page. At the top, there are navigation links for 'Log Out', 'Help', and 'Security and Protection', along with a search bar. Below this is the PayPal logo and a menu with options: 'My Account', 'Send Money', 'Request Money', 'Merchant Services', and 'Products & Services'. A secondary menu includes 'Overview', 'Add Money', 'Withdraw', 'History', 'Resolution Center', and 'Profile'.

The main heading is 'Create PayPal payment button'. Below it, there is introductory text and a link to 'Learn more'. A section titled 'Step 1: Choose a button type and enter your payment details' contains the following elements:

- 'Choose a button type' dropdown menu with 'Donations' selected. A callout '1' points to this dropdown.
- 'Organization name/service' and 'Donation ID (optional)' input fields. A callout '1' points to the 'Donation ID' field.
- 'Customize button' section with a callout '2' pointing to the 'Customize text or appearance (optional)' link.
- 'Your customer’s view' preview window showing a 'Donate' button with various payment logos (MasterCard, Visa, etc.).
- 'Currency' dropdown menu with 'USD' selected.
- 'Contribution amount' radio buttons: 'Donors enter their own contribution amount.' (selected) and 'Donors contribute a fixed amount.'
- 'Merchant account IDs' section with radio buttons: 'Use my secure merchant account ID' (selected) and 'Use my primary email address nine-twelve@hotmail.com'.

At the bottom, there are three expandable sections: 'Step 2: Save your buttons (optional)', 'Step 3: Customize advanced features (optional)', and a 'Create Button' button. Callout '3' points to the 'Step 2' section, and callout '4' points to the 'Create Button' button.

Step 2: Copy your button
or link

Copy your button to your website

- 1 **Button location**—To begin, click the **Website** tab.
- 2 **Select code**—Click **Select Code** to highlight your HTML button code.
- 3 **Copy code**—Do this the same way you normally copy something on your computer (CTRL+C for Windows, CMD+C for Mac—or right-click and choose Copy). Don't worry if nothing happens. The HTML code has been successfully copied to your computer's memory and is ready to add to your website.

The button you just created is shown in the **Buyer's View** window. This is exactly how your customers will see the button on your website. If you'd like to make some changes, click the **Go back to edit this button** link.

If you're creating a button for **Facebook**, you will need to use the email link provided on the [next page](#).

My Account | **Send Money** | **Request Money** | **Merchant Services** | **Products & Services**

Overview | Add Money | Withdraw | History | Resolution Center | Profile

Add your button code to your webpage

You just created customized HTML code for your button. The final step is to copy the code from this page and paste it into your website editor.

Copy the button code:

1. Click **Select Code**.
2. Right-click and copy the selected code.

If you're working with a website developer, you can paste the button code into an email and send it to your developer now.

Paste the button code in your website editor:

The code must be pasted in the "code" view, where you can view and edit HTML.

1. In your website editor or admin page, open the page where you want to add your button.
2. Look for an option to view or edit HTML.
3. Find the section of the page where you want your button to appear.
4. Right-click and paste your button code into the HTML.
5. Save and publish the page. (The preview function in your editor may not display the button code correctly.)
6. Test the button to make sure it links to a PayPal payment page.

Need more help? [Click here](#) for additional information.

1 Website | Email

```
<form action="https://www.paypal.com/cgi-bin/webscr" method="post" target="_top">
<input type="hidden" name="cmd" value="_s-xclick">
<input type="hidden" name="hosted_button_id" value="XXM95KDW2T4SY">
<input type="image" src="https://www.paypalobjects.com/en_US/i/btn/btn_donateCC_LG.gif" border="0" name="submit" alt="PayPal - The safer, easier way to pay" />
</form>
```

Buyer's View

Donate

2 Select Code | [Go back to edit this button](#)

3 Undo
Cut
Copy
Paste
Delete

Copy your button to your email or Facebook

- 1 **Button location**—To begin, click the **Email** tab.
- 2 **Select code**—Click **Select Code** to highlight your HTML button code.
- 3 **Copy code**—Do this the same way you normally copy something on your computer (CTRL+C for Windows, CMD+C for Mac—or right-click and choose Copy). Don't worry if nothing happens. The HTML code has been successfully copied to your computer's memory and is ready to add to your email.

If you'd like to make additional changes, click the **Go back to edit this button** link.

Log Out | Help | Security and Protection Search

PayPal

My Account | Send Money | Request Money | Merchant Services | Products & Services

Overview | Add Money | Withdraw | History | Resolution Center | Profile

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5. Save and publish the page. (The preview function in your editor may not display the button code correctly.)
6. Test the button to make sure it links to a PayPal payment page.

Need more help? [Click here](#) for additional information.

Website | **Email**

`https://www.paypal.com/cgi-bin/webscr?cmd=_s-xclick&hosted_button_id=XXM95KDW2T4SY`

Select Code | [Go back to edit this button](#)

Undo
Cut
Copy
Paste
Delete

Step 3: Add your button

You are now finished with the PayPal button page. For the third and final step, you need to open your website code editor or the email where you want to add your button. Once installed, we recommend you road-test your new button by clicking it and following the payment process.

Adding button code to your webpage

Each website code editor will have its own instructions for adding or pasting HTML code. Here are the instructions for [Facebook](#), [WordPress](#), [Joomla](#) and [Yahoo Site Builder](#). For all other companies, log in to your website account and look for the option to add or paste HTML code into your webpage.

Alternatively, contact your website code editor software company or your website hosting provider and ask them for specific instructions for getting your HTML code to work with your website. They'll provide you with the final instructions for getting your new button up and running.

You are now finished with the PayPal button page. For the third and final step, you need to open your email message. Once installed, we recommend you road-test your new button by clicking the link and following the payment process.

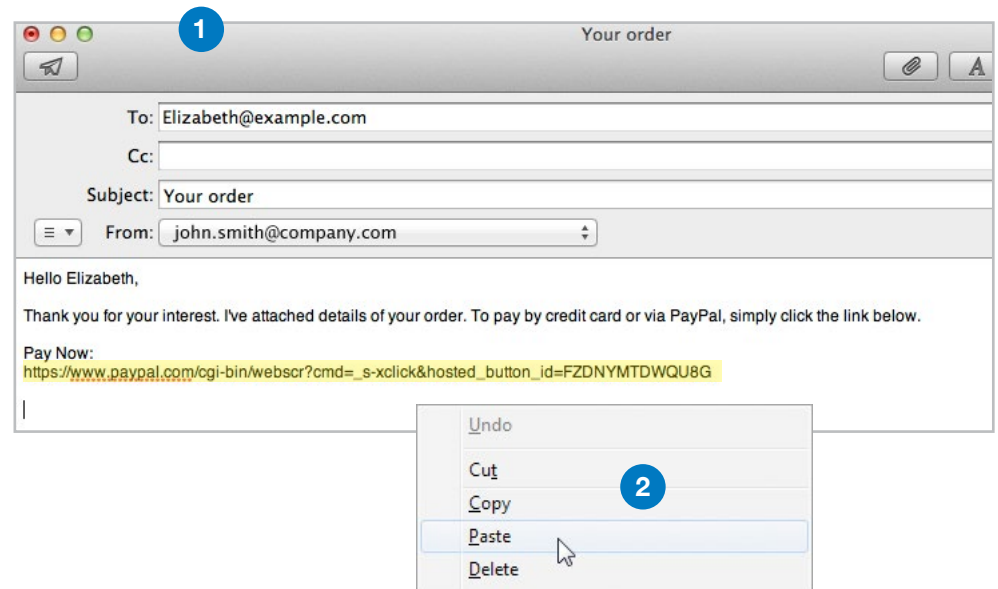
Link or button?

The easiest way to accept payments in an email is by adding a website address link that your customers click to pay you. If you prefer to add a Donate button image, follow the extra steps [here](#).

- 1 Open the email where you want to have the Donate link.
- 2 Add or paste the code you just copied directly into your email (**Control+V** for Windows, **COMMAND+V** for Mac—or right-click and choose **Paste**). When your customers click this link within the email, they go to a secure payment page that summarizes their order.

The above instructions are for adding a Donate link in your email. Adding a Donate button image involves extra steps [here](#).

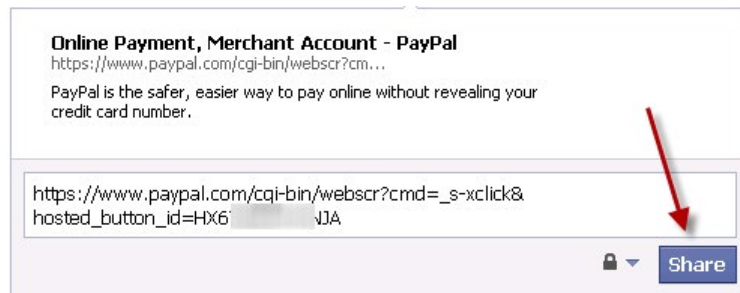
The email option is only available for PayPal buttons with no dropdown menu or additional text.



You are now finished with the PayPal button page. For the third and final step, you need to open your Facebook post. Once installed, we recommend you road-test your link by clicking it and following the payment process.

Adding the link to Facebook

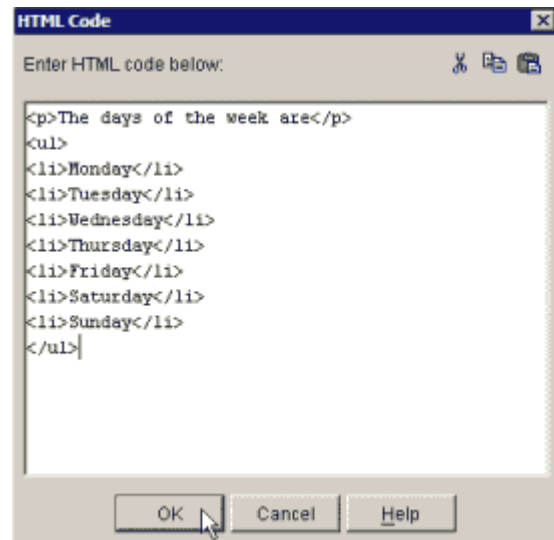
Click [here](#) for more specific instructions on adding a link to your Facebook status, About Me section or as a Note. Alternatively, you can contact Facebook for assistance with getting your link up and running.



You are now finished with the PayPal button page. For the third and final step, you need to open your WordPress code editor. Once installed, we recommend you road-test your new button by clicking it and following the payment process.

Adding button code to WordPress

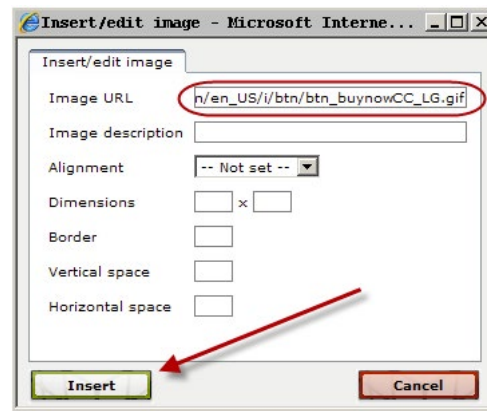
Click [this link](#) for specific instructions about adding or pasting HTML code for WordPress. Alternatively, contact WordPress and ask them for specific instructions for getting your HTML code to work with your website. They'll provide you with the final instructions for getting your new button up and running.



You are now finished with the PayPal button page. For the third and final step, you need to open your Joomla code editor. Once installed, we recommend you road-test your new button by clicking it and following the payment process.

Adding button code to Joomla

Click [this link](#) for specific instructions about adding or pasting HTML code for Joomla. Alternatively, contact Joomla and ask them for specific instructions for getting your HTML code to work with your website. They'll provide you with the final instructions for getting your new button up and running.



You are now finished with the PayPal button page. For the third and final step, you need to open your Yahoo Site Builder code editor. Once installed, we recommend you road-test your new button by clicking it and following the payment process.

Adding button code to Yahoo Site Builder

Click [this link](#) for specific instructions about adding or pasting HTML code for Yahoo Site Builder. Alternatively, contact Yahoo and ask them for specific instructions for getting your HTML code to work with your website. They'll provide you with the final instructions for getting your new button up and running.



FAQs

1. Why does nothing happen when I click on my new button?
2. How do I add a text input field to a Donate Button?
3. How do I create a “Pay Now” button?
4. How do I confirm my email address?
5. How do I verify my account?
6. Where do I get PayPal logos and credit card logos for my website?

1. Why does nothing happen when I click on my new button?

One of the most common reasons involves iFrames. If you use an iFrame, follow the instructions in the next FAQ. If you're not sure whether your website uses an iFrame, contact your platform provider.

2. How do I add a text input field to a Donate Button?

Click [here](#) for instructions.

3. How do I create a “Pay Now” button?

Begin by creating a “Buy Now” button and select **Customize text or appearance** within the optional **Customize button** section. Then choose **Pay Now** from the **Select button text** dropdown.

4. How do I confirm my email address?

Follow these instructions:

- 1) Log in to your PayPal account
- 2) Click **Profile** near the top of the page
- 3) Click **Update** next to Email
- 4) Choose an email address and click Confirm. We'll send an email to that address.
- 5) Open the email and click the link to confirm your address. You will automatically return to the PayPal site, where you'll be asked to enter your password.

If the link doesn't work, here's how to confirm your email address using the 20-digit code included in the email.

- 1) Log in to your PayPal account
- 2) Click **Confirm email address** under notifications
- 3) Select **Click here if the button does not appear in the email**
- 4) Enter the 20-digit code from the email we sent you and then click **Confirm**.

5. How do I verify my account?

Follow these instructions:

- 1) Log in to your PayPal account
- 2) Click **Get Verified** below your name
- 3) Follow the steps given to complete the verification process.

6. Where do I get PayPal logos and credit card logos for my website?

You can download the source code for PayPal and credit card company logos right [here](#).
Scroll down until you see **Step 1** of the button creation page.

Appendix

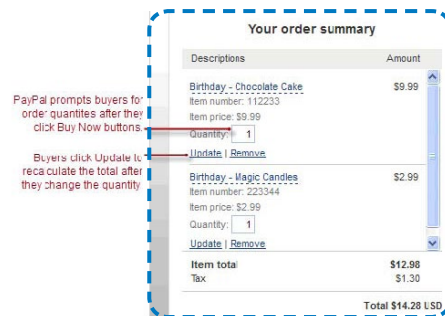
Instructions for Advanced Button Features

Step 3: Customize advanced features

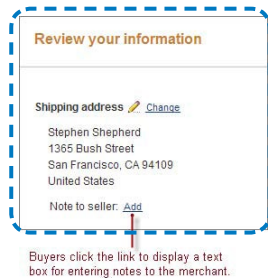
Select **Step 3** if you wish to add advanced features to your button.

Customize checkout pages

- 1 **Order quantities**—Select this feature to prompt buyers for item quantities. Use with caution, because they could order more items than you have in stock.



- 2 **Customer instructions**—This allows your customers to include a message with their order, e.g., “Gift wrap if possible.”



- 3 **Shipping address**—Select “no” for items that don’t require shipping, e.g., digital goods.
- 4 **Destination URL**—Once they complete or cancel their order, you can direct your customers to a particular webpage, e.g., a page thanking them for their order.
- 5 **Advanced variables**—If you’re familiar with HTML programming and the advanced HTML variables supported by PayPal Payments Standard payment buttons, enter them here. See the [PayPal Standard Integration Guide](#) for more details.

Step 3: Customize advanced features (optional)

Customize checkout pages

If you are an advanced user, you can customize checkout pages for your customers, streamline checkout, and more in this section.

Do you want to let your customer change order quantities?

Yes
 No

Can your customer add special instructions in a message to you?

Yes
Name of message box (40-character limit)

 No

Do you need your customer's shipping address?

Yes
 No

Take customers to this URL when they cancel their checkout

Example: <https://www.mystore.com/cancel>

Take customers to this URL when they finish checkout

Example: <https://www.mystore.com/success>

Advanced variables [What's this?](#)

Use a line break between each variable. The variables will appear in your button's HTML code. [Learn more](#)

Add advanced variables

Example
address_override=1
notify_url=https://www.mywebsite.com/PayPal_IPN

[Create Button](#)