GHL

PAYMENT TRANSACTION PROCEDURES

Report | Detail, Summary & Settlement

Quick Reference Guide

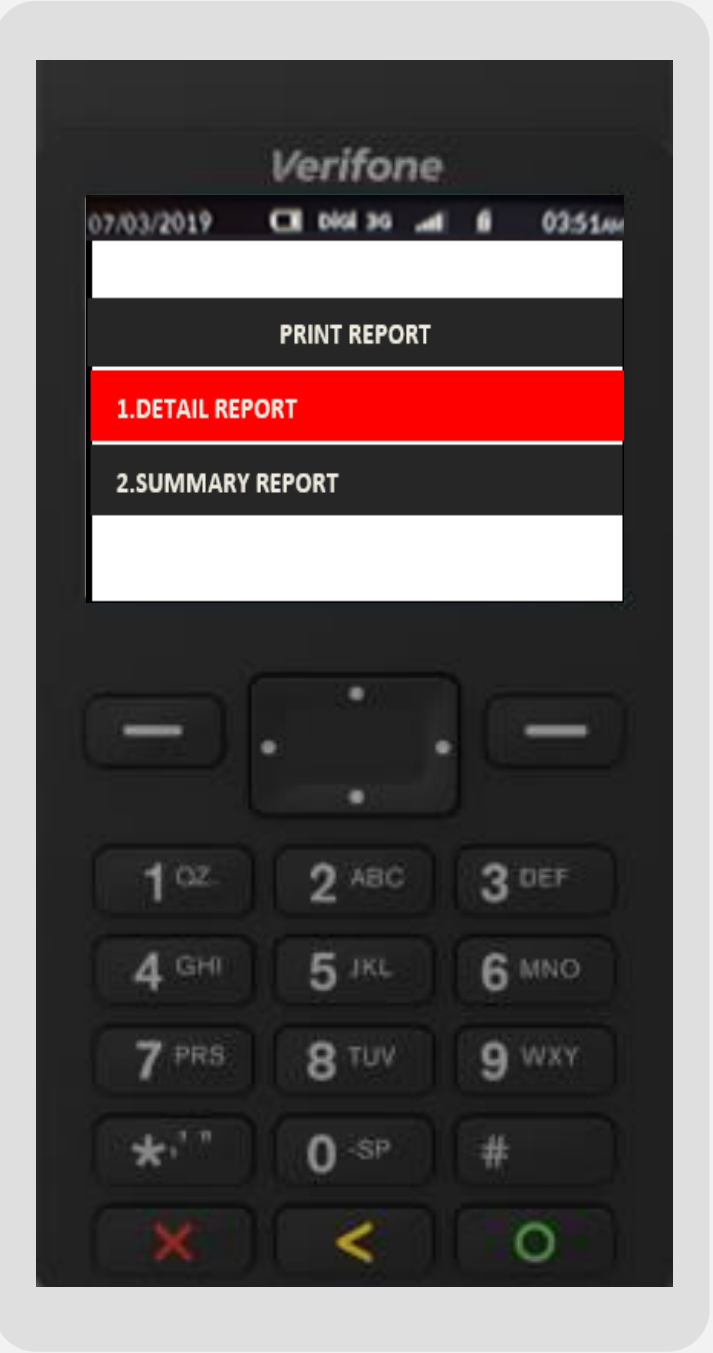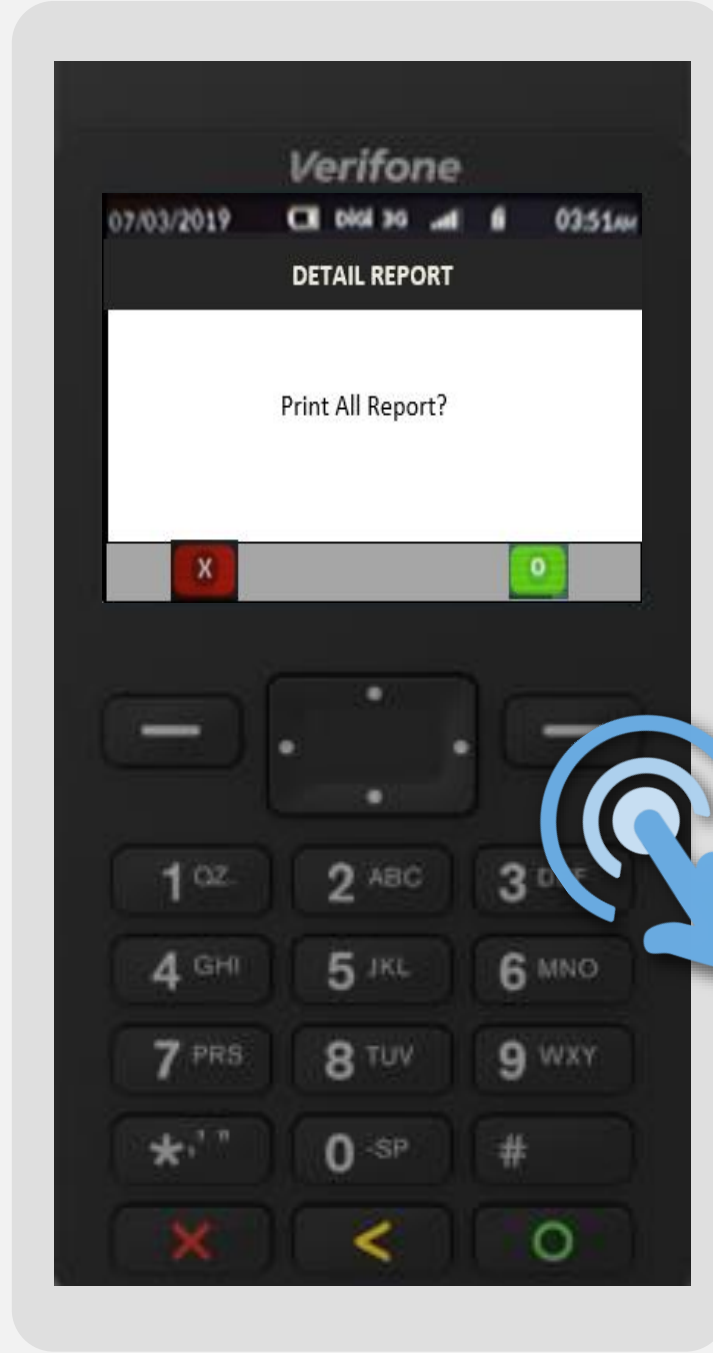**Terminal Model: ENGAGE V200T**

Report | Detail & Summary Report

Quick Reference Guide
Terminal Model: ENGAGE V200T

STEP 1
Press **'ENTER'** key to access main menu

STEP 2
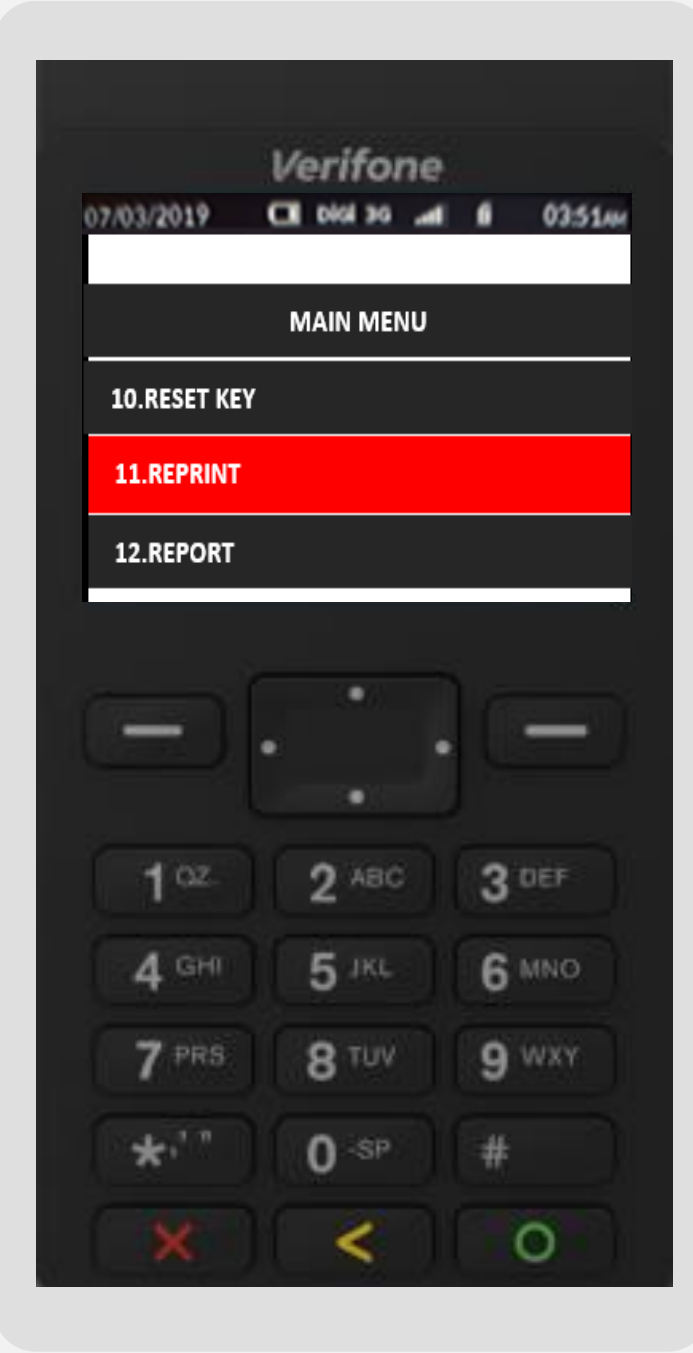Select required Report and press **'ENTER'**

STEP 3
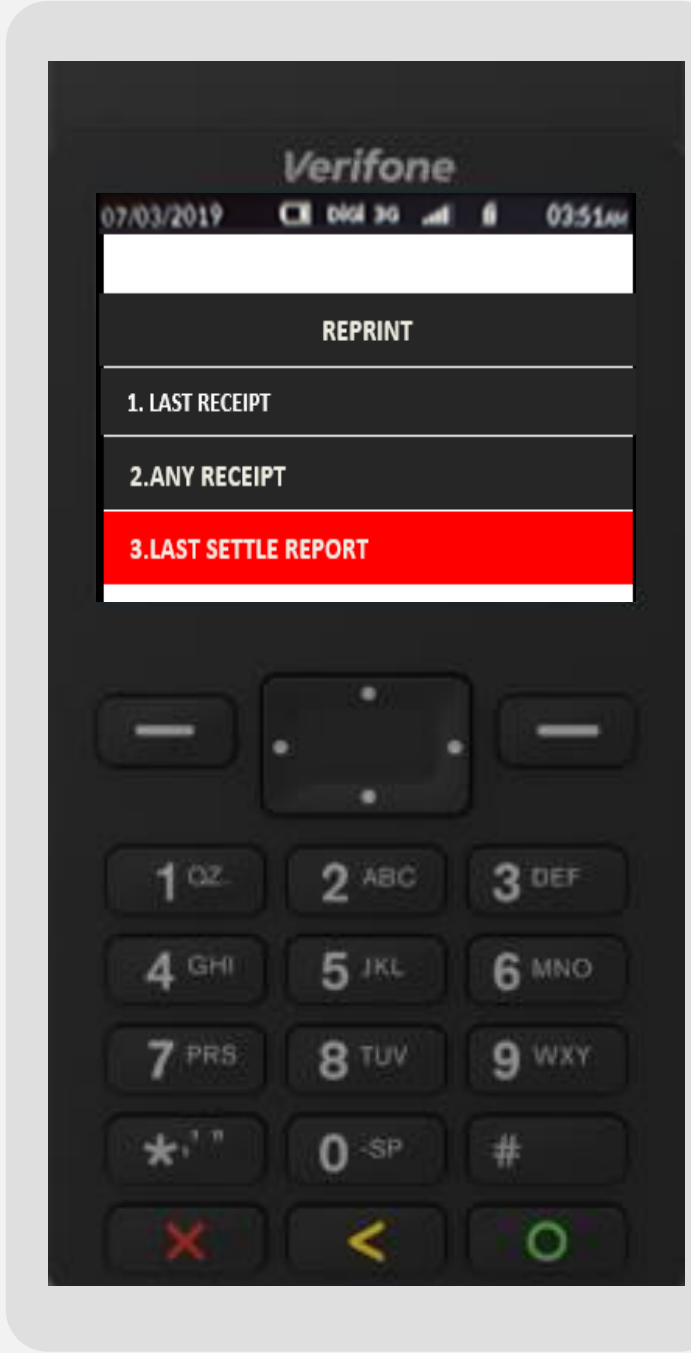Press **'YES'** to print all Report

Report | Settlement Report

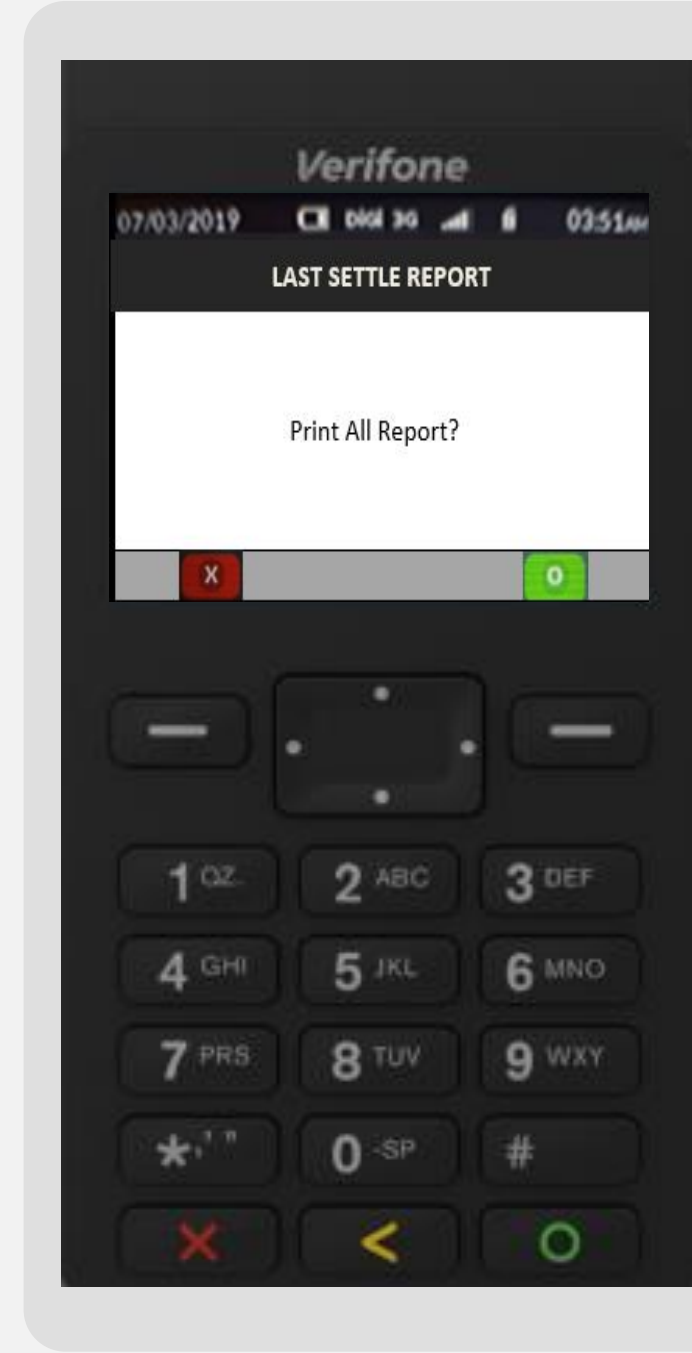Quick Reference Guide
Terminal Model: ENGAGE V200T

STEP 1
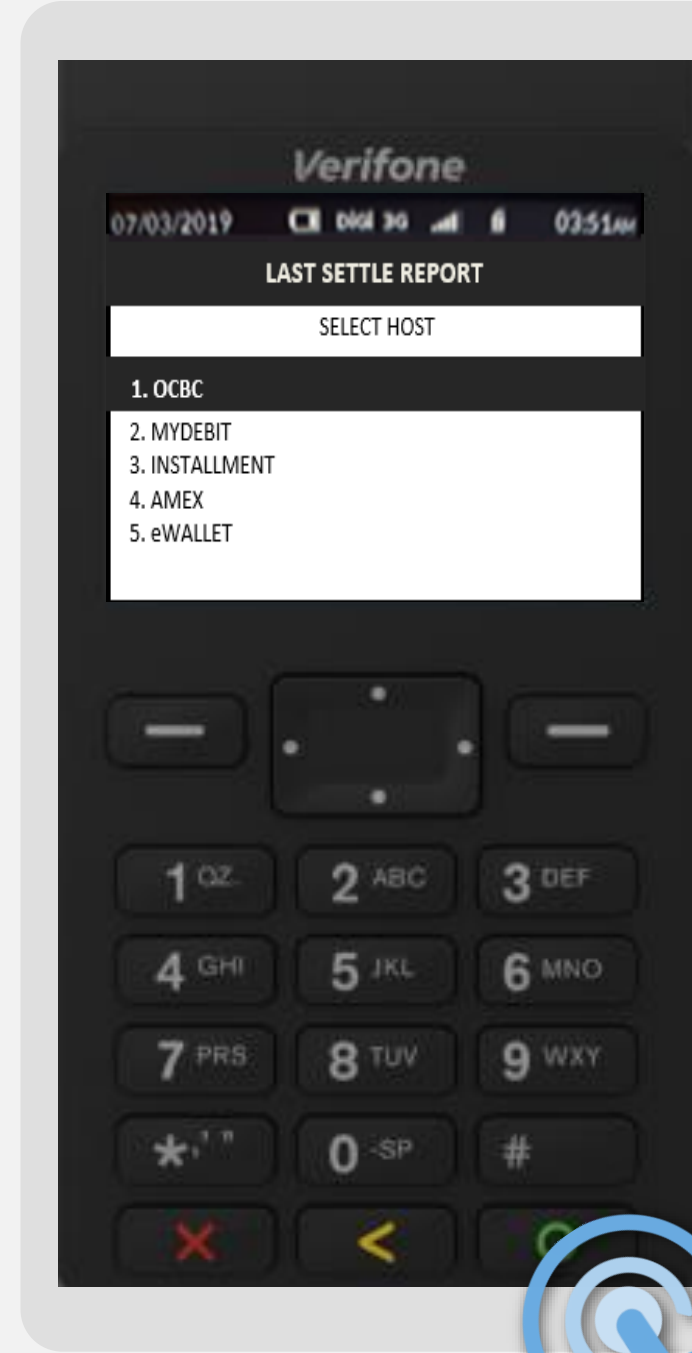Press **'ENTER'** key to access main menu

STEP 2
Press down navigation key. Select **'REPRINT'** and press **'ENTER'**

STEP 3
Select **'LAST SETTLE REPORT'** and press **'ENTER'**

STEP 4
Press **'YES'** to settle all hosts at once, or press **'NO'** to settle host by host

STEP 5
Select required Host if settle host by host and press **'ENTER'**

Report | Settlement Report

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STEP 6

Last settlement report printed out