

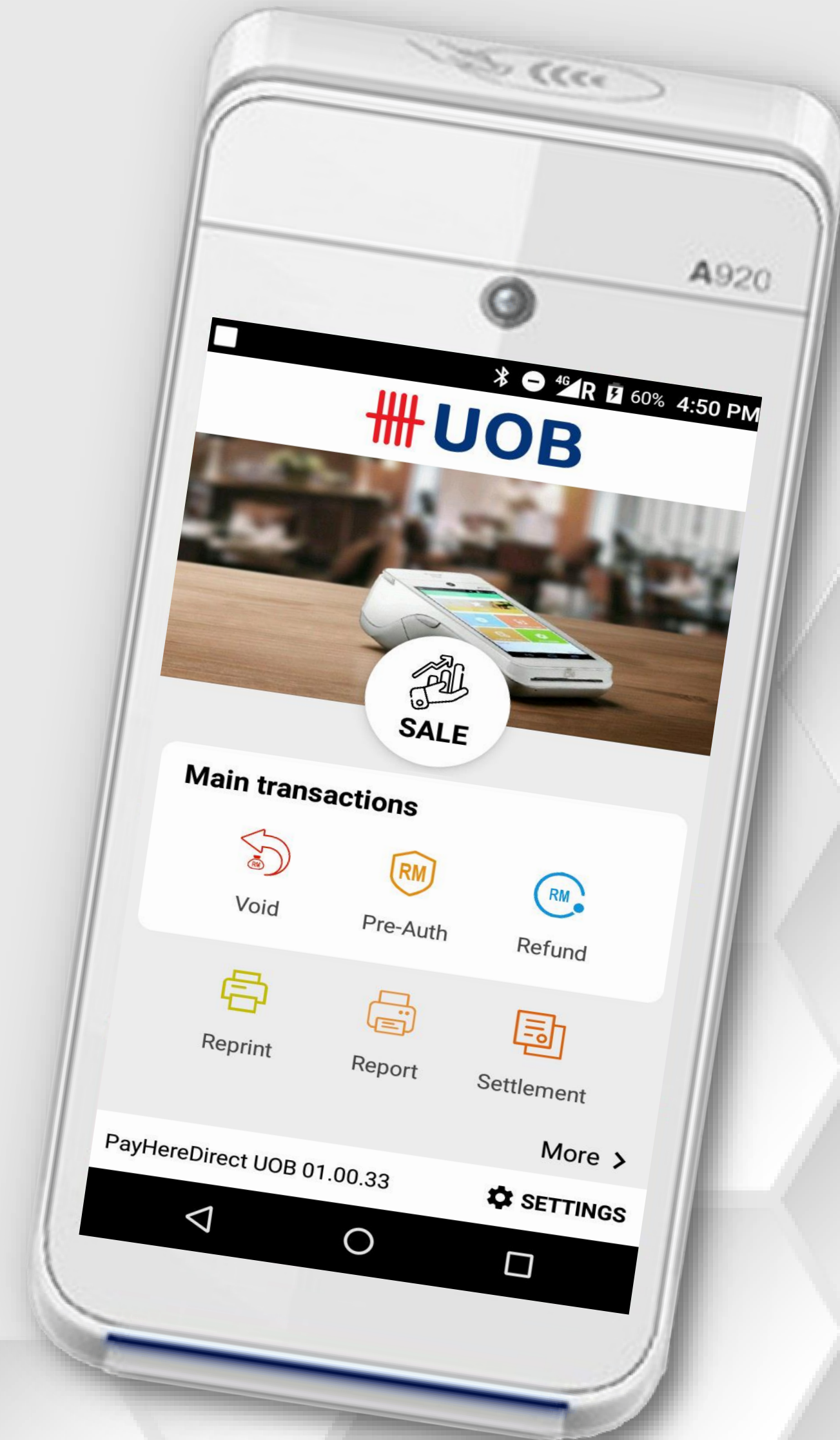


TERMINAL USER GUIDE

Pre-Authorisation & Offline Transaction

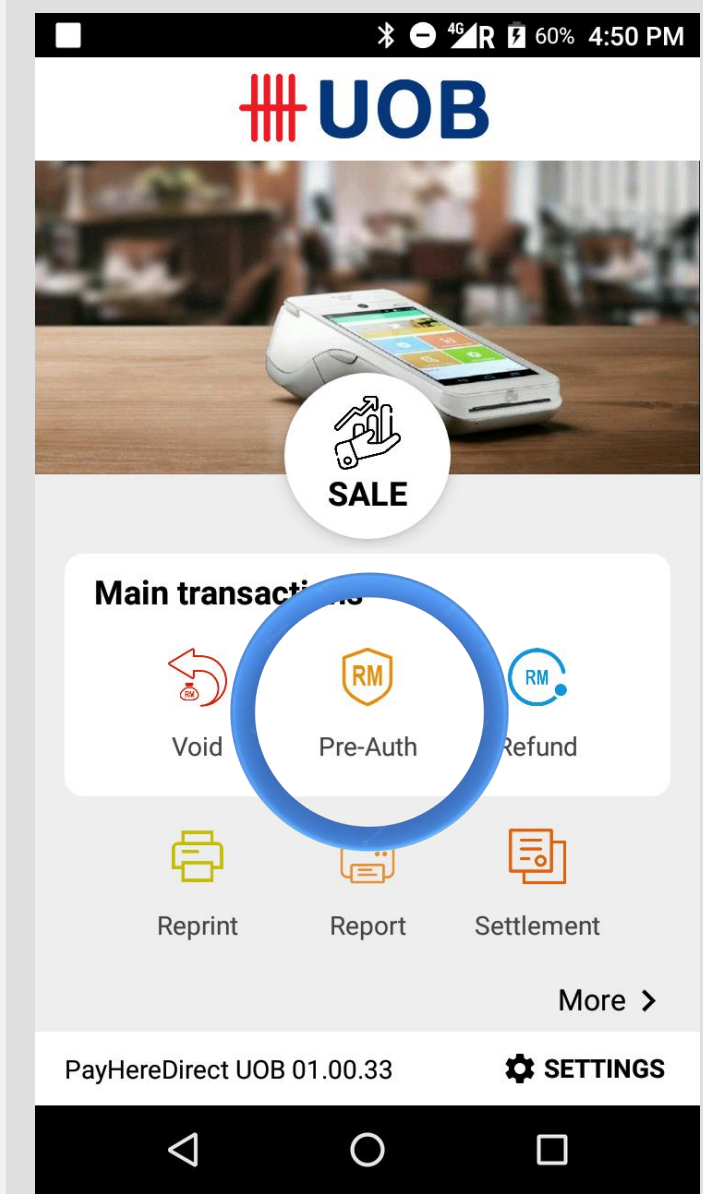
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Terminal Model: PAX A920

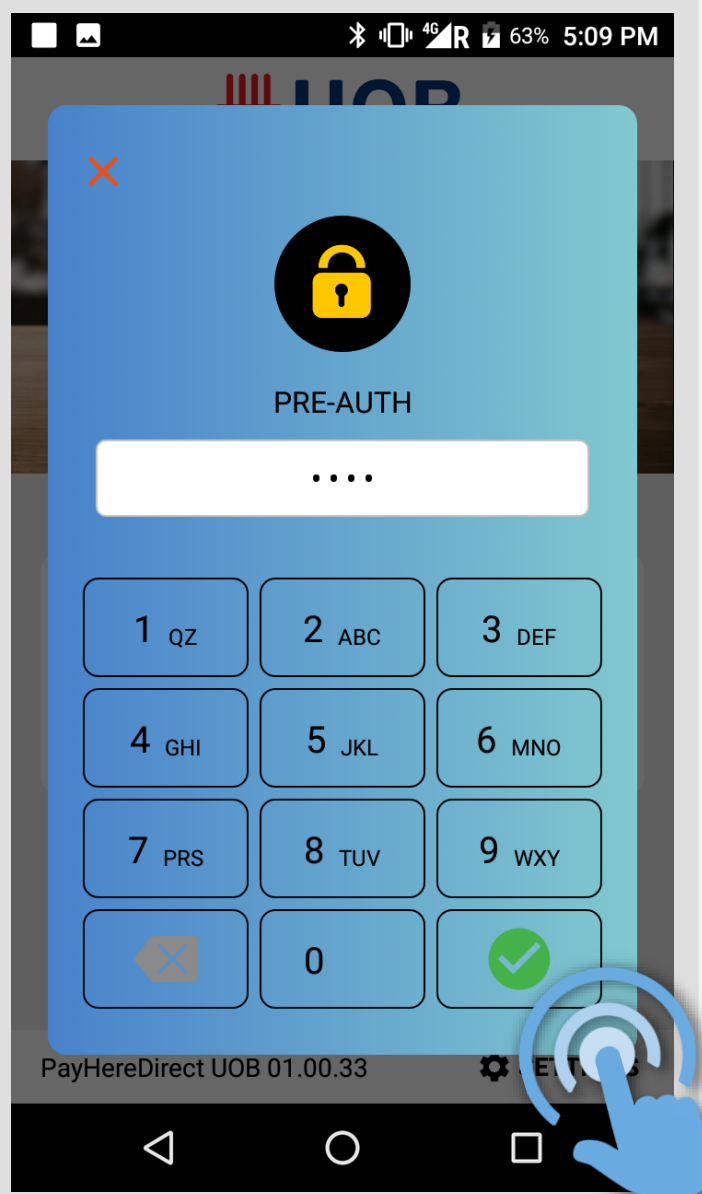


Pre-Authorisation Transaction

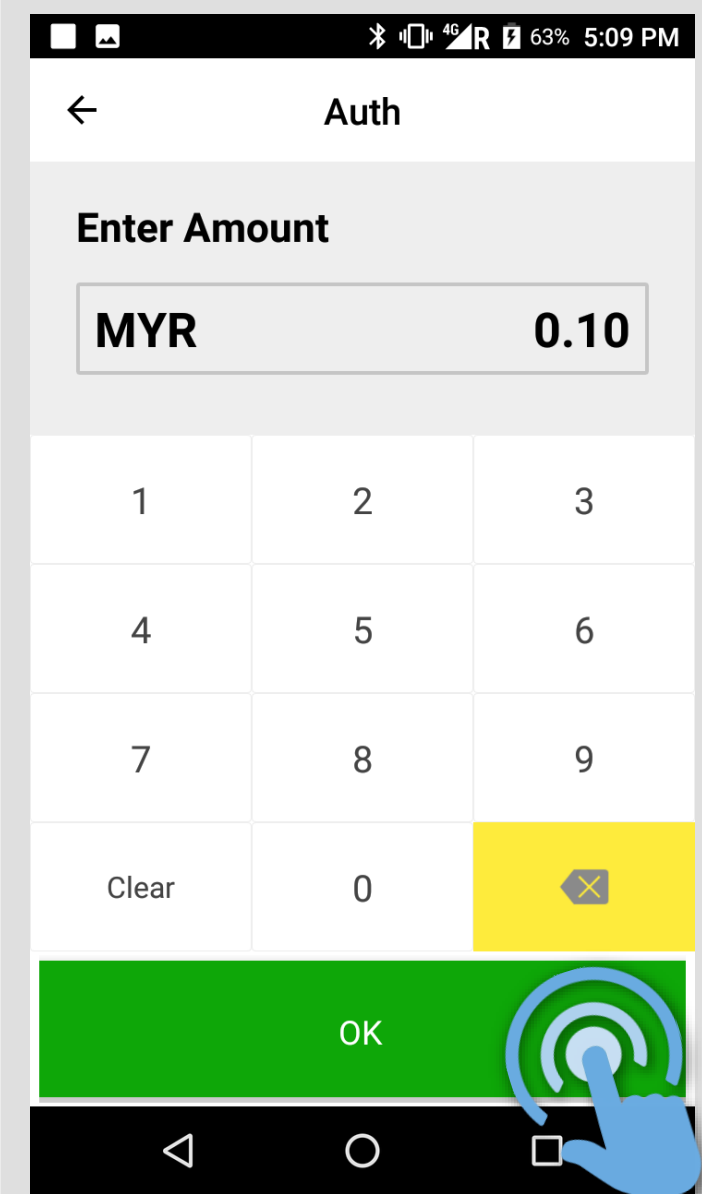
Terminal Model: Pax A920



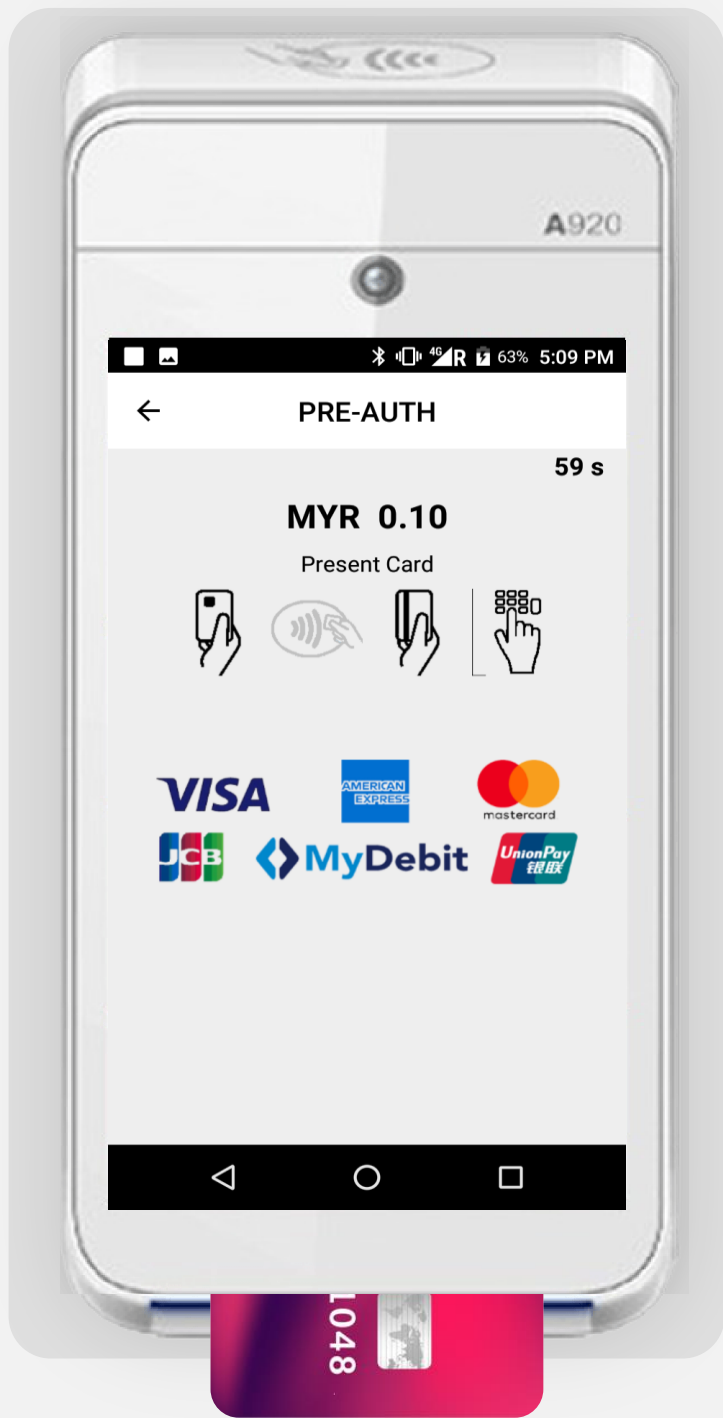
STEP 1
Press on **Pre-Auth** icon



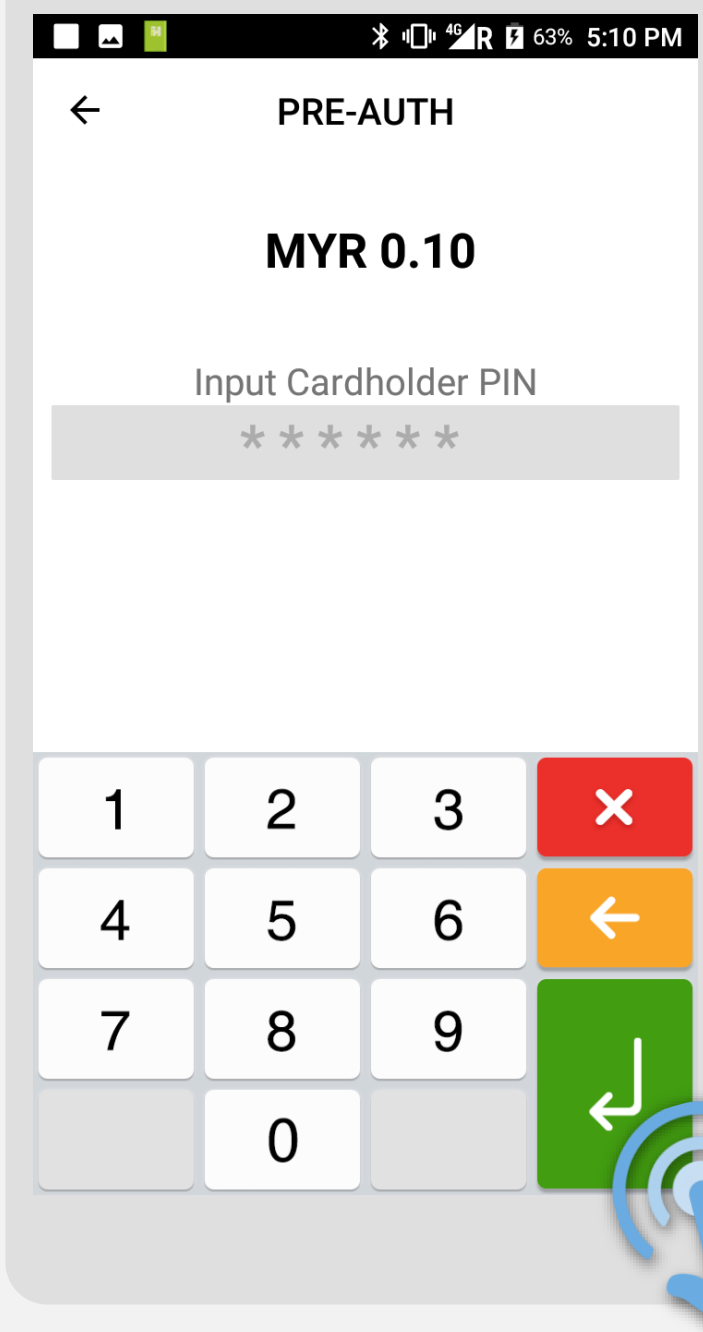
STEP 2
Key in Pre-Auth password (Use default password 0000) and press ✓



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



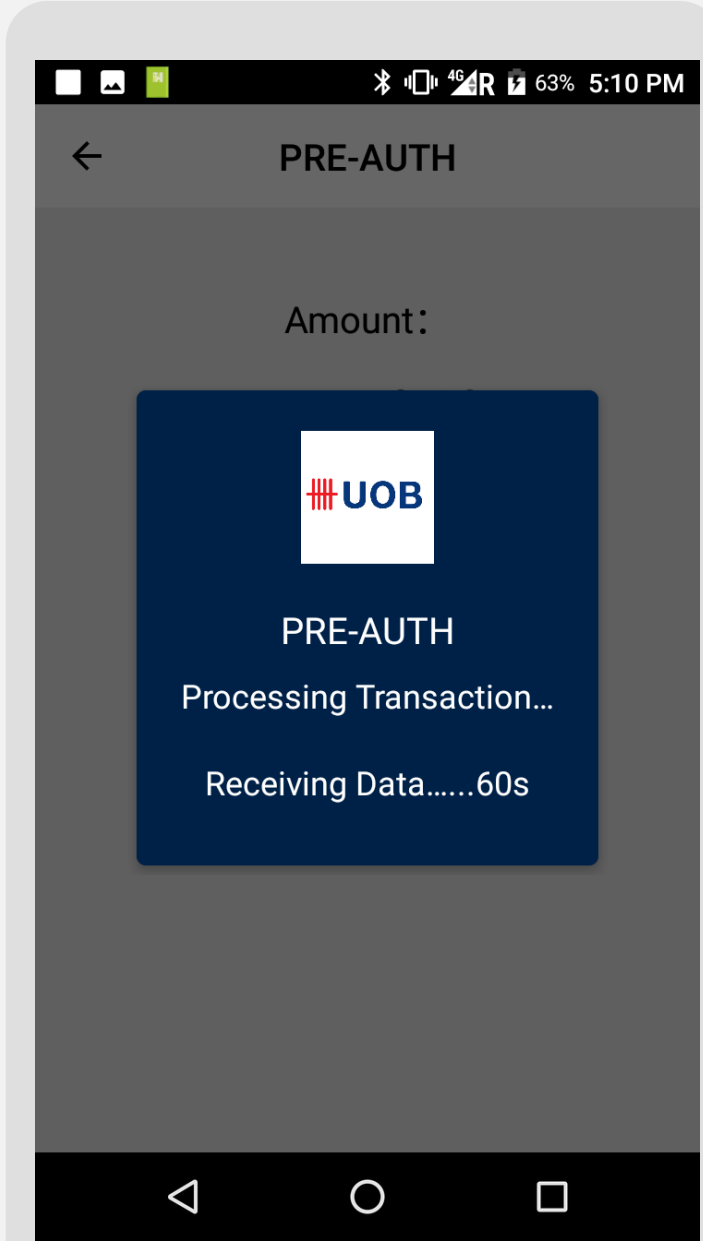
STEP 4
Insert customer's card to the terminal



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

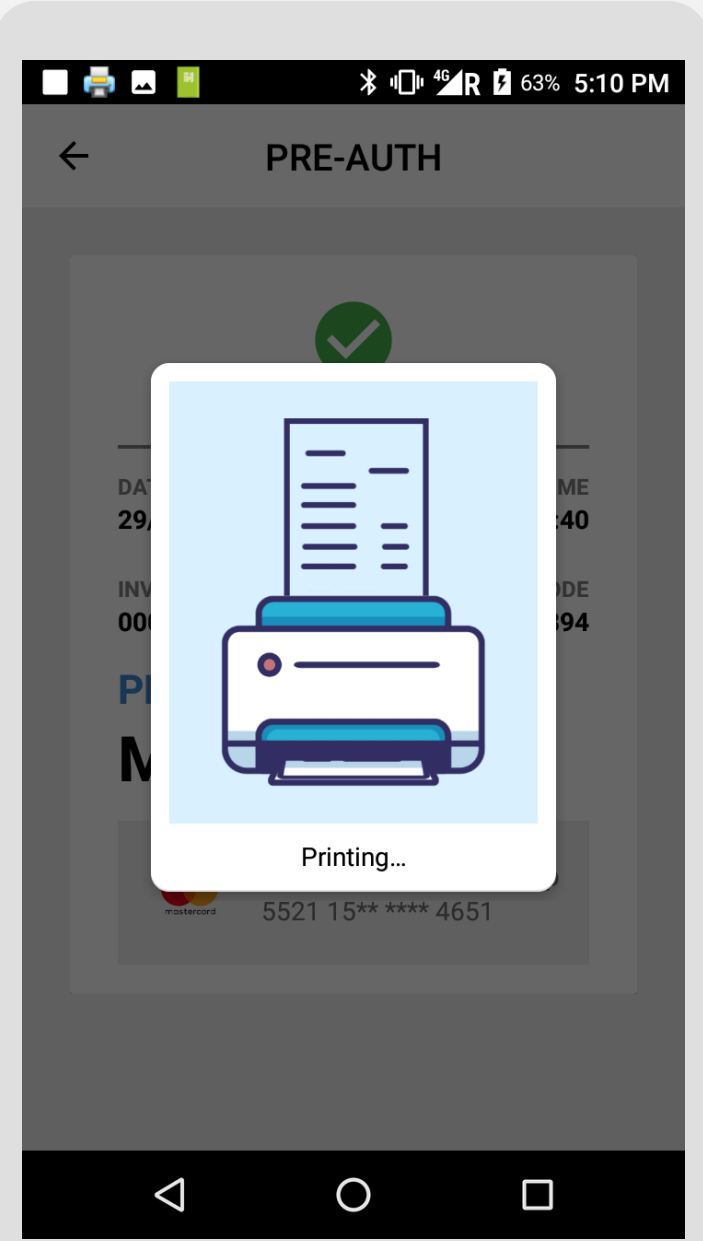
Pre-Authorisation Transaction

Terminal Model: Pax A920



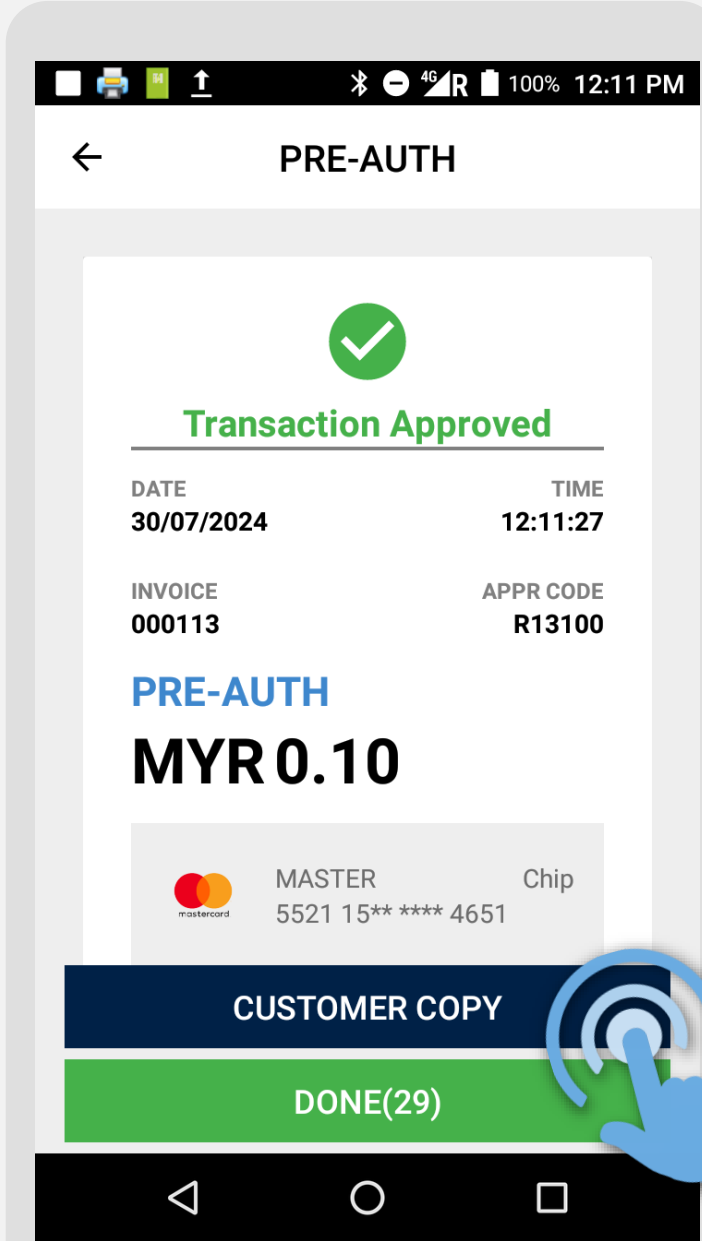
STEP
6

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

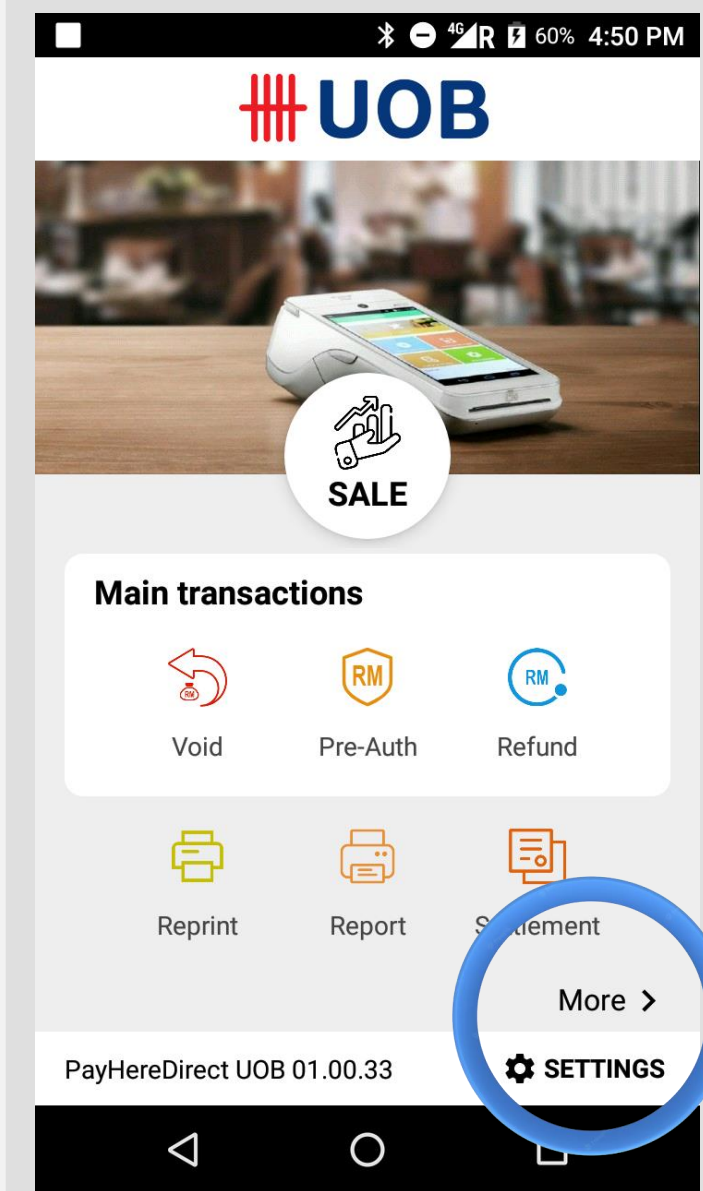


STEP
9

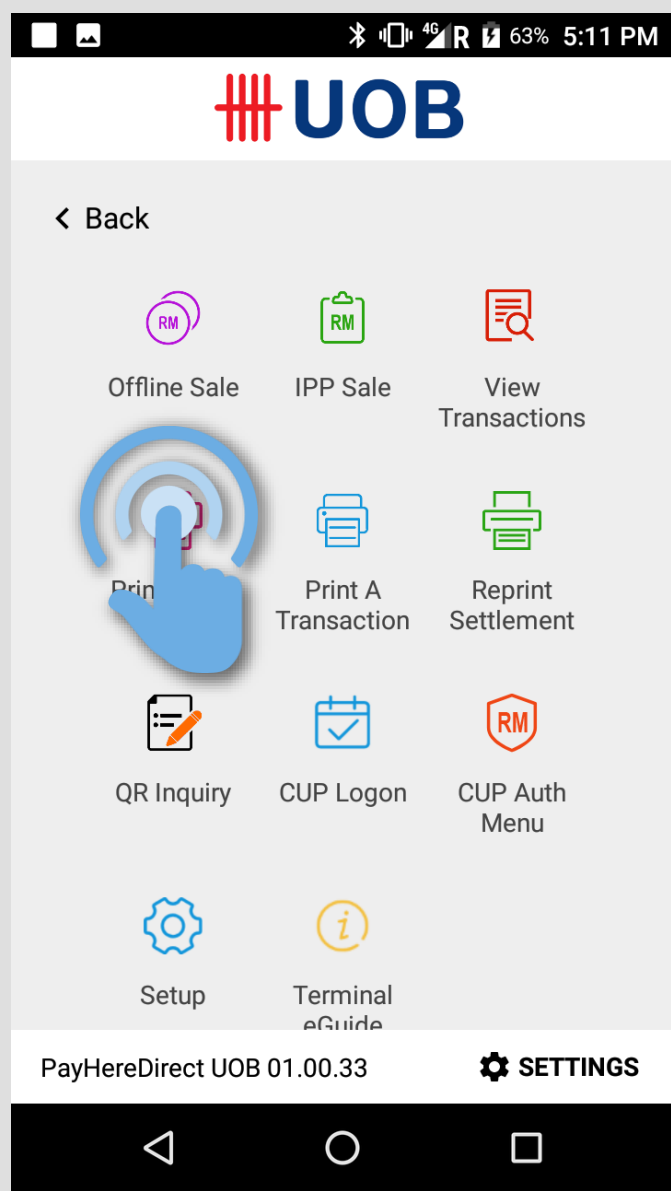
Sample of Pre-Auth Sale receipt

Offline Transaction (Completion)

Terminal Model: Pax A920



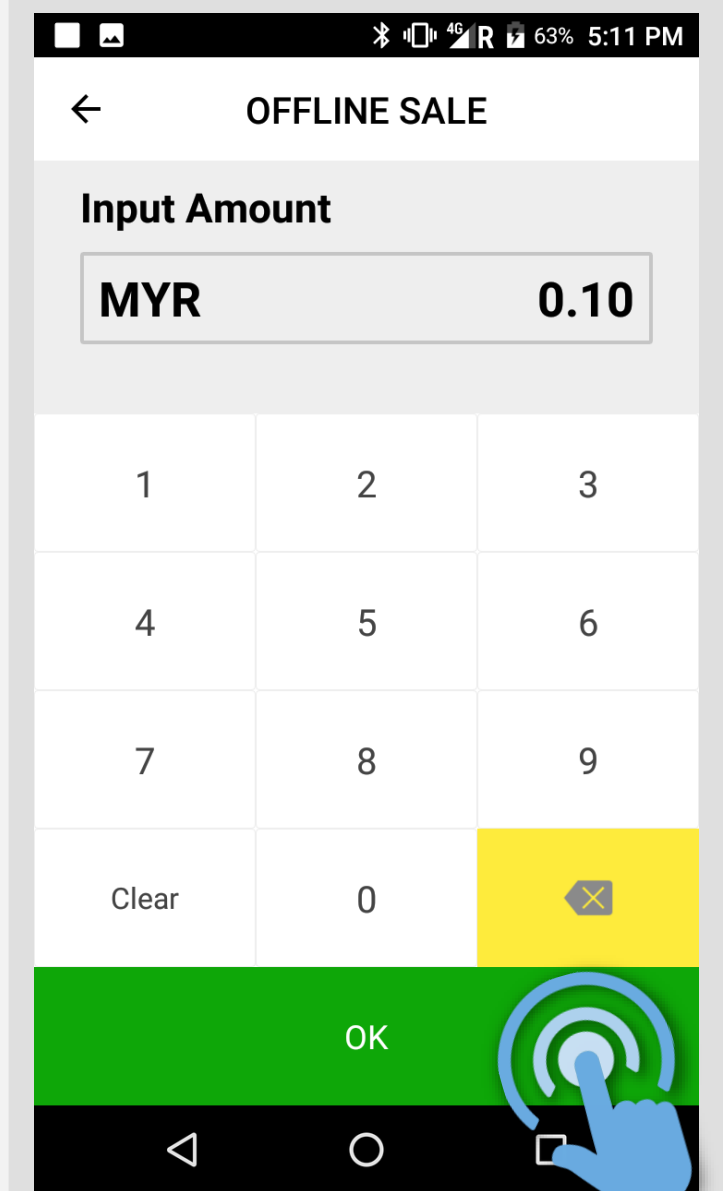
STEP 1
Press on **More**



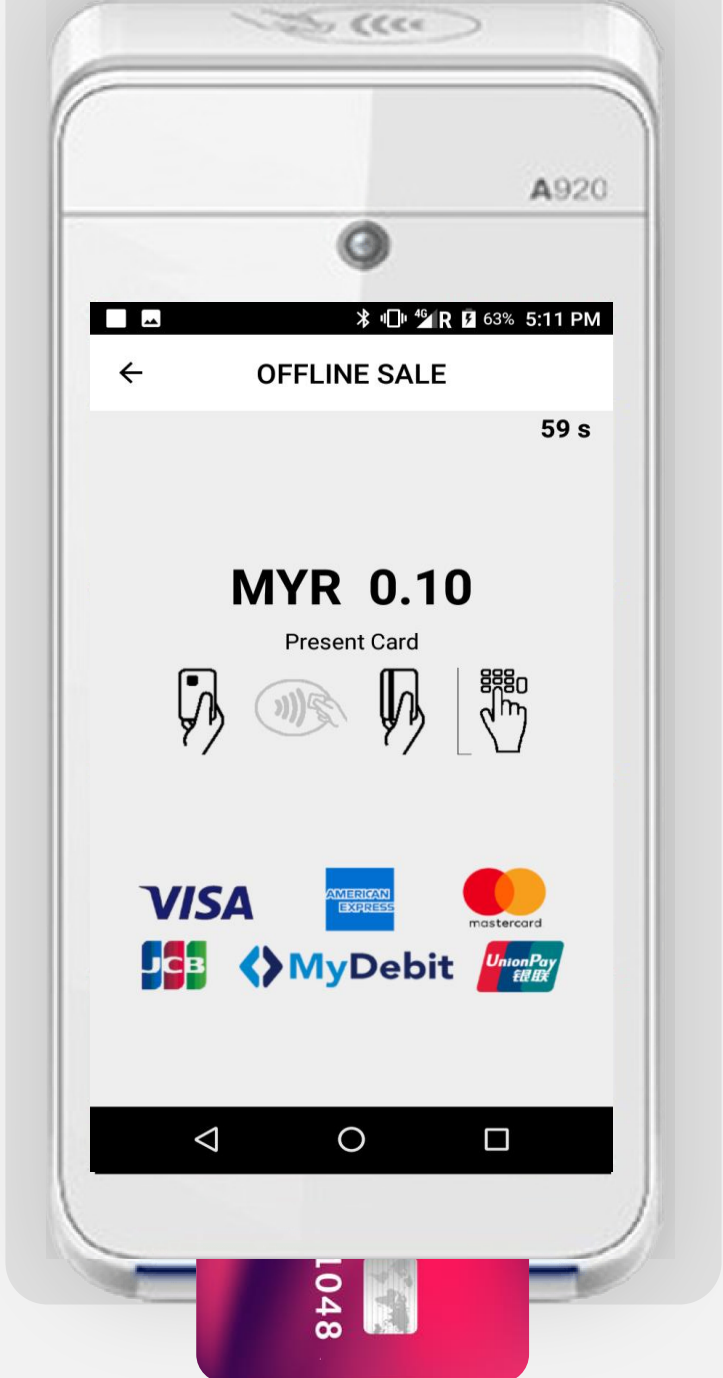
STEP 2
Press on **Offline Sale** icon



STEP 3
Key in Offline Sale password (Use default password 0000) and press ✓



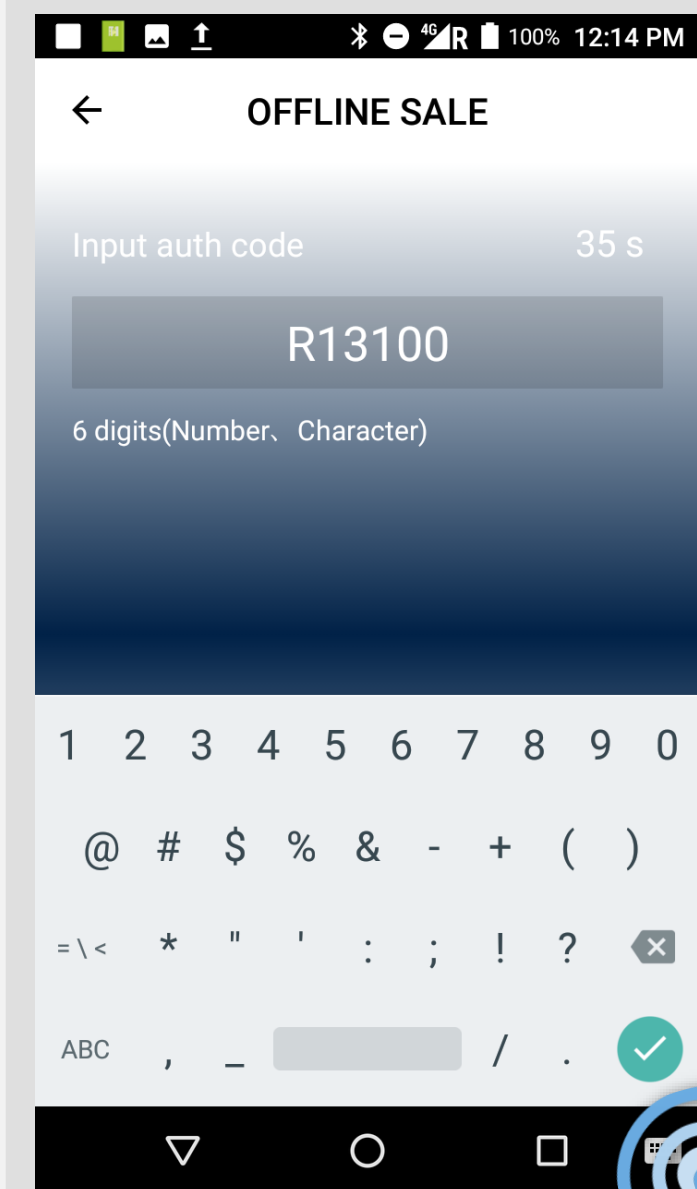
STEP 4
Key in Offline Sale amount and press **OK**



STEP 5
Insert customer's card to the terminal

Offline Transaction (Completion)

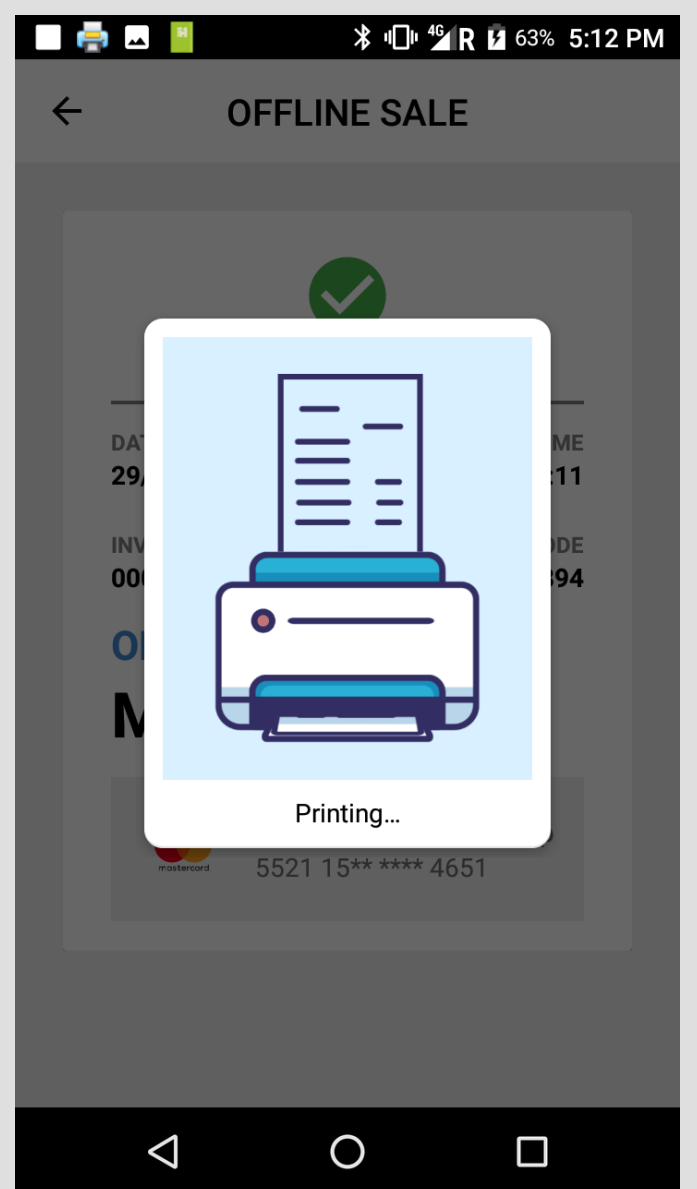
Terminal Model: Pax A920



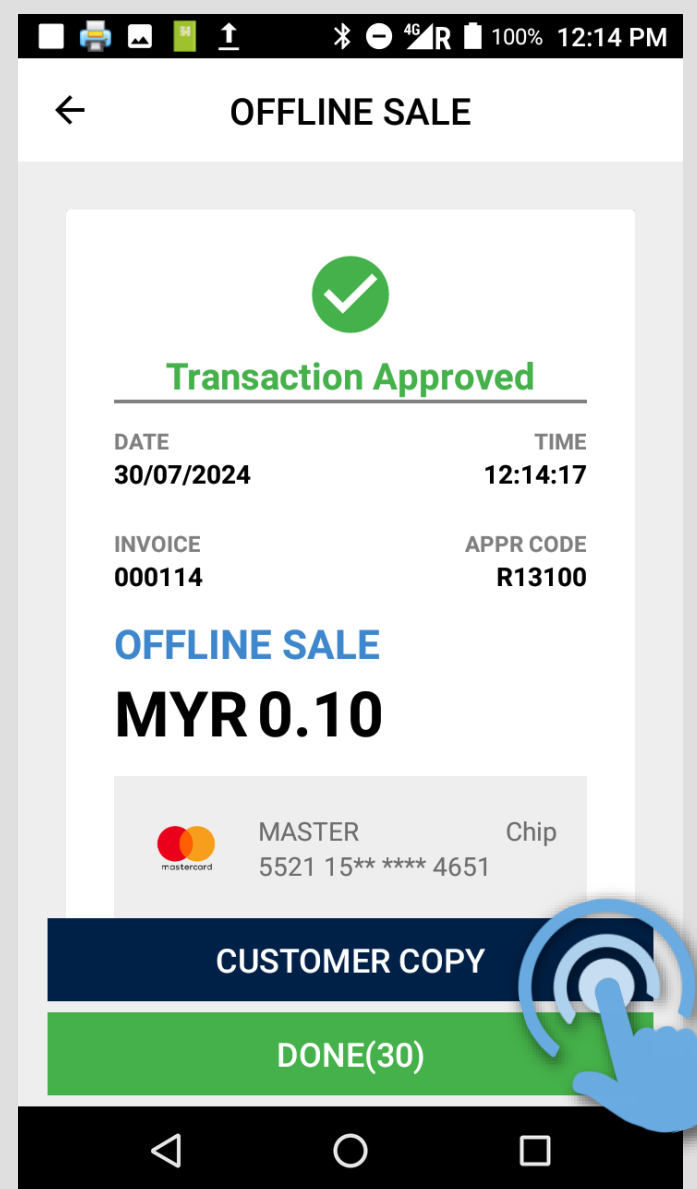
STEP 6 Enter the **Approval code** (which serves as the Auth code) when prompted



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