

Customer Service: 800-201-0461 Option "2"
 24-Hour Technical Support: 800-632-1888
 Supplies, Paper, Ribbon: 800-632-1888

CREDIT CARD PURCHASE

| Terminal Prompt | Action |
|-------------------------------|--|
| Credit...Sale Account | Swipe card or manually enter credit card number, then press ENTER . |
| Credit...Sale Amount | Enter amount of sale (no need to press decimal). |
| Dialing, Processing, Approved | Terminal returns to original prompt, "Credit...Sale Account". |

CREDIT CARD SALE (WITH AVS OPTION)

| Terminal Prompt | Action |
|-------------------------------|--|
| Credit...Sale Account | Swipe card or manually enter credit card number, then press ENTER . |
| Credit...Sale Amount | Enter amount of sale (no need to press decimal). |
| Enter Zip Code | Enter customer's zip code (billing address). |
| P.O.B or House # | Enter number of address only. |
| Dialing, Processing, Approved | Terminal returns to original prompt, "Credit...Sale Account". |

CREDIT CARD RETURN

| Terminal Prompt | Action |
|-------------------------------|---|
| Credit...Sale Account | Press the UP ARROW key three times. |
| Credit...Return Account | Swipe the credit card, or manually key in the account number, then press ENTER . |
| Credit...Return Amount | Enter amount of return (no need to press decimal), then press ENTER . |
| Enter Auth. No | Type in authorization code on the original sale receipt, then press ENTER . |
| Dialing, Processing, Approved | Terminal returns to original prompt, "Credit...Sale Account" |

VOID SALE

| Terminal Prompt | Action |
|----------------------------|--|
| Credit...Sale Account | Press the UP ARROW key four times. Press the UP ARROW key again to void returns and press the UP ARROW key one more time to void force transactions. |
| Credit...Void/Sale Account | Swipe the credit card, or manually key in the account number, then press ENTER . |
| Credit...Void/Sale Amount | Enter amount of void (no need to press decimal), then press ENTER . |
| Approved Off Line | Terminal returns to original prompt, "Credit...Sale Account". |

FORCED CREDIT CARD SALE

| Terminal Prompt | Action |
|-------------------------|--|
| Credit...Sale Account | Press the UP ARROW key one time. |
| Credit...Forced Account | Swipe the credit card or manually key in the account number, then press ENTER . |
| Credit...Forced Amount | Enter amount of sale (no need to press decimal). |
| Enter Auth. No | Enter authorization number obtained through voice auth. |
| Approved Off Line | Tear slip and have customer sign receipt. |

BATCHING/SETTLEMENT

| Terminal Prompt | Action |
|------------------------|---|
| Credit...Sale Account | Press the F key followed by the number 6 to select batch at the menu. |
| Choose Host: 1. All | Make selection by pressing ENTER . |
| Dialing, 18005559999 | Terminal will print detailed batch report. |

COPY OF TRANSACTION RECEIPT

| Terminal Prompt | Action |
|------------------------|---|
| Credit...Sale Account | Press the MENU key. |
| Menu Screen: | Use the FORCED key to scroll through options. Make selection by pressing ENTER . Go to reports. |
| 1. Reports | |
| 2. Merch. Params | |
| Reports: | Go to option 5. Receipt Copy and choose an option (if you choose any receipt you have to enter the transaction # from receipt). |
| 1. Default Report | |
| 2. Current Report | |
| Receipt Copy: | Enter transaction number and press ENTER . |
| 1. Last Cust. Rcpt | |
| 2. Any Receipt | |
| 3. Last Mrch. Rcpt | |
| Transaction # | |

By default, the terminal will try to process transactions using wireless service.
 If wireless service is unavailable, the terminal will check for a phone line to use.
 Only do the following if you want the terminal to dial using only the phone.

SWITCHING COMMUNICATION BETWEEN LINE/RADIO

| Terminal Prompt | Action |
|-------------------------------|---|
| Credit...Sale Account | Press the MENU key. |
| Menu Screen: | Scroll down through the different options using the FORCED key until you see: |
| 2. Reports | 8. Communication, then press ENTER . |
| 3. Merch. Params | |
| Comm Menu: | Scroll down through the different options using the FORCED key until you see: |
| 1. Min. retries | 6. Via: Line/Radio, then press ENTER . |
| 2. Dial : Tone | |
| Line/Radio: | Scroll/Highlight the option you want using the FORCED or RETURN keys or press the corresponding #, 1 or 2 in this case. |
| 1. Both | |
| 2. Line Only | |
| Comm Menu: | Press MENU twice. |
| 6. Via: (The Option Selected) | |
| 7. Chk Line: On | |
| Credit...Sale Account | Terminal returns to original prompt, Credit...Sale Account. |