



Credit Sale, Swiped

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Swipe the credit card or TAP/WAVE the card on the RFID reader.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
SELECT 1 CREDIT CARD 2 DEBIT CARD	Press [1] for a credit sale. Press [2] for a debit sale.
CREDIT SALE VERIFY CARD # AND PRESS ENTER XXXXXXXXXXXXXXXXXX	Verify that the card number matches the number displayed. Press [ENTER] to continue. Press [Cancel] to cancel the transaction.
CREDIT SALE ENTER LAST 4 DIGITS AND PRESS ENTER	Key the last four digits of the card number and press [ENTER] to continue, or press [Cancel] to return to the idle prompt.
CREDIT SALE ENTER SERVER ID	Key the ID of the server processing the sale and press [ENTER].
CREDIT SALE ENTER SALE AMOUNT	Key the amount of the transaction and press [ENTER].
CREDIT SALE 1 20%=\$X.XX 2 18%=\$X.XX 3 15%=\$X.XX 4 OTHER	Press the number corresponding to the desired tip amount, or press [4] to enter a different tip amount.
CREDIT SALE ENTER TIP AMOUNT	Key the tip amount and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE ENTER TAX AMOUNT	Key the tax amount and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE TAX EXEMPT? YES NO	
CREDIT SALE ENTER TOTAL AMOUNT	Key the total amount of the transaction and press [ENTER].
CREDIT SALE SALE \$X.XX TIP \$X.XX TOTAL \$X.XX CHANGE ACCEPT	Press [Menu] to continue. Press [▼] to re-key all amounts.

next column >

Terminal Display	Action
CREDIT SALE ENTER TABLE NUMBER	Key the table number and press [ENTER].
CREDIT SALE ENTER ZIP CODE	Key the cardholder's zip code and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE ENTER ADDRESS	Key the cardholder's numeric street address and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE ENTER TICKET NUMBER	Key the ticket number and press [ENTER].
CREDIT SALE ENTER INVOICE NUMBER	Key the invoice number and press [ENTER].
CREDIT SALE DUPLICATE TRANSACTION CANCEL ACCEPT	Press [Menu] to send duplicate. Press [▼] to cancel transaction.
CREDIT SALE ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER]. <i>Note: This prompt will only appear if optional prompts are enabled.</i>
CREDIT SALE ENTER DATA:	Key optional text and press [ENTER], or press [ENTER] to bypass.
DIALING CONNECTING APPROVED XXXX PRESS ENTER	No action.
CREDIT SALE ENTER PO#	Key the purchase order number and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE ENTER TAX AMOUNT	Key the tax amount and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE TAX EXEMPT? YES NO	Press [▼] if tax exempt. Press [Menu] if not tax exempt.
PRINTING...	No action.
CREDIT SALE CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.
CREDIT SALE ENTER TIP AMOUNT	Key the tip amount and press [ENTER], or press [ENTER] to bypass. <i>Note: Displays if Counter Pay Tip is enabled.</i>

Credit Sale, Manual Entry

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [1] to key the card number manually.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
SELECT 1 CREDIT CARD 2 DEBIT CARD	Press [1] for a credit transaction.
CREDIT MENU 1 SALE 2 AUTH ONLY 3 FORCE	Press [1] to select SALE.
CREDIT SALE ENTER <TYPE> PASSWORD	Key the password and press [ENTER].
CREDIT SALE SLIDE KEY/CARD	Key the account number and press [ENTER].
CREDIT SALE ENTER EXPIRATION DATE MMY	Key the card's expiration date in MMY format and press [ENTER].
CREDIT SALE CARD PRESENT? YES NO	Press [▼] if the card is present. Press [Menu] if not present.
CREDIT SALE 1 MOTO 2 E-COMMERCE 3 OTHER	Press [1] for Mail Order/ Telephone Order. Press [2] for E-Commerce. Press [3] for other.
CREDIT SALE ENTER ORDER #	Key in order number and press [ENTER].
CREDIT SALE SECURED? YES NO	Press [▼] if the transaction is secured. Press [Menu] if unsecured.
CREDIT SALE ENTER CARD CODE VERIFICATION #	Key the Card Verification Code, and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE 1 NOT PRESENT 2 ILLEGIBLE 3 ABSENT	Enter reason for bypassing Card Code Verification prompt.
CREDIT SALE TAKE IMPRINT OF CARD	No action.
CREDIT SALE VERIFY CARD # AND PRESS ENTER XXXXXXXXXXXXXXXXXX	Verify that the card number matches the number displayed. Press [ENTER] to confirm. Press [Cancel] to cancel the transaction.
CREDIT SALE ENTER SERVER ID	Key the ID of the server processing the sale and press [ENTER].
CREDIT SALE ENTER SALE AMOUNT	Key the amount of the transaction and press [ENTER].
CREDIT SALE ENTER TAX AMOUNT	Key the tax amount and press [ENTER], or press [ENTER] to bypass.

next column >

Terminal Display	Action
CREDIT SALE TAX EXEMPT? YES NO	Press [▼] if tax exempt. Press [Menu] if not tax exempt.
CREDIT SALE ENTER TOTAL AMOUNT	Key the total amount of the transaction and press [ENTER].
CREDIT SALE SALE \$X.XX TIP \$X.XX TOTAL \$X.XX CHANGE ACCEPT	Press [Menu] to continue. Press [▼] to re-key all amounts.
CREDIT SALE ENTER TABLE NUMBER	Key the table number and press [ENTER].
CREDIT SALE ENTER TICKET NUMBER	Key the ticket number and press [ENTER].
CREDIT SALE ENTER ZIP CODE	Key the cardholder's zip code and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE ENTER ADDRESS	Key the numeric portion of the cardholder's street address and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE ENTER INVOICE NUMBER	Key the invoice number and press [ENTER].
CREDIT SALE DUPLICATE TRANSACTION CANCEL ACCEPT	Press [Menu] to send duplicate. Press [▼] to cancel transaction.
CREDIT SALE ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER]. <i>Note: This prompt will only appear if optional prompts are enabled.</i>
CREDIT SALE ENTER DATA:	Key optional text and press [ENTER], or press [ENTER] to bypass.
DIALING CONNECTING APPROVED XXXX PRESS ENTER	No action.
CREDIT SALE ENTER PO#	Key the purchase order number and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE ENTER TAX AMOUNT	Key tax amount and press [ENTER], or press [ENTER] to bypass.
CREDIT SALE TAX EXEMPT? YES NO	Press [▼] if tax exempt. Press [Menu] if not tax exempt.
PRINTING...	No action.
CREDIT SALE CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.

Shaded sections are optional or conditional prompts.

Credit Authorization Only

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Swipe the credit card, TAP/WAVE the card on the RFID reader, or press [1] to key the card number manually.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
SELECT 1 CREDIT CARD 2 DEBIT CARD	Press [1] for credit.
CREDIT MENU 1 SALE 2 AUTH ONLY 3 FORCE	Press [2] to select AUTH ONLY.
AUTH ONLY ENTER <TYPE> PASSWORD	Key the password and press [ENTER] .
AUTH ONLY SLIDE KEY/CARD	Slide the card through the reader, or key the account number and press [ENTER] .
AUTH ONLY ENTER EXPIRATION DATE MMY	Key the card's expiration date in MMY format and press [ENTER] .
AUTH ONLY CARD PRESENT? YES NO	Press [▼] if the card is present. Press [Menu] if not present.
AUTH ONLY 1 MOTO 2 E-COMMERCE 3 OTHER	Press [1] for Mail Order/ Telephone Order. Press [2] for E-Commerce. Press [3] for other.
AUTH ONLY ENTER ORDER #	Key in order number and press [ENTER] .
AUTH ONLY SECURED? YES NO	Press [▼] if the transaction is secured. Press [Menu] if unsecured.
AUTH ONLY ENTER CARD CODE VERIFICATION #	Key the Card Verification Code, and press [ENTER] , or press [ENTER] to bypass.
AUTH ONLY 1 NOT PRESENT 2 ILLEGIBLE 3 ABSENT	Enter reason for bypassing Card Code Verification prompt.

next column >

Terminal Display	Action
AUTH ONLY VERIFY CARD # AND PRESS ENTER XXXXXXXXXXXXXXXX	Verify that the card number matches the number displayed. Press [ENTER] to continue. Press [Cancel] to cancel the transaction.
AUTH ONLY ENTER LAST 4 DIGITS AND PRESS ENTER	Key the last four digits of the card number and press [ENTER] to continue, or press [Cancel] to return to the idle prompt.
AUTH ONLY ENTER SERVER ID	Key the ID of the server processing the sale and press [ENTER] .
AUTH ONLY ENTER AUTH AMOUNT	Key the amount of the transaction and press [ENTER] .
AUTH ONLY ENTER ZIP CODE	Key the cardholder's zip code and press [ENTER] , or press [ENTER] to bypass.
AUTH ONLY ENTER ADDRESS	Key the numeric portion of the cardholder's street address and press [ENTER] , or press [ENTER] to bypass.
AUTH ONLY ENTER INVOICE NUMBER	Key the invoice number and press [ENTER] .
AUTH ONLY DUPLICATE TRANSACTION CANCEL ACCEPT	Press [Menu] to send duplicate. Press [▼] to cancel transaction.
AUTH ONLY ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER] , or press [ENTER] to bypass.
AUTH ONLY <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER] . <i>Note: This prompt will only appear if optional prompts are enabled.</i>
AUTH ONLY ENTER DATA:	Key optional text and press [ENTER] , or press [ENTER] to bypass.
DIALING CONNECTING APPROVED XXXX PRINTING...	No action.
AUTH ONLY CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.

Shaded sections are optional or conditional prompts.

Credit Force Sale

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Swipe the credit card, TAP/WAVE the card on the RFID reader, or press [1] to key the card number manually.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
SELECT 1 CREDIT CARD 2 DEBIT CARD	Press [1] for credit.
CREDIT MENU 1 SALE 2 AUTH ONLY 3 FORCE	Press [3] to select FORCE.
FORCE SALE ENTER <TYPE> PASSWORD	Key the password and press [ENTER] .
FORCE SALE SLIDE KEY/CARD	Slide the card through the reader, or key the account number and press [ENTER] .
FORCE SALE ENTER EXPIRATION DATE MMY	Key the card's expiration date in MMY format and press [ENTER] .
FORCE SALE CARD PRESENT? YES NO	Press [▼] if the card is present. Press [Menu] if not present.
FORCE SALE ENTER SERVER ID	Key the ID of the server processing the sale and press [ENTER] .
FORCE SALE ENTER AMOUNT	Key the amount of the transaction and press [ENTER] .
FORCE SALE ENTER APPROVAL CODE	Key the authorization number and press [ENTER] .
FORCE SALE ENTER TIP AMOUNT	Key the tip amount and press [ENTER] , or press [ENTER] to bypass.
FORCE SALE ENTER TAX AMOUNT	Key the tax amount and press [ENTER] , or press [ENTER] to bypass.
FORCE SALE ENTER TAX AMOUNT	Key the tax amount and press [ENTER] , or press [ENTER] to bypass.
FORCE SALE TAX EXEMPT? YES NO	Press [▼] if tax exempt. Press [Menu] if not tax exempt.

next column >

Terminal Display	Action
FORCE SALE ENTER TOTAL AMOUNT	Key the total amount and press [ENTER] .
FORCE SALE SALE \$X.XX TIP \$X.XX TOTAL \$X.XX CHANGE ACCEPT	Press [Menu] to continue. Press [▼] to re-key all amounts.
FORCE SALE ENTER ZIP CODE	Key the cardholder's zip code and press [ENTER] , or press [ENTER] to bypass.
FORCE SALE ENTER ADDRESS	Key the numeric portion of the cardholder's street address and press [ENTER] , or press [ENTER] to bypass.
FORCE SALE ENTER INVOICE NUMBER	Key the invoice number and press [ENTER] .
FORCE SALE DUPLICATE TRANSACTION CANCEL ACCEPT	Press [Menu] to send duplicate. Press [▼] to cancel transaction.
FORCE SALE ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER] , or press [ENTER] to bypass.
FORCE SALE <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER] . <i>Note: This prompt will only appear if optional prompts are enabled.</i>
FORCE SALE ENTER DATA:	Key optional text and press [ENTER] , or press [ENTER] to bypass.
FORCE SALE ENTER PO#	Key the purchase order number and press [ENTER] , or press [ENTER] to bypass.
FORCE SALE ENTER TAX AMOUNT	Key the tax amount and press [ENTER] , or press [ENTER] to bypass.
FORCE SALE TAX EXEMPT? YES NO	Press [▼] if tax exempt. Press [Menu] if not tax exempt.
PRINTING...	No action.
FORCE SALE CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.

Shaded sections are optional or conditional prompts.

Debit Sale

Terminal Display	Action	Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [2] to select DEBIT CARD.	DEBIT SALE SALE \$X.XX TIP \$X.XX CASHBACK \$X.XX TAX \$X.XX TOTAL \$X.XX CHANGE ACCEPT	Press [Menu] to continue. Press [▼] to change an amount.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.	DEBIT SALE ENTER INVOICE NUMBER	Key the invoice number and press [ENTER] .
DEBIT MENU 1 SALE 2 RETURN	Press [1] for SALE.	DEBIT SALE ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER] , or press [ENTER] to bypass.
DEBIT SALE ENTER <TYPE> PASSWORD	Key the password and press [ENTER] .	DEBIT SALE <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER] . <i>Note: This prompt will only appear if optional prompts are enabled.</i>
DEBIT SALE SLIDE CARD	Swipe the debit card.	DEBIT SALE ENTER DATA:	Key optional text and press [ENTER] , or press [ENTER] to bypass.
DEBIT SALE ENTER SERVER ID	Key the ID of the server processing the sale and press [ENTER] .	ENTER PIN:	Key the PIN and press [ENTER] .
DEBIT SALE ENTER SALE AMOUNT	Key the amount of the transaction and press [ENTER] .	DIALING CONNECTING TRANSMITTING RECEIVED	No action while the terminal dials the host for authorization.
DEBIT SALE 1 10%=1.00 2 15%=1.50 3 20%=2.00 4 OTHER	Select the number corresponding to the desired tip amount, or press [ENTER] to enter custom tip value or bypass.	APPROVED XXXX PRESS ENTER	Press [ENTER] or wait for the terminal to advance to the next screen.
DEBIT SALE ENTER TIP AMOUNT	Key the tip amount and press [ENTER] , or press [ENTER] to bypass.	PRINTING...	No action.
DEBIT SALE ENTER TAX AMOUNT	Key the tax amount and press [ENTER] , or press [ENTER] to bypass.	DEBIT SALE CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.
DEBIT SALE ENTER CASH BACK AMOUNT	Key the cash back amount and press [ENTER] .		
DEBIT SALE ENTER TOTAL AMOUNT	Key the total amount of the transaction and press [ENTER] .		

next column >

Shaded sections are optional or conditional prompts.

Credit Refund	
Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Swipe the credit card, TAP/WAVE the card on the RFID reader, or press [1] to key the card number manually.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
CREDIT MENU 1 SALE 2 AUTH ONLY 3 FORCE	Press [4] to select RETURN.
RETURN ENTER <TYPE> PASSWORD	Key the password and press [ENTER] .
RETURN SLIDE KEY/CARD	Slide the card through the reader, or key the account number and press [ENTER] .
RETURN ENTER EXPIRATION DATE MMY Y	Key the card's expiration date in MMY Y format and press [ENTER] .
RETURN KEY EXP DATE (MMYY) & PRESS OK	No action.
RETURN ENTER SERVER ID	Key the ID of the server who processed the original transaction and press [ENTER] .
RETURN ENTER RETURN AMOUNT	Key the amount of the transaction and press [ENTER] .
RETURN ENTER ZIP CODE	Key the cardholder's ZIP code and press [ENTER] , or press [ENTER] to bypass.
RETURN ENTER ADDRESS	Key the numeric portion of the cardholder's street address and press [ENTER] , or press [ENTER] to bypass.
RETURN ENTER INVOICE NUMBER	Key the invoice number and press [ENTER] .
RETURN DUPLICATE TRANSACTION CANCEL ACCEPT	Press [Menu] to send duplicate. Press [▼] to cancel transaction.
RETURN ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER] , or press [ENTER] to bypass.
RETURN <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER] . <i>Note: This prompt will only appear if optional prompts are enabled.</i>
RETURN ENTER DATA:	Key optional text and press [ENTER] , or press [ENTER] to bypass.
RETURN CAPTURED PRESS ENTER	No action.
PRINTING...	No action while receipt prints.
RETURN CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.

Debit Refund	
Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [2] to select DEBIT CARD.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
DEBIT MENU 1 SALE 2 RETURN	Press [2] to select RETURN.
DEBIT RETURN ENTER <TYPE> PASSWORD	Key the password and press [ENTER] .
DEBIT RETURN SLIDE CARD	Slide the card through the reader.
DEBIT RETURN ENTER SERVER ID	Key the ID of the server who processed the original transaction and press [ENTER] .
DEBIT RETURN ENTER RETURN AMOUNT	Key the amount of the transaction and press [ENTER] .
DEBIT RETURN ENTER INVOICE NUMBER	Key the invoice number and press [ENTER] .
DEBIT RETURN ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER] , or press [ENTER] to bypass.
DEBIT RETURN <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER] . <i>Note: This prompt will only appear if optional prompts are enabled.</i>
DEBIT RETURN ENTER DATA:	Key optional text and press [ENTER] , or press [ENTER] to bypass.
DEBIT RETURN ENTER PIN:	Key the PIN and press [ENTER] .
DIALING CONNECTING	No action while the terminal dials the host for authorization.
APPROVED XXX PRESS ENTER	Press [ENTER] to continue, or wait for the receipt to print.
PRINTING...	No action.
DEBIT RETURN CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.

Shaded sections are optional or conditional prompts.

Open Tab	
Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [1] for CREDIT CARD.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
CREDIT MENU 1 SALE 2 RETURN 3 FORCE	Press [8] to select TAB.
TAB MENU ENTER <TYPE> PASSWORD	Key the password and press [ENTER].
TAB MENU 1 OPEN 2 FORCE 3 CLOSE	Press [1] to select OPEN.
OPEN TAB SLIDE/KEY CARD	Slide the card through the card reader, TAP / WAVE the card on the RFID reader, or press [1] and key the card number in manually.
OPEN TAB ENTER SERVER ID	Key the ID of the server processing the transaction and press [ENTER].
OPEN TAB TAB AMOUNT \$XX.XX ADJUST ACCEPT	Press [▼] to adjust the tab amount. Press [Menu] to accept the amount and continue.
OPEN TAB ENTER TAB AMOUNT	Key the open tab amount and press [ENTER].
OPEN TAB ENTER TOTAL AMOUNT	Key the total amount and press [ENTER].
OPEN TAB SALE \$XX.XX CHANGE ACCEPT	Press [▼] to change an amount. Press [Menu] to accept the amount and continue.
OPEN TAB ENTER TABLE #	Key the table number and press [ENTER].
OPEN TAB ENTER TICKET #	Key the ticket number and press [ENTER].
FORCE OPEN TAB ENTER INVOICE NUMBER	Key the invoice number and press [ENTER].
OPEN TAB ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER], or press [ENTER] to bypass.
OPEN TAB <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER]. <i>Note: This prompt will only appear if optional prompts are enabled.</i>
OPEN TAB ENTER DATA:	Key optional text and press [ENTER], or press [ENTER] to bypass.
DIALING CONNECTING APPROVED XXXX PRESS ENTER	No action while the terminal dials the host for authorization.
APPROVED XXX PRESS ENTER	Press [ENTER] to continue, or wait for the receipt to print.
PRINTING...	No action.
OPEN TAB CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.

Force Open Tab	
Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [1] for CREDIT CARD.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
CREDIT MENU 1 SALE 2 RETURN 3 FORCE	Press [8] to select TAB.
TAB MENU ENTER <TYPE> PASSWORD	Key the password and press [ENTER].
TAB MENU 1 OPEN 2 FORCE 3 CLOSE	Press [2] to select FORCE.
FORCE OPEN TAB SLIDE/KEY CARD	Slide the card through the card reader, TAP / WAVE the card on the RFID reader, or press [1] and key the card number in manually.
FORCE OPEN TAB ENTER SERVER ID	Key the ID of the server processing the transaction and press [ENTER].
FORCE OPEN TAB TAB AMOUNT \$XX.XX ADJUST ACCEPT	Press [▼] to adjust the tab amount. Press [Menu] to accept the amount and continue.
FORCE OPEN TAB ENTER TAB AMOUNT	Key the open tab amount and press [ENTER].
FORCE OPEN TAB ENTER TOTAL AMOUNT	Key the total amount and press [ENTER].
FORCE OPEN TAB SALE \$XX.XX CHANGE ACCEPT	Press [▼] to change an amount. Press [Menu] to accept the amount and continue.
FORCE OPEN TAB ENTER TABLE #	Key the table number and press [ENTER].
FORCE OPEN TAB ENTER TICKET #	Key the ticket number and press [ENTER].
FORCE OPEN TAB ENTER INVOICE NUMBER	Key the invoice number and press [ENTER].
FORCE OPEN TAB ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER], or press [ENTER] to bypass.
FORCE OPEN TAB <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER]. <i>Note: This prompt will only appear if optional prompts are enabled.</i>
FORCE OPEN TAB ENTER DATA:	Key optional text and press [ENTER], or press [ENTER] to bypass.
FORCE OPEN TAB ENTER APPROVAL CODE	Key the approval code received and press [ENTER].
FORCE OPEN TAB CAPTURED PRESS ENTER	Press [ENTER] to continue, or wait for the receipt to print.
PRINTING...	No action.
FORCE OPEN TAB CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.

Shaded sections are optional or conditional prompts.

Close Tab

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [1] for CREDIT CARD.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
CREDIT MENU 1 SALE 2 RETURN 3 FORCE	Press [8] to select TAB.
TAB MENU ENTER <TYPE> PASSWORD	Key the password and press [ENTER].
TAB MENU 1 OPEN 2 FORCE 3 CLOSE	Press [3] to select CLOSE.
CLOSE TAB SEARCH BY	No action.
SEARCH BY 1 ALL 2 REF # 3 SERVER #	Press [1] to view all transactions. Press [2] to search by reference number. Press [3] to search by server number. Press [▼] for more options.
SEARCH BY 4 ACCT # 5 INVOICE #	Press [4] to search by account number. Press [5] to search by invoice number. Press [▲] to return to the previous menu.
CLOSE TAB ENTER REF #	Key the reference number for the transaction and press [ENTER].
CLOSE TAB ENTER SERVER ID	Key the ID of the server processing the transaction and press [ENTER].
CLOSE TAB ENTER LAST 4 DIGITS OF CARD #	Key the last four digits of the credit card used and press [ENTER].
CLOSE TAB ENTER INVOICE NUMBER	Key the invoice number and press [ENTER].
CLOSE TAB 1 20%=X.XX 2 18%=X.XX 3 15%=X.XX 4 OTHER	Press the number corresponding to the desired tip percentage and press [ENTER].

next column >

Terminal Display	Action
CLOSE TAB TAB AMOUNT \$XX.XX ADJUST ACCEPT	Press [▼] to adjust the tab amount. Press [Menu] to accept the amount and continue.
CLOSE TAB ACCT XXXX REF XXXX AMT \$X.XX TR OPNTAB CSR X REV SELECT NEXT	The terminal displays the transaction information. Press [Menu] to view the next transaction in the search list. Press [▼] to view the previous transaction in the search list. Press [▲] to close the displayed tab and proceed to the next step.
CLOSE TAB USE SAME CARD YES NO	Press [▼] to close the tab on the card used to open it. Press [▲] to close the tab on a different card.
CLOSE TAB SLIDE/KEY CARD	Swipe the card through the reader, or manually key in the card number and press [ENTER].
CLOSE TAB ENTER EXPIRATION DATE MMY	Key the expiration date and press [ENTER].
CLOSE TAB TAB TOTAL \$XX.XX ADJUST ACCEPT	Press [▼] to adjust the tab amount. Press [Menu] to accept the amount and continue.
CLOSE TAB ENTER TIP AMOUNT	Key the tip amount and press [ENTER], or press [ENTER] to bypass.
CLOSE TAB ENTER AMOUNT	Key the close tab amount and press [ENTER].
CLOSE TAB ENTER TOTAL AMOUNT	Key the total amount and press [ENTER].
CLOSE TAB TAB TOTAL SALE \$XX.XX TIP \$XX.XX CHANGE ACCEPT	Press [▼] to adjust an amount. Press [Menu] to accept the amounts and continue.
CLOSE TAB CAPTURED PRESS ENTER	Press [ENTER] to continue, or wait for the receipt to print.
PRINTING...	No action.
CLOSE TAB CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.

Shaded sections are optional or conditional prompts.

Delete Tab	
Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [1] for CREDIT CARD.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
CREDIT MENU 1 SALE 2 RETURN 3 FORCE	Press [8] to select TAB.
TAB MENU ENTER <TYPE> PASSWORD	Key the password and press [ENTER].
TAB MENU 1 OPEN 2 FORCE 3 CLOSE	Press [4] to select DELETE.
DELETE TAB SEARCH BY	No action.
SEARCH BY 1 ALL 2 REF # 3 SERVER #	Press [1] to view all transactions. Press [2] to search by reference number. Press [3] to search by server number. Press [▼] for more options.
SEARCH BY 4 ACCT # 5 INVOICE #	Press [4] to search by account number. Press [5] to search by invoice number. Press [▲] to return to the previous menu.
DELETE TAB ENTER REF #	Key the reference number for the transaction and press [ENTER].
DELETE TAB ENTER SERVER ID	Key the ID of the server for the tab and press [ENTER].
DELETE TAB ENTER LAST 4 DIGITS OF CARD #	Key the last four digits of the credit card used press [ENTER].
DELETE TAB ENTER INVOICE NUMBER	Key the invoice number and press [ENTER].
DELETE TAB ACCT XXXX REF XXXX AMT \$X.XX TR OPNTAB CSR X PREV SELECT NEXT	The terminal displays the transaction information. Press [Menu] to view the next transaction in the search list. Press [▼] to view the previous transaction in the search list. Press [▲] to close the displayed tab and proceed to the next step.
DELETE TAB CONFIRM DELETE YES NO	Press [▼] to delete the tab. Press [Menu] to cancel the delete tab.
DELETE TAB ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER], or press [ENTER] to bypass.
DELETE TAB <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER]. <i>Note: This prompt will only appear if optional prompts are enabled.</i>
DELETE TAB ENTER DATA:	Key optional text and press [ENTER], or press [ENTER] to bypass.
DELETE TAB TAB DELETED PRESS ENTER	Press [ENTER] to continue, or wait for the receipt to print.

Change Server	
Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [1] for CREDIT CARD.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
CREDIT MENU 1 SALE 2 RETURN 3 FORCE	Press [8] to select TAB.
TAB MENU ENTER <TYPE> PASSWORD	Key the password and press [ENTER].
TAB MENU 1 OPEN 2 FORCE 3 CLOSE	Press [5] to select CHANGE SERV.
TAB SEARCH BY	No action.
SEARCH BY 1 ALL 2 REF # 3 SERVER #	Press [1] to view all transactions. Press [2] to search by reference number. Press [3] to search by server number. Press [▼] for more options.
SEARCH BY 4 ACCT # 5 INVOICE #	Press [4] to search by account number. Press [5] to search by invoice number. Press [▲] to return to the previous menu.
TAB ENTER REF #	Key the reference number for the transaction and press [ENTER].
TAB ENTER SERVER ID	Key the ID of the server for the tab and press [ENTER].
TAB ENTER LAST 4 DIGITS OF CARD #	Key the last four digits of the credit card used press [ENTER].
TAB ENTER INVOICE NUMBER	Key the invoice number and press [ENTER].
TAB ACCT XXXX REF XXXX AMT \$X.XX TR OPNTAB CSR X PREV SELECT NEXT	The terminal displays the transaction information. Press [Menu] to view the next transaction in the search list. Press [▼] to view the previous transaction in the search list. Press [▲] to close the displayed tab and proceed to the next step.
TAB ENTER SERVER ID	Key the ID of the <i>new</i> server for the tab and press [ENTER].
TAB ENTER PASSWORD	Key the server password required and press [ENTER].
TAB SERVER CHANGED TO X	No action.

Shaded sections are optional or conditional prompts.

Pay @ Table	
Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [8] for PAY AT TBL.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
PAY AT TBL SALE ENTER SERVER ID	Key the ID of the server processing the sale and press [ENTER].
PAY AT TBL SALE ENTER TABLE NUMBER	Key the table number and press [ENTER].
PAY AT TBL SALE ENTER TICKET NUMBER	Key the ticket number and press [ENTER].
PAY AT TBL SALE ENTER INVOICE NUMBER	Key the invoice number and press [ENTER].
PAY AT TBL SALE ENTER CUST REFERENCE #	Key the customer reference number and press [ENTER], or press [ENTER] to bypass.
PAY AT TBL SALE <OPTIONAL TEXT 1> PRESS ENTER	Press [ENTER]. <i>Note: This prompt will only appear if optional prompts are enabled.</i>
PAY AT TBL SALE ENTER DATA:	Key optional text and press [ENTER], or press [ENTER] to bypass.
SELECT CARD TYPE DEBIT CREDIT	Press [▼] for debit. Press [Menu] for credit.
DO YOU KNOW YOUR PIN? YES NO	Customer makes selection.
PAY AT TBL SALE VERIFY CARD # AND PRESS ENTER XXXXXXXXXXXXXXXXXX	Customer checks the card number against displayed number and makes selection.
PAY AT TBL SALE ENTER LAST 4 DIGITS OF CARD#	Customer keys the last 4 digits of the account number and presses [ENTER].
TOTAL = \$XX.XX CHANGE ACCEPT	Customer views total and presses [Menu] to accept, or [▼] to cancel.
CANCEL TRANSACTION YES NO	Customer presses [Menu] to continue, or [▼] to cancel.
AMT = \$200.00 PRESS ENTER	Customer views total and presses [ENTER].
SELECT TIP 1 20%=\$X.XX 2 18%=\$X.XX 3 15%=\$X.XX 4 OTHER	Customer makes selection.
ENTER TIP \$0.00	Customer keys the tip amount and press [ENTER], or presses [ENTER] to bypass.
TOTAL = \$XX.XX CHANGE ACCEPT	Customer presses [▼] to change the amount or [Menu] to accept.
DIALING CONNECTING	No action.
TEAR RECEIPT SIGN RECEIPT PRESS ENTER	Customer tears off the receipt, signs the receipt, and then presses [ENTER].
PRINTING...	No action.
TAKE RECEIPT THANK YOU	
<HOST RESPONSE> PRESS ENTER	Press [ENTER]. The application returns to the main menu.

Reprint	
Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [▼] to scroll the menu.
MAIN MENU 4 REPRINT 5 REPORTS 6 SETTLE	Press [4] for REPRINT.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
REPRINT MENU ENTER <TYPE> PASSWORD	If prompted, key password and press [ENTER].
REPRINT MENU 1 LAST COPY 2 OTHER	Press [1] to reprint the last receipt. Press [2] to select criteria for another receipt..
SEARCH BY 1 ALL 2 REF # 3 SERVER #	Press [1] to view all transactions. Press [2] to search by reference number. Press [3] to search by server number. Press [▼] to scroll the menu and view more options.
SEARCH BY 4 ACCT # 5 INVOICE #	Press [4] to search by account number. Press [5] to search by invoice number.
REPRINT MENU ACCT 0000 REF 0000 SVR 1 TR CRTN AMT \$X.XX PREV SELECT NEXT	Press [▼] to view the previous transaction. Press [Menu] to view the next transaction Press [▲] to select the displayed transaction.
REPRINT MENU 1 MERCHANT COPY 2 CUST COPY 3 BOTH	Press [1] for a merchant copy. Press [2] for a customer copy. Press [3] for both copies.
REPRINT MENU PRINTING...	No action while receipt prints.

Shaded sections are optional or conditional prompts.

Credit Void

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Swipe the credit card, TAP/WAVE the card on the RFID reader, or press [1] to key the card number manually.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
CREDIT MENU 1 SALE 2 AUTH ONLY 3 FORCE	Press [5] to select VOID.
VOID SEARCH BY	No action.
VOID 1 ALL 2 REF # 3 SERVER # 4 ACCT # 5 INVOICE	Press [1] to view all transactions, or select the desired criterion to apply to the search.
VOID ENTER REF #	Key the reference # of the original transaction and press [ENTER].
VOID ENTER SERVER ID	Key the ID of the server who processed the original transaction and press [ENTER].
VOID ENTER PASSWORD	Key the server password and press [ENTER].
VOID ENTER LAST 4 DIGITS OF CARD#	Key the last four digits of the card number and press [ENTER].
VOID ENTER INVOICE NUMBER	Key the invoice # of the original transaction and press [ENTER].
VOID ACCT 0000 REF 0000 SVR 1 TR CRTN AMT \$X.XX PREV SELECT NEXT	Press [▼] to view the previous transaction. Press [Menu] to view the next transaction. Press [▲] to select the displayed transaction.
VOID CAPTURED	No action.
VOID CUSTOMER COPY? YES NO	Press [▼] to print a customer copy. Press [Menu] to return to the previous menu.

Server Management - Adding a Server

If you enter an unknown Server ID during a transaction, the following prompts will appear. Key the requested information, and you will be returned to your transaction.

Terminal Display	Action
<TRAN TYPE> ADD SERVER ID X? YES NO	Press [▼] to enter the server ID. Press [Menu] to return to the idle prompt.
<TRAN TYPE> ENTER SERVER NAME	Key the server name and press [ENTER].
<TRAN TYPE> ENTER PASSWORD	Key the server password and press [ENTER].
<TRAN TYPE> CONFIRM PASSWORD	Re-key the server password and press [ENTER].
<TRAN TYPE> SERVER ADDED	No action. The terminal returns to the original transaction.

Server Management - Add/Delete*	
Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [ADMIN] to access the Admin menu.
ADMIN MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER].
ADMIN MENU 1 DEMO 2 SERVER MENU 3 SETUP MENU	Press [2] for SERVER MENU.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
SERVER MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER].
SERVER MENU 1 ADD SERVER 2 DELETE ID 3 PRINT ID LIST	Press [1] for ADD SERVER. Press [2] for DELETE ID.
DELETE SERVER DELETE? ALL ONE	Press [▼] to delete all server IDs. Press [Menu] to delete a single server.
DELETE SERVER DELETE ALL SERVERS? YES NO	Press [▼] to confirm deletion of all server IDs. Press [Menu] to return to the SERVER menu.
ADD/DELETE SERVER ENTER SERVER ID	Key the server ID to add or delete and press [ENTER].
ADD SERVER ENTER SERVER NAME	Key the server name and press [ENTER], or press [ENTER] to bypass.
ADD SERVER ENTER PASSWORD	Key the server password and press [ENTER].
ADD SERVER CONFIRM PASSWORD	Re-key the server password and press [ENTER].
ADD/DELETE SERVER SERVER ADDED/ DELETED	No action.
ADD SERVER ADD ANOTHER? YES NO	Press [▼] to add another server ID. Press [Menu] to return to the SERVER menu.

*Batch must be empty to delete an existing Server ID.

Server Management - Server Reports	
Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [▼] to scroll the menu.
MAIN MENU 4 REPRINT 5 REPORTS 6 SETTLE	Press [5] to select REPORTS.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
REPORT MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER].
REPORT MENU 1 DETAIL 2 TOTALS 3 SERVER SUM	Press [3] for a Server Summary Report. Press [▼] to scroll the menu.
REPORT MENU 4 SHIFT REPORT 5 UNADJ REPORT 6 IRS TIP	Press [4] for a Shift Report. Press [5] for an Unadjusted Tip Report. Press [6] for an IRS Tip Report. Press [▼] to scroll the menu.
REPORT MENU 7 TIP DISCOUNT 8 OPEN TABS 9 OFFLINE	Press [7] for a Tip Discount Report. Press [8] for an Open Tabs Report. Press [9] for an Offline Report.
<REPORT NAME> 1 ALL 2 SINGLE	Press [1] for ALL servers. Press [2] for a SINGLE server.
<REPORT NAME> ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER].
<REPORT NAME> ENTER SERVER ID	Key the server ID and press [ENTER].
SHIFT REPORT 1 DETAIL 2 TOTALS	Press [1] for a Shift Detail Report. Press [2] for a Shift Totals Report.
IRS TIP CASH TIP FOR SVR#	Key the server's cash tip amount for the displayed ID and press [ENTER], or press [ENTER] to bypass.
PRINTING...	No action while selected report prints.

Shaded sections are optional or conditional prompts.

Shift Management, Manual - Increment Shift

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [ADMIN] .
ADMIN MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
ADMIN MENU 1 DEMO 2 SERVER MENU 3 SETUP MENU	Press [5] for SHIFT MENU.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
SHIFT MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
SETUP MENU 1 INCREMENT SHIFT 2 RESET SHIFT	Press [1] to select INCREMENT. <i>Note: this option is available only if the terminal is set to 'Manual Shift' mode.</i>
SHIFT MENU INCREMENT CURRENT SHIFT? YES NO	Press [▼] to increment the shift. Press [Menu] to return to the SHIFT menu.
SHIFT MENU INCREMENTED CURRENT SHIFT=X	Press [ENTER] to return to the SHIFT menu.

Shift Management, Manual- Reset Shift

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [ADMIN] .
ADMIN MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
ADMIN MENU 1 DEMO 2 SERVER MENU 3 SETUP MENU	Press [5] for SHFT MENU.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
SHIFT MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
SETUP MENU 1 INCREMENT SHIFT 2 RESET SHIFT	Press [2] to select RESET SHIFT. <i>Note: this option is available only if the terminal is set to 'Manual Shift' mode.</i>
SHIFT MENU RESET CURRENT SHIFT? YES NO	Press [▼] to reset the shift. Press [Menu] to return to the SHIFT menu.
SHIFT MENU SHIFT RESET CURRENT SHIFT	Press [ENTER] to return to the SHIFT menu.

Shift Management, Auto - Edit Shift

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [ADMIN] .
ADMIN MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
ADMIN MENU 1 DEMO 2 SERVER MENU 3 SETUP MENU	Press [3] for SETUP MENU.
SETUP MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
SETUP MENU 1 COMMS 2 DATE/TIME 3 ENABLE PWD	Press [7] for FEATURES.
PROMPTS 1 INIT FRAUD 2 TRACKING 3 TIP	Press [2] for TRACKING. On the tracking menu, press [Menu] until terminal displays SHIFT INCR 1.
PROMPTS SHIFT INCR 1= 1000 PREV EDIT NEXT	Press [▲] to edit the SHIFT INCR 1 parameter.
PROMPTS ENTER NEW SHIFT INCR 1?	Used if ENABLE SHIFT is 2 or more. Key the time to change from first to second shift.
PROMPTS SHIFT INCR 1= PREV EDIT NEXT	Press [Menu] .
PROMPTS SHIFT INCR 2= 1500 PREV EDIT NEXT	Press [▲] to edit the SHIFT INCR 2 parameter.
PROMPTS ENTER NEW SHIFT INCR 2?	Used if ENABLE SHIFT is 3 or more. Key the time to change from second to third shift.
PROMPTS SHIFT INCR 2= PREV EDIT NEXT	Press [Menu] .
PROMPTS SHIFT INCR 3= 1800 PREV EDIT NEXT	Press [▲] to edit the SHIFT INCR 3 parameter.
PROMPTS ENTER NEW SHIFT INCR 3?	Used if ENABLE SHIFT is 4. Key the time to change from third to fourth shift.
PROMPTS SHIFT INCR 3= PREV EDIT NEXT	Press [Menu] .
PROMPTS SHIFT INCR 4= 2000 PREV EDIT NEXT	Press [▲] to edit the SHIFT INCR 4 parameter.
PROMPTS ENTER NEW SHIFT INCR 4?	Used if ENABLE SHIFT is 4. Key the time to change from fourth to fourth shift.
PROMPTS SHIFT INCR 4= PREV EDIT NEXT	Press [Cancel] to exit the tracking menu.

Shaded sections are optional or conditional prompts.

Batch Management - Displaying Batch Totals

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [ADMIN] to access the Admin menu.
ADMIN MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
ADMIN MENU 1 DEMO 2 SERVER MENU 3 SETUP MENU	Press [4] for BATCH MENU.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
BATCH MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
BATCH MENU 1 BATCH TOTALS 2 VIEW HISTORY 3 CHNG BATCH #	Press [1] for BATCH TOTALS.
BATCH TOTALS SALES: \$XX.XX TIPS \$XX.XX CASHBACK \$XX.XX RETURN \$XX.XX TOTALS \$XX.XX	The terminal displays the batch totals. Press [ENTER] to return to the batch menu.

Batch Management - Accessing Batch Reports

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [▼] to scroll the menu.
MAIN MENU 4 REPRINT 5 REPORTS 6 SETTLE	Press [5] to access the Report menu.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to your merchant name.
BATCH MENU ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
REPORT MENU 1 DETAIL 2 TOTALS 3 SERVER SUM	Press [1] for DETAIL report. Press [2] for a TOTALS report.
DETAIL/TOTALS REPORT 1 PRINT 2 DISPLAY	Press [1] to PRINT the report. Press [2] to DISPLAY the report on the terminal.
DETAIL/TOTALS REPORT ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
PRINTING...	No action while report prints.
DETAIL/TOTALS REPORT	If viewing report on the terminal, press [Menu] to display the next transaction/total. Press [Cancel] to return to the previous menu.

Batch Management - Manual Settlement

Terminal Display	Action
MAIN MENU 1 CREDIT CARD 2 DEBIT CARD 3 GIFT CARD	Press [6] for SETTLE.
SETTLE BATCH ENTER <TYPE> PASSWORD	Key the appropriate password and press [ENTER] .
SETTLE BATCH SETTLE WHICH MERCHANTS ALL SELECT	Press [▼] to settle all merchants. Press [Menu] to settle a specific merchant.
SELECT 1 MERCH 1 2 MERCH 2 3 MERCH 3	Select the number corresponding to the merchant whose batch you wish to settle.
SETTLE BATCH SETTLE MERCHANT 1? YES NO	Press [▼] to settle the batch for this merchant. Press [Menu] to skip this merchant and go to the next in queue.
SETTLE BATCH AUTHORIZE OFFLINE BATCH? YES NO	Press [▼] to authorize offline transactions for this merchant. Press [Menu] to skip this merchant and go to the next in queue.
SETTLE BATCH STORE FWD PEND	No action required. Terminal aborts settlement for this merchant.
SETTLE BATCH TABS STILL OPEN PRINT REPORT? YES NO	Press [▼] to print the open tabs. Press [Menu] to continue with settlement.
SETTLE BATCH SETTLE WITH OPEN TABS? YES NO	Press [▼] to confirm settlement with open tabs. Press [Menu] to continue with open tabs omitted.
SETTLE BATCH UNADJUSTED TIPS PRINT REPORT? YES NO	Press [▼] to print the unadjusted tips. Press [Menu] to continue with settlement.
SETTLE BATCH SETTLE WITH UNADJUSTED TIPS? YES NO	Press [▼] to confirm settlement with unadjusted tips. Press [Menu] to continue with unadjusted tips omitted.
SETTLE BATCH SALES: \$XX.XX TIPS \$XX.XX CASHBACK \$XX.XX RETURN \$XX.XX TOTALS \$XX.XX	The terminal displays the batch totals. Press [▼] to cancel the settlement and return to the idle prompt. Press [ENTER] to accept the settle.
SETTLE BATCH ENTER BATCH TOTAL	Key the settlement total and press [ENTER] . If you do not know the settlement total, press [▼] and perform a manual balance inquiry.
SETTLE BATCH SETTLE MERCHANT X?	For each merchant, repeat the procedure.
DIALING. CONNECTED TRANSMITTING RECEIVED APPROVED XXXX PRINTING...	The terminal dials the host and uploads the batch for the current merchant(s).
APPROVED XXXX PRINTING...	The host response for the next merchant displays and prints. Repeat for each merchant settled.
AMEX PIP SETTLE	Displays during transition from primary application settlement to AMEX PIP settlement.
DIALING...	Terminal dials the AMEX PIP host.

Shaded sections are optional or conditional prompts.

Common Error Codes

Your terminal responds to some conditions by displaying Error Codes. Use the table below to troubleshoot your terminal. If you are unable to resolve the issue through the suggested solutions, call your help desk.

Error Code Displayed	Interpretation	Suggested Solutions
BASE BUSY RETRY? YES NO	The terminal is attempting to connect to a base that is already communicating with another terminal.	i7780 only. Press [YES] to retry. Wait until the BUSY message goes away, then try again. (BUSY will continue to display as long as the base is unavailable.) If BUSY displays for an extended period: <ul style="list-style-type: none"> • Check the status of other terminals that use the same base. • Cancel the transaction and retry later.
BATCH NEAR MAX SETTLE BATCH PRESS ENTER	The amount entered puts the total batch within .05% of the Net Batch Amount allowed by the host.	Press [ENTER] . Application returns to the Amount prompt. Key the amount and complete the transaction. Settle the batch.
CHECK PINPAD PRESS ENTER	The application is configured to use an external PIN pad, but does not detect one.	Press [ENTER] . Application returns to the Debit menu. Check the PIN pad cable connection. Verify that the PIN pad is correctly connected to the terminal. Verify that the PIN pad is receiving power.
EXPIRATION DATE INVALID	The payment card swiped or manually entered has invalid expiration date – it may have already expired.	Check the card. If the expiration date has not already passed and the card was manually entered, re-enter the card number. Ask the cardholder for another form of payment.
FAULTY CARD	The terminal could not read the card stripe. This could be due to a poor swipe or a faulty card.	Re-swipe the card. Manually key the card number (if credit, EBT or gift). Ask for a different payment type.
FEATURE DISABLED	The transaction or function attempted is disabled.	Enable the transaction or function through the Admin menu.
INVALID AMOUNT	Possible issue: The cash back amount is greater than the cash back limit.	Re-enter the amount if a mistake was made. Contact your help desk if the error persists.
	Possible issue: The amount for this transaction is greater than the store and forward ceiling limit for this credit card and the transaction cannot be approved off-line.	Exit store-and-forward mode by pressing [ENTER] + [2] and retry the transaction online. Contact your help desk if the error persists.
	Possible issue: The total sale amount entered exceeds the ceiling limit.	Re-enter the amount. Contact your help desk if the error persists.
RANGE	The i7780 displays the RANGE error message under the following conditions: <ul style="list-style-type: none"> • Terminal is out of range. • Terminal is scanning the base while initiating communication. • Terminal is using the wrong base serial number. • Intelligent or Versatile base not powered up. 	The RANGE error is cleared when the terminal is back within range or when the application software terminates an unsuccessful link. RANGE may also appear if the Ingenico terminal is not powered up.
LINE BUSY	Line may be used by another device, or there may be problems with the line. Message may also appear during a dial download when the terminal does not detect a phone line.	Application will retry dialing up to three times using primary and then secondary phone numbers. If it still fails: Make sure the phone cable is properly connected. Check to see if the phone line is being used by another device. Connect an analog phone and perform a test call to validate dial tone. If no dial tone, contact local service provider. If low voltage on the line is an issue, go to the terminal's OS menu and disable Line Detect.
NO ANSWER FROM HOST	Phone rings and there is no answer from host.	Verify the terminal connections. The terminal must be connected to an analog telephone line. For NO DIAL TONE error, connect a telephone to the line and verify the presence of a dial tone. Call the local service provider if the problem persists.
NO DIAL TONE FROM HOST	No dial tone at host site.	
CARRIER LOST	Terminal sends request, then host hangs up, user pulls plug or PSTN loses service.	

Shaded sections are optional or conditional prompts.

AVS Response Codes

When using the Address Verification System, refer to these codes to interpret the response.

Visa Codes	
Y	Address & 5-digit or 9-digit ZIP match (Domestic only)
A	Address matches, ZIP code does not
S	AVS not supported at this time (Domestic only)
R	Retry - issuer's authorization system is unavailable (Domestic only)
U	Unable to perform address verification because either address information is unavailable or Issuer does not support AVS (Domestic only)
Z	Either 5-digit or 9-digit ZIP matches, address does not or not included in request
N	Neither the ZIP nor the address matches
B	Address matches, ZIP not verified
P	ZIP matches, address not verified
C	Address and ZIP code not verified due to incompatible formats
D	Address and ZIP code match (International only)
G	Address not verified for International transaction (International only)
I	Address not verified (International only)
M	Address and ZIP code match (International only)

Discover Codes	
Y	Address only matches
A	Address and 5-digit ZIP code match
S	AVS not supported at this time
U	Retry, system unable to process
Z	5-digit ZIP code matches, but address does not
N	Neither the ZIP nor the address matches
W	No data from issuer/authorization system
X	Address and 9-digit ZIP code match
T	9-digit ZIP code matches, but address does not

MasterCard Codes	
Y	Exact, all digits match, 5-digit ZIP code
A	Address matches, ZIP code does not
S	AVS not supported at this time
R	Retry - issuer's authorization system is unavailable
U	No data from issuer/Authorization system
Z	5-digit ZIP matches, address does not
N	Neither the ZIP nor the address matches
W	For U.S. addresses, 9-digit ZIP code matches, but address does not; for address outside of U.S., the ZIP code matches, address does not
X	Exact, all digits match, 9-digit ZIP code

American Express Codes	
Y	Address and ZIP match
A	Address matches, ZIP code does not
S	AVS not supported at this time
R	Retry - issuer's authorization system is unavailable
U	The necessary information is not available, account number is neither U.S. nor Canadian
Z	ZIP code only matches
N	Neither the ZIP nor the address matches



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