

CREDIT SALE

- Enter amount and then press **ENTER**
 - Swipe card
 - Tear slip and then press any key to print customer copy
- * You can press **CANCEL** if you don't need a 2nd copy

DEBIT SALE

- Press F3 until **DEBIT SALE** is displayed
- Input amount
- Press **ENTER**
- Enter tip amount and press **ENTER** or press **ENTER** to bypass
- Press **ENTER**
- Swipe card. The card **MUST** be swiped. Customer will be prompted to enter **PIN**.
- Tear slip and then press any key to print customer copy

CREDIT SALE KEY ENTERED

- Enter amount and then press **ENTER**
- Input / key in card number and then press **ENTER**
- Expiration date MMY (ext 0317) and then press **ENTER**
- Is card present?
1. Yes
2. No
Select 1 or 2
- Enter CVV2 (located on back of card - last 3 digits) then press **ENTER**
- Tear slip and press any key to print customer copy

VOID SALE

- Press ▼ 5x until **CREDIT V/SALE** is displayed.
 - Press **ENTER**
 - Enter transaction number
 - Press **ENTER**
 - Swipe or input account number* **MUST** be entered the same method as originally entered: Swiped or keyed
 - Tear slip and press any key to print customer copy of voided sale.
- * If at any point a Password request is prompted, it is the current date in 8 digit format (ex 12062018)

VOID / RETURN

- Press ▲ 5x until **CREDIT V/RETURN** is displayed.
 - Press **ENTER**
 - Enter transaction number
 - Press **ENTER**
 - Terminal will display the transaction
 - Press **ENTER**
 - Swipe or input account number* **MUST** be entered the same method as originally entered: Swiped or keyed
 - Tear slip and press any key to print customer copy of voided sale.
- * If at any point a Password request is prompted, it is the current date in 8 digit format (ex 12062018)

CREDIT / RETURN

- Press ▼ 4x until **CREDIT /RETURN** is displayed.
 - Enter amount and then press **ENTER**
 - Swipe card / Input Acct.
 - Tear slip and press any key to print customer copy of voided sale.
- * If at any point a Password request is prompted, it is the current date in 8 digit format (ex 12062018)

PAX SUPPORT
1-904.900.3741

REPORT

- Press **FUNC** key
- Press 1 - Reports
- Enter device password and then press **ENTER**
- Report will print

REPRINT RECEIPT

- Press **FUNC** key
- Press 6 - Receipt Copy
- 1. Last Customer Receipt
2. Any Receipt
- Follow prompts

DISPLAY TRANSACTIONS

- Press **MENU**
- Press 1 - Reports
- Enter password
- Press **ENTER**

SETTLEMENT / CLOSE BATCH

- Press **FUNC** key
- Press 2 - Batch
- Press 1 - Batch Close
 - *If you have any untipped sales you can press **CANCEL** to go back and adjust tips in the tip menu

ADJUST TIPS

- Press **FUNC** key
- Press **↑** (Tip Menu)
- Choose option #4 Enter transaction number
- Press **ENTER**. The transaction is displayed
- Press **ENTER**
- Enter the tip amount
- Press **ENTER**. *Terminal will ask if this is the correct amount
- Press **ENTER** for yes
Press **CANCEL** for no
Total transaction plus tip is displayed
- Press **ENTER**

LOADING PAPER

Press the green paper release button to open the paper compartment, insert the paper roll as shown below, and then close the paper cover.



POWER, LAN 8 PIN PAD CONNECTIONS

Use the image to connect the Power, Network, and PIN Pad to the PAX S80 device.

