

Retail

PAX S80/S90 Quick Reference Card



Credit Card Sales

1. Enter the amount (\$) to be processed and press Enter
2. Swipe/Insert Client's Card /TAP/INPUT/ACCOUNT
3. Process and remove first receipt (Merchant's Copy)
4. Press ENTER to print Client's copy



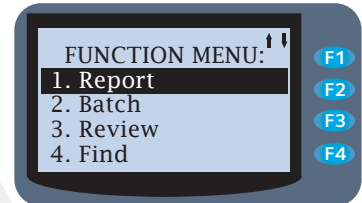
PIN Debit Card Sale

1. Press F3 button once to select Debit Sale
2. Enter the amount (\$) to be processed and press Enter
3. Swipe
4. Client has to input their PIN on the PinPad
5. Remove first receipt (Merchant's Copy)
6. Press ENTER to print client's copy



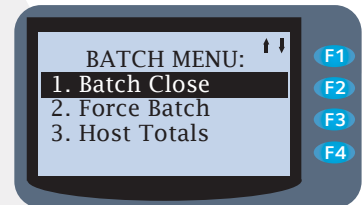
Reports

1. Press FUNC key and select Report
2. Password—enter the date you are Accessing the Terminal (MM/DD/YYYY)
3. Press total report or condensed report
4. Report will print automatically



Batches: settling the terminal at the end of the day; Depositing

1. Press FUNC key and select BATCH
2. Choose Batch Close
3. This will close the activity for the day



Dynamics Payments

Processing life's transactions

REV. (4/2/18)

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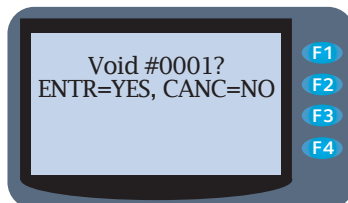
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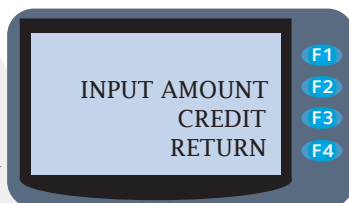
Void Transactions

1. Press FUNC key and scroll down to Void
If PASSWORD option is active it will prompt
when VOID is selected on step 1.
2. Enter the transaction # (located on the receipt)
3. The machine will ask to confirm the Void.
4. Once it is confirmed, it will print a receipt
with the Voided transaction information.



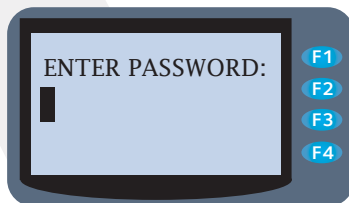
Refunds (Returns) Non Pin Debit Only

1. Press F4 and select RETURN
2. Input amount and press ENTER.
3. Swipe/Insert Client's Card /TAP/INPUT/ACCOUNT
on which you would like to make the refund. You
will need the original card to the generate the refund.



Password

Anytime you are required to enter a Password,
you will need to input the current date in which
you are accessing the machine in the following
format: MM/DD/YYYY. For example, if you are
accessing the machine on January 1, 2018 the
password will be: 01/01/2018



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