

Quick Reference Card

Application: L3FRR33

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
SALE	1. READY XXX	1. Press [SALE].
	2. ENTER PASSWORD (optional)	2. Key in the password and press [ENTER].
	3. 1) MERCH NAME <-- YES --> (optional)	3. If your merchant profile displays, press the middle [▲] key; if not, press the right or left [▲] key until your profile displays, then press the middle [▲] key.
	4. SALE ENTER ACCOUNT #	4. Swipe card or key in the card number and press [ENTER].
	5. CARD TYPE SALE ENTER LAST 4 DIGITS (swipe only)	5. Key in the last four digits and press [ENTER].
	6. XXXXXXXXXXXXXXXX (swipe only) (optional)	6. Please confirm the displayed card number is the correct, then press [ENTER].
	7. EXPIRY DATE? (MMYY) (keyed only)	7. Key in 4-digit expiration date, press [ENTER].
	8. CARD PRESENT? (keyed only) YES NO (optional)	8. Press either the left [▲] key for "Yes" or the right [▲] for "No".
	9. IMPRINT REQUIRED.. (keyed only) IF CARD IS PRESENT	9. After card is imprinted, press [ENTER] to continue.
	10. RECURRING PAYMENT (keyed only) YES NO (optional)	10. If a recurring payment, press left [▲] key for "Yes", if not, press right [▲] key for "No".
	11. ENTER CVV2 (keyed only) INDICATOR... (optional)	11. Press [0], [2] or [9] to not enter the CVV2 number or press [1] to enter a CVV2 number.
	12. ENTER CVV2 VALUE	12. Key in the CVV2 number and press [ENTER].
	13. PHONE ORDER (keyed only) (optional)	13. Press either the left [▲] key for "Yes" or the right [▲] for "No".
	14. OPER ID (optional)	14. Key in the employee ID and press [ENTER].
	15. SALE AMOUNT	15. Key in the sale amount and press [ENTER].
	16. CONFIRM AMOUNT (optional)	16. Key in the amount again and press [ENTER].
	17. TAX AMOUNT (optional)	17. Key in the tax amount and press [ENTER].
	18. INVOICE NUMBER (optional)	18. Key in invoice number, press [ENTER].
	19. AVS ADDRESS (keyed only) (optional)	19. Key in AVS address number, press [ENTER].
	20. AVS ZIP CODE (keyed only) (optional)	20. Key in the AVS ZIP code and press [ENTER].
	21. DIALING...	21. Please wait...
	22. AUTH/TKT XXXXX	22. Please wait for the merchant receipt.
	23. PRINT CUST COPY	23. Press [ENTER] to print a customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
ATM/DEBIT CARD SALE (OPTIONAL- PIN PAD REQUIRED)	1. READY XXX	1. Press [ATM/DEBIT].
	2. ENTER PASSWORD (optional)	2. Key in the password and press [ENTER].
	3. 1) MERCH NAME <-- YES --> (optional)	3. If your merchant profile displays, press the middle [▲] key; if not, press the right or left [▲] key until your profile displays, then press the middle [▲] key.
	4. EBT DEBIT	4. Press the right [▲] key.
	5. CARD TYPE SALE OPER ID (optional)	5. Key in the employee ID and press [ENTER].
	6. SALE AMOUNT	6. Key in the sale amount and press [ENTER].
	7. CONFIRM AMOUNT (optional)	7. Key in the amount again and press [ENTER].
	8. TAX AMOUNT (optional)	8. Key in the tax amount and press [ENTER].
	9. CASH BACK AMOUNT (optional)	9. Key in cash back amount, press [ENTER].
	10. INVOICE NUMBER (optional)	10. Key in invoice number, press [ENTER].
	11. ENTER ACCOUNT #	11. Swipe card.
	12. WAITING FOR PIN	12. Please wait...
	PIN PAD DISPLAY	PIN PAD ACTION
	13. TOTAL \$XX.XX ENTER PIN	13. Customer keys in the PIN and presses [ENTER] on the PIN pad.
	14. DIALING..	14. Please wait...
	15. AUTH/TKT XXXXXX	15. Please wait for the merchant receipt copy.
	16. PRINT CUST COPY	16. Press [ENTER] to print a customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
PRE SALE GRATUITY	1. READY XXX	1. Press [SALE].
	2. ENTER PASSWORD (optional)	2. Key in the password and press [ENTER].
	3. 1) MERCH NAME <-- YES --> (optional)	3. If your merchant profile displays, press the middle [▲] key; if not, press the right or left [▲] key until your profile displays, then press the middle [▲] key.
	4. SALE PRESALE	4. Press right [▲] key
	5. PRE-SALE AMOUNT? \$0.00	5. Key in dollar amount, press [ENTER]. Please wait for receipt to print.

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FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
AUTH ONLY	1. READY XXX	1. Press [X] key.
	2. ENTER PASSWORD (optional)	2. Key in the password and press [ENTER].
	3. 1) MERCH NAME -- YES -- (optional)	3. If your merchant profile displays, press the middle [▲] key; if not, press the right or left [▲] key until your profile displays, then press the middle [▲] key.
	4. AUTH ONLY ENTER ACCOUNT #	4. Swipe card or key in the card number and press [ENTER].
	5. CARD TYPE AUTH ONLY ENTER LAST 4 DIGITS (swipe only)	5. Key in the last four digits and press [ENTER].
	6. EXPIRY DATE? (MMYY) (keyed only)	6. Key in 4-digit expiration date, press [ENTER].
	7. CARD PRESENT? (keyed only) YES NO (optional)	7. Press either the left [▲] key for "Yes" or the right [▲] for "No".
	8. IMPRINT REQUIRED.. (keyed only) IF CARD IS PRESENT	8. After card is imprinted, press [ENTER] or to bypass this prompt, simply press [ENTER].
	9. RECURRING PAYMENT (keyed only) YES NO (optional)	9. If payment is recurring, press the left [▲] key for "Yes", if not, press right [▲] key for "No".
	10. ENTER CVV2 (keyed only) INDICATOR... (optional)	10. Press either [0], [2] or [9] to not enter the CVV2 number or [1] to enter CVV2 number.
	11. ENTER CVV2 VALUE	11. Key in the CVV2 number and press [ENTER].
	12. PHONE ORDER? (keyed only) YES NO (optional)	12. Press either the left [▲] key for "Yes" or the right [▲] for "No".
	13. OPER ID (optional)	13. Key in the employee ID and press [ENTER].
	14. IMPRINT REQUIRED.. (keyed only) IF CARD IS PRESENT	14. After card is imprinted, press [ENTER] or to bypass this prompt, simply press [ENTER].
	15. SALE AMOUNT	15. Key in the sale amount and press [ENTER].
	16. CONFIRM AMOUNT (optional)	16. Key in the amount again and press [ENTER].
	17. TAX AMOUNT (optional)	17. Key in the tax amount and press [ENTER].
	18. INVOICE NUMBER (optional)	18. Key in invoice number, press [ENTER].
	19. AVS ADDRESS (keyed only) (optional)	19. Key in AVS address number, press [ENTER].
	20. AVS ZIP CODE (keyed only) (optional)	20. Key in the AVS ZIP code and press [ENTER].
	21. DIALING...	21. Please wait...
	22. AUTH/TKT XXXXXX	22. Please wait for the merchant receipt.
	23. PRINT CUST COPY	23. Press [ENTER] to print a customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
TICKET ONLY	1. READY XXX	1. Press [-] key.
	2. ENTER PASSWORD (optional)	2. Key in the password and press [ENTER].
	3. 1) MERCH NAME -- YES -- (optional)	3. If your merchant profile displays, press the middle [▲] key; if not, press the right or left [▲] key until your profile displays, then press the middle [▲] key.
	4. TICKET ONLY MUST FIRST RECV AUTH	4. Please wait...
	5. TICKET ONLY ENTER ACCOUNT #	5. Swipe card or key in the card number and press [ENTER].
	6. TICKET ONLY ENTER LAST 4 DIGITS (swipe only)	6. Key in the last four digits and press [ENTER].
	7. EXPIRY DATE? (MMYY) (keyed only)	7. Key in 4-digit expiration date, press [ENTER].
	8. CARD PRESENT? (keyed only) YES NO (optional)	8. Press either the left [▲] key for "Yes" or the right [▲] for "No".
	9. IMPRINT REQUIRED.. (keyed only) IF CARD IS PRESENT	9. After card is imprinted, press [ENTER] or to bypass this prompt, simply press [ENTER].
	10. RECURRING PAYMENT?(keyed only) YES NO (optional)	10. If this is a recurring payment, press the left [▲] key, if not, press the right [▲] key.
	11. PHONE ORDER (keyed only) YES NO (optional)	11. Press either the left [▲] key for "Yes" or the right [▲] for "No".
	12. OPER ID (optional)	12. Key in the employee ID and press [ENTER].
	13. SALE AMOUNT	13. Key in the sale amount and press [ENTER].
	14. TAX AMOUNT (optional)	14. Key in the tax amount and press [ENTER].
	15. INVOICE NUMBER (optional)	15. Key in invoice number, press [ENTER].
	16. AUTH CODE	16. Key in auth only auth code, press [ENTER].
	17. AVS RESPONSE CODE	17. Key in auth only AVS code, press [ENTER].
	18. ACI	18. Key in the one letter ACI code received during auth only, then press [ENTER].
	19. TID	19. Key in the transaction ID, press [ENTER].
	20. ACCEPTED XXX	20. Please wait for the merchant receipt.
	21. PRINT CUST COPY	21. Press [ENTER] to print a customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
CREDIT/DEBIT RETURN	1. READY XXX	1. Press [RETURN] key.
	2. ENTER PASSWORD <i>(optional)</i>	2. Key in the password and press [ENTER] .
	3. 1) MERCH NAME <-- YES --> <i>(optional)</i>	3. If your merchant profile displays, press the middle [▲] key; if not, press the right or left [▲] key until your profile displays, then press the middle [▲] key.
	4. CREDIT DEBIT	4. Press either the left [▲] key for a credit return or the right [▲] key for a debit return.

CREDIT RETURN PROCEDURES

5. RETURN ENTER ACCOUNT #	5. Swipe credit card or key in credit card number and press [ENTER] .
6. RETURN ENTER LAST 4 DIGITS <i>(swipe only)</i>	6. Key in the last four digits and press [ENTER] .
7. EXPIRY DATE? (MMYY) <i>(keyed only)</i>	7. Key in 4-digit expiration date, press [ENTER] .
8. XXXXXXXXXXXXXXXX <i>(swipe only)</i>	8. Confirm card number, press [ENTER] .
9. OPER ID <i>(optional)</i>	9. Key in the employee ID and press [ENTER] .
10. RETURN AMOUNT	10. Key in the return amount and press [ENTER] .
11. CONFIRM AMOUNT <i>(optional)</i>	11. Key in the amount again and press [ENTER] .
12. INVOICE NUMBER <i>(optional)</i>	12. Key in invoice number, press [ENTER] .
13. ACCEPTED XXX	13. Please wait for the merchant receipt.
14. PRINT CUST COPY TEAR NOW, PRESS ENTER	14. Press [ENTER] to print a customer receipt.

DEBIT RETURN PROCEDURES

5. DBT RETURN ENTER ACCOUNT #	5. Swipe debit card.
6. WAITING FOR PIN	6. Please wait...

PIN PAD DISPLAY PIN PAD ACTION

7. TOTAL \$XX.XX ENTER PIN	7. Customer keys in the PIN and presses [ENTER] on the PIN pad.
8. DIALING...	8. Please wait...
9. AUTH/TKT XXXXXX	9. Please wait for the merchant receipt.
10. PRINT CUST COPY TEAR NOW, PRESS ENTER	10. Press [ENTER] to print a customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
VOID	1. READY XXX	1. Press [VOID] key.
	2. ENTER PASSWORD	2. Key in the password and press [ENTER] .
	3. 1) MERCH NAME <-- YES --> <i>(optional)</i>	3. If your merchant profile displays, press the middle [▲] key; if not, press the right or left [▲] key until your profile displays, then press the middle [▲] key.
	4. VOID: ENTER ITEM #	4. Key in item number, press [ENTER] .
	5. XXX SALE: \$XX.XX VOID NEXT	5. Press middle [▲] key to void displayed or right [▲] key to enter another item number.
	6. Void Item XXX Press ENTER TO CONFIRM!	6. Press [ENTER] to void the transaction.
	7. ITEM XXX UPDATED	7. Please wait for the merchant receipt to print.
	8. PRINT CUST COPY TEAR NOW, PRESS ENTER	8. Press [ENTER] to print a customer receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
TOTAL REVIEW	1. READY XXX	1. Press [REVIEW] key.
	2. ENTER PASSWORD <i>(optional)</i>	2. Key in the password and press [ENTER] .
	3. 1) MERCH NAME <-- YES --> <i>(optional)</i>	3. If your merchant profile displays, press the middle [▲] key; if not, press the right or left [▲] key until your profile displays, then press the middle [▲] key.
	4. TOTALS TRAN DETAIL	4. Press the left [▲] key.
	5. BATCH EMP CARD	5. Press left [▲] key to review batch totals (see step 6), middle [▲] key to review employee totals (see step 9), right [▲] key to review a card type totals (see step 11).
	6. CURRENT HISTORY	6. Press left [▲] key to review current total, press right [▲] key to review past totals.
	7. CREDIT TTL \$XX.XX	7. Press [ENTER] to review debit card total.
	8. DEBIT TTL \$XX.XX	8. Press [CLEAR] to exit function.
	9. emp TOTALS TOTALS ENTER OPER ID	9. Key in the employee ID and press [ENTER] or press [ENTER] to review all employee ID's.
	10. SV X \$ XX.XX PREV NEXT	10. Press left [▲] key to review the previous employee total, press right [▲] key to review next employee total. Press [CLEAR] to exit.
	11. VISA \$ XX.XX PREV NEXT	11. Press left [▲] key to review previous card type total or press the right [▲] key to review next card type total. Press [CLEAR] to exit.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
TRANSACTION REVIEW	1. READY XXX	1. Press [REVIEW] key.
	2. ENTER PASSWORD (optional)	2. Key in the password and press [ENTER] .
	3. 1) MERCH NAME ← YES → (optional)	3. If your merchant profile displays, press the middle [▲] key; if not, press the right or left [▲] key until your profile displays, then press the middle [▲] key.
	4. TOTALS TRAN DETAIL	4. Press the middle [▲] key.
	5. INV SEQ PAN	5. Press left [▲] key review by invoice number (see step 6), press middle [▲] key by sequence number (see step 7) or press right [▲] key by last five digits of card (see step 8).
	6. TRAN REVIEW ENTER INVOICE #	6. Key in the invoice number, press [ENTER] .
	7. TRAN REVIEW ENTER ITEM #	7. Key in the transaction item number and press [ENTER] .
	8. TRAN REVIEW ENTER LAST 5 OF PAN	8. Key in the last five digits of the credit card number, press [ENTER] .
	9. XXX: INV X SALE : \$XX.XX	9. Press the [*] key or [#] key to scroll through the transaction information screens.
	10. BASE: \$XX.XX CASH: \$XX.XX	10. Press the [*] key or [#] key to scroll through the transaction information screens.
	11. TIP : \$XX.XX TAX: \$XX.XX	11. Press the [*] key or [#] key to scroll through the transaction information screens.
	12. AP XXXXXX AV X CC X XXXXXXXXXXXXXXXXXX	12. Press the [*] key or [#] key to scroll through the transaction information screens.
	13. DATE: MM/DD/YY TIME: HH:MM emp X	13. Press the [*] key or [#] key to scroll through the transaction information screens.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
REPRINT	1. READY XXX	1. Press [+] key.
	2. TOTALS TRAN DETAIL	2. Press the middle [▲] key.
	3. INV SEQ LAST	3. Press left [▲] key reprint by invoice number, press middle [▲] key by sequence number or press right [▲] key to print the most recent.
	4. XXX: INV X PRINT SALE ? \$XX.XX	4. Press the [ENTER] key to reprint or [BACK SPACE] key to return to previous screen.
	5. CARD TYPE SALE PRINT CUSTOMER COPY?	5. Press the [ENTER] key to print the customer copy of the receipt or press [BACK SPACE] to print the merchant copy of the receipt.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
CLOSE BATCH	1. READY XXX	1. Press [CLOSE] key.
	2. ENTER PASSWORD (optional)	2. Key in the password and press [ENTER] .
	3. 1) MERCH NAME ← YES → (optional)	3. If your merchant profile displays, press the middle [▲] key; if not, press the right or left [▲] key until your profile displays, then press the middle [▲] key.
	4. Close Batch #X SCANNING TRANS...	4. Please wait for the item detail report to print.
	5. TOTAL CREDIT AMOUNT \$0.00 (optional)	5. Key in batch total amount and press [ENTER] .
	6. DIALING...	6. Please wait...
	7. CLOSE \$XXX.XX	7. The batch has successfully closed. Please wait for the batch close report to print or press [CLEAR] to exit function.

FUNCTION	DISPLAY MESSAGE	OPERATOR ACTION
SET TERMINAL DATE AND TIME	1. READY XXX	1. Press [ALPHA] key; while pressing [ALPHA] press [7] [1] [3] [9] , then release all keys.
	2. CLEAR to resume Time Load Setup	2. Press the left [▲] key.
	3. XX/XX/XX XX:XX:XX Date Time	3. Press the left [▲] key to change the date and the right [▲] key to change the time.
	4. Enter new date MM/DD/YY	4. Enter the date using the MM/DD/YY format and press [ENTER] .
	5. Enter new time HH:MM	5. Enter the time using the 24-hour format and press [ENTER] (to set 3:30 PM, press [1] [5] [3] [0]); to exit press [CLEAR] twice.

DISPLAY MESSAGE	OPERATOR ACTION
DUPLICATE ACCT NUMB CANCEL TRANSACTION?	Either press [ENTER] to cancel the transaction or press [BACK SPACE] to complete transaction.

PLEASE NOTE: This duplicate account display could appear during a transaction. Please follow the instructions above to process successfully.