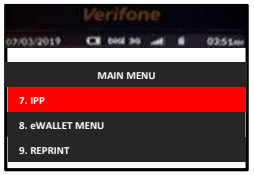
Installment Transaction Procedures

Quick Reference Guide
Model: Engage V200t

IPP SALE

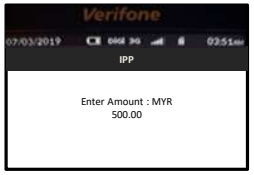
1. Press **<ENTER>** key to access main menu

6. Key in 6 digit PIN and press **<ENTER>**

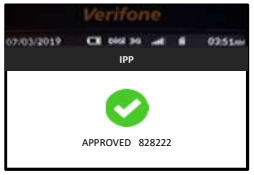


2. Press 7 to Select I**PP** and press <ENTER>

7. Sending to Host for processing



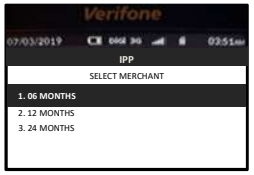
3. Key in amount and press **<ENTER>**



8. Transaction approved and merchant's receipt printed out

4. Insert Card

9. Press **YES** to print customer receipt

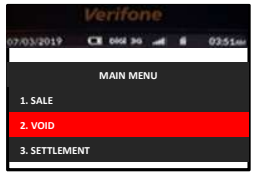


5. Select tenure and press **<ENTER>**

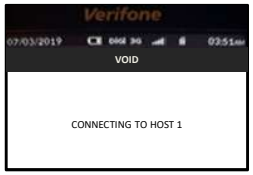
VOID

1. Press **<ENTER>** key to access main menu

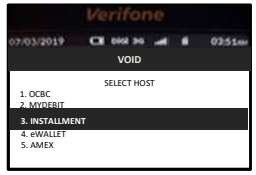
5. Confirm transaction record and press **<ENTER>**



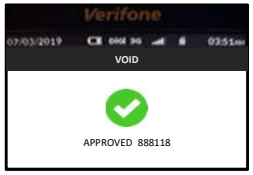
2. Select **2** for **VOID** and press **<ENTER>**



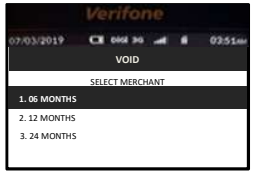
6. Sending to Host for processing



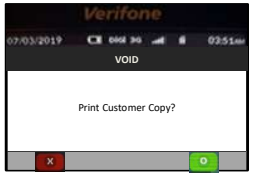
3. Select **HOST** and press <**ENTER**>



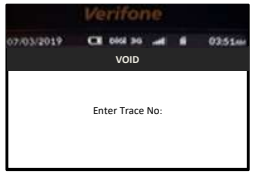
7. Transaction approved and merchant's receipt printed out



4. Select tenure and press **<ENTER>**



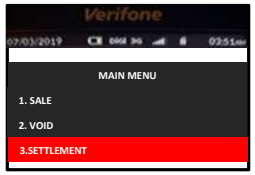
8. Press **YES** to print customer receipt



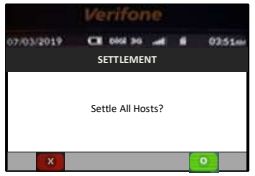
5. Refer to sale slip, key in **Trace#** and press **<ENTER>**

SETTLEMENT

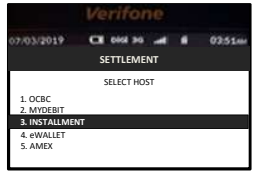
1. Press **<ENTER>** key to access main menu



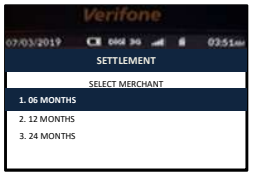
2. Select **3** for **SETTLEMENT** and press **<ENTER>**



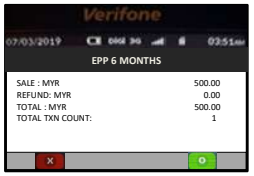
3. Press **YES** to settle all hosts, or Press **NO** to settle host by host



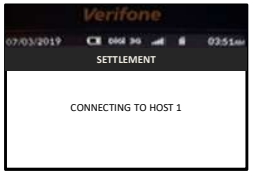
4. Select **HOST** and press **<ENTER>**



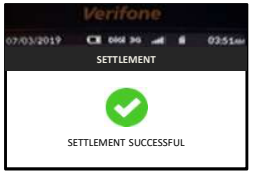
5. Select tenure and press **<ENTER>**



6. Confirm settlement total Press **<ENTER>** to proceed



7. Sending to Host for processing



8. Transaction approved and Settlement Report printed out