



PAYMENT TRANSACTION PROCEDURES

Sale (Contact) | Visa/Mastercard, Amex & MyDebit

Quick Reference Guide

Terminal Model: ENGAGE V200T



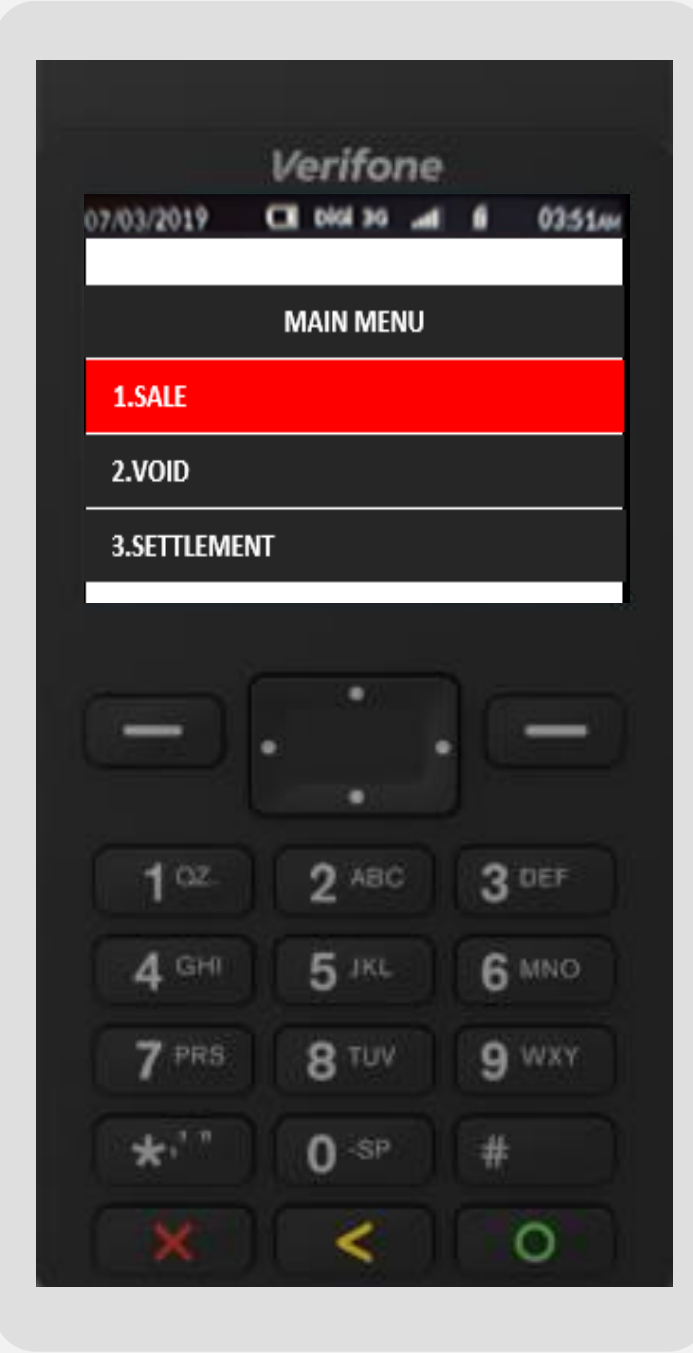
Sale | Insert Card

Quick Reference Guide
Terminal Model: ENGAGE V200T



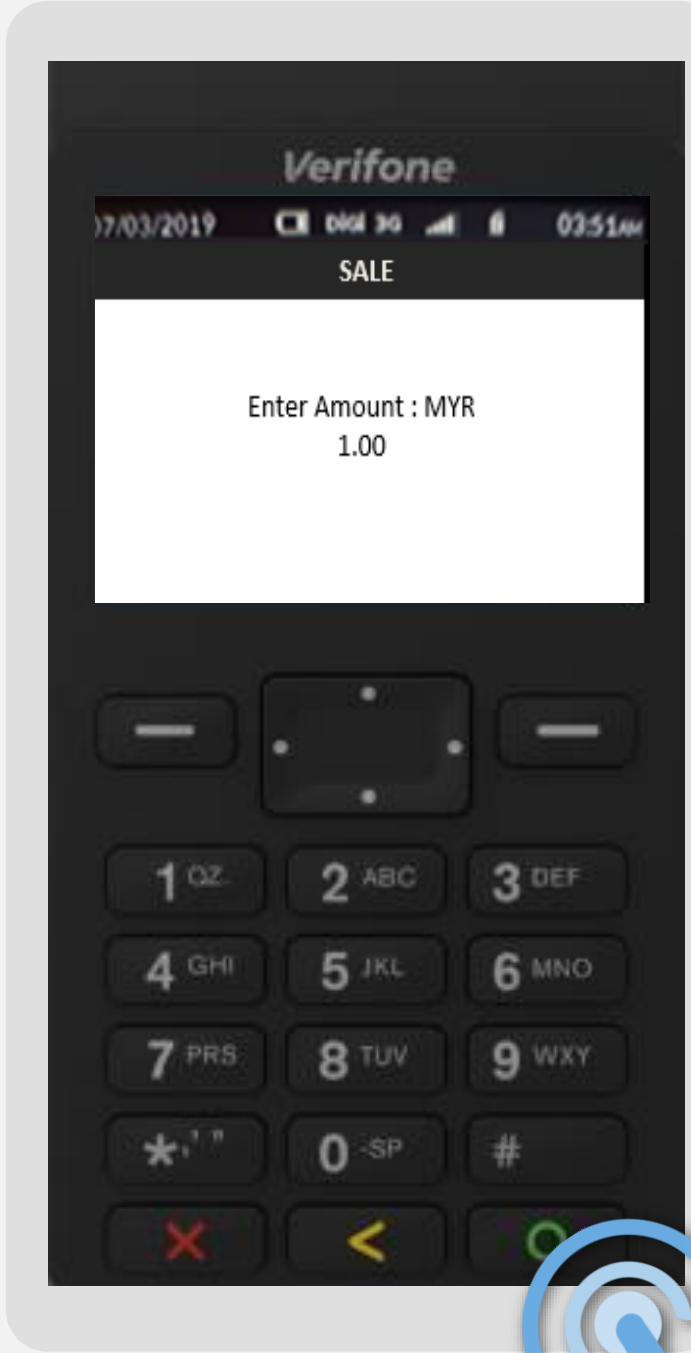
STEP
1

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



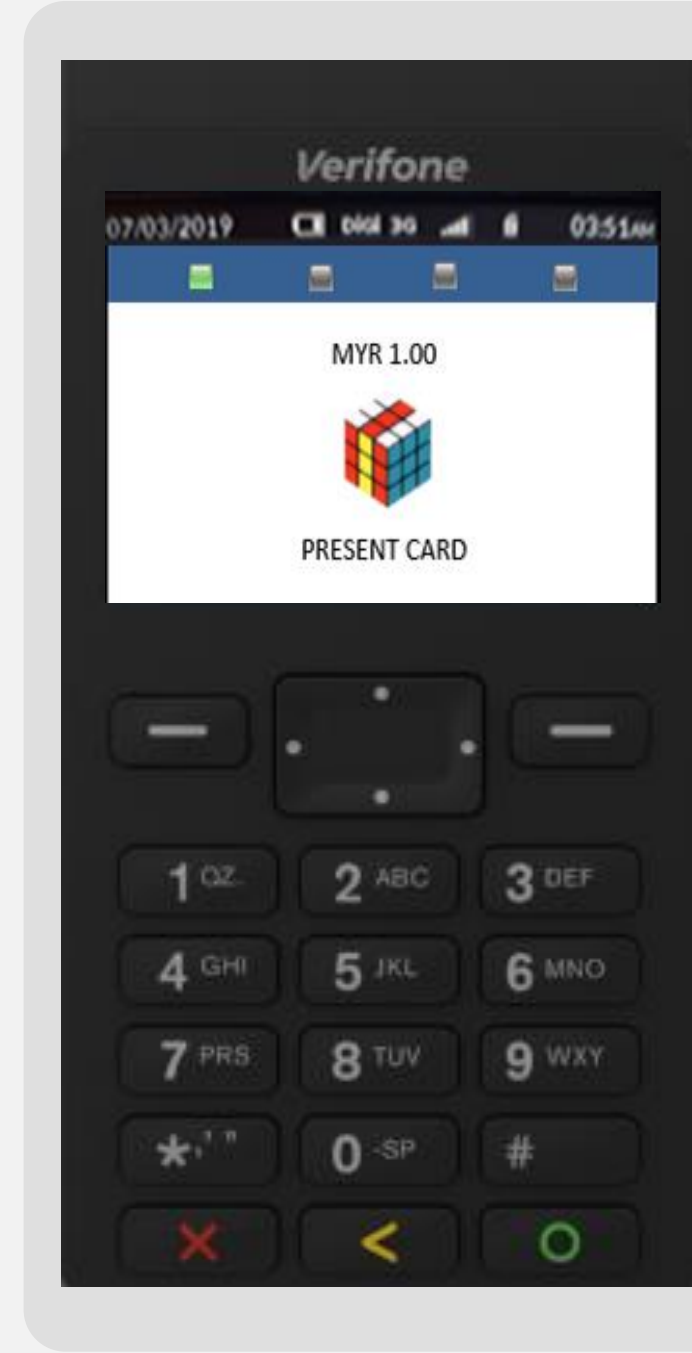
STEP
2

Select **'1'** for **'SALE'** and press **'ENTER'**



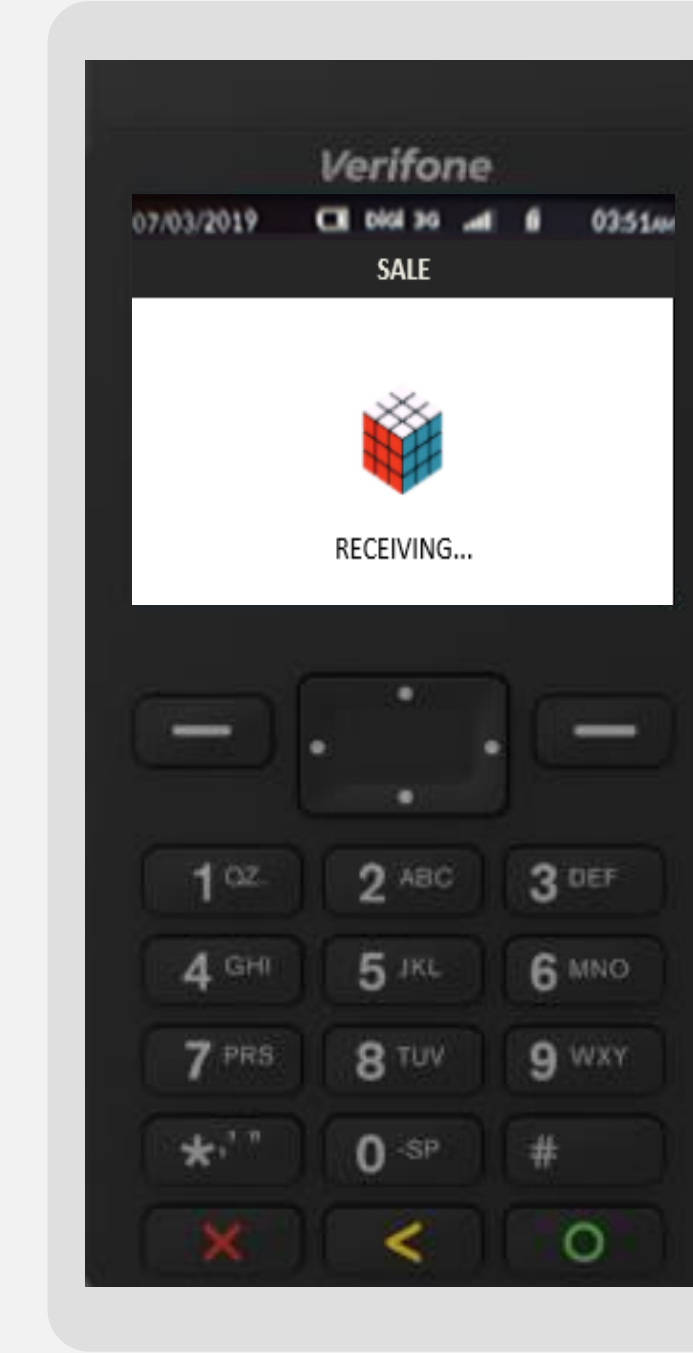
STEP
3

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



STEP
4

Insert payment card into the terminal

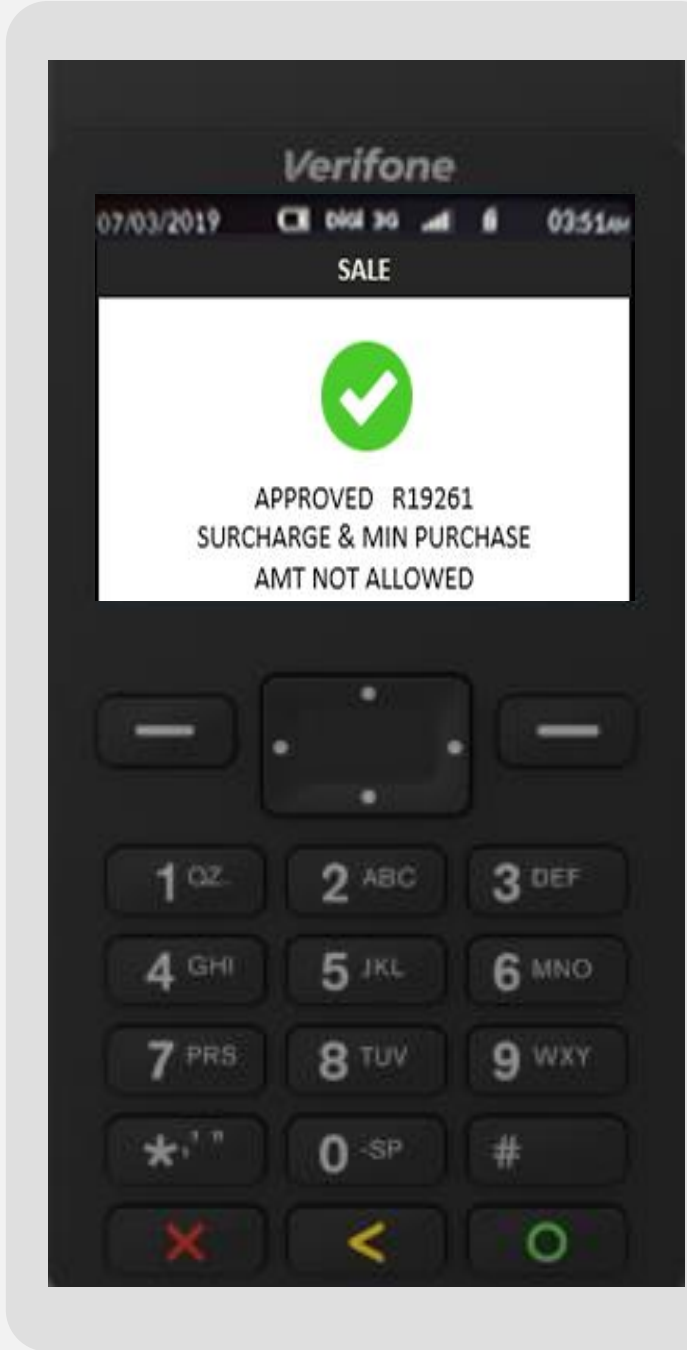


STEP
5

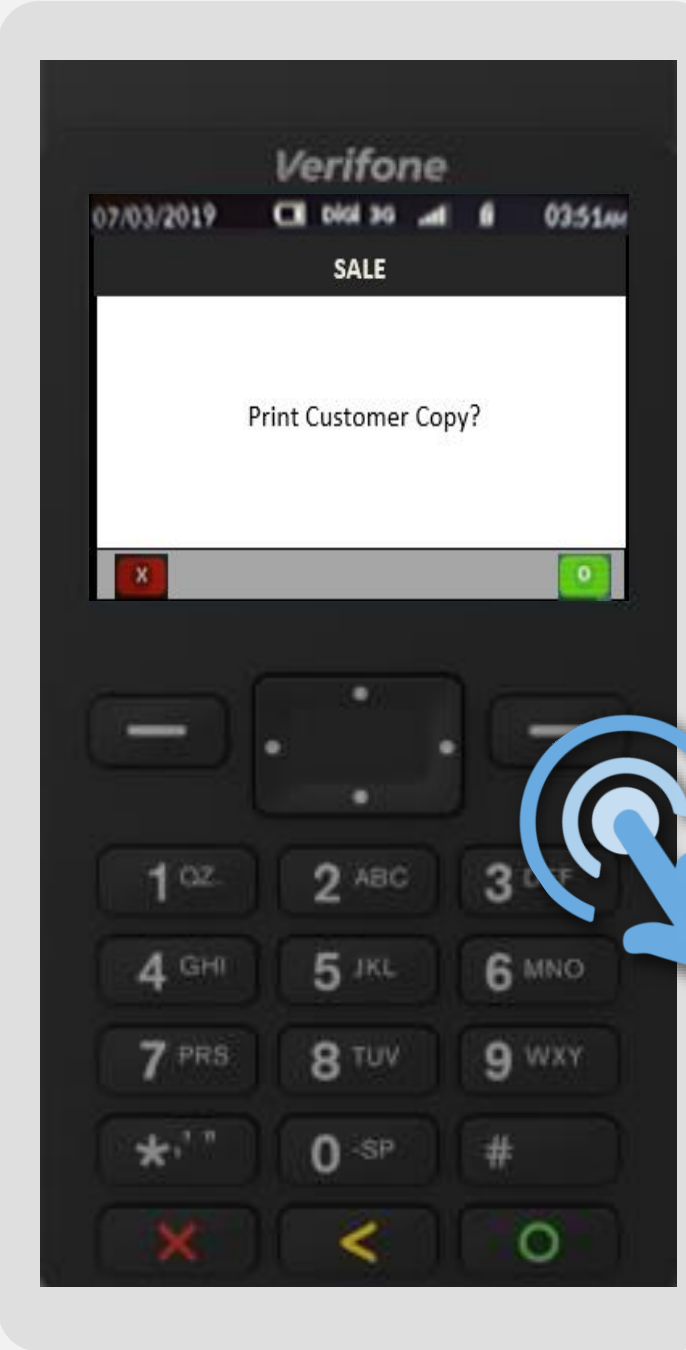
Sending to host for processing

Sale | Insert Card

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STEP 6 Transaction approved and merchant's receipt printed out



STEP 7 Press 'YES' to print customer's receipt

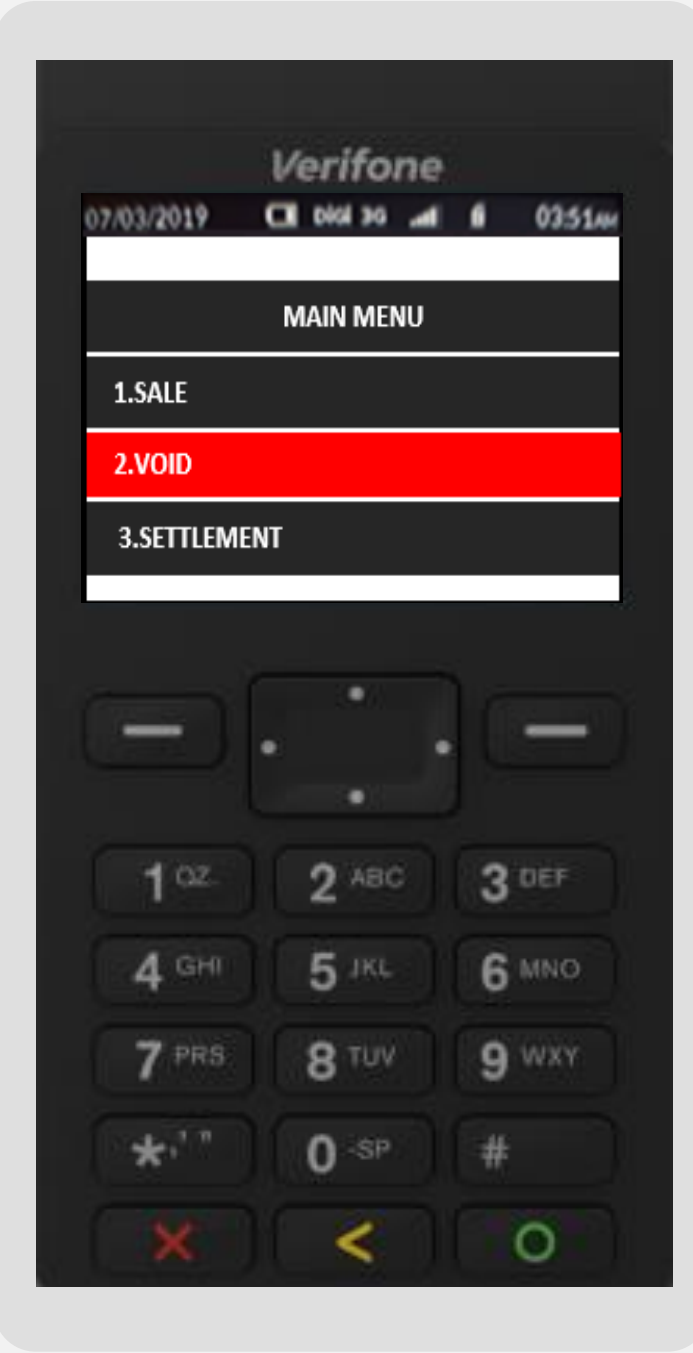
Void

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STEP
1

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



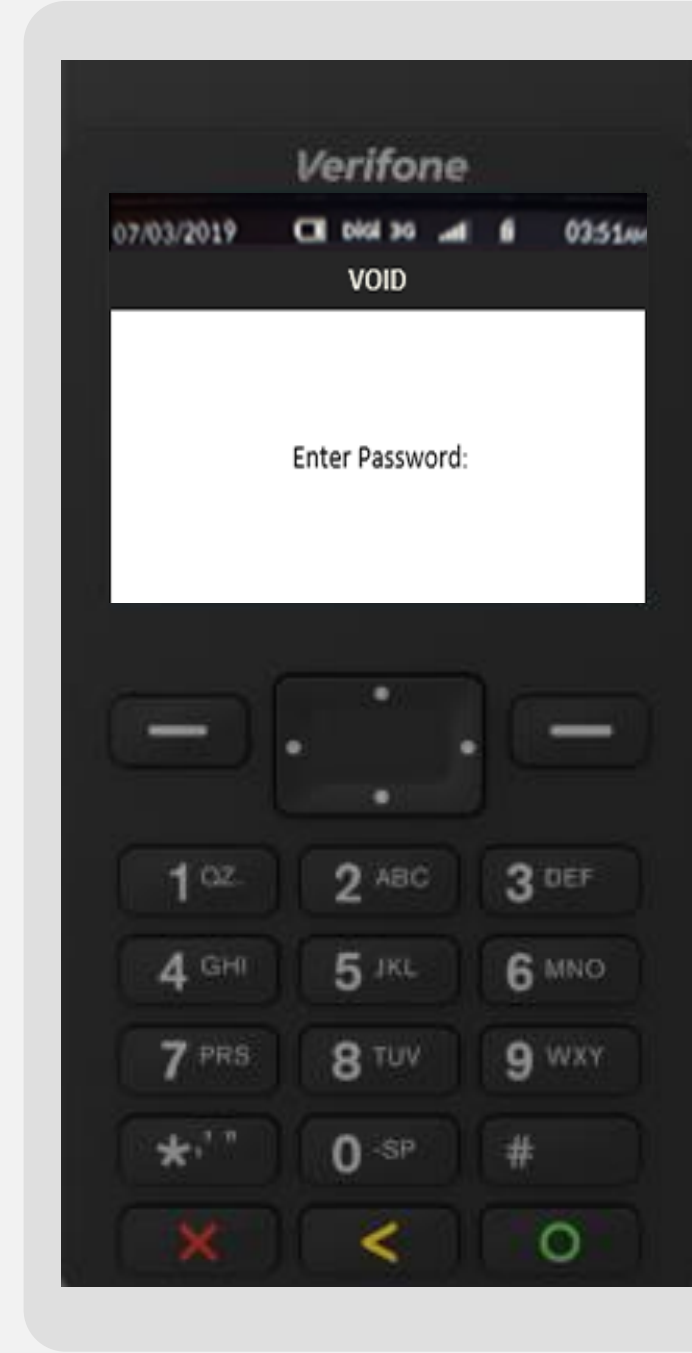
STEP
2

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



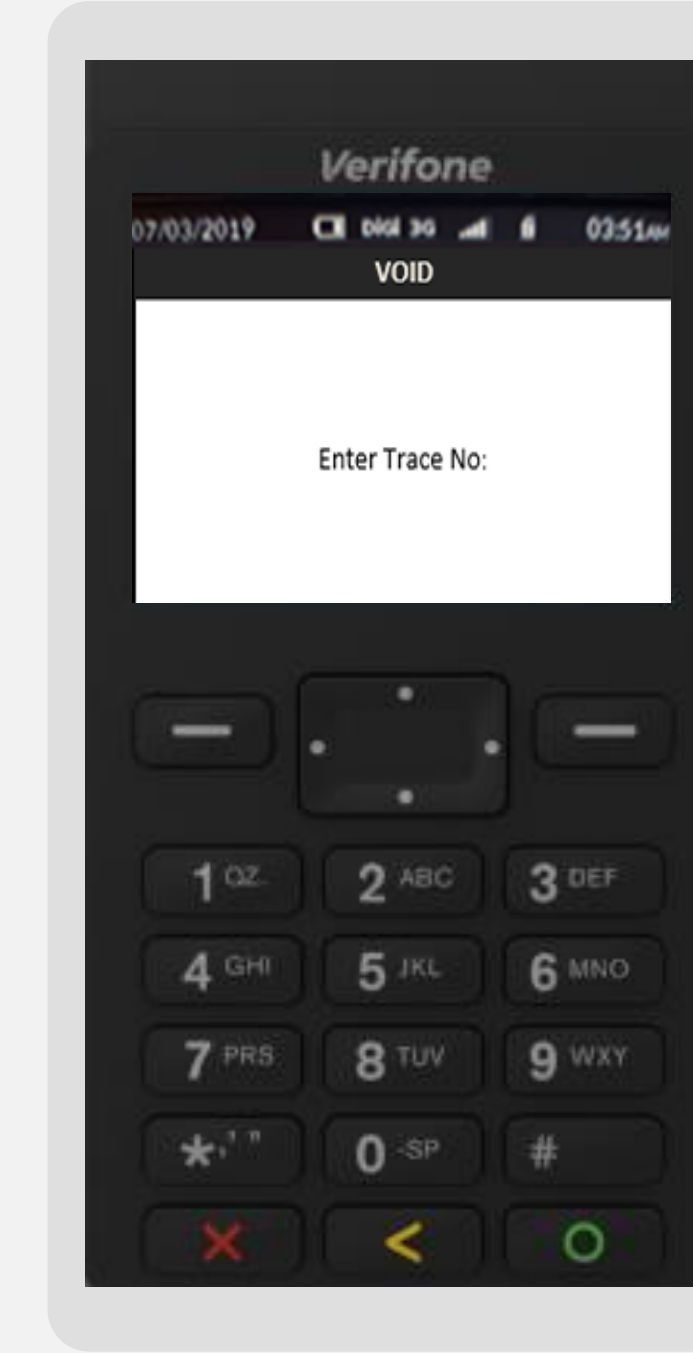
STEP
3

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



STEP
4

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

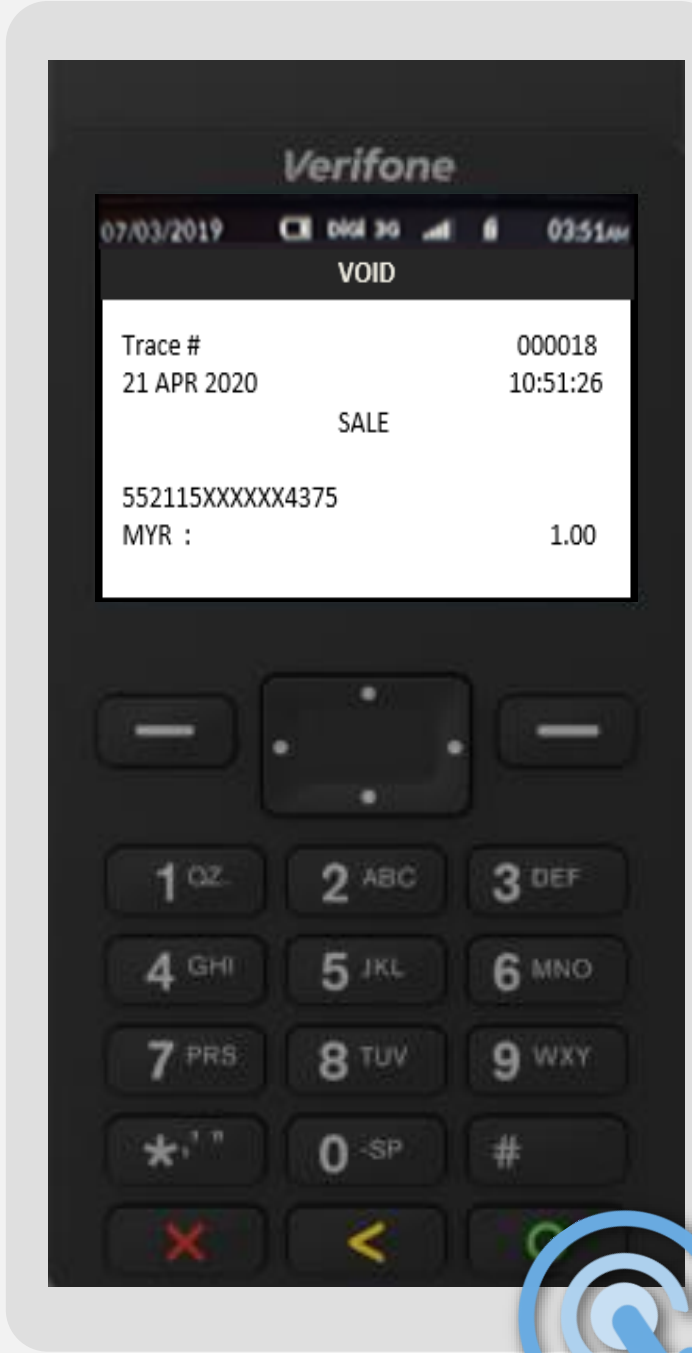


STEP
5

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

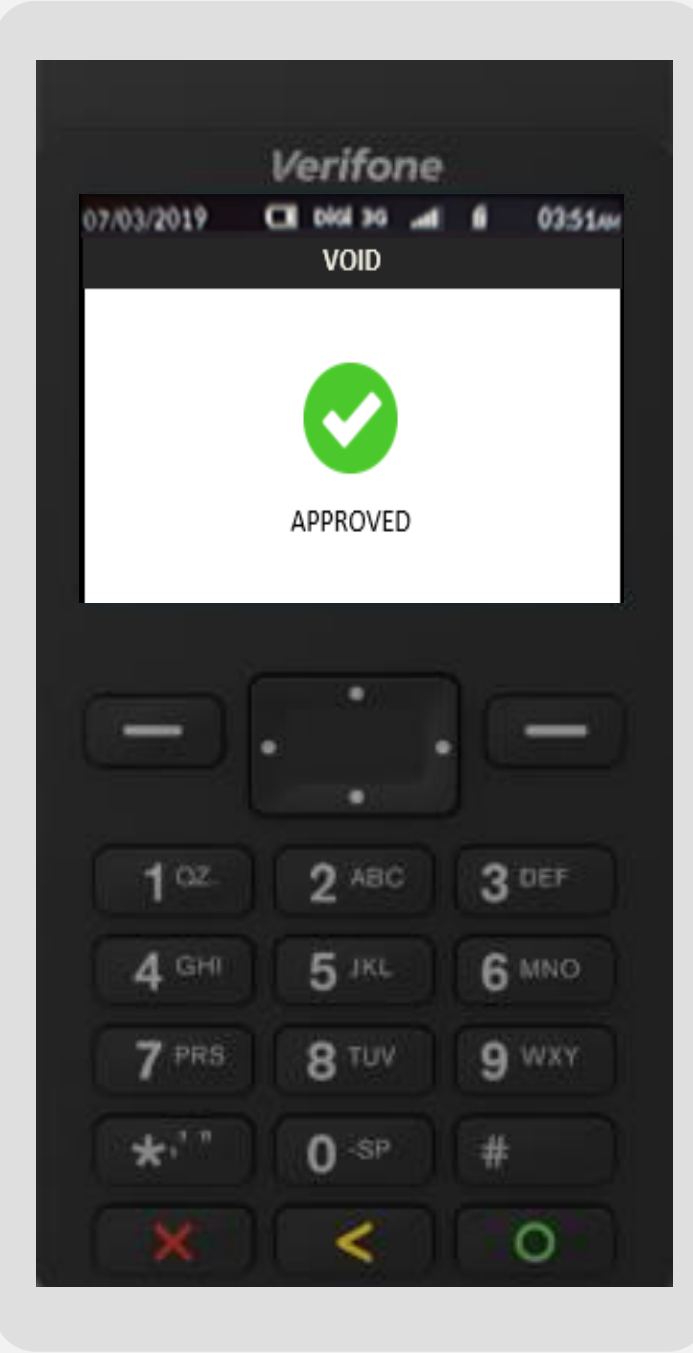
Void

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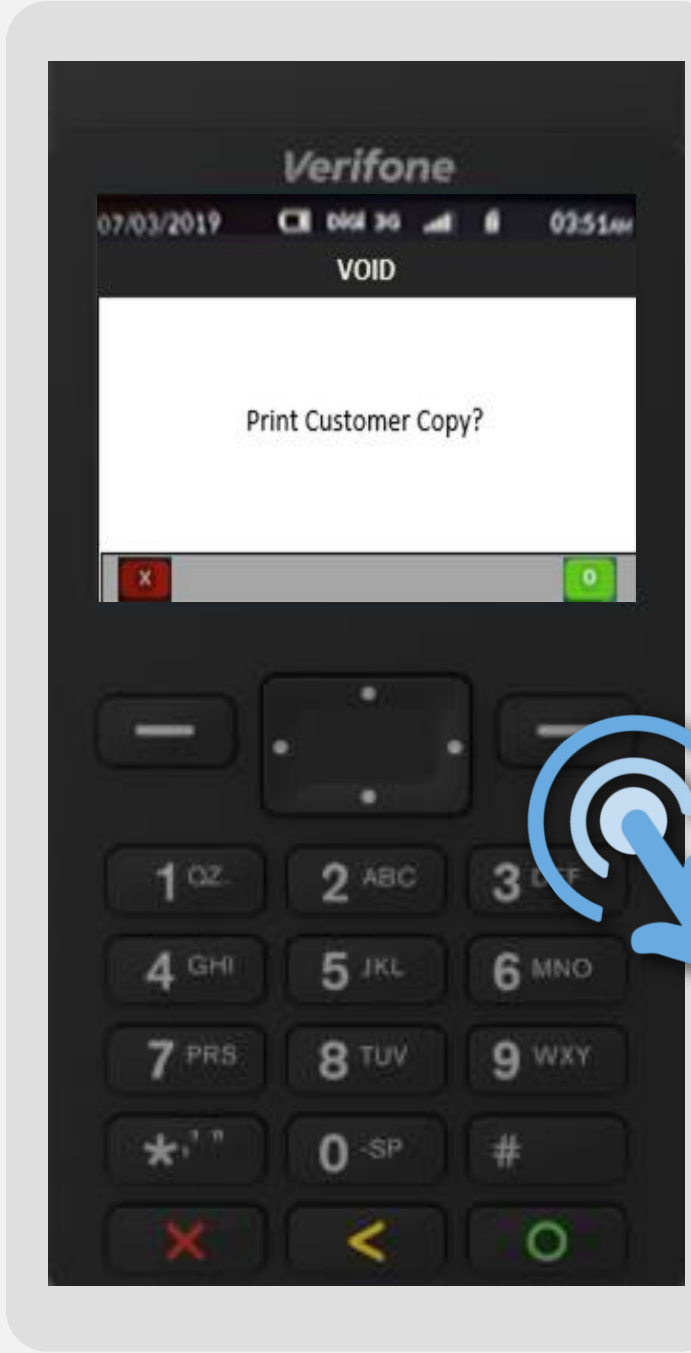
STEP
6

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