

Quick Reference Guide

Batch Totals	Batch Review	Batch Reports	Balance/Settle
› Press  +  › Password +  › Server ID +  Or › Press  For Card Type Prompt › Card Type +  Or › Press  For Store Totals › Press  To Scroll Thru Remaining Information › Press  To Exit	› Press  +  › Password +  › Press  For More Info Or › Press  To Scroll Thru Remaining Transactions › Press  To Exit	› Press  +  › Password +  › Press  +  For Summary Or › Press  +  For Detail › Server ID +  Or › Press  +  For Server Totals Or › Press  For Card Type › Press Credit Card Code +  +  For Sum by Type Or › Press  For Sum of Totals Or › Press  +  For Sum by All	› Press  › Password +  › Press  › Press  › Transaction Count +  › Net Amount + 
Debit Card Option			
ATM Purchase	ATM Void	ATM Return	
› Press   › Swipe Card › Server ID +  › Ticket Number +  › Press Food/Bev Amount +  › Press Tip +  › Press Cashback +  › Press  on PIN Pad to Verify \$\$\$ › Press PIN Number on PIN Pad + 	› Press   › Press  › Password +  › Press Last Three Digits of The Account Number +  › Press PIN Number on PIN Pad + 	› Press   › Press  › Password +  › Swipe Card › Server ID +  › Ticket Number +  › Return Amount +  › Press  on PIN Pad to Verify \$\$\$ › Press PIN Number on PIN Pad + 	

Sale	Auth Only	Credit	Force
» Swipe Card Or Press 1 » Password + » Account Number + » Server ID + » Ticket Number + » Press Food/Bev Amount + » Press Tip + » Press to Accept \$\$\$	» Press 2 » Password + » Swipe Card Or Enter Acct Number + Press » Press Food/Bev Amount +	» Press 2 » Password + » Swipe Card Or Enter Acct Number + Press » Server ID + » Ticket Number + » Credit Amount +	» Press 1 » Password + » Auth Number + » Swipe Card Or Enter Acct Number + Press » Server ID + » Ticket Number + » Press Food/Bev Amount + » Press Tip + » Press to Accept \$\$\$
Tip Entry	Reprint Receipt	Void	Edit Transaction
» Press 7 » Password + » Reference Number+ Or Press For Last Transaction » Press Tip + » Press to Accept \$\$\$	» Press 3 » Reference Number+ Or Press For Last Transaction » Press to Exit	» Press 3 » Password + » Reference Number+ Or Press to Continue » Ticket Number + » Amount + » Enter 00.00 + to Void Old Amount » Press 9 + to Confirm Void Amount » Press to Continue	» Press 3 » Password + » Reference Number+ Or Press to Continue » Ticket Number + » Amount + » Enter \$. + to Enter New Amount » Press 9 + to Confirm Void Amount » Press to Continue