

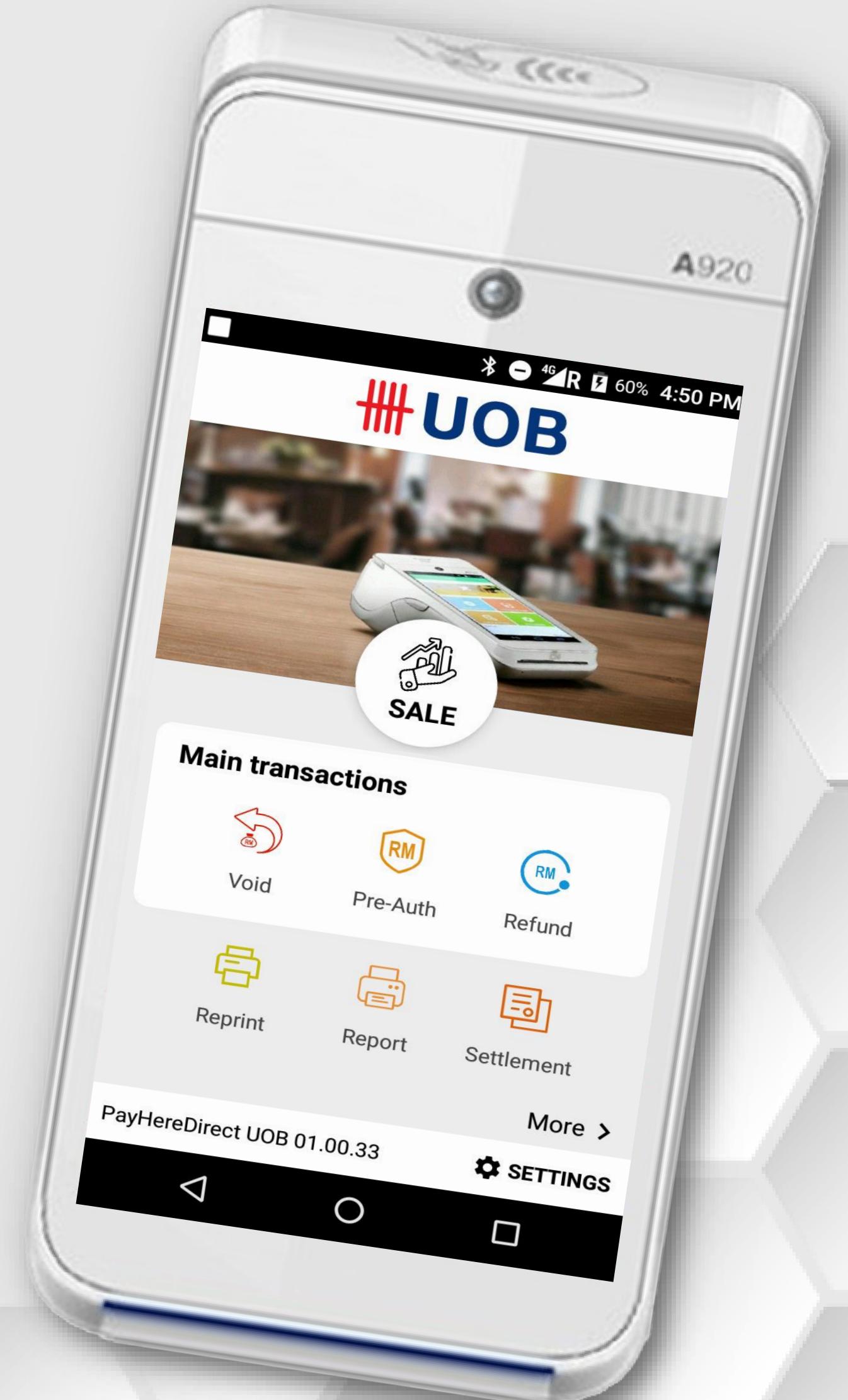


# TERMINAL USER GUIDE

## Pre-Authorisation & Offline Transaction

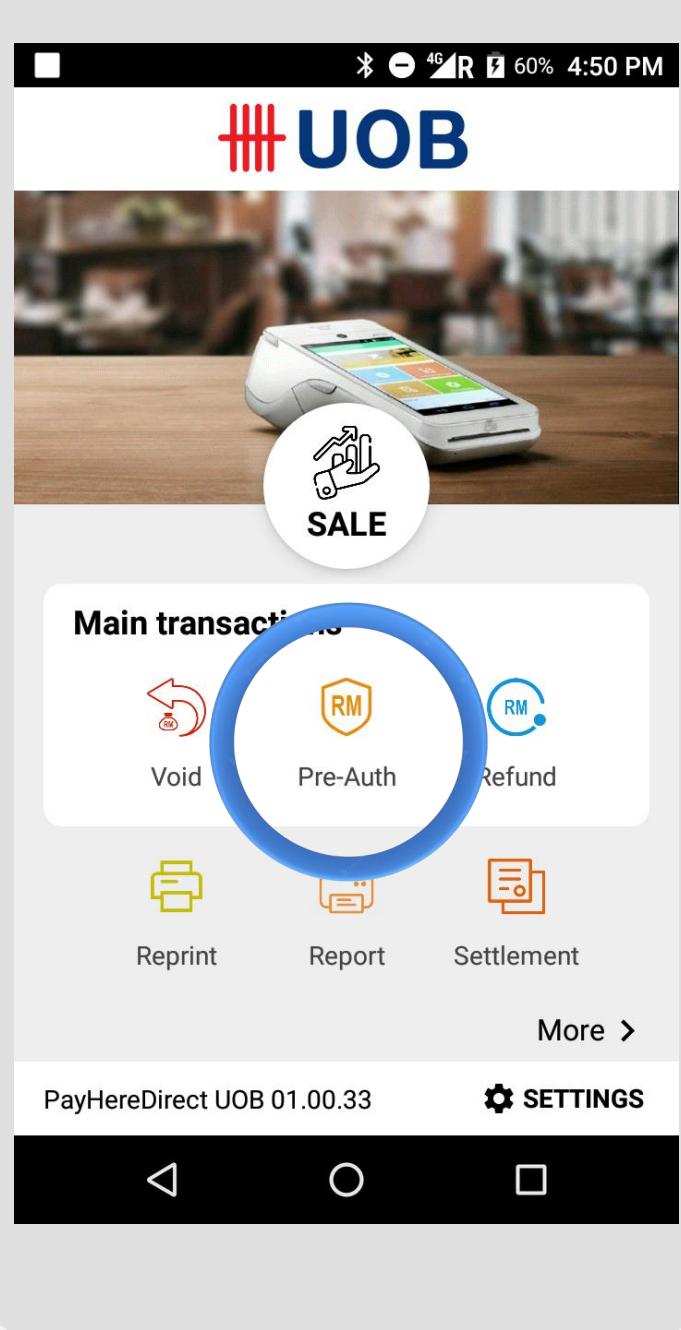
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Terminal Model: PAX A920

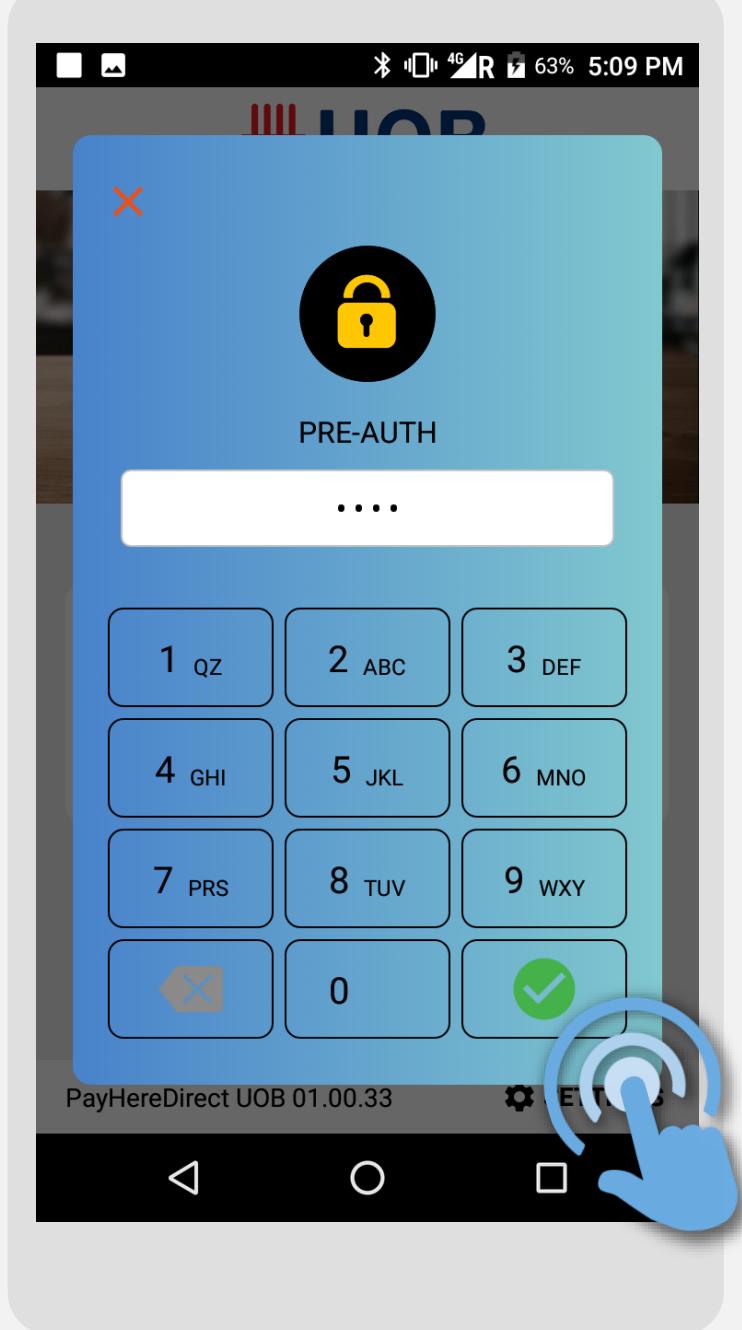


# Pre-Authorisation Transaction

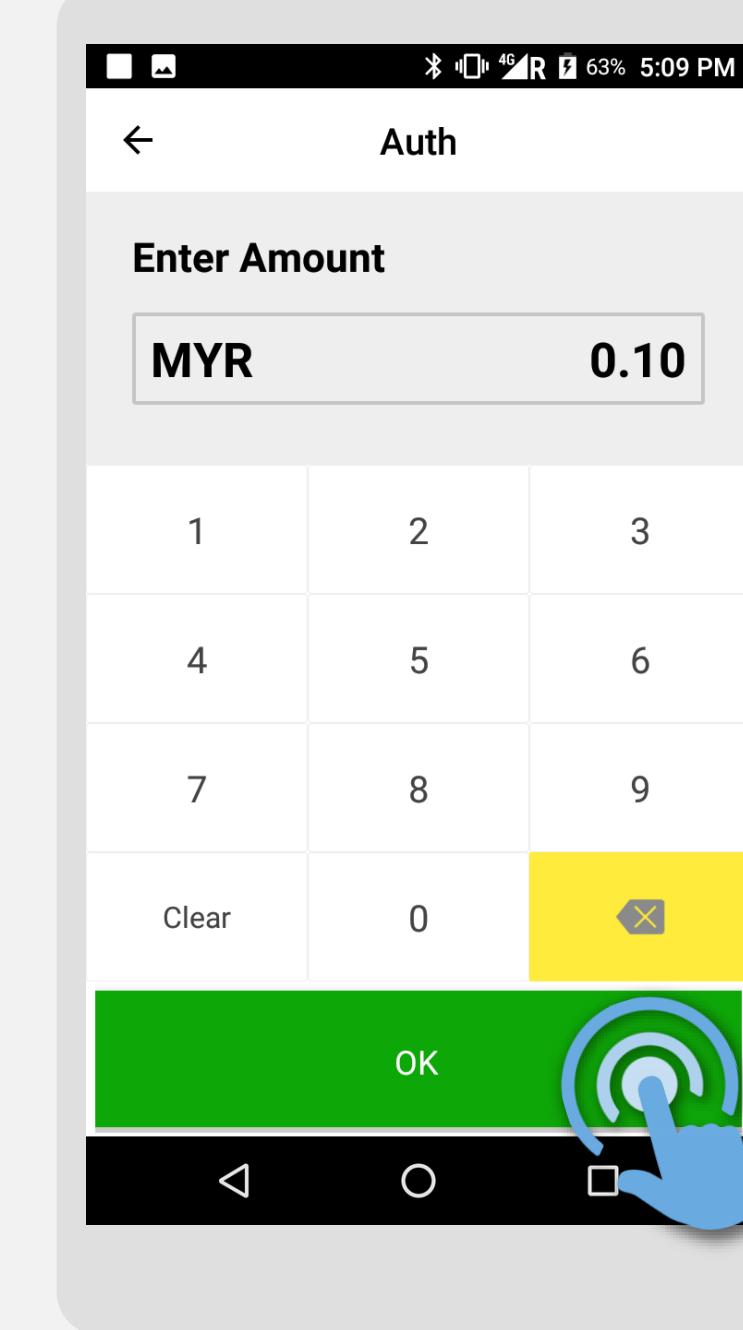
Terminal Model: Pax A920



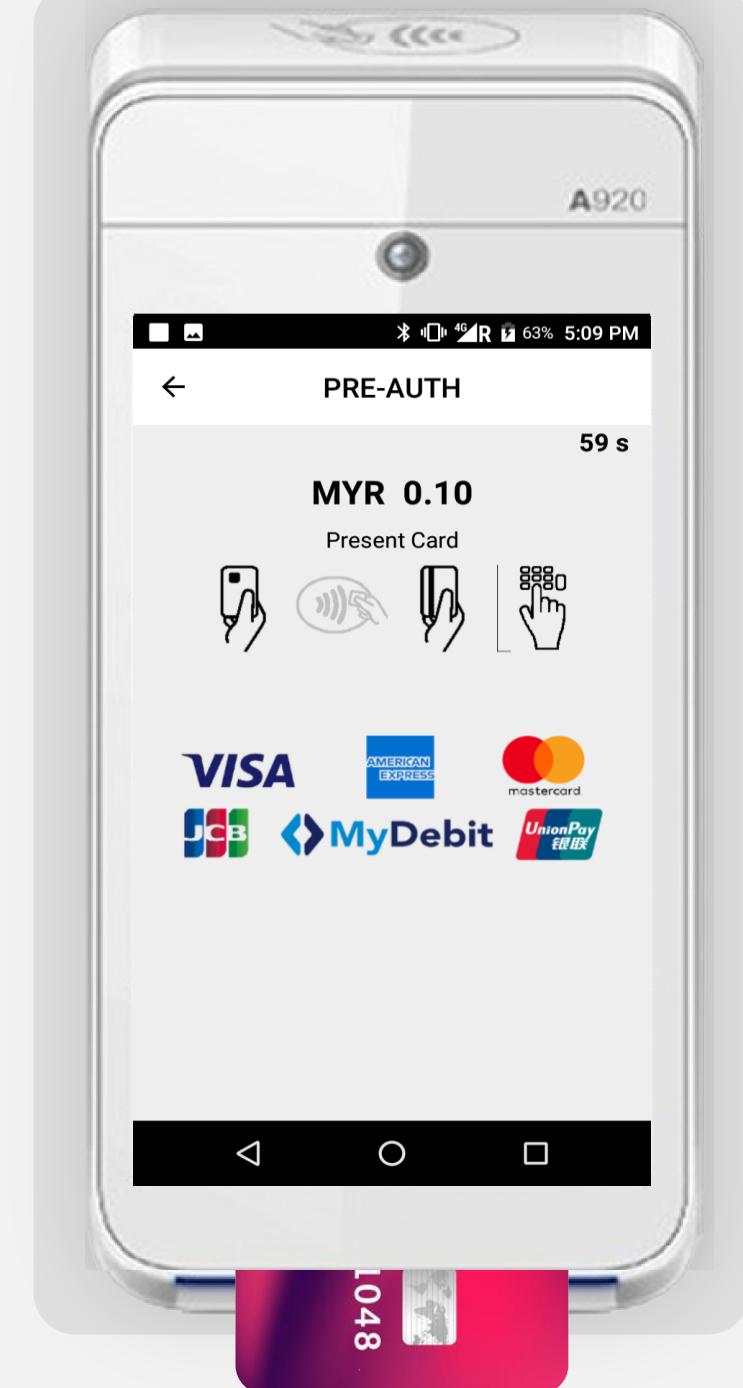
**STEP 1** Press on **Pre-Auth** icon



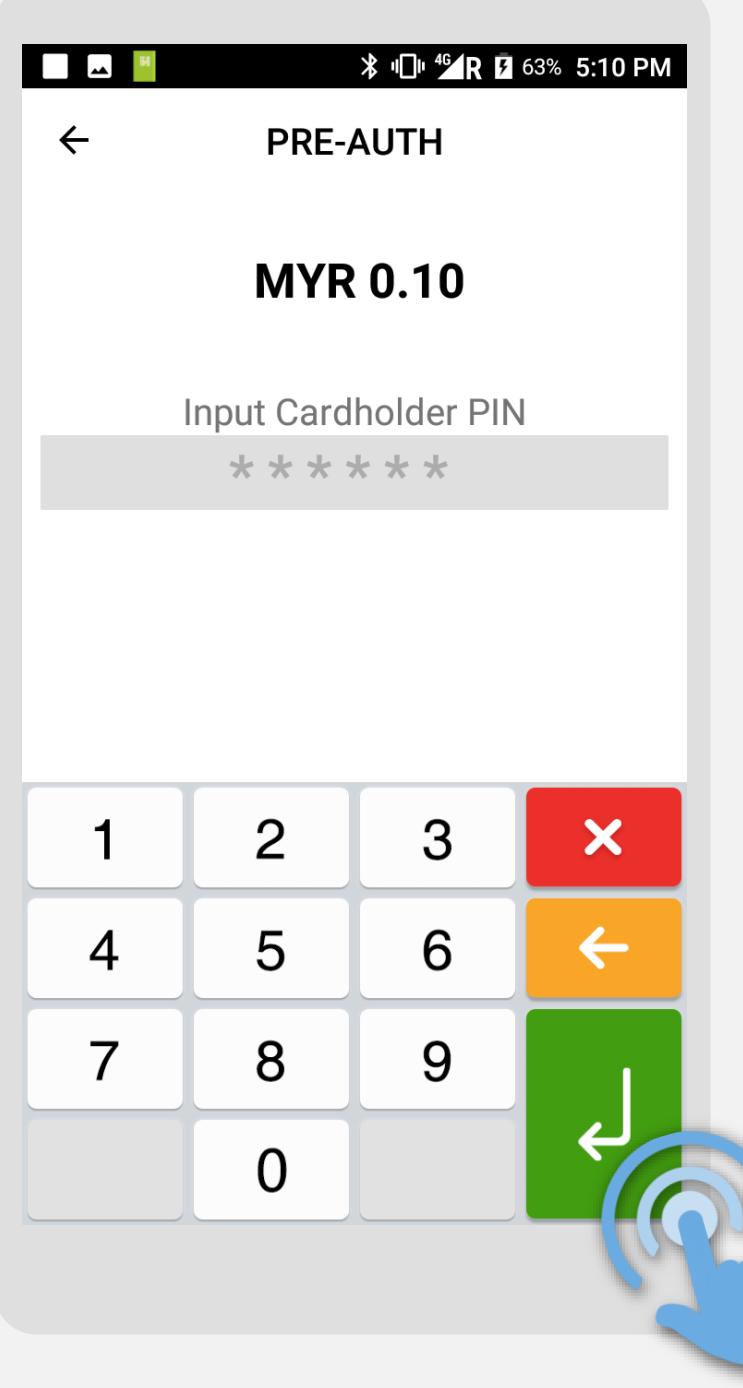
**STEP 2** Key in Pre-Auth password (Use default password 0000) and press ✓



**STEP 3** Key in Pre-Auth sale amount and press **OK**



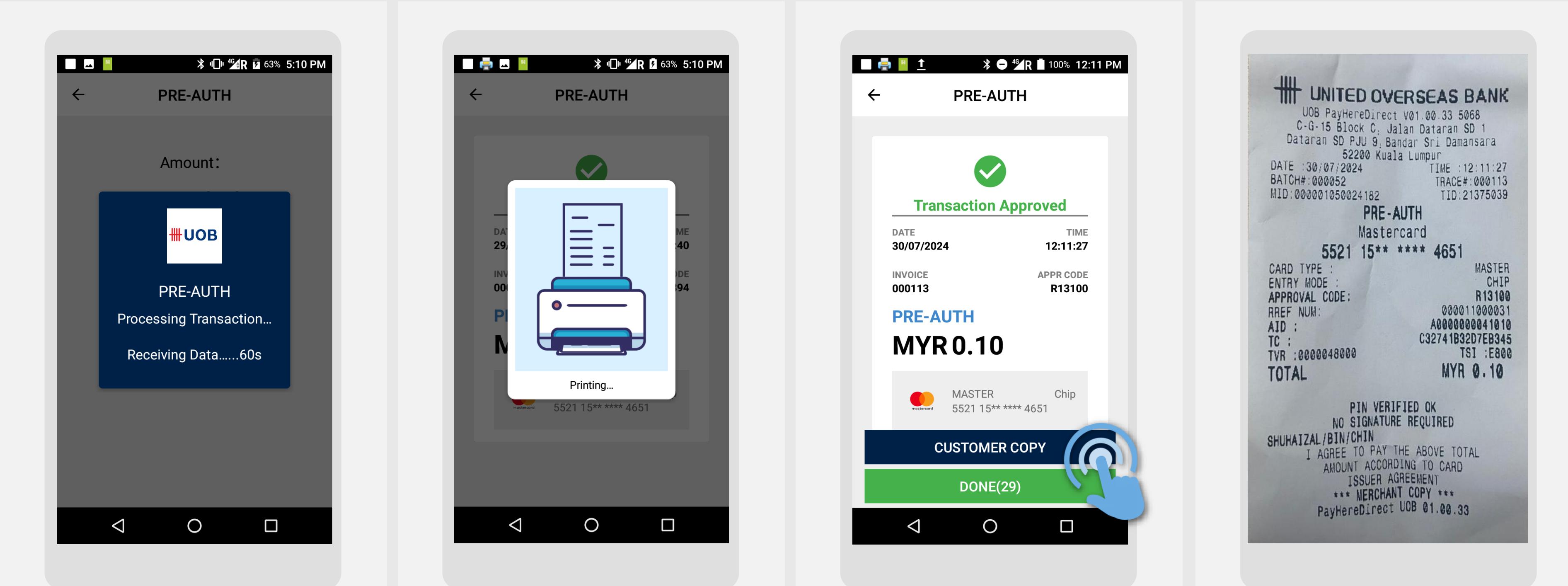
**STEP 4** **Insert** customer's card to the terminal



**STEP 5** Customer enters card PIN and press **Enter**

# Pre-Authorisation Transaction

Terminal Model: Pax A920



**STEP  
6**

Please wait while  
the transaction is  
in process

**STEP  
7**

Process is  
successful with  
merchant receipts  
printed out

**STEP  
8**

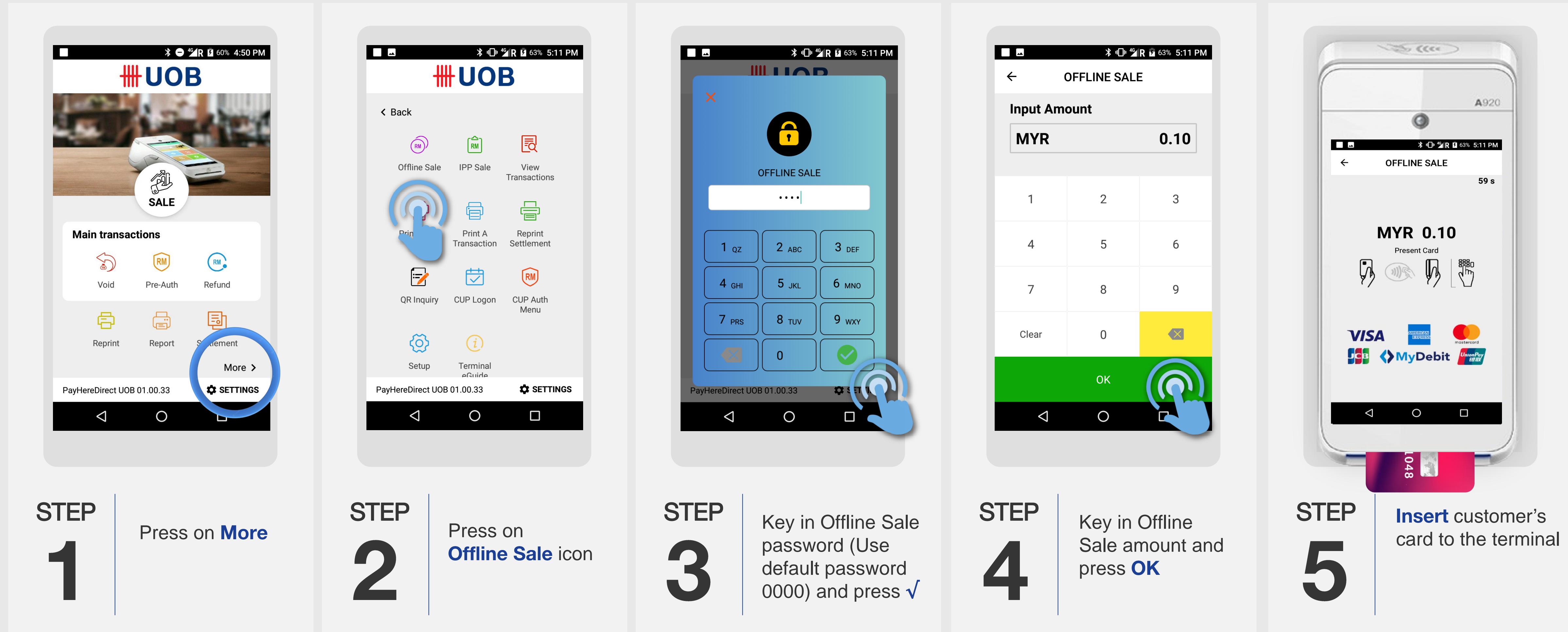
Press  
**Customer Copy** to  
print the customer  
copy receipt

**STEP  
9**

Sample of Pre-Auth  
Sale receipt

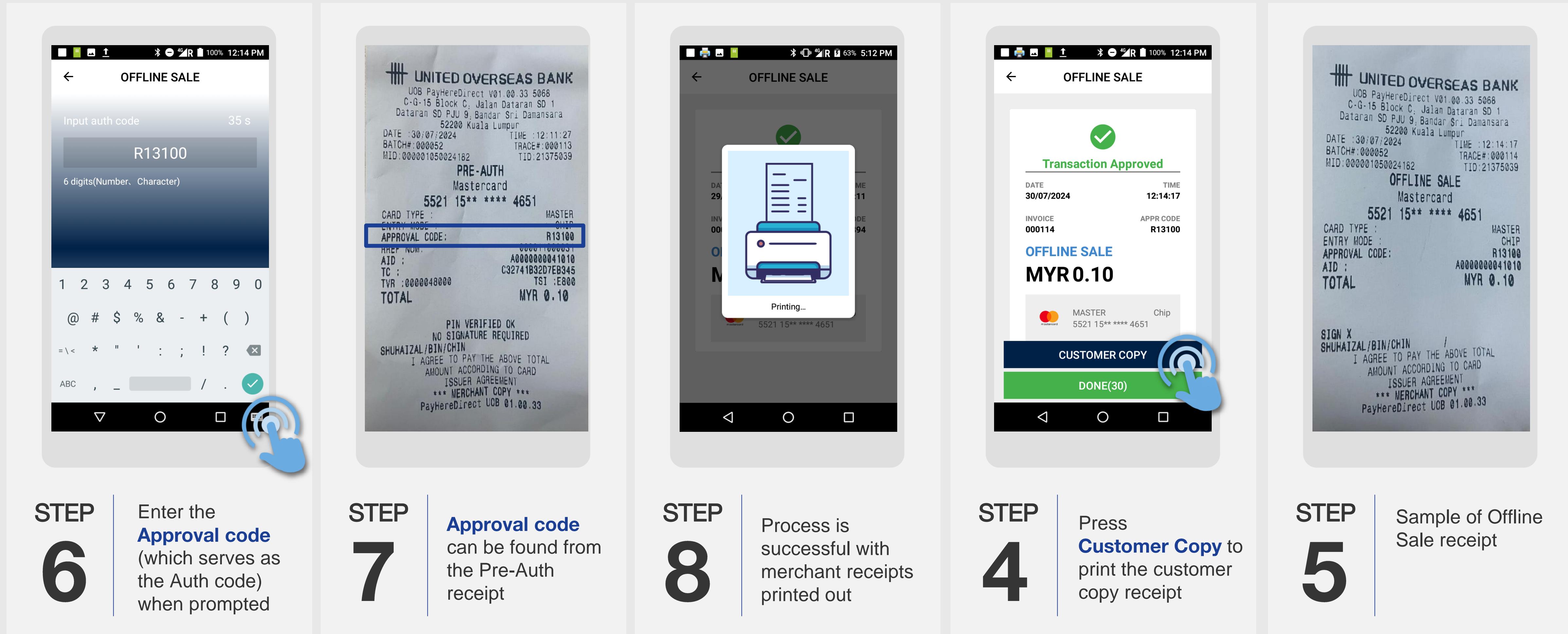
# Offline Transaction (Completion)

Terminal Model: Pax A920



# Offline Transaction (Completion)

Terminal Model: Pax A920



**STEP 6** Enter the **Approval code** (which serves as the Auth code) when prompted

**STEP 7** **Approval code** can be found from the Pre-Auth receipt

**STEP 8** Process is successful with merchant receipts printed out

**STEP 4** Press **Customer Copy** to print the customer copy receipt

**STEP 5** Sample of Offline Sale receipt