



PAYMENT TRANSACTION PROCEDURES

Sale (IPP) | Visa/Mastercard & Amex

Quick Reference Guide

Terminal Model: ENGAGE V200T



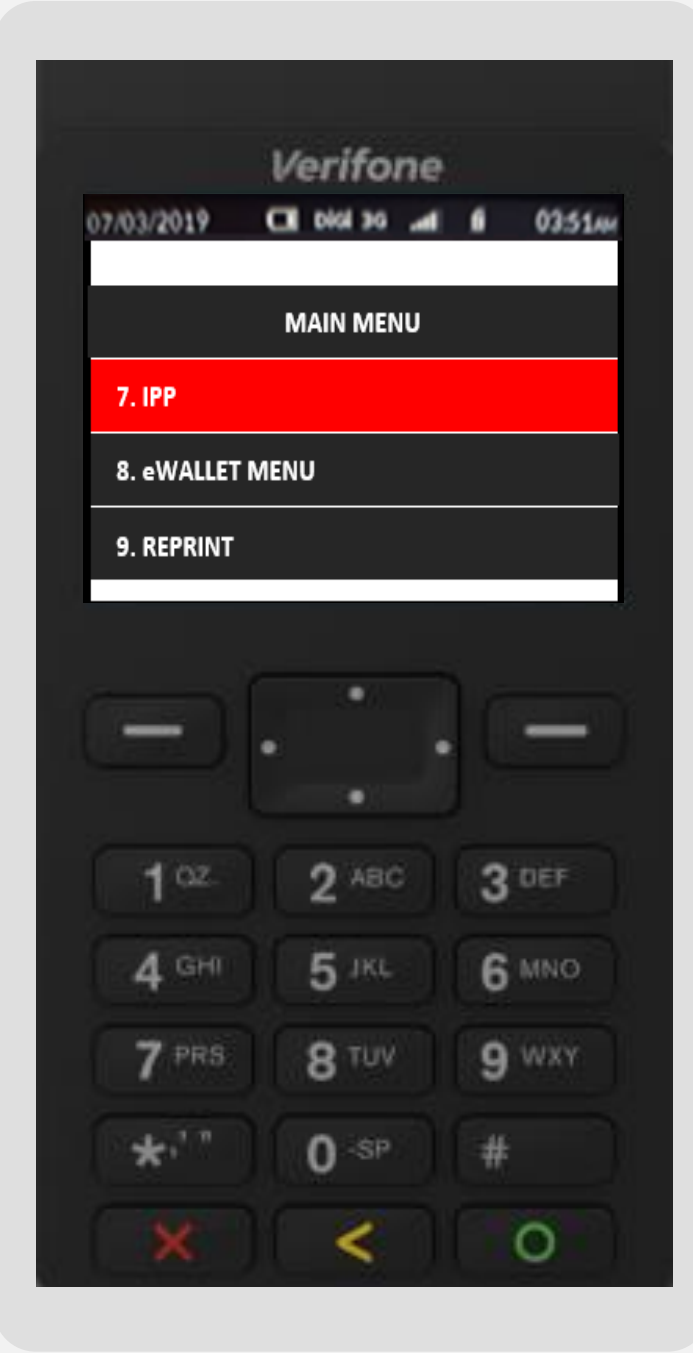
Sale | IPP

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STEP
1

Press **'ENTER'** key to access main menu



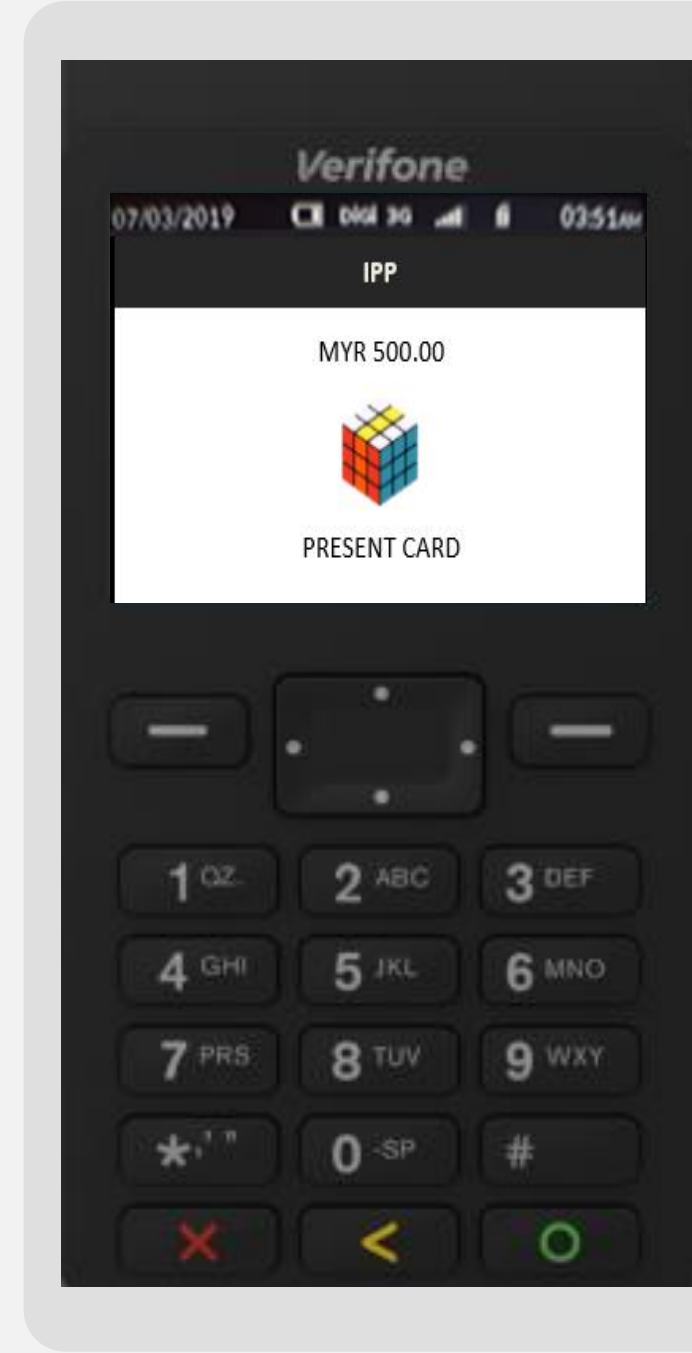
STEP
2

Press down the navigation key. Select **'IPP'** and press **'ENTER'**



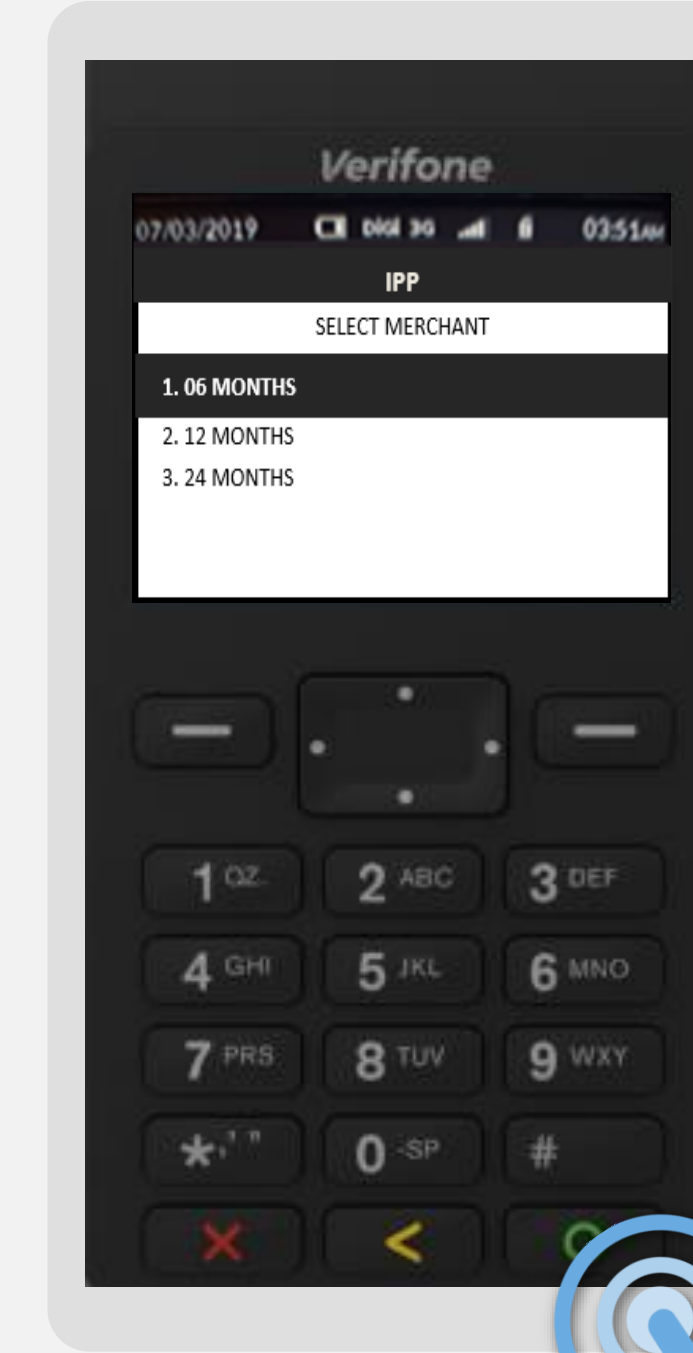
STEP
3

Key in sale amount and press **'ENTER'**



STEP
4

Insert payment card into the terminal

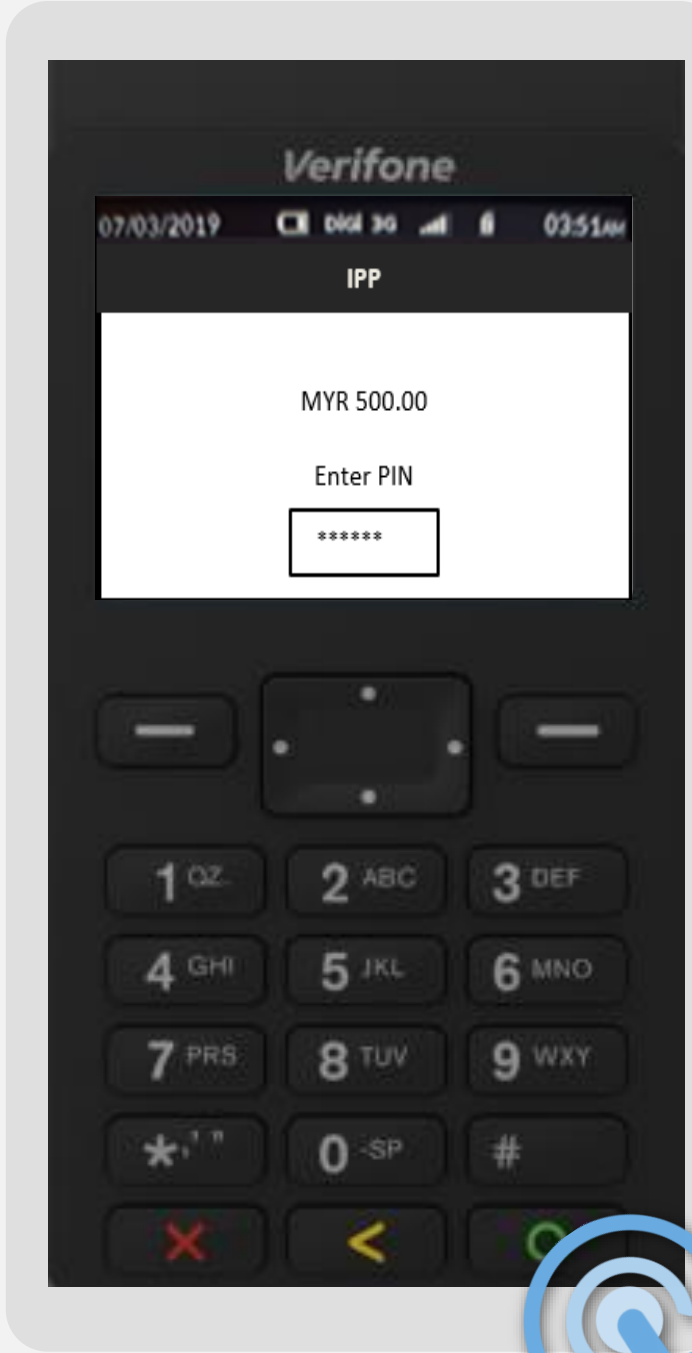


STEP
5

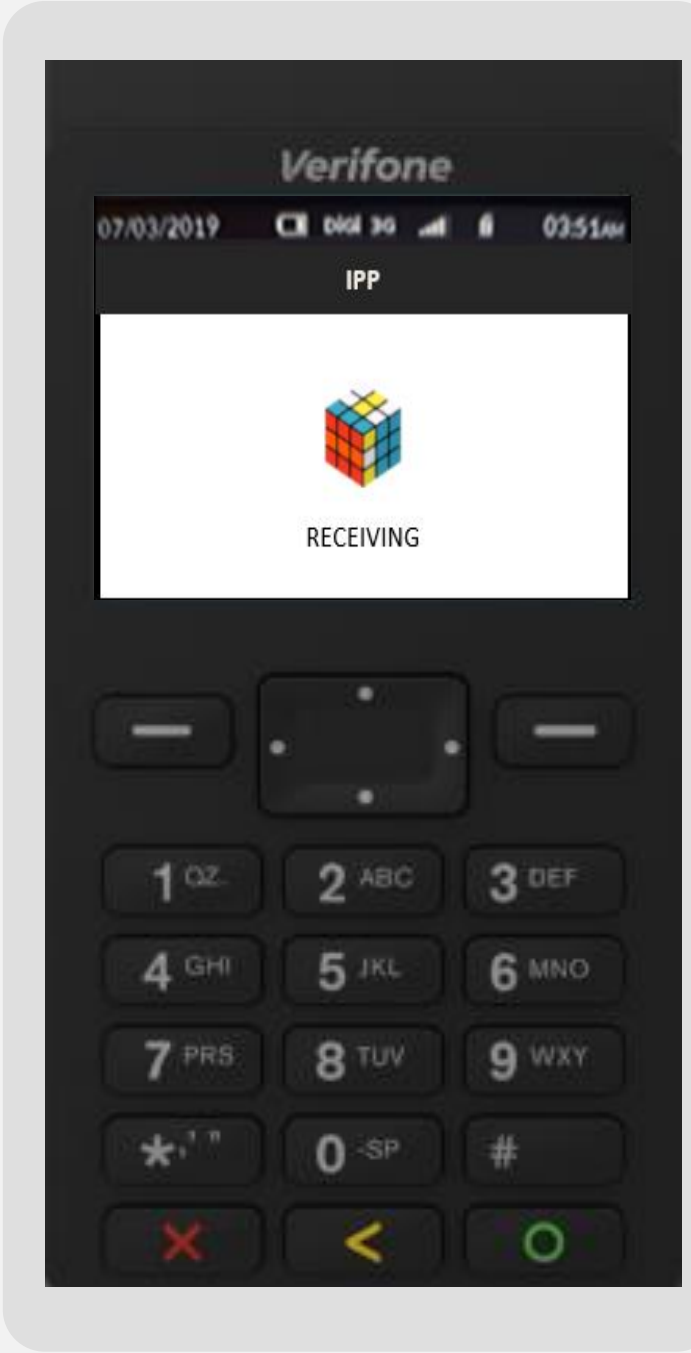
Select tenure and press **'ENTER'**

Sale | IPP

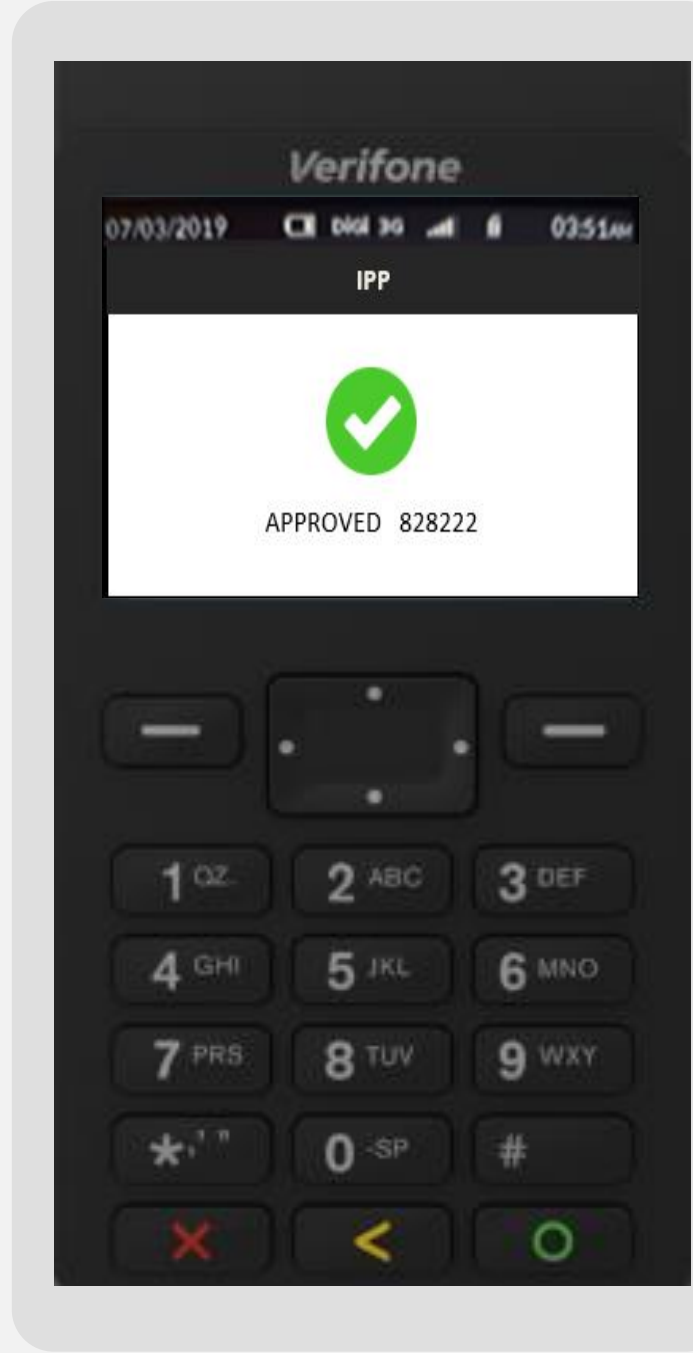
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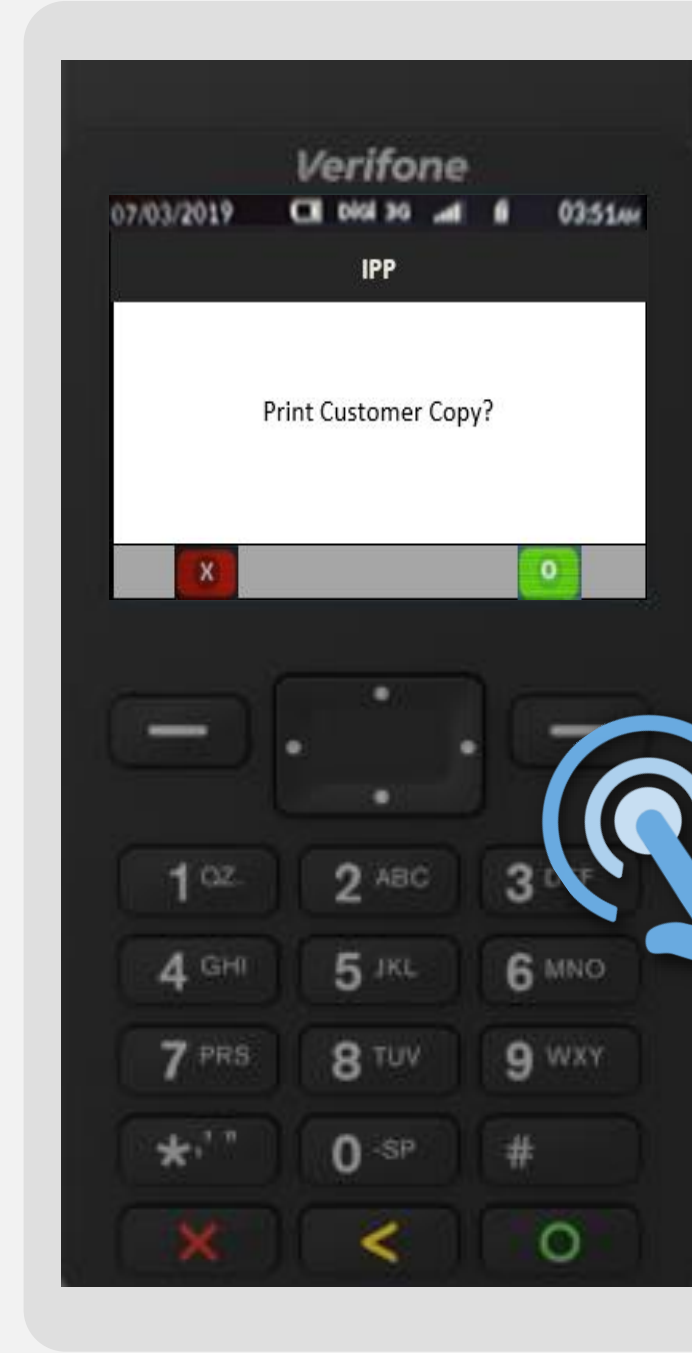
STEP 6 | Key in 6 Digit PIN and press **'ENTER'**



STEP 7 | Sending to Host for processing



STEP 8 | Transaction approved and merchant's receipt printed out



STEP 9 | Press **'YES'** to print customer's receipt

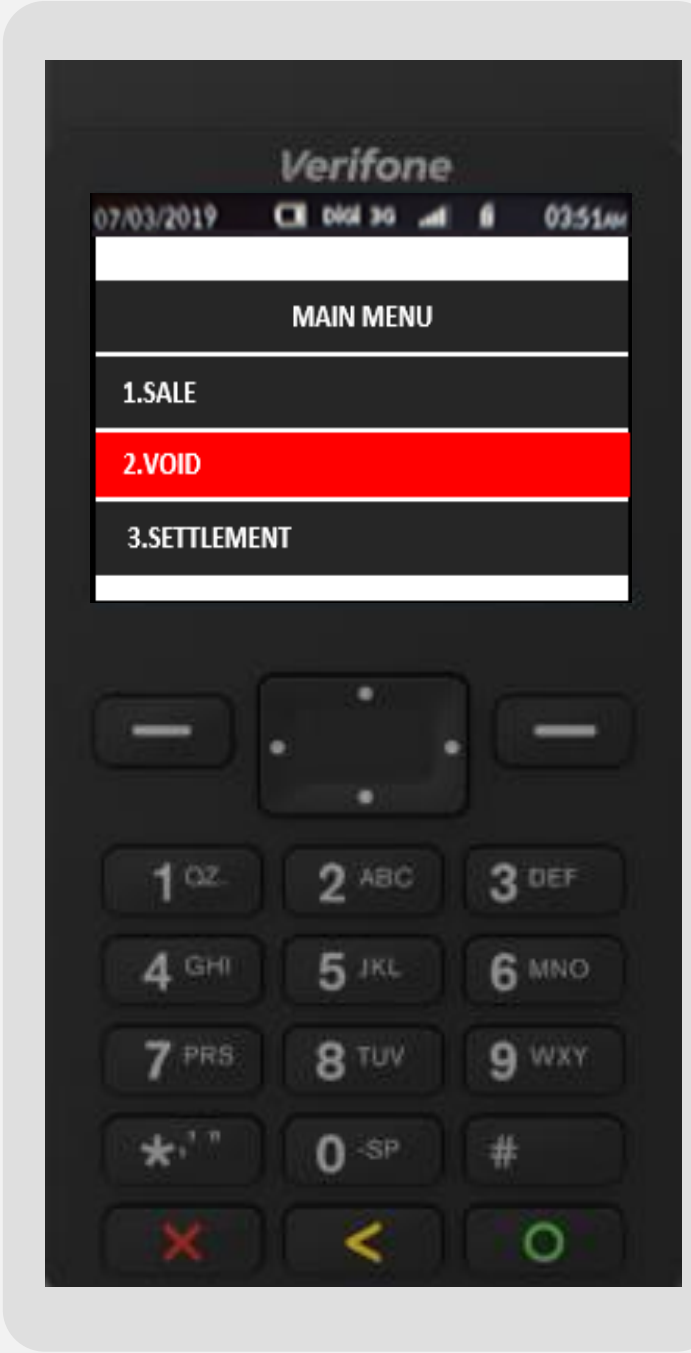
Void

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STEP
1

Press **'ENTER'** key to access main menu



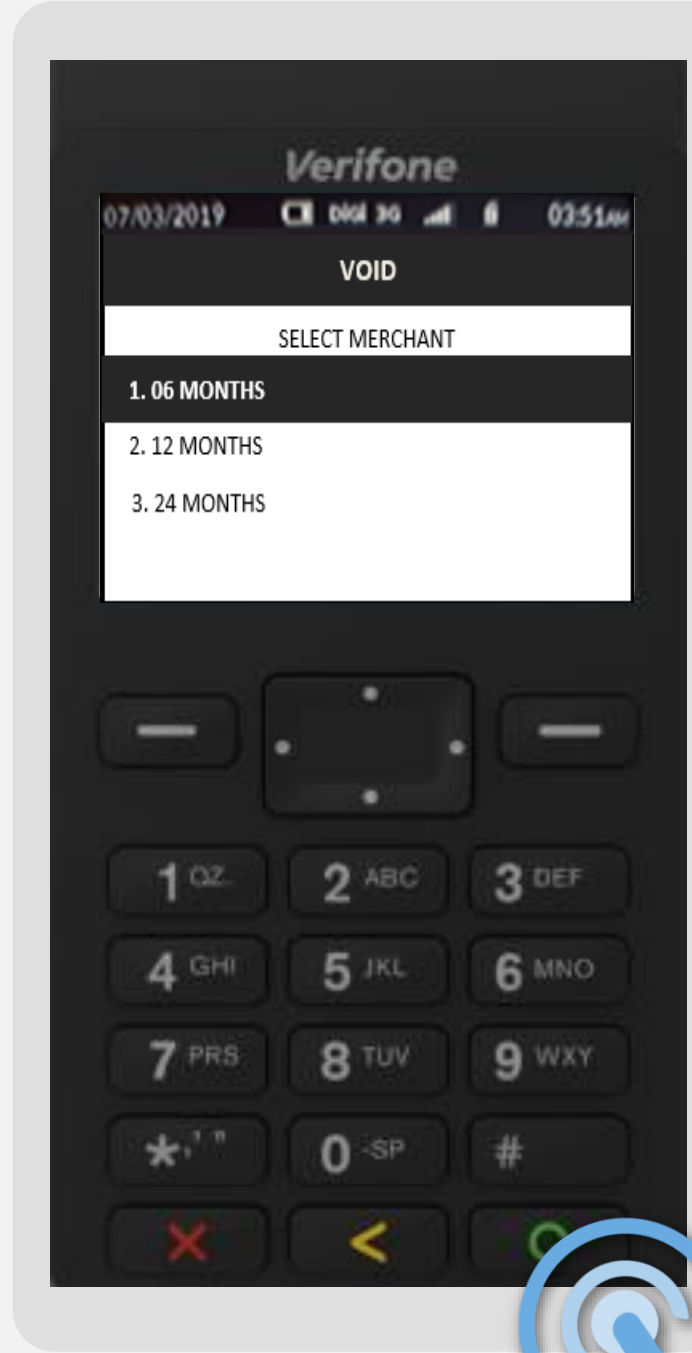
STEP
2

Select **'2'** for **'VOID'** and press **'ENTER'**



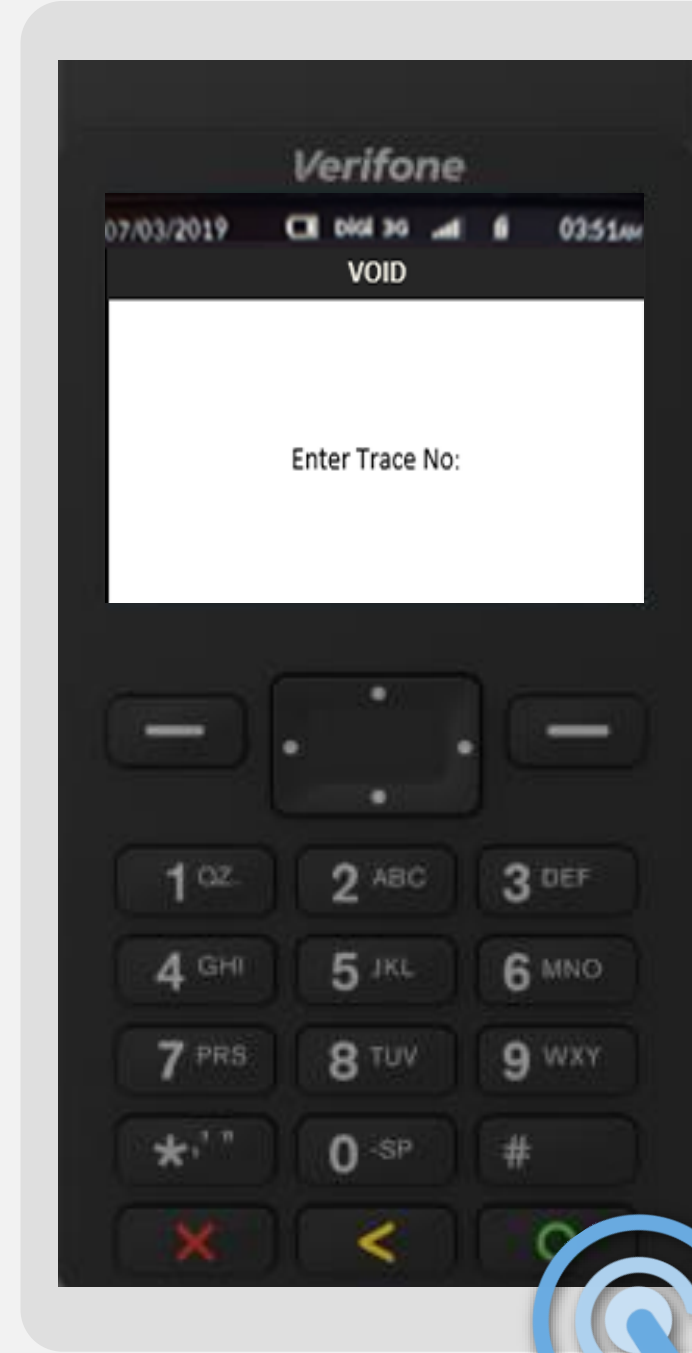
STEP
3

Select required **'Host'** and press **'ENTER'**



STEP
4

Key in merchant's 4 digit password and press **'ENTER'**

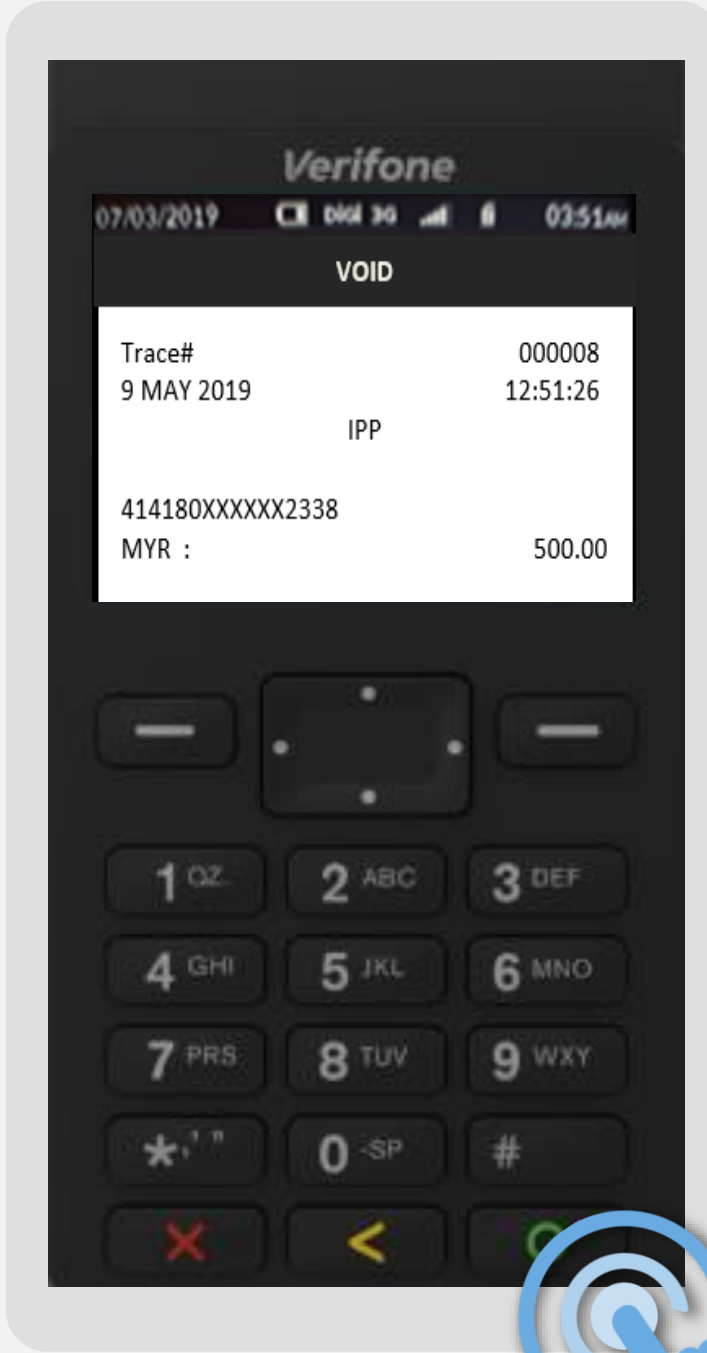


STEP
5

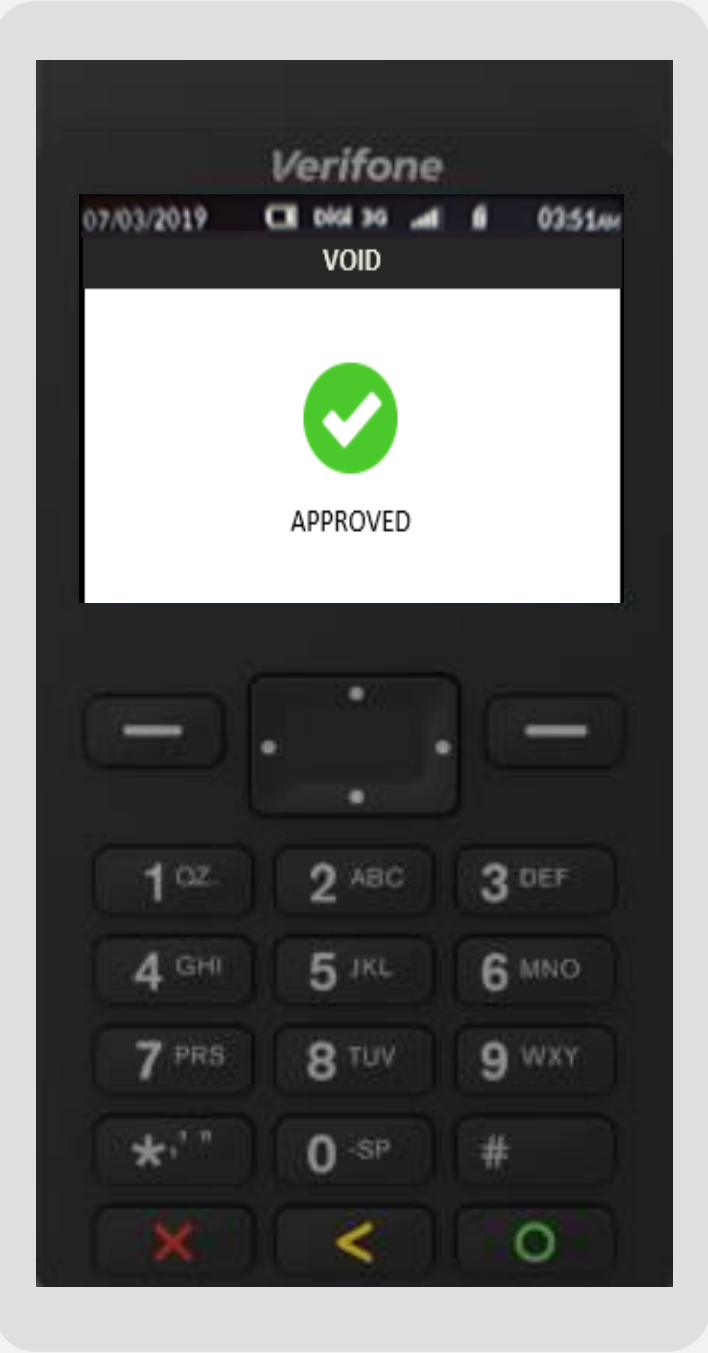
Refer to sale slip, key in trace number and press **'ENTER'**

Void

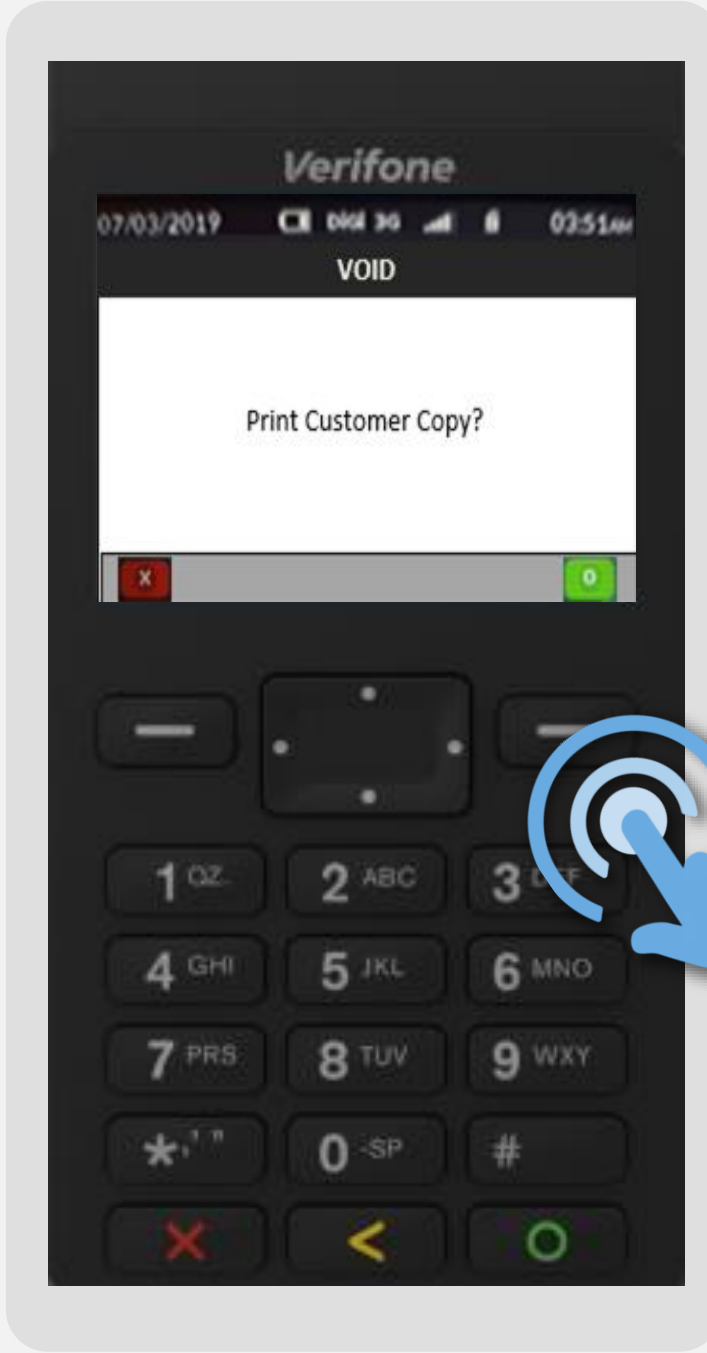
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STEP 6 Confirm transaction record and press **'ENTER'**



STEP 7 Transaction approved and merchant's receipt printed out



STEP 8 Press **'YES'** to print customer's receipt