



CREDIT/DEBIT CARD SALE

Select:

Enter Amount:

Enter Tip Amount:

[Hand terminal to customer]

[Tap/Insert/Swipe card]

or Enter Card #:

Confirm Amount:

Select Payment Type from list.

Enter Exp. Date:

Enter PIN:

[Return terminal to clerk]

Card Present:

Enter CID Code:

Enter Address:

Enter ZIP Code:

[Communications...]

Pending Total?:

[Remove card]

[Receipt prints...]

PHONE/WEB SALE

Use ↓ to scroll, then:

Select:

Enter Amount:

Enter Tip Amount:

Confirm Amount:

Enter Account #:

Select Payment Type from list.

Enter Exp. Date:

Select:

Enter CID:

Enter Address:

Enter ZIP Code:

[Communications...]

[Receipt prints...]

CREDIT/DEBIT REFUND

Use ↓ to scroll, then:

Select:

Enter Amount:

Confirm Amount:

[Hand terminal to customer]

[Tap/Insert/Swipe card]

or Enter Card #:

Select Payment Type from list.

Confirm Amount:

Enter PIN:

[Return terminal to clerk]

Enter Exp. Date:

[Communications...]

[Remove card]

[Receipt prints...]

VOID

Use ↓ to scroll, then:

Select:

Void Last Trans?

Retrieve By?

Enter Invoice #:

or

Enter Last 4:

Select to change transaction:

Select to void:

[Communications...]

[Receipt prints...]

BALANCE INQUIRY

Press the third purple button.

Select:

or

Select:

Enter Invoice #:

[Receipt prints...]

EBT BALANCE INQUIRY

Use ↓ to scroll, then:

Select:

[Hand terminal to customer]

[Swipe card]

or Enter Card #:

Select:

Select:

Enter PIN:

[Return terminal to clerk]

[Communications...]

[Receipt prints...]

BALANCE INQUIRY

Use ↓ to scroll, then:

Select:

[Swipe/Insert card]

or Enter Card #:

Select:

Enter PIN:

Enter Exp. Date:

Imprint Card:

[Communications...]

[Remove card]

[Receipt prints...]



EBT FOOD STAMP/ CASH BENEFIT SALE

Select:

Enter Amount:

*[Hand terminal to customer]
[Swipe card]*

or Enter Card #:

Select:

Select:

Confirm Amount:

Enter PIN:

*[Return terminal to clerk]
[Communications...]
[Receipt prints...]*

EBT FOOD STAMP REFUND

Use **↓** to scroll, then:

Select:

Enter Amount:

*[Hand terminal to customer]
[Swipe card]*

or Enter Card #:

Select:

Confirm Amount:

Enter PIN:

*[Return terminal to clerk]
[Communications...]
[Receipt prints...]*

EBT FOOD STAMP VOUCHER CLEAR

Use **↓** to scroll, then:

Select:

Enter Amount:

[Swipe card]

or Enter Card #:

Select:

Confirm Amount:

Enter Approval Code:

Enter Voucher #:

*[Communications...]
[Receipt prints...]*

PROMPTS

Password: May require a manager password and/or customer password for a transaction type.

Invoice Number: Enter unique invoice number for transaction.

Server ID: Enter ID of server performing the transaction.

Amount: Enter amount of transaction before tax or tip.

Tax: Enter amount of tax.

Tip: Enter amount of tip.

Confirm Amount: Customer or merchant confirms amount of transaction is correct.

Choose Card: Select Credit, Debit, EBT, etc. from the list of types for this card.

Enter Market Data: Market data prompt is customized for each market.

Goods or Services: Use **Prev** or **Next** to scroll then **Sltc** to pick the type of goods/services purchased.

Last 4 digits: Enter last four digits on card number for security purposes.

Pending Total: Transaction partially approved. This amount is still due.

Select **OK** to continue or **Cancel** to pay in full with another card.

Tear Receipt: Tear copy of receipt and press **ENTER**.

Imprint Card: For manual transactions, take imprint of card and press **ENTER**.

Tap/Insert/Swipe or Account

Number: Use allowed method for card type, or key card number if card not present is allowed.

ExpDate (MMYY): Enter card expiration date in MMYY format.

Card Present: Select if customer has card in person.

CVV2/CID Code: Enter three-or-four-digit code on back of card (front for Amex).

Address: Enter numeric part of customer's street address for address verification (e.g., 10 for 10 Main St.).

ZIP Code: Enter customer's ZIP code for address verification.

Cashback? If enabled for Debit/EBT, select if customer wants cash back.

Select Cashback? Customer selects cash back amount from a list.

Cash: Customer enters a cashback amount if it is not on the list.

Enter PIN: Customer enters his/her PIN number on the PIN pad or terminal.

Appr Code: For force, enter approval code received from the phone authorization.

Benefit Type: For EBT, select if using food stamp or cash benefit.

Voucher Number: For EBT Voucher Clear, enter number on EBT manual voucher.